



**Board of Commissioners
Regular Meeting**
March 5, 2024 – 7:00 PM
502 Southtown Circle, Rolesville, NC 27571

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation –Pastor Tyler Williams, Village Church Rolesville
4. Proclamations and Awards

Proclamation Recognizing North East Wake Backpack Buddies.
5. Consider Approval of the Agenda.
6. Consider Approval of the Consent Agenda:
 - 6.a. Minutes of February 6, 2024 and February 20, 2024.
 - 6.b. Audit Contract for FY23-24.
 - 6.c. Resolution 2024-R-05 – Resolution to Amend the Personnel Policy regarding the Juneteenth Holiday.
 - 6.d. Resolution 2024-R-06 – Resolution to Amend the Purchasing Policy regarding Purchase Orders.
 - 6.e. Dispose of Continued Legislative Hearing for ANX22-05 – Harris Creek Farms and Call for Legislative Hearing for ANX22-05 – Harris Creek Farms for April 2, 2024.
 - 6.f. Waive Alcoholic Beverages Provision for Town Events.
 - 6.g. 2024-R-04 – Resolution Awarding Service Weapon to Lieutenant Roy Holloway on His Retirement.
 - 6.h. Parks and Recreation Advisory Board By-Laws Amendment.
7. Public Invited to be Heard.

Individuals wishing to speak during the Public Invited to be Heard proceedings are encouraged to be prepared and individuals will be limited to three (3) minutes. Written comments are welcome and should be given to the Town Clerk prior to the start of the meeting.
8. Town Board Liaison Reports
 - 8.a. Commissioner Alston – Veterans
 - 8.b. Commissioner Long – Public Safety
 - 8.c. Commissioner Paul – Senior Citizens
 - 8.d. Commissioner Sneed – Planning Board
 - 8.e. Commissioner Vilga – Parks & Recreation Advisory Board

9. Communication from Town Staff

- 9.a. Finance
- 9.b. Human Resources
- 9.c. Main Street Project Update.

10. Old Business

NONE

11. New Business

Hearings

Legislative Hearing(s): ANX23-01/REZ23-02 Woodlief Assemblage.

End of Hearings

12. Communications

- 12.a. Town Attorney
- 12.b. Interim Town Manager
- 12.c. Town Board

13. Adjourn

The Town of Rolesville will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (919) 556-3506 by noon on the Thursday prior to the meeting to make arrangements.



Proclamation of the Town of Rolesville
Mayor and Board of Commissioners

NORTH EAST WAKE BACKPACK BUDDIES

WHEREAS, North East Wake Backpack Buddies began as a youth mission at Rolesville Baptist Church in 2006; and

WHEREAS, in September 2001, North East Wake Backpack Buddies separated from the church, becoming its own 501(c)3 non-profit organization; and

WHEREAS, North East Wake Backpack Buddies is led by a part-time executive director, thirteen board members, and many volunteers; and

WHEREAS, North East Wake Backpack Buddies is funded from grants and private donations; and

WHEREAS, bags are packed by volunteers and contain kid-friendly food and are provided anonymously for weekend meals and snacks to children identified as “food insecure” by teachers, counselors, and social workers at schools in Rolesville, Wake Forest, Raleigh, Zebulon, and Knightdale; and

WHEREAS, food is sourced from The Food Bank of Central and Eastern North Carolina, neighbors in Bedford at Falls River and Courtyard at Heritage Grove communities, collections by area businesses and individuals, and necessary purchases made at area stores; and

WHEREAS, 450 children are provided bags each week and the program is slated to deliver over 16,000 weekend bags during the 2023-2024 school year with 14,913 bags delivered in the 2022-2023 school year and 13,652 delivered in the 2021-2022 school year.

NOW THEREFORE I, Ronnie I. Currin, Mayor of the Town of Rolesville, do hereby proclaim North East Wake Backpack Buddies to be an irreplaceable treasure and remarkable organization that is vital to the children in our communities, and urge the citizens of Rolesville to donate and/or volunteer in support of this wonderful organization.

Dated this 5th day of March 2024.

Ronnie I. Currin, Mayor

The



**Board of Commissioners
Regular Meeting**

February 6, 2024 – 7:00 PM
502 Southtown Circle, Rolesville, NC 27571
(Town Board Photos before Meeting)

MINUTES

1. Call to Order
Mayor Currin called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance and Invocation
Mayor Currin led the Pledge of Allegiance

Commissioner Long gave the invocation.
3. Proclamations and Awards
 - 3.a. Recognition of Mary Ka Powers, Parks & Recreation Advisory Board.
Mayor Currin read aloud the list of commitments Mary Ka has made on behalf of the Town of Rolesville over the past twenty-one years. Mayor Currin presented Mary Ka with a plaque of appreciation. In attendance with Mary Ka was her husband Mark Powers who was a long-term Planning Board member and Planning Board chairperson.
 - 3.b. Proclamation Recognizing Black History Month.
Mayor Currin read aloud the proclamation prepared to recognize Black History Month in Rolesville.
4. Consider Approval of the Agenda.
Moved by Commissioner Alston to approve the agenda with the following revisions: Item 10.b. Consider Request to Reschedule ANX22-05/MA22-08 Harris Creek Farms - continuance to March 5th at 7:00 p.m. and Item 10.c. Consider Request to Reschedule ANX23-01 Woodlief Assemblage to the March meeting – continuance to March 5th at 7:00 p.m.; seconded by Commissioner Vilga. Motion to approve agenda with noted revisions carried by unanimous vote.
[ANX23-01 Woodlief Assemblage advertised in Wake Weekly on January 12, 2024]
5. Consider Approval of the Consent Agenda:
Moved by Commissioner Vilga to approve the Consent Agenda as presented and consisting of the following:

Minutes of the January 4th meeting

Motion to approve the Consent Agenda seconded by Mayor Pro Tem Sneed and carried by unanimous vote.
6. Public Invited to be Heard.

John Lupfer, 112 Terrell Drive, Rolesville, NC

Mr. Lupfer came asking about the property reassessment by Wake County and the revenue-neutral tax rate.

Scott Wagoner, 205 Teresa Drive, Rolesville, NC

Mr. Wagoner commented on the library for Rolesville. Asking that a remote location be sited where Wake County Public Libraries could do holds and drop-offs to start a presence in the town.

Asked if Mayor Currin's office is still in the Police Station. Asked the Town Board to visit the topic of the mayor's office being in the Police Station. Mr. Wagoner questions the appropriateness of having a part-time, non-police, elected official occupying space in the Police Department. He is asking for a cease of the practice.

Betty Freeman, 524 Averette Road, Rolesville, NC

Ms. Freeman came to speak on the tax rate increase.

Chris Wilkins, Workout Anytime, 411 S. Main Street C., Rolesville, NC

Mr. Wilkins, owner/proprietor of Workout Anytime, came to provide information on the upcoming Grand Opening.

7. Town Board Liaison Reports

7.a. Commissioner Alston – Veterans

- M.Sgt. retired Jerry Mangum held a Veterans Breakfast on January 31st at the I Hop in Knightdale. The next breakfast will be held on February 28th.
- The next Veterans Coffee will be held on February 17th at Arise beginning at 9:00 a.m. Volunteers are needed.
- Commissioner Alston provided a recommendation Letter for a local teen to the Naval Academy . The teen was accepted to seven different colleges.
- Commissioner Alston provided information on the upcoming Joel Fund Coffee Connection.
- Waiting to hear back from the US Navy regarding the Cadet Corps at Rolesville High School.

7.b. Commissioner Long – Public Safety

- Unification of the Rolesville Rural Fire Department into the Town is progressing.
- The Department made 120 calls in January. Fifty-one of those calls were for fire and fifty-nine EMS.
- Further updates will come under Chief Simmons' Communication from Staff later in the meeting.
- Mayor Currin asked Commissioner Long to respond to Mr. Scott Wagoner's comments made earlier under Public Comment and regarding the mayor's office in the Police Department.

7.c. Commissioner Paul – Senior Citizens

- Residents are still moving out of The Grande apartments following the significant rate increase.
- Anyone needing assistance in finding senior living is asked to contact State Senator Mary Wills Bode's office at (919) 733-5850
- Commissioner Paul has been involved in exploring an affordable senior housing project in Rolesville. More details to come in future months.

- Local seniors may be eligible for financial assistance following the recent property evaluation increase. Log on to www.wake.gov and search for tax help for more information.

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7.d. Commissioner Sneed – Planning Board

- The January 22nd Planning Board meeting was canceled due to no zoning applications scheduled for review and recommendation.
- The next Planning Board meeting is scheduled for February 26th.

7.e. Commissioner Vilga – Parks & Recreation Advisory Board

- A meeting was held on January 24th at which a new Chair, Vice-Chair, and Secretary were chosen.
- An update was received on the gates and camera installation at Millbridge Nature Park.
- New fencing has been installed along Carlton Pointe Greenway.
- An update was received on progress on the Farm.
- A request for revision of the PARAB by-laws is coming before the board this evening.
- Discussion is being held on a mission statement for the Parks & Recreation Department.
- An update was received on the Pearce Farm property.
- All Capital Improvement Projects (CIP) being looked at by Parks & Recreation were shared. Board members were asked to rank the projects to assist with focus in the coming year.

8. Communication from Town Staff

Receive Report Regarding the Rolesville Police Department

Police Chief David Simmons provided a report on year-end statistics comparing 2022 to 2023.

Mr. Philip Carter, Executive Director, Rolesville Chamber of Commerce.

Mayor Currin recognized Philip Carter, the new Executive Director of the Rolesville Chamber of Commerce and invited him to the podium to say a few words of introduction.

9. Old Business

9.a. Consider Approval of Parks & Recreation Advisory Board By-Law revisions.

The Parks & Recreation Director was not in attendance to present so this agenda item will need to be rescheduled.

9.b. Consider Approval of the Appointment of Tracy Goss to the Board of Adjustment.

Moved by Commissioner Vilga to approve the Appointment of Tracy Goss to the Board of Adjustment and recommendation to Wake County Board of Commissioners for its appointment of Mr. Goss as an ETJ member; seconded by Mayor Pro Tem Sneed. Motion to approve carried by unanimous vote.

10. New Business

Hearings

- 10a. Consider Approval of REZ23-06 – 4124 Burlington Mills Road (Rolesville Rural Fire Department).

Planning Director Meredith Gruber provided a staff report on the hearing prior to its being opened.

Commissioner Michael Paul asked to be recused as he is the attorney for the Rolesville Rural Fire Department

Mayor Currin opened the evidentiary hearing on REZ23-06 – 4124 Burlington Mills Road (Rolesville Rural Fire Department) at 7:53 p.m.

As there was no one to speak in the hearing, Mayor Currin closed the hearing at 7:54 p.m.

Mayor Pro Tem Sneed expressed concerns to Chief Donnie Lawrence that there is an inconsistency with the town's comprehensive plan and asked that a condition be put in writing that the land can only be used for fire department use in the event the property is sold in the future. Attorney Neill clarified that, with agreement from the applicant, a condition can be included to say that the warehouse use is limited to fire protection services.

Rolesville Rural Fire Department Board Member Frank Pearce reported that permits have been obtained from Wake County Environmental Services for the use of the well and septic located on the property under hearing and that work began on the provision of a fire station for that fire station area prior to adoption of the town's Land Development Ordinance (LDO).

Moved Commissioner Alston to approve Rezoning REZ23-06 with the addition of the condition warehousing uses shall be limited to public fire department services; seconded by Commissioner Vilga. Motion carried with a 4-0 vote.

Moved by Commissioner Vilga to adopt a Plan Consistency Statement and Statement of Reasonableness for REZ23-06; seconded by Commissioner Long. Motion to adopt carried by a 4-0 vote.

- 10.b. ~~Consider Request to Reschedule ANX22-05/MA22-08 Harris Creek Farms to a future meeting.~~
- 10.c. ~~Consider Request to Reschedule ANX23-01 Woodlief Assemblage to the March meeting.~~

End of Hearings

11. Communications

- 11.a. Town Attorney
Town Attorney Dave Neill called for a Closed Session if the Town Board sees fit.
- 11.b. Interim Town Manager
- 11.b.1. Review of and update from Strategic Planning Retreat.
- 11.b.2. A Budget Amendment will be placed on the agenda for Budget Work Session on February 20th. The amendment will come at the beginning of the meeting.

11.c. Town Board

Mayor Currin reported on the upcoming Mayors Show.

12. Closed Session

Moved by Mayor Pro Tem Sneed that the Board go into Closed Session to consult with the Town Attorney to preserve the attorney-client privilege. The Board would enter Closed Session pursuant to Chapter 143, Section 318.11(a)(3) of the North Carolina General Statutes. The Board expects to receive counsel regarding the following eminent domain proceedings:

- **Edens Family, LLC;**
- **Khalil;**
- **Privette Properties, LLC; and**
- **Woods.**

Motion seconded by Commissioner Vilga and carried by unanimous vote. The Board entered Closed Session at 8:12 p.m.

13. Return to Open Session

The board returned to Open Session following no action being taken in Closed Session.

14. Adjourn

There being no further business before the Town Board, Mayor Currin adjourned the meeting at 9:15 p.m.



Board of Commissioners
Budget Work Session

February 20, 2024

12:00 p.m.

(meeting held in the Community Center)

MINUTES

Present: Mayor Ronnie Currin
Commissioner Dan Alston
Commissioner Michael Paul
Interim Town Manager Eric Marsh
Finance Director Amy Stevens
Police Captain Richard Haynes
Parks & Rec Director June Greene
Mayor Pro Tem April Sneed
Commissioner Lenwood Long
Commissioner Paul Vilga
Town Clerk Robin Peyton
Police Chief David Simmons
Planning Director Meredith Gruber

1. Call to Order/Welcome
Mayor Pro Tem Sneed called the Budget Work Session to order and welcomed everyone.

Interim Town Manager Eric Marsh welcomed provided an overview of the agenda and introduced the Capital Budget Ordinance consent item.
2. Consent: Capital Budget Ordinance for Rogers/Willoughby E. Marsh/A. Stevens
Moved by Commissioner Alston to approve the Capital Budget Ordinance and Authorize the Town Manager to Execute Contract; seconded by Commissioner Long. Motion to approve and authorize carried unanimously.
3. Budget Work Session
Interim Town Manager and Department Heads reported on the following:
 - a. Overview
 - b. Capital Improvement Plan
 - c. Operating Budget
 - d. Employee Experience
4. Adjourn
There being no further business before the board, Mayor Currin adjourned the meeting at 9:15 p.m.

Ronnie I. Currin, Mayor

Robin E. Peyton, Town Clerk



Memorandum

To: Mayor and Town Board
From: Amy Stevens, Finance Director
Date: February 29, 2024
Re: Audit Contract for FY 2023-24, Agenda Item #6.b.

Background

North Carolina General Statutes 159-34 require an annual audit of accounts by each unit of local government. Rolesville has used the firm of Cherry Bekaert LLP since 2020. Finance Department staff have found that the firm's extensive familiarity with governmental accounting is a significant asset.

The audit contract proposal for FY23-24 is \$48,000; this amount includes the basic financial statements as well as a required federal audit for the LAPP grant program. If other separate program audits are identified, they will be invoiced for an additional \$6,000 each.

Government auditing firms are facing strong market pressures. As noted in a presentation by the NC Department of State Treasurer, some of the reasons for this include:

- *CPA firms are facing unprecedented staffing turnover/vacancies.*
- *Numerous CPA firms are no longer doing governmental audits.*
- *Governmental year-end work and audit is labor intensive.*

Town staff recommend that the governing board continue to retain Cherry Bekaert LLP for audit services for FY23-24. If approved by the Town Board, this contract will be sent to the Local Government Commission for their review and approval, in accordance with their policies.

Board Options

Approve the attached contract or seek services elsewhere.

Recommended Action

Make a motion to approve the audit contract with Cherry Bekaert LLP for the fiscal year ending June 30, 2024.

Attachments:

- LGC audit contract with Cherry Bekaert LLP

February 15, 2024

VIA EMAIL:

amy.stevens@rolesville.nc.gov

Ms. Amy Stevens, Finance Director
Town of Rolesville, North Carolina
P.O. Box 250
502 Southtown Circle
Rolesville, North Carolina 27571

Dear Ms. Stevens:

This engagement letter between Town of Rolesville, North Carolina (hereafter referred to as the “Town” or “you” or “your” or “management”) and Cherry Bekaert LLP (the “Firm” or “Cherry Bekaert” or “we” or “us” or “our”) sets forth the nature and scope of the services we will provide, the Town’s required involvement and assistance in support of our services, the related fee arrangements, and other Terms and Conditions, which are attached hereto and incorporated by reference, designed to facilitate the performance of our professional services and to achieve the mutually agreed-upon objectives of the Town.

Summary of services

We will provide the following services to the Town as of and for the year ended June 30, 2024:

Audit and attestation services

1. We will audit the basic financial statements of the Town as of and for the year ended June 30, 2024, including the governmental activities, each major fund and the aggregate remaining fund information, including the disclosures.
2. We will audit the schedule of expenditures of federal and state awards. As part of our engagement we will apply certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America.
3. We will audit the combining and individual fund statements, budgetary schedules, and other schedules. As part of our engagement, we will apply certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America.
4. We will apply limited procedures to the required supplementary information (RSI), such as management’s discussion and analysis (MD&A), the Law Enforcement Officers’ Special Separation Allowance, the Local Government Employees’ Retirement System, and the Other Post-Employment Benefits, which will consist of inquiries of Town’s management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the financial statements.

Nonattest accounting and other services

We will provide the following additional services:

1. Assist in the preparation of the financial statements and disclosures.
2. Complete the appropriate sections of and sign the Data Collection Form.

Your expectations

Our services plan, which includes our audit plan, is designed to provide a foundation for an effective, efficient, and quality-focused approach to accomplish the engagement objectives and meet or exceed the Town's expectations. Our services plan will be reviewed with you periodically and will serve as a benchmark against which you will be able to measure our performance. Any additional services that you may request, and that we agree to provide, will be the subject of separate written arrangements.

The Town recognizes that our professional standards require that we be independent from the Town in our audit of the Town's financial statements and our accompanying report in order to ensure that our objectivity and professional skepticism have not been compromised. As a result, we cannot enter into a fiduciary relationship with the Town and the Town should not expect that we will act only with due regard to the Town's interest in the performance of this audit, and the Town should not impose on us special confidence that we will conduct this audit with only the Town's interest in mind. Because of our obligation to be independent of the Town, no fiduciary relationship will be created by this engagement or audit of the Town's financial statements.

The engagement will be led by April Adams, who will be responsible for assuring the overall quality, value, and timeliness of the services provided to you.

Audit and attestation services

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the provisions of Uniform Guidance; the Single Audit Act Amendments of 1996; State Single Audit Implementation Act and OMB *Guidance for Grants and Agreements* (2 CFR 200). The objective of our audit is to obtain reasonable assurance about whether the Town's basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion(s) about whether the Town's basic financial statements are presented fairly, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the Summary of Services section when considered in relation to the basic financial statements taken as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements in conformity with the basis of accounting noted above. The objective also includes reporting on:

- Internal control over financial reporting and compliance with the provisions of applicable laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (“Uniform Guidance”) and the State Single Audit Implementation Act.

Auditor’s responsibilities for the audit of the financial statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of accounting records, a determination of major programs in accordance with Uniform Guidance and the State Single Audit Implementation Act, and other procedures as deemed necessary to enable us to express such an opinion or opinions about whether the financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (“GAAP”). We will also:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Obtain an understanding of the Town and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion(s). The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstance, but not for the purpose of expressing an opinion on the effectiveness of the Town’s internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town’s ability to continue as a going concern for a reasonable period of time.

Nonattest accounting and other services

In connection with any of the audit, accounting, or other services noted below, we will provide a copy of all schedules or other support for you to maintain as part of your books and records supporting your basic financial statements. You agree to take responsibility for all documents provided by Cherry Bekaert and will retain copies based on your needs and document retention policies. By providing these documents to you, you confirm that Cherry Bekaert is

not responsible for hosting your records or maintaining custody of your records or data and that Cherry Bekaert is not providing business continuity or disaster recovery services. You confirm you are responsible for maintaining internal controls over your books and records including business continuity and disaster recovery alternatives. In addition, any documents provided to Cherry Bekaert by the Town in connection with these services will be considered to be copies and will not be retained by Cherry Bekaert after completion of the accounting and other services. You are expected to retain anything you upload to a Cherry Bekaert portal and are responsible for downloading and retaining anything we upload in a timely manner. Portals are only meant as a method of transferring data, are not intended for the storage of client information, and may be deleted at any time. You are expected to maintain control over your accounting systems to include the licensing of applications and the hosting of said applications and data. We do not provide electronic security or back-up services for any of your data or records. Giving us access to your accounting system does not make us hosts of information contained within.

The accounting and other services described in this section are nonaudit services, which do not constitute audit services under *Government Auditing Standards*, and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming Town's management responsibilities.

In conjunction with providing these accounting and other services, we may use third party software or templates created by Cherry Bekaert for use on third party software. Management expressly agrees that the Town has obtained no rights to use such software or templates and that Cherry Bekaert's use of the Town's data in those applications is not deemed to be hosting, maintaining custody, providing business continuity, or disaster recovery services.

Accounting services

We will advise Town's management about the application of appropriate accounting principles, and may propose adjusting journal entries to the Town's financial statements. The Town's management is responsible for reviewing the entries and understanding the nature of any proposed entries and the impact they have on the Town's financial statements. If, while reviewing the journal entries, the Town's management determines that a journal entry is inappropriate, it will be the Town's management's responsibility to contact us to correct it.

Financial statement preparation

We will assist in the preparation of the Town's financial statements and disclosures, based on information provided by the Town. However, the responsibility for the Town's financial statements and disclosures remains with the Town's management. This responsibility includes establishing and maintaining adequate records and effective internal controls over financial reporting, the selection and application of accounting principles, the safeguarding of assets, and adjusting the financial statements for any material misstatements as well as reviewing and approving for publication the draft financial statements prepared with our assistance.

Data collection form

We will complete the appropriate sections of and sign the Data Collection Form that summarizes our audit findings. We will provide copies of our reports to the Town; however, it is the Town's management's responsibility to submit the reporting package (including

financial statements, schedule of expenditures of federal and state awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the designated federal audit clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period.

Town's management responsibilities related to accounting and other services

For all nonattest services we perform in connection with the engagement, you are responsible for designating a competent employee to oversee the services, make any management decisions, perform any management functions related to the services, evaluate the adequacy of the services, retain relevant copies supporting your books and records, and accept overall responsibility for the results of the services.

Prior to the release of the report, the Town's management will need to sign a representation letter acknowledging its responsibility for the results of these services, and acknowledging receipt of all appropriate copies.

Town's management responsibilities related to the audit

The Town's management is responsible for (1) designing, implementing, and maintaining internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that the Town's management and financial information is reliable and properly reported. The Town's management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal and state awards and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationship in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

The Town's management is responsible for making all financial records and related information available to us, including additional information that is requested for purposes of the audit (including information from outside of the general and subsidiary ledgers), and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which it is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance and the State Single Audit Implementation Act, (3) additional information that we may request for the purpose of the audit and (4) unrestricted access to persons within the Town from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Town involving (1) the Town's management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Town received in communications from employees, former employees, grantors, regulators, or other. In addition, you are responsible for identifying and ensuring that the Town complies with applicable laws, regulations contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, or grant agreements that we report. Additionally, as required by the Uniform Guidance and the State Single Audit Implementation Act, it is the Town's management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

The Town's management is responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal and state awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance and the State Single Audit Implementation Act. You agree to include our report on the schedule of expenditures of federal and state awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal and state awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal and state awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal and state awards in accordance with the Uniform Guidance and the State Single Audit Implementation Act, (2) you believe the schedule of expenditures of federal and state awards, including its form and content, is stated fairly in accordance with the Uniform Guidance and the State Single Audit Implementation Act, (3) the methods of measurement or presentation have not changed from those used in the prior period or, if they have changed, the reasons for such changes), and (4) the Town has disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal and state awards.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP, (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP, (3) the methods of measurement or presentation have not changed from those used in the prior

period (or, if they have changed, the reasons for such changes), and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

The Town's management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. The Town's management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the *Audit and attestation services* section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing Town's management views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

The Town's management agrees to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal and state awards and disclosures, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal and state awards, and disclosures, and that you have reviewed and approved the financial statements, schedule of expenditures of federal and state awards, and disclosures prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Reporting

Our report will be addressed to those charged with governance of the Town. Circumstances may arise in which our report may differ from its expected form and content based on the result of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs to our auditor's report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also issue written reports upon completion of our Single Audit. The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Town's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance and the State Single Audit Implementation Act report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and the State Single Audit Implementation Act. Both reports will state that the report is not suitable for any other purpose.

Management Representations

The Firm will rely on the Town's management providing the above noted representations to us, both in the planning and performance of the audit, and in considering the fees that we will charge to perform the audit.

Fees

The estimated fees contemplate only the services described in the Summary of Services section of this letter. You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you concerning the scope of the additional services and the estimated fees which will be at our standard billing rates noted in the table below. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

Standard Bill Rates

Skill Level	Bill Rate
Partner	\$ 430
Director	\$ 395
Senior Manager	\$ 385
Manager	\$ 300
Senior Accountant	\$ 245
Staff Accountant	\$ 185
Intern	\$ 100
Paraprofessional	\$ 185
Audit Service Center	\$ 110
Administrative	\$ 150

The following summarizes the estimated fees for the services described above:

Description of services	Estimated fee
Audit services	
Audit of the financial statements (includes one major program)	\$48,000
Audit of each additional single audit major program at \$6,000 per program	TBD
Accounting services	
Financial statements preparation	Included above
Completion of Data Collection Form	Included above
Total	<u><u>\$48,000</u></u>

The fees will be billed periodically. Invoices are due on presentation. A service charge will be added to past due accounts equal to 1½% per month (18% annually) on the previous month's balance less payments received during the month, with a minimum charge of \$2.00 per month.

If the foregoing is in accordance with your understanding, please sign a copy of this letter in the space provided and return it to us. No change, modification, addition, or amendment to this letter shall be valid unless in writing and signed by all parties. The parties agree that this letter may be electronically signed and that the electronic signatures will be deemed to have the same force and effect as handwritten signatures.

If you have any questions, please call April Adams at (919) 782-1040.

Sincerely,

CHERRY BEKAERT LLP

Cherry Bekaert LLP

ATTACHMENT – Engagement Letter Terms and Conditions

TOWN OF ROLESVILLE, NORTH CAROLINA

ACCEPTED BY: _____

TITLE: _____ DATE: _____

Cherry Bekaert LLP

Engagement Letter Terms and Conditions

The following terms and conditions are an integral part of the attached engagement letter and should be read in their entirety in conjunction with your review of the letter.

Limitations of the audit report

Should the Town wish to include or incorporate by reference these financial statements and our report thereon into any other document at some future date, we will consider granting permission to include our report into another such document at the time of the request. However, we may be required by generally accepted auditing standards (“GAAS”) to perform certain procedures before we can give our permission to include our report in another document such as an annual report, private placement, regulator filing, official statement, offering of debt securities, etc. You agree that the Town will not include or incorporate by reference these financial statements and our report thereon, or our report into any other document without our prior written permission. In addition, to avoid unnecessary delay or misunderstandings, it is important to provide us with timely notice of your intention to issue any such document.

Limitations of the audit process

In conducting the audit, we will perform tests of the accounting records and such other procedures as we consider necessary in the circumstances to provide a reasonable basis for our opinion on the financial statements. We also will assess the accounting principles used and significant estimates made by the Town’s management, as well as evaluate the overall financial statement presentation.

Our audit will include procedures designed to obtain reasonable assurance of detecting misstatements due to errors or fraud that are material to the financial statements. Absolute assurance is not attainable because of the nature of audit evidence and the characteristics of fraud. For example, audits performed in accordance with GAAS are based on the concept of selective testing of the data being examined and are, therefore, subject to the limitation that material misstatements due to errors or fraud, if they exist, may not be detected. Also, an audit is not designed to detect matters that are immaterial to the financial statements. In addition, an audit conducted in accordance with GAAS does not include procedures specifically designed to detect illegal acts having an indirect effect (e.g., violations of fraud and abuse statutes that result in fines or penalties being imposed on the Town) on the financial statements.

Similarly, in performing our audit we will be aware of the possibility that illegal acts may have occurred. However, it should be recognized that our audit provides no assurance that illegal acts generally will be detected, and only reasonable assurance that illegal acts having a direct and material effect on the determination of financial statement amounts will be detected. We will inform you with respect to errors and fraud, or illegal acts that come to our attention during the course of our audit unless clearly inconsequential. In the event that we have to consult with the Town’s counsel or counsel of our choosing regarding any illegal acts we identify, additional fees incurred may be billed to the Town. You agree that the Town will cooperate fully with any procedures we deem necessary to perform with respect to these matters.

We will issue a written report upon completion of our audit of the Town’s financial statements. If, for any reason, we are unable to complete the audit, or are unable to form, or have not formed an opinion on the financial statements, we may decline to express an opinion or decline to issue a report as a result of the engagement. We will notify the appropriate party within your organization of our decision and discuss the reasons supporting our position.

Audit procedures – general

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve professional judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by the Town's management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Town or to acts by the Town's management or employees acting on behalf of the Town. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits, nor do they expect auditors to provide reasonable assurance of detecting waste and abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of the Town's management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditor is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, funding sources, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal and state awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit procedures – internal controls

Our audit will include obtaining an understanding of the Town and its environment, including internal controls relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinion(s). The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the

financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control, including cybersecurity, and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance and the State Single Audit Implementation Act, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance and the State Single Audit Implementation Act.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to the Town's management and those charged with governance internal control related matters that are required to be communicated under American Institute of Certified Public Accountants ("AICPA") professional standards, *Government Auditing Standards*, and the Uniform Guidance and the State Single Audit Implementation Act.

Audit procedures - compliance

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the Town's compliance with provisions of applicable laws and regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance and the State Single Audit Implementation Act requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Town's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the Town's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance and the State Single Audit Implementation Act.

Nonattest services (if applicable)

All nonattest services to be provided in the attached engagement letter (if applicable) shall be provided pursuant to the AICPA Code of Professional Conduct. The AICPA Code of Professional Conduct requires that we establish objectives of the engagement and the services to be performed, which are described under nonattest services in the attached letter.

You agree that the Town's designated individual will assume all the Town's management responsibilities for the nonattest services we provide; oversee the services by designating an individual, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them. In order to ensure we provide such services in compliance with all professional standards, the designated individual is responsible for:

- Making all financial records and related information available to us.
- Ensuring that all material information is disclosed to us.
- Granting unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- Identifying and ensuring that such nonattest complies with the laws and regulations.

The accuracy and appropriateness of such nonattest services shall be limited by the accuracy and sufficiency of the information provided by the Town's designated individual. In the course of providing such nonattest services, we may provide professional advice and guidance based on knowledge of accounting, tax and other compliance, and of the facts and circumstances as provided by the Town's designated individual. Such advice and guidance shall be limited as permitted under the AICPA Code of Professional Conduct.

Communications

At the conclusion of the audit engagement, we may provide the Town's management and those charged with governance a letter stating any significant deficiencies or material weaknesses which may have been identified by us during the audit and our recommendations designed to help the Town make improvements in its internal control structure and operations related to the identified matters discovered in the financial statement audit. As part of this engagement, we will ensure that certain additional matters are communicated to the appropriate members of the Town. Such matters include (1) our responsibilities under GAAS, (2) the initial selection of and changes in significant accounting policies and their application, (3) our independence with respect to the Town, (4) the process used by Town's management in formulating particularly sensitive accounting estimates and the basis for our conclusion regarding the reasonableness of those estimates, (5) audit adjustments, if any, that could, in our judgment, either individually or in the aggregate be significant to the financial statements or our report, (6) any disagreements with the Town's management concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements, (7) our views about matters that were the subject of the Town's management's consultation with other accountants about auditing and accounting matters, (8) major issues that were discussed with the Town's management in connection with the retention of our services, including, among other matters, any discussions regarding the application of accounting principles and auditing standards, and (9) serious difficulties that we encountered in dealing with the Town's management related to the performance of the audit.

We have attached, a copy of the report on our most recent peer review.

Other matters

Access to working papers

The working papers and related documentation for the engagement are the property of the Firm and constitute confidential information. We have a responsibility to retain the documentation for a period of time to satisfy legal or regulatory requirements for records retention. It is our policy to retain all workpapers and client information for seven years from

the date of issuance of the report. It is our policy to retain emails and attachments to emails for a period of 12 months, except as required by any governmental regulation. Except as discussed below, any requests for access to our working papers will be discussed with you prior to making them available to requesting parties. Any parties seeking voluntary access to our working papers must agree to sign our standard access letter.

We may be requested to make certain documentation available to regulators, governmental agencies (e.g., SEC, PCAOB, HUD, DOL, etc.), or their representatives (“Regulators”) pursuant to law or regulations. If requested, access to the documentation will be provided to the Regulators. The Regulators may intend to distribute to others, including other governmental agencies, our working papers and related documentation without our knowledge or express permission. You hereby acknowledge and authorize us to allow Regulators access to and copies of documentation as requested. In addition, our Firm, as well as all other major accounting firms, participates in a “peer review” program covering our audit and accounting practices as required by the AICPA. This program requires that once every three years we subject our quality assurance practices to an examination by another accounting firm. As part of the process, the other firm will review a sample of our work. It is possible that the work we perform for the Town may be selected by the other firm for their review. If it is, they are bound by professional standards to keep all information confidential. If you object to having the work we do for you reviewed by our peer reviewer, please notify us in writing.

Electronic transmittals

During the course of our engagement, we may need to electronically transmit confidential information to each other, within the Firm, and to other entities engaged by either party. Although email is an efficient way to communicate, it is not always a secure means of communication and thus, confidentiality may be compromised. As an alternative, we recommend using our Client Portal (“Portal”) to transmit documents. Portal allows the Town, us, and other involved entities to upload and download documents in a secure location. You agree to the use of email, Portal, and other electronic methods to transmit and receive information, including confidential information, between the Firm, the Town, and other third party providers utilized by either party in connection with the engagement.

Use of third party providers and alternative practice structure

Cherry Bekaert LLP and Cherry Bekaert Advisory LLC (an associated, but not affiliated entity) are parties to an administrative services agreement (“ASA”). Cherry Bekaert LLP and Cherry Bekaert Advisory LLC are operating in an arrangement commonly described as an “alternative practice structure”. Pursuant to the ASA, Cherry Bekaert LLP leases professional and administrative staff, both of which are employed by Cherry Bekaert Advisory LLC, to support Cherry Bekaert LLP’s performance under this engagement letter. As a result, Cherry Bekaert LLP will share your confidential information with Cherry Bekaert Advisory LLC so that the leased employees are able to support Cherry Bekaert LLP’s performance under this engagement letter. These leased employees are under the direct control and supervision of Cherry Bekaert LLP, which is solely responsible for the professional performance of the services under this engagement letter. The leased employees are subject to the standards governing the accounting profession, including the requirement to maintain the confidentiality of client information, and Cherry Bekaert LLP and Cherry Bekaert Advisory LLC have contractual agreements requiring confidential treatment of all client information.

To the extent Cherry Bekaert Advisory LLC will provide tax, advisory, and/or consulting services to you, Cherry Bekaert LLP will provide Cherry Bekaert Advisory LLC with access to your accounting, financial, and other records that Cherry Bekaert LLP maintains to enable Cherry Bekaert Advisory LLC to provide those services to you.

In addition to the structure noted above, in the normal course of business, we may on occasion use the services of an independent contractor or a temporary or loaned employee, all of whom may be considered a third party service provider. On these occasions, we remain responsible for the adequate oversight of all services performed by the third party service provider and for ensuring that all services are performed with professional competence and due professional care. We will adequately plan and supervise the services provided by the third party service provider; obtain sufficient relevant data to support the work product; and review compliance with technical standards applicable to the professional services rendered. We will enter into a contractual agreement with the third party service provider to maintain the confidentiality of information and be reasonably assured that the third party service provider has appropriate procedures in place to prevent the unauthorized release of confidential information to others.

Subpoenas

In the event we are requested or authorized by the Town, or required by government regulation, subpoena, or other legal process to produce our working papers or our personnel as witnesses with respect to our engagement for the Town, the Town will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expense, as well as the fees and expenses of our counsel, incurred in responding to such a request at standard billing rates.

Dispute resolution provision

This Dispute Resolution Provision sets forth the dispute resolution process and procedures applicable to any dispute or claim arising out of or relating to this engagement letter or the services provided hereunder, or any other audit or attest services provided by or on behalf of the Firm or any of its subcontractors or agents to the Town or at its request (“Disputes”), and shall apply to the fullest extent of the law, whether in contract, statute, tort (such as negligence), or otherwise.

Mediation

All Disputes shall be first submitted to nonbinding confidential mediation by written notice to the parties, and shall be treated as compromise and settlement negotiations under the standards set forth in the Federal Rules of Evidence and all applicable state counterparts, together with any applicable statutes protecting the confidentiality of mediations or settlement discussions. If the parties cannot agree on a mediator, the International Institute for Conflict Prevention and Resolution (“CPR”), at the written request of a party, shall designate a mediator.

Arbitration procedures

If a Dispute has not been resolved within 90 days after the effective date of the written notice beginning the mediation process (or such longer period, if the parties so agree in writing), the mediation shall terminate and the Dispute shall be settled by binding arbitration to be held at a mutually agreeable location. The arbitration shall be conducted in accordance with the CPR Rules for Non-Administered Arbitration that are in effect at the time of the commencement of the arbitration, except to the extent modified by this Dispute Resolution Provision (the “Rules”). The arbitration shall be conducted before a panel of three arbitrators. Each of the

Town and the Firm shall designate one arbitrator in accordance with the “screened” appointment procedure provided in the Rules, and the two party-designated arbitrators shall jointly select the third in accordance with the Rules. No arbitrator may serve on the panel unless he or she has agreed in writing to enforce the terms of the engagement letter and to abide by the terms of the Rules. Except with respect to the interpretation and enforcement of these arbitration procedures (which shall be governed by the Federal Arbitration Act), the arbitrators shall apply the laws of the Commonwealth of Virginia (without giving effect to its choice of law principles) in connection with the Dispute. The arbitrators may render a summary disposition relative to all or some of the issues, provided that the responding party has had an adequate opportunity to respond to any such application for such disposition. Any discovery shall be conducted in accordance with the Rules. The result of the arbitration shall be binding on the parties, and judgment on the arbitration award may be entered in any court having jurisdiction.

Costs

Each party shall bear its own costs in both the mediation and the arbitration; however, the parties shall share the fees and expenses of both the mediators and the arbitrators equally.

Waiver of trial by jury

In the event the parties are unable to successfully arbitrate any dispute, controversy, or claim, the parties agree to WAIVE TRIAL BY JURY and agree that the court will hear any matter without a jury.

Independent contractor

Each party is an independent contractor with respect to the other and shall not be construed as having a trustee, joint venture, agency, or fiduciary relationship.

No third party beneficiaries

The parties do not intend to benefit any third party by entering into this agreement, and nothing contained in this agreement confers any right or benefit upon any person or entity who or which is not a signatory of this agreement.

Statute of limitations

The Town agrees not to bring any claims against any partner or employee of the Firm in any form for any reason. The Town and the Firm agree that any suit arising out of or related to the services contemplated by this engagement letter must be filed within one year after the cause of action arises. The cause of action arises upon the earlier of (i) delivery of the final work product for which the firm has been engaged, (ii) where applicable, filing of the final work product for which the firm has been engaged, or (iii) the date which the services contemplated under this engagement letter are terminated by either party.

Terms and conditions supporting fees

The estimated fees set forth in the attached engagement letter are based on anticipated full cooperation from the Town’s personnel, timely delivery of requested audit schedules and supporting information, timely communication of all significant accounting and financial reporting matters, the assumption that unexpected circumstances will not be encountered during the audit, as well as working space and clerical assistance as mutually agreed upon and as is normal and reasonable in the circumstances. We strive to ensure that we have the

right professionals scheduled on each engagement. As a result, sudden Town requested scheduling changes or scheduling changes necessitated by the agreed information not being ready on the agreed-upon dates can result in expensive downtime for our professionals. Any last minute schedule changes that result in downtime for our professionals could result in additional fees. Our estimated fees do not include assistance in bookkeeping or other accounting services not previously described. If, for any reason, the Town is unable to provide such schedules, information, and assistance, the Firm and the Town will mutually revise the fee to reflect additional services, if any, required of us to achieve these objectives.

The estimated fees contemplate that the Town will provide adequate documentation of its systems and controls related to significant transaction cycles and audit areas.

In providing our services, we will consult with the Town with respect to matters of accounting, financial reporting, or other significant business issues as permitted by professional standards. Accordingly, time necessary to affect a reasonable amount of such consultation is reflected in our fees. However, should a matter require research, consultation, or audit work beyond that amount, the Firm and the Town will agree to an appropriate revision in our fee.

The estimated fees are based on auditing and accounting standards effective as of the date of this engagement letter and known to apply to the Town at this time. Unless otherwise indicated, estimated fees do not include any time related to the application of new auditing or accounting standards that impact the Town for the first time. If new auditing or accounting standards are issued subsequent to the date of this letter and are effective for the period under audit, we will estimate the impact of any such standard on the nature, timing, and extent of our planned audit procedures and will communicate with the Town concerning the scope of the additional procedures and the estimated fees.

The Town agrees to pay all costs of collection (including reasonable attorneys' fees) that the Firm may incur in connection with the collection of unpaid invoices. In the event of nonpayment of any invoice rendered by us, we retain the right to (a) suspend the performance of our services, (b) change the payment conditions under this engagement letter, or (c) terminate our services. If we elect to suspend our services, such services will not be resumed until your account is paid. If we elect to terminate our services for nonpayment, the Town will be obligated to compensate us for all time expended and reimburse us for all expenses through the date of termination.

This engagement letter sets forth the entire understanding between the Town and the Firm regarding the services described herein and supersedes any previous proposals, correspondence, and understandings whether written or oral. Any subsequent changes to the terms of this letter, other than additional billings, will be rendered in writing and shall be executed by both parties. Should any portion of this engagement letter be ruled invalid, it is agreed that such invalidity will not affect any of the remaining portions.

Report on the Firm's System of Quality Control

November 29, 2022

To the Partners of Cherry Bekaert LLP and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Cherry Bekaert LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act; audits of employee benefit plans; an audit performed under FDICIA; and an examination of service organizations (SOC 2 engagement).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.



Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Cherry Bekaert LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail. Cherry Bekaert LLP has received a peer review rating of pass.

EisnerAmper LLP

EisnerAmper LLP
Iselin, New Jersey





December 16, 2022

Michelle Thompson
Cherry Bekaert LLP
3800 Glenwood Ave Ste 200
Raleigh, NC 27612-5532

Dear Michelle Thompson:

It is my pleasure to notify you that on December 16, 2022, the National Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is October 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Wagner".

Michael Wagner
Chair, National PRC

+1.919.402.4502

cc: Marc Fogarty, Steven Siegel

Firm Number: 900010011816

Review Number: 594133

The	Governing Board
of	Primary Government Unit
and	Discretely Presented Component Unit (DPCU) (if applicable)

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name
	Auditor Address

Hereinafter referred to as Auditor

for	Fiscal Year Ending	Date Audit Will Be Submitted to LGC
-----	--------------------	-------------------------------------

Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards (GAGAS)* if the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period. The auditor shall perform a Single Audit if required by Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F* (Uniform Guidance) or the State Single Audit Implementation Act. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

Effective for audits of fiscal years beginning on or after June 30, 2023, the LGC will allow auditors to consider whether a unit qualifies as a State low-risk auditee based upon federal criteria in the Uniform Guidance §200.520(a), and (b) through (e) as it applies to State awards. In addition to the federal criteria in the Uniform Guidance, audits must have been submitted timely to the LGC. If in the reporting year, or in either of the two previous years, the unit reported a Financial Performance Indicator of Concern that the audit was late, then

the report was not submitted timely for State low-risk auditee status. Please refer to "Discussion of Single Audits in North Carolina" on the LGC's website for more information.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within four months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an auditor issues an AU-C §260 report, commonly referred to as "Governance Letter," LGC staff does not require the report to be submitted unless the auditor cites significant findings or issues from the audit, as defined in AU-C §260.12 - .14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious reviewed with those charged with governance, and other significant matters. If matters identified during the audit were required to be reported as described in AU-C §260.12-.14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.
10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).
11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 Revision* (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:

- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;
- b) the status of the prior year audit findings;
- c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
- d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: Auditor Governmental Unit Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name: _____ **Title and Unit / Company:** _____ **Email Address:** _____

OR Not Applicable (Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit form for correction.

4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

Primary Government Unit	
Audit Fee (financial and compliance if applicable)	\$
Fee per Major Program (if not included above)	\$
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$

Discretely Presented Component Unit	
Audit Fee (financial and compliance if applicable)	\$
Fee per Major Program (if not included above)	\$
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm*	
Authorized Firm Representative (typed or printed)*	Signature* <i>April Adams</i>
Date*	Email Address*

GOVERNMENTAL UNIT

Governmental Unit*	
Date Governing Board Approved Audit Contract* (Enter date in box to right)	
Mayor/Chairperson (typed or printed)*	Signature*
Date	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Sum Obligated by This Transaction:	\$
Primary Governmental Unit Finance Officer* (typed or printed)	Signature*
Date of Pre-Audit Certificate*	Email Address*

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU*	
Date DPCU Governing Board Approved Audit Contract* (Enter date in box to right)	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Sum Obligated by this Transaction:	\$
DPCU Finance Officer (typed or printed)*	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.



Memorandum

To: Mayor and Town Board
From: Lisa Alston, Human Resources Director
Date: February 28, 2024
Re: Resolution to Amend the Personnel Policy Regarding the Juneteenth Holiday

Background

The Town currently follows the holiday schedule for the State of North Carolina. This schedule identifies twelve (12) paid employee holidays throughout the calendar year. On June 17, 2021, President Biden signed the Juneteenth National Independence Day Act recognizing Juneteenth as a federal holiday.

The Issue

Other than productivity costs due to the closing of Town offices, there would be no budgetary impact for general employees. However, there would be a budgetary impact within the Police Department because they must be staffed at all times. That cash cost will be approximately \$6,000 which can be absorbed by lapsed salary. The lost productivity cost will be about \$13,000.

Proposed Amendment

Many surrounding municipalities have adopted Juneteenth as a paid holiday. They include Apex, Cary, Garner, Holly Springs, Knightdale, Morrisville Raleigh, and Wendell.

Therefore, staff recommend that the Juneteenth be included as a paid employee holiday.

Recommended Action

Make a motion to approve Resolution 2024-R-05 to Amend the Personnel Policy Regarding the Juneteenth holiday.

Attachments:

- Resolution to Amend the Personnel Policy Regarding the Juneteenth Holiday



RESOLUTION NO. 2024-R-05
RESOLUTION TO AMEND THE PERSONNEL POLICY
REGARDING THE JUNETEENTH HOLIDAY

WHEREAS, on June 19, 1865, nearly two years after President Abraham Lincoln emancipated enslaved African Americans, Union troops arrived in Galveston Bay, Texas with news of freedom. More than 250,000 African Americans embraced freedom by executive decree in what became known as Juneteenth or Freedom Day; and,

WHEREAS, Juneteenth is the oldest known holiday that commemorates the end of slavery in the United States, and a century and a half later, people across the nation continue to celebrate the day which is now a federal holiday; and,

WHEREAS, recognizing Juneteenth as an organization is a reminder to ourselves and our employees of the need to keep making strides to be inclusive and to celebrate the contributions of all people;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS
OF THE TOWN OF ROLESVILLE:

The Town Board the Personnel Policy adopted on May 1, 2018 be amended as follows:

Revise Article VII Section 2 Holidays:

The Town will follow the holiday schedule for the State of North Carolina, as well as the federal Juneteenth holiday. The Town Manager will prepare a holiday schedule prior to the start of each calendar year and post it for employee information.

This resolution shall take effect on the day of adoption.

The preceding resolution, having been submitted to a vote, received the following vote and was duly adopted the ___ day of _____, 2024.

Ayes: _____
Noes: _____
Absent or Excused: _____

Ronnie Currin, Mayor

ATTEST:

Robin E. Peyton, Town Clerk

[SEAL]



Memorandum

To: Mayor and Town Board
From: Amy Stevens, Finance Director
Date: February 29, 2024
Re: Purchasing Policy Amendment regarding Purchase Orders, Agenda Item #6.d

Background

NCGS 159-28 requires local governments to preaudit financial obligations. A preaudit certificate ensures that budget appropriations are not overspent and that money is available to pay for the obligation.

The preaudit certificate is obtained through the Purchase Order process; in this process, a spending request is reviewed and approved by the Department Head, Finance Officer, and Town Manager. A printed copy of the approved Purchase Order contains the language required by State statute. The Town's financial software encumbers the amount of the Purchase Order and reserves funds for that identified obligation.

While the statute does not specify a minimum amount, the Department of State Treasurer recommends that governing boards adopt a policy setting a reasonable minimum limit for Purchase Orders. For over 15 years, the Town's Purchase Order limit has been \$500. Given the growth of the organization and record inflation in recent years, staff recommend raising the limit to \$2,500.

This level is within range of other Wake County jurisdictions:

Apex	\$2,500
Garner	\$2,500
Knightdale	\$1,000
Wake Forest	\$2,500
Wendell	\$3,000
Zebulon	\$2,000

Recommended Action

Make a motion to adopt the Resolution Regarding Purchase Order Limits

Attachment:

- Resolution Regarding Purchase Order Limits

RESOLUTION REGARDING PURCHASE ORDER LIMITS

WHEREAS, the governing board of the Town of Rolesville has the authority to adopt policies regarding the conduct of business by the Town; and

WHEREAS, the Town Board of Commissioners desires to set out policies that govern the acquisition of goods and services for the Town of Rolesville; and

WHEREAS, the Town seeks to comply with the legal and ethical requirements of public purchasing, including compliance with all federal and state requirements; and

WHEREAS, the guidelines in this policy promote efficiency, effectiveness, equity, and fairness in public purchasing.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Town of Rolesville that:

Section 1. The Purchasing Policy *Section II. General Guidelines* is hereby amended as follows:

D. PURCHASE ORDERS

A purchase order is a contract between the Town and a vendor. It is Town policy that purchase orders must be obtained prior to entering into any purchase agreement for goods and services in excess of ~~\$500~~ \$2,500 and prior approval of the Town Manager is required. All purchase orders should have a pre-audit certification as required by G.S. 159-28(a). Obtaining supplies, materials, equipment, or services without a purchase order is an unauthorized purchase. Failure to comply with the policy will cause an employee to be personally liable for any funds obligated.

Section 4. This amendment is effective upon adoption. The Town Manager is hereby authorized to take all usual and legal administrative action necessary to fulfill this policy.

Approved this 5th day of March 2024.

Ronnie I. Currin
Mayor

Robin E. Peyton
Town Clerk



Memo

To: Mayor and Town Board of Commissioners
From: Meredith Gruber, Planning Director
Date: March 5, 2024
Re: Agenda Item 6.h.:
ANX 22-05 Harris Creek Farms –
Call for Legislative Hearing on April 2, 2024

Summary Information

The Town of Rolesville has received a non-contiguous Voluntary Annexation petition for 93.609 acres, located near Universal Drive off of Jonesville Road with 19 individual Wake County PINs, into the Town of Rolesville Town Limits. (Please see the attached Annexation Petition for the list of parcels.) These 19 parcels make up an associated rezoning case MA 22-08, Harris Creek Farms. See attachment for petition and required documents.

As provided in G.S. 160A-31, on December 6, 2022, the petition was directed to be investigated by the Town Clerk as to its sufficiency of meeting G.S. 160A-31; see attachment.

Reccomendation

Staff recommends the Town Board of Commissioners schedule a Legislative hearing for ANX 22-05 on April 2, 2024.

Suggested Motion

Motion to schedule a Legislative hearing for the Voluntary Annexation petition under G.S. 160A-31 for ANX 22-05, Harris Creek Farms

Attactments

1. ANX 22-05 – Vicinity Map
2. ANX 22-05 – Petition for Annexation and Attachments
3. ANX 22-05 – Certificate of Sufficiency dated December 7, 2022

Attachment 1

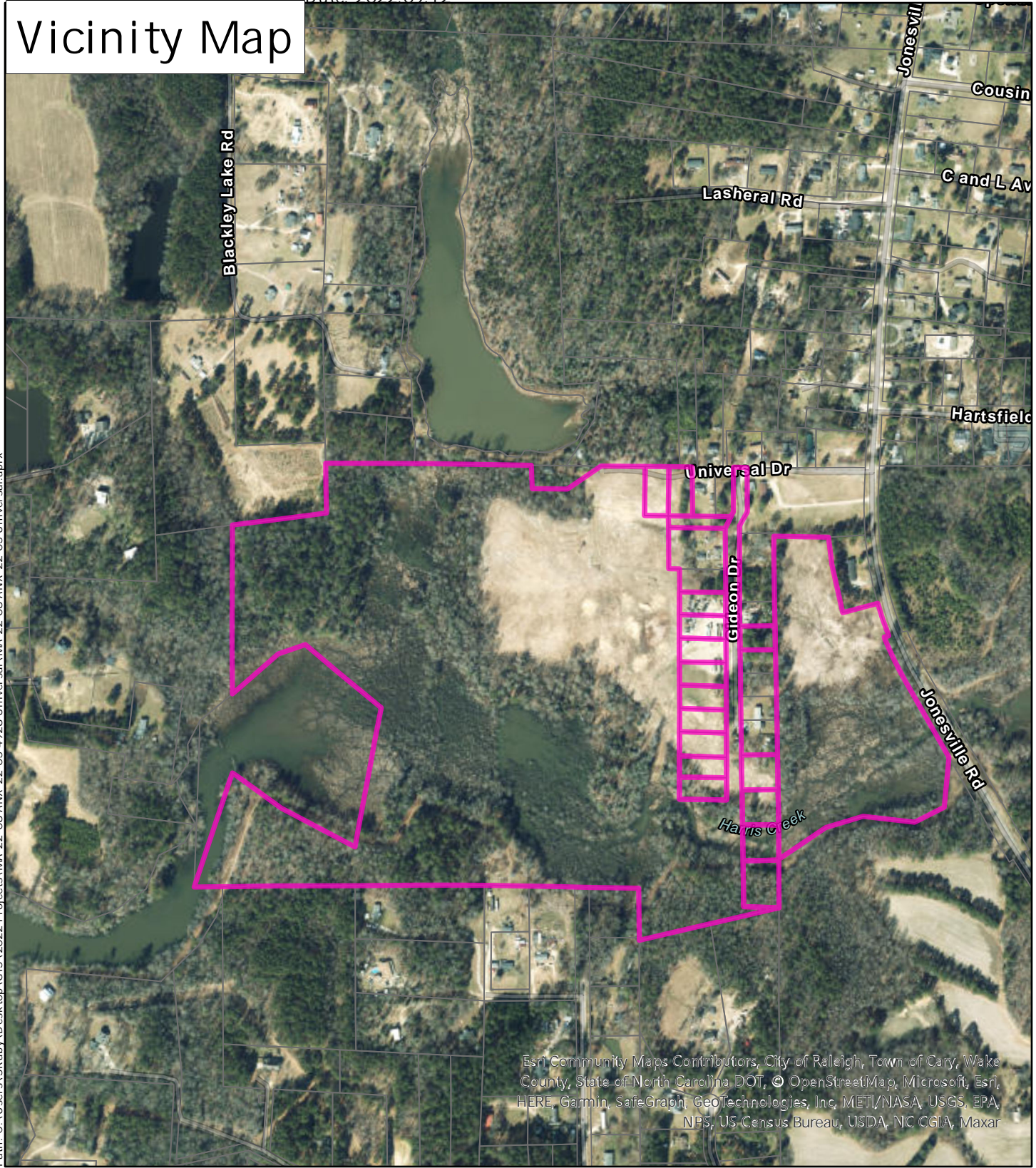


Case: MA 22-08 ANX 22-05 Harris Creek Farms
Address: 4928 Universal
PIN: 1757277811, 1757375276, 1757375365, 1757375464, 1757375575,
1757375665, 1757375765, 1757375865, 1757375975, 1757385064, 1757384572,
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1757471559, 1757385349
Date: 2022.09.12

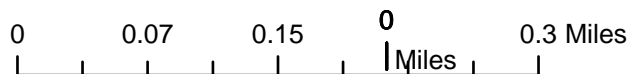
Vicinity Map

Date Saved: 9/12/2022 4:00 PM

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TOWN OF ROLESVILLE PETITION FOR ANNEXATION

The items below are required in order to complete your application and shall be submitted when the application is filed.

1. A complete copy of the last deed of record for proof of ownership
2. An annexation boundary plat/map for recordation at the Wake County Register of Deeds Office (mylar plat) prepared by a professional land surveyor showing the boundaries of the area or property for annexation into the Town of Rolesville.
3. A complete copy of the written metes and bounds description based on the annexation boundary plat/map.

SECTION 1 -

Is the area contiguous with the existing primary corporate limits? Satellite corporate limits is not primary. Yes or No

Note: If the land is contiguous to any existing corporate limits, the proposed annexation boundary will include all intervening right-of-ways for streets, easements, and other areas as stated in North Carolina General Statute §160-131(1).

SECTION 2 - VESTED

NC General Statutes require petitioners of both contiguous and non-contiguous annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. 160A-385.1 or 153A-344.1 for properties subject to the petition. Do you

declare vested rights for the property subject to this petition? Yes or No

SECTION 3 - PROPERTY

PIN Number	Real Estate ID Number	Deed Book Number	Page Number	Acreage To Be Annexed	Wake County Assessed Value
1757277811	0057413	DB 018953	PG 00623	71.52	\$1,061,940
1757375276	0057448	DB 018953	PG 00623	0.44	\$8,000
1757375365	0057447	DB 018953	PG 00623	0.41	\$8,000
1757375464	0057446	DB 018953	PG 00623	0.48	\$8,000
1757375575	0057445	DB 018953	PG 00623	0.45	\$19,200
1757375665	0057444	DB 018953	PG 00623	0.46	\$19,200
1757375765	0057443	DB 018953	PG 00623	0.46	\$19,200
1757375865	0057442	DB 018953	PG 00623	0.46	\$19,200
1757375975	0057441	DB 018953	PG 00623	0.46	\$19,200
1757385064	0057440	DB 018953	PG 00623	0.45	\$19,200
1757384572	0057429	DB 018953	PG 00623	0.49	\$19,200
1757383572	0057430	DB 018953	PG 00623	0.48	\$19,200
1757368816	0057438	DB 018953	PG 00623	0.69	\$8,000
1757378013	0057437	DB 018953	PG 00623	0.54	\$8,000
1757378109	0057436	DB 018953	PG 00623	0.53	\$8,000
1757378303	0057435	DB 018953	PG 00623	0.53	\$8,000
1757377990	0057431	DB 018953	PG 00623	0.35	\$19,200
1757471559	0345866	DB 018963	PG 00592	14.90	\$187,099
1757385349	0057439	DB 018953	PG 00623	0.28	\$19,200

SECTION 4 - SIGNATURES AND VERIFICATION

We, the undersigned owners of the real properties contained in the metes and bounds description and plat/map attached hereto, respectfully request that the area described above be annexed and made part of the Town of Rolesville, North Carolina. By signing below, we acknowledge that all information is correct.

- If property owned by INDIVIDUALS (NOTE: All legal owners must sign including both husband and wife)

[Signature] 6/8/2022
 Signature of Owner #1 CHEN, PING Date Signed
10030 GREEN LEVEL CHURCH RD STE 802
 Signature of Owner #2 CARY NC 27519-8195
Date Signed

- If property owned by a COMPANY OR CORPORATION (NOTE: The company or corporation must be legally registered with the State of North Carolina – Office of the Secretary of State)

Name of Corporation

Printed Name of Registered Agent

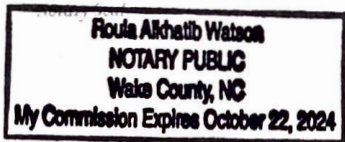
Signature of Registered Agent

Address, State, Zip of Registered Office:

North Carolina, Wake County

I, Paula Alkhatib Watson Notary Public for said County and State, do hereby certify that the above signed individual(s) appeared before me this day and signed the foregoing instrument.
Witness my hand and official seal, this 8th day of June, 2022.

Paula Alkhatib Watson
Notary Public
My commission expires: 10/22/2024



MORRIS & RITCHIE ASSOCIATES OF NC, PC

AN AFFILIATE OF MORRIS & RITCHIE ASSOCIATES, INC. WHICH PROVIDES ENGINEERING, ARCHITECTURE, PLANNING, SURVEYING & LANDSCAPE ARCHITECTURE THROUGHOUT THE MID-ATLANTIC REGION AND LANDSCAPE ARCHITECTS



Legal Description - New Parcel

93.609 Acres

Portion of Lands of Ping Chen

Wake Forest Township – Wake County, North Carolina

All that certain parcel of land lying generally easterly of Jonesville Road, being located in Wake Forest Township, Wake County, North Carolina and being a portion of those lands described in deed dated March 11, 2022 from Jerri Jo Miller, Tammy Gower Batts, Clifton Edward Blackley and spouse Joetta May Blackley, Grantor to Ping Chen and recorded in the Land Records of Wake County, North Carolina in Deed Book 18953, page 592 and page 623, being more particularly described as follows, to wit:

Beginning at a PK nail set in an existing concrete monument on the Southwestern right-of-way of Jonesville Road, having North Carolina state plane coordinates N: 777,906.672 E: 2,154,356.044. Thence, with said right-of way, South 68°36'32" West 20 feet to a concrete monument on the Southwestern right-of-way line of Jonesville Road; thence, with said right-of-way and along a curve with a cord bearing distance South 25°28'26" East 211.09 feet and a radius of 1,482.39 feet to an iron pipe; thence along said right-of-way, South 30°07'39" East 362.89 feet to an iron pipe; thence leaving said right-of-way, South 03°57'31" West 224.45 feet to a point; thence, South 62°24'06" West 140.83 feet to a point; thence, North 85°00'48" West 220.39 feet to a point; thence, South 71°32'01" West 167.97 feet to a point; thence, South 55°11'46" West 260.01 feet to a point; thence South 00°19'06" East to an iron pipe; thence, South 77°03'58" West 613.86 feet to an iron pipe; thence, North 00°39'34" West 210.00 feet to an iron pipe; thence, North 89°39'42" West 210.07 feet to an iron pipe; thence, North 89°33'15" West 60.01 feet to an iron pipe; thence, North 89°33'15" West 194.65 feet to an iron pipe; thence, North 89°37'28" West 192.36 feet to an iron pipe; thence, South 89°58'04" West 545.58 feet to an iron pipe; thence, South 89°41'47" West 571.90 feet to an iron pipe; thence, North 12°14'25" East 513.70 feet to an iron pipe; thence, South 60°15'35" East 257.50 feet to an iron pipe; thence, South 68°15'35" East 360.30 feet to an iron pipe; thence, North 03°35'25" East 604.00 feet to an iron pipe; thence, North 56°00'58" West 420.00 feet to an iron pipe; thence, South 65°29'02" West 130.00 feet to an iron pipe; thence, South 42°57'43" West 270.40 feet to an iron pipe; thence, North 01°21'15" West 719.72 feet to an axle; thence, North 87°42'39" East 434.84 feet to an iron pipe; thence, North 02°13'13" East 238.07 feet to an iron pipe; thence, South 89°16'24" East 821.92 feet to an iron pipe; thence, South 02°47'46" East 100.00 feet to an iron pipe; thence, South 89°47'46" East 150.00 feet to an iron pipe; thence, North 55°18'54" East 174.59 feet to an iron pipe; thence, South 88°45'46" East 396.99 feet to an iron pipe; thence, South 00°09'07" East 210.02 feet to an iron pipe; thence, South 89°21'02" East 175.02 feet to an iron pipe on the Western right-of-way of Gideon Drive; thence with said right-of-way, South 31°00'37" West 57.95 feet to an iron pipe; thence leaving said right of way, North 89°21'02" West 245.02 feet to an iron pipe; thence, South 00°09'07" East 175.02 feet to an iron pipe; thence, South 89°21'02" East 45.00 feet to an iron pipe; thence, South 00°09'07" East 100.01 feet to an iron pipe; thence, South 89°21'02" East 200.02 feet to an iron pipe on the Western right-of-way of Gideon Drive; thence with said right-of-way, South 01°21'41" East

5605 Chapel Hill Road, Suite 112, Raleigh, NC 27607 (984) 200-2103 www.mragta.com

Abingdon, MD ♦ Baltimore, MD ♦ Laurel, MD ♦ Towson, MD ♦ Georgetown, DE ♦ New Castle, DE ♦ Leesburg, VA ♦ Raleigh, NC
(410) 515-9000 (443) 490-7201 (410) 792-9792 (410) 821-1690 (302) 855-5734 (302) 326-2200 (703) 994-4047 (984) 200-2103

MORRIS & RITCHIE ASSOCIATES OF NC, PC

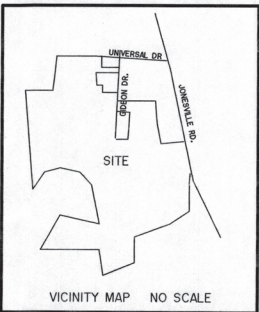
AN AFFILIATE OF MORRIS & RITCHIE ASSOCIATES, INC. WHICH PROVIDES ENGINEERING, ARCHITECTURE, PLANNING, SURVEYING & LANDSCAPE ARCHITECTURE THROUGHOUT THE MID-ATLANTIC REGION AND LANDSCAPE ARCHITECTS



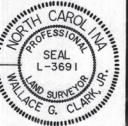
667.14 feet to a point; thence crossing and leaving said right of way, South 88°47'24" East 210.08 feet to an iron pipe; thence North 00°34'22" West 421.87 feet to a point; thence, South 88°57'37" West 150.00 feet to a point on the Eastern right-of-way of Gideon Drive; thence with said right-of-way, North 00°53'13" West 100.00 feet to a point; thence leaving said right-of-way, North 88°57'37" East 150.00 feet to a point; thence, North 00°53'16" West 390.32 feet to an axle; thence, South 89°32'03" East 237.94 feet to a point; thence, South 06°57'52" East 113.70 feet to a point; thence, South 12°21'20" East 211.32 feet to an iron pipe; thence, North 73°55'50" East 149.95 feet to an iron pipe on the Southwestern right-of-way of Jonesville Road; thence, with said right-of-way and along a curve with a bearing and distance of South 19°15'36" East 146.36 feet and a radius of 1,462.39 feet to the point of beginning. Containing **93.609 AC.±**.

The total area of the **New Parcel 1** herein described being a portion of Tract 1 as described in deed dated March 11, 2022 from Jerri Jo Miller, Tammy Gower Batts, Clifton Edward Blackley and spouse Joetta May Blackley, Grantor to Ping Chen and recorded in the Land Records of Wake County, North Carolina in Deed Book 18953, page 592 and page 623, and containing a total area of **93.609 AC.±** and being subject to any and all matters of which a current title package would disclose.

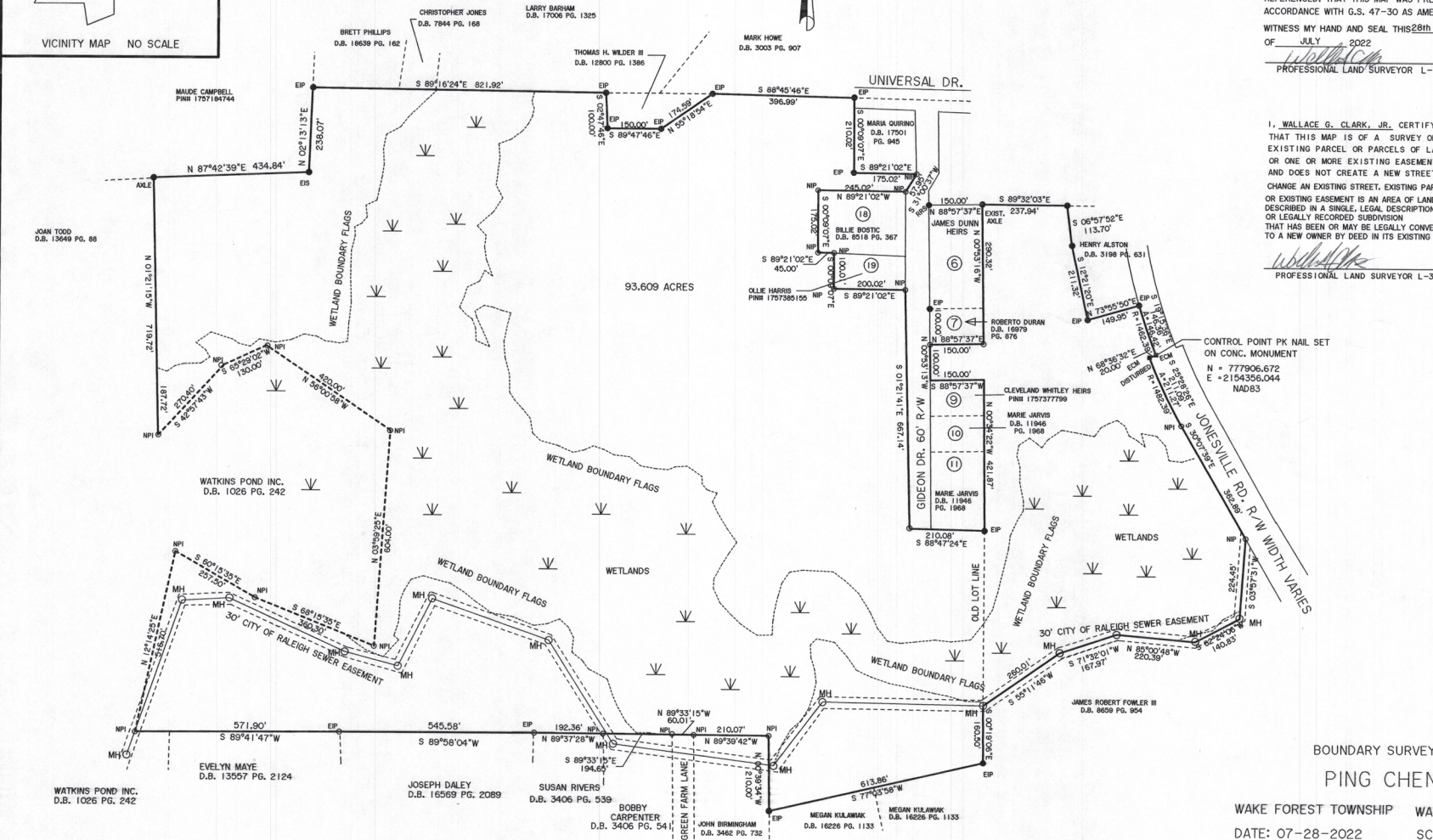




I, WALLACE G. CLARK, JR., CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION OF AN ACTUAL SURVEY MADE UNDER MY SUPERVISION. THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000. THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND IN BOOKS REFERENCED. THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY HAND AND SEAL THIS 28th DAY OF JULY, 2022



I, WALLACE G. CLARK, JR., CERTIFY THAT THIS MAP IS OF A SURVEY OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET, EXISTING PARCEL OR EXISTING EASEMENT IS AN AREA OF LAND DESCRIBED IN A SINGLE, LEGAL DESCRIPTION OR LEGALLY RECORDED SUBDIVISION THAT HAS BEEN OR MAY BE LEGALLY CONVEYED TO A NEW OWNER BY DEED IN ITS EXISTING CONFIGURATION.

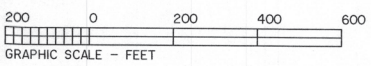


THIS MAP IS A COMPOSITE BOUNDARY OF THE FOLLOWING PARCELS.
 PID# 0057413, 0057429, 0057430, 0057440, 0057441, 0057442, 0057443, 0057444, 0057445, 0057446, 0057447, 0057448, 0057435, 0057436, 0057437, 0057438, 0057439, 0345886, 0057431

BOUNDARY SURVEY FOR
PING CHEN

WAKE FOREST TOWNSHIP WAKE COUNTY, N.C.
DATE: 07-28-2022 SCALE: 1" = 200'

GIL CLARK SURVEYING L.I.C. F-0739
P.O. BOX 1243
KNIGHTDALE, NORTH CAROLINA 27545
TEL (919) 266-9711 FAX (919) 266-9732



NOTE: ALL WETLANDS FLAGS WERE DELINEATED BY ECOTEX

**NORTH CAROLINA
GENERAL WARRANTY DEED**

Excise Tax: **\$ 0.00**

Recording Time, Book and Page

Account No. Parcel Identifier No. 0057413, 0057429, 0057430, 0057431, 0057435, 0057436, 0057437, 0057438, 0057439, 0057440, 057441, 0057442, 057443, 0057444, 0057445, 0057446, 0057447, 0057448, 0345866 and 0122598

Mail after recording to: GRANTEES @ 10030 Green Level Church Road Suite 802, #149, Cary, NC 27519

This instrument was prepared by: Ewing Law Center, P.C. (Carey L. Ewing, Esq.) without benefit of a title examination.

THIS DEED made this 24th day of January, 2023 by and between

GRANTOR

**Ping Chen and Fanxing Li, a Married Couple
10030 Green Level Church Road Suite 802, #149, Cary, NC 27519**

GRANTEE

**Kenneth Investment, LLC, a North Carolina Limited Liability Company
10030 Green Level Church Road Suite 802, #149, Cary, NC 27519**

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantors, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land and more particularly described as follows:

submitted electronically by "Ewing Law Center, PC"
in compliance with North Carolina statutes governing recordable documents
and the terms of the submitter agreement with the Wake County Register of Deeds.

SEE ATTACHED EXHIBIT A

The described property is more commonly known as:

TRACT 1: All or a portion of the property hereinabove described was acquired by Grantors by instrument recorded in Book 18953, Page 623, Wake County Registry. A map showing the above described property is recorded in Book of Maps 1971, Volume II, Page 127, Wake County Registry.

TRACT 2: All or a portion of the property hereinabove described was acquired by Grantors by instrument recorded in Book 18953, Page 592, Wake County Registry. A map showing the above described property is recorded in Book of Maps 2007, Page 1224, Wake County Registry.

TRACT 3: All or a portion of the property hereinabove described was acquired by Grantors by instrument recorded in Book 18943, Page 2656, Wake County Registry. A map showing the above described property is recorded in Book of Maps 1982, Page 473, Wake County Registry.


The above described property does does not include the primary residence of the Grantors.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.


And the Grantors covenants with the Grantee, that Grantors are seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantors will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated.

Title to the property hereinabove described is subject to the following exceptions: NONE KNOWN.

IN WITNESS WHEREOF, the Grantors has hereunto set his hand and seal, or if corporate, has caused this instrument to be signed in its corporate name by its duly authorized officer(s), the day and year first above written.



Ping Chen



Fanxing Li

STATE OF NORTH CAROLINA
COUNTY OF DURHAM

I, CAREY L. EWING, a Notary Public for DURHAM County, State of NORTH CAROLINA, certify that Ping Chen and Fanxing Li, personally appeared before me this day, acknowledging to me that he/she/they signed the foregoing document: NORTH CAROLINA GENERAL WARRANTY DEED. Witness my hand and official stamp or seal, this the 24th day of January, 2023.

My Commission Expires: 06/13/2027



NOTARY PUBLIC: CAREY L. EWING

Carey L. Ewing
NOTARY PUBLIC
Durham County, N.C.

Exhibit "A"

TRACT 1:

BEGINNING at a new iron pipe located in a gravel private road known as "Universal Road", which iron pipe is located South 85° 36' 09" East 766.15 feet from the intersection of the center lines of Jonesville Road and Universal Road; thence South 4° 41' 55" West 210.02 feet to a new iron pipe; thence South 84° 30' 00" East 175.02 feet to a new iron pipe; then South 35° 51' 39" West 57.95 feet to a new iron pipe; thence 84° 30' 00" East 175.02 feet to a new iron pipe; thence North 84° 30' 00" West 245.02 feet to a new iron pipe; thence South 04° 41' 55" West 175.03 feet to a new iron pipe; thence South 84° 30' 00" East 45.00 feet to a new iron pipe; thence South 04° 41' 55" West 100.01 feet to a new iron pipe; thence South 84° 30' 00" East 200.02 feet to a new iron pipe; thence 04° 41' 55" West 669.02 feet to a new iron pipe; thence South 84° 30' 00" East 200.00 feet to a new iron pipe; thence South 04° 41' 55" West 649.26 feet to an existing iron pipe; thence South 80° 50' 51" West 613.86 feet to an existing iron pipe; thence North 04° 00' 42" East 221.14 feet to a new iron pipe; thence North 84° 47' 09" West 656.86 feet to an existing iron pipe; thence North 85° 13' 27" West 545.51 feet to an existing iron pipe; thence North 85° 27' 18" West 571.35 feet to an existing iron pipe; thence North 16° 54' 52" East 516.50 feet to a new iron pipe; thence South 55° 35' 08" East 257.50 feet to a new iron pipe; then South 63° 35' 08" East 360.30 feet to a new iron pipe; thence North 08° 39' 52" East 604.00 feet to appoint; thence North 51° 35' 08" West 420.00 to a point; thence South 69° 54' 52" West 130.00 feet to a point; thence South 47° 24' 52" West 270.50 feet to a point; thence North 03° 24' 52" East 719.72 to an existing iron bar; thence South 87° 31' 14" East 434.72 to an existing iron pipe; thence North 06° 54' 46" East 238.00 feet to a new iron pipe; thence South 84° 30' 00" East 850.00 feet to a new iron pipe; thence South 02° 30' 00" West 100.00 feet to a new iron pipe; thence South 84° 30' 00" East 150.00 feet to a new iron pipe; thence North 02° 30' 00" East 100.00 feet to a new iron pipe; thence South 84° 30' 00" East 542.15 feet to a new iron pipe, the point and place of beginning, and being that tract of 78.289 acres in size, more or less, as shown on that map entitled "Survey for June M. Privette Heirs", prepared by W. Graham Cawthorne, Jr., R.L.S., and dated April 28, 1993.

In addition, being all of that real property described as Lot 8 according to that map entitled "Plot of farm belonging to June M. and Mary C. Privette", prepared by Pittman Estelle on February 6, 1947, and revised by T.M. Arrington, Jr., R.L.S., on March 18, 1964, and March 26, 1969, a copy of which is recorded in Wake County Book of Maps 1971, Volume II, Page 127.

Parcel ID #: 0057413, 0057429, 0057430, 0057431, 0057435, 0057436, 0057437, 0057438, 0057439, 0057440, 057441, 0057442, 057443, 0057444, 0057445, 0057446, 0057447, 0057448.

TRACT 2:

BEING all of that certain tract of land containing 14.90 acres and being designated as Lot No. 1, according to map recorded in Book of Maps 2007, Page 1224, Wake County Registry.

Parcel ID #: 0345866

TRACT 3:

BEING all of Tract 4, as depicted on a map entitled "Property Surveyed for Leonard Dean Estate", dated February 16, 1982, prepared by Mullen, Williamss, & Pearce, P.A., Registered Land Surveyors, and recorded in Book of Maps 1982, Page 473, Wake County Registry.

Parcel # 0122598

CERTIFICATE OF SUFFICIENCY

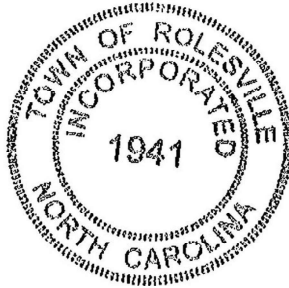
ANX22-05 - Harris Creek Farm

To the Board of Commissioners of the Town of Rolesville, North Carolina:

I, Robin E. Peyton, Town Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition contains an adequate property description of the area(s) proposed for annexation.
- b. The area described in the petition is contiguous to the Town of Rolesville primary corporate limits as required by G.S. 160A-31.
- c. The petition is signed by all owners of real property lying in the area described therein.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Rolesville, this 7th day of December, 2022



Robin E. Peyton

Robin E. Peyton
Town Clerk



Memorandum

To: Mayor & Town Board
From: June Greene, Parks & Recreation Director
Date: February 28, 2024
Re: Town Code 113.5 Alcoholic Beverages

Background

Town Staff is requesting Town Board to allow alcoholic beverages at Music at Mill Bridge (spring concert series, five events) at Mill Bridge Nature Park (425 Nature Park Dr.), Rolesville 4th (fourth of July celebration, one day event) at Redford Place Park (121 Redford Place Dr.), and Fall FunFest (street vendor festival, one day event) at Redford Place Park (121 Redford Place Dr.).

Board Options

- 1) Waive Town Code 113.5 *Alcoholic Beverages* provision for the events.
- 2) Do not allow alcoholic beverages at the 2024 Music at Mill Bridge Events, Rolesville 4th Celebration, and Fall FunFest.

Relationship to Current Budget/Goals

NONE

Recommended Action

Move to temporarily waive Town Code 113.5 Alcoholic Beverages provision for the 2024 Music at Mill Bridge Events, Rolesville 4th Celebration, and Fall FunFest.

Attachments: NONE



RESOLUTION

WHEREAS, Lieutenant Roy Holloway has served the Town of Rolesville honorably for over 10 years; and

WHEREAS, it is a tradition within the law enforcement community to present retiring officers with their badge and service weapon; and

WHEREAS, the Town Commissioners believe that in doing such we are extending our appreciation for the dedication and devotion to duty while risking injury and possible loss of life; and

WHEREAS, the greater Rolesville community and Rolesville citizens genuinely appreciate Lieutenant Holloway's willingness to serve them as a law enforcement officer.

NOW THEREFORE BE IT RESOLVED that the Town, in accordance with NCGS 20-187.2 and NCGS 14-402 does hereby award to Lieutenant Holloway his SIG Sauer P320 service weapon serial number 58H278829, for the price of \$1.00 in recognition of his hard work and effort and as appreciation for a job well done.

Adopted this the 5th day of March 2024.

Ronnie I. Currin, Mayor

ATTEST:

Robin E. Peyton, Town Clerk



Memorandum

To: Mayor and Town Board
CC:
From: June Greene
Date: 3-5-2024
Re: By-Laws Amendment

We would like to change the By-Laws to state that the Recording Secretary position be held by the Parks and Recreation Administrative Support Specialist. Currently it is appointed by the Advisory Board. This was in place due to the fact there was not a Parks and Recreation Administrative Support Specialist position.

Currently the Rolesville Parks & Recreation By-Laws state:

“The Recording Secretary may be a member of the Advisory Board or such suitable person, as appointed by the Advisory Board and shall provide each member with a copy of the minutes of the previous meeting by the next meeting of the Advisory Board. In addition, the Recording Secretary shall provide a copy of the minutes to the Board of Commissioners at its next regularly scheduled meeting. The preparation of the agenda will be the responsibility of the Parks & Recreation Director.”

We would like for the updated By-Laws to state for the Recording Secretary position:

“The Recording Secretary will be the Parks and Recreation Department Administrative Support Specialist and shall provide each member with a copy of the minutes of the previous meeting by the next meeting of the Advisory Board. In addition, the Recording Secretary shall provide a copy of the minutes to the Board of Commissioners at its next regularly scheduled meeting. The preparation of the agenda will be the responsibility of the Parks & Recreation Director.

We would like for the Town Board to accept the By-Laws amendment.



Memo

To: Mayor Currin and Town Board of Commissioners
From: Meredith Gruber, Planning Director; Micheal Elabarger, Senior Planner; Michele Raby, Planner II
Date: March 5, 2024
Re: Woodlief Assemblage: Rezoning (Map Amendment) - REZ-23-02 and Voluntary Annexation Petition - ANX-23-01

Background

The Town of Rolesville Planning Department received a Rezoning application in March 2023 for 106.92 acres consisting of all or portions of six (6) tracts of land located on the eastern side of Rolesville Road, south of Fowler Road, and north of Mitchell Mill Road, currently within Wake County's jurisdiction. The request is to Voluntarily Annex (ANX 23-01) the subject properties into the Town's corporate limits, and then to change the zoning from Wake County's Residential-30 (R-30) zoning district to the following under the Town's Land Development Ordinance (LDO):

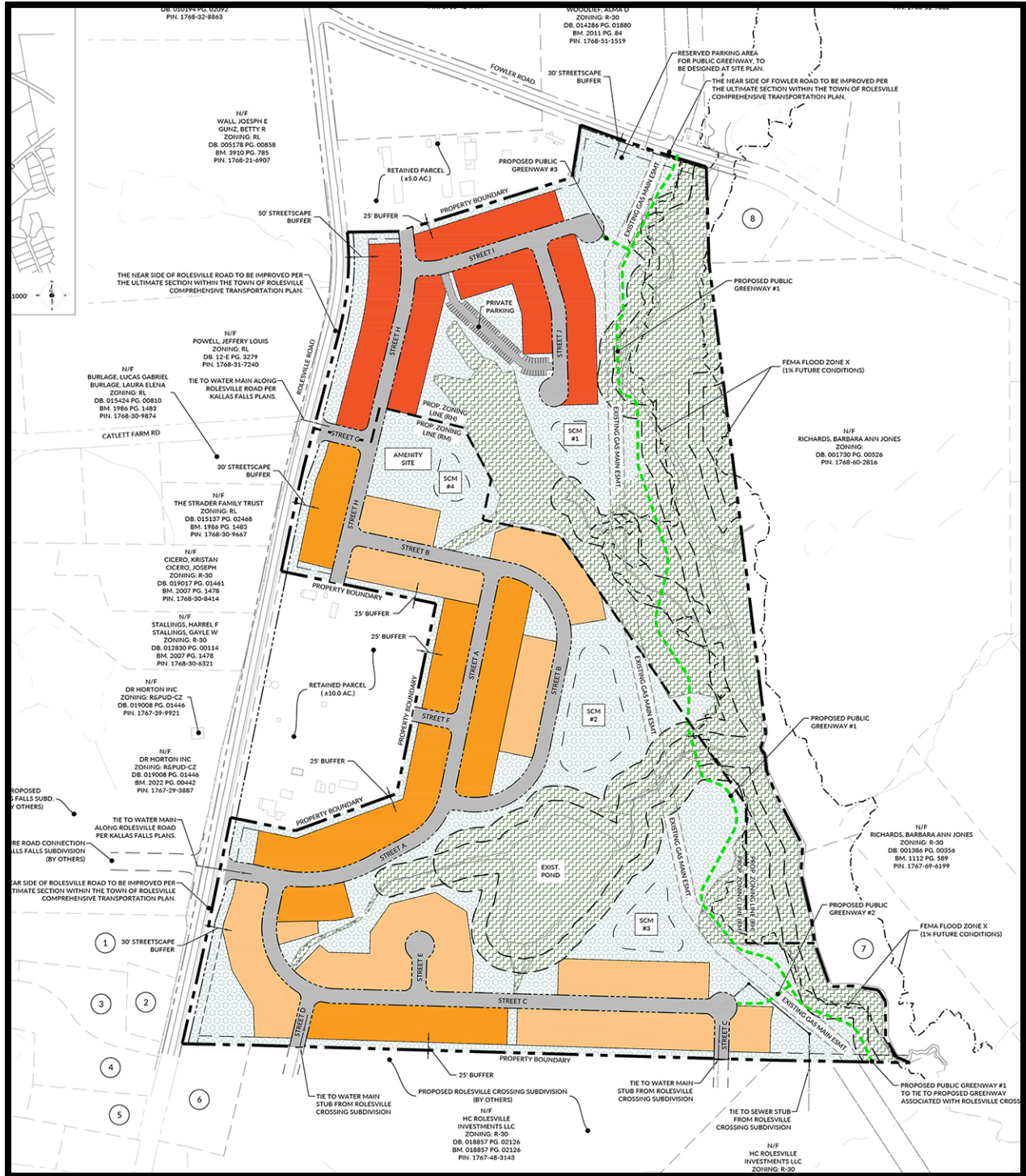
- 68.77 acres of Residential Medium (RM) zoning district as a Conditional Zoning (CZ) District - see orange areas on the Concept Site Plan on the next page of this report;
- 36.79 acres of Residential High (RH) zoning district as a Conditional Zoning (CZ) District - see red area on the Concept Site Plan on the next page of this report.
- The specifics of the project include a maximum of 255 total residential lots (consisting of 157 single-family detached lots and 98 single-family Attached [townhome] lots.)

In addition to the Concept Site Plan below, the Applicant is proposing a series of Conditions of Approval (see Attachment 12) which commits the development to various limits and commitments that exceed minimum requirements of the Land Development Ordinance (LDO); these include: building (house) architectural commitments; neighborhood amenities including a pollinator garden, tot-lot, and dog park; a commitment to deliver five (5) dwelling units (all single-family attached, or townhome) to buyers meeting "affordability" criteria below market-rates; and roadway frontage improvements to Rolesville Road on the properties that are being excluded from the Annexation and Rezoning (but are part of these tracts today). The request also removes several otherwise Permitted Uses for both Zoning Districts.

As noted, a Voluntary Annexation Petition (ANX 23-01) is being presented parallel with this Rezoning request. See Attachments 4 and 5.

*Note: This application was received before **TA 23-02 LDO Round 4 Cluster Development** was approved by the Town Board of Commissioners on April 4, 2023. Under NC G.S. **§ 160D-108. Permit choice and vested rights**, the Applicant has expressed the intent to exercise LDO Section 3.1.B., Cluster Development, and to use the RM Zoning District Section 3.1.2. Development Standards of **40-foot (Cluster) Lot width minimum, 5,000 square foot (Cluster) lot Area minimum, 5-foot (Cluster) Side Building Setback minimum, and 10-foot (Cluster) Corner Building Setback** as they were stated in the LDO at the time the application was submitted.*

Woodlief Assemblage Concept Site Plan



Applicant Justification

The Applicant included a zoning justification statement with their initial application for the Woodlief Assemblage rezoning request. See Attachment 8.

Neighborhood Meetings

Under the header of REZ-23-02, the Applicant conducted two neighborhood meetings; the first being on July 25, 2023, and the second on November 1, 2023, see Attachment 9.

Policy Plans

Comprehensive Plan / Future Land Use

The 2017 Comprehensive Plan's Future Land Use Map designates the subject property as appropriate for **Medium Density Residential** development. Per the Plan, this is defined as:

Predominantly single-family residential uses with portion of duplex, townhouse, or multifamily residential. These are lots or tracts at a density range of three to five (3-5) dwelling units per gross acre including preserved open space areas along with limited non-residential uses under planned unit development or form base code provisions.

Community Transportation Plan

The Town of Rolesville's Community Transportation Plan (CTP, adopted 2021) includes recommendations for Thoroughfares, Collectors, and intersections.

Thoroughfare Recommendations

- Rolesville Road (south of Fowler Road) is classified as a Minor Arterial. It is proposed as Two (2) lanes with Two Way Left Turn Lane, Curb & Gutter, Sidewalk, and Side path (CTP Figure 31), within a 90-foot ultimate right-of-way (CTP Project Sheet, Rolesville Road).
- Fowler Road (east of Rolesville Road) is classified as a Major Collector (CTP Figure 7). It is proposed as Two (2) Lane undivided with paved shoulders and Sidewalk (CTP Figure 31). *Anticipated ultimate right-of-width of 90 feet based on same description for the Jones Dairy Road Extension project in the CTP.*

Collector Recommendations

- There are no existing or Future Collectors identified within this property.

Intersection Recommendations

- There are no intersection recommendations associated with the subject property.
- The closest intersection recommendations are located at Fowler and Rolesville Roads.

Greenway and Bicycle Plans

As per the 2022 Greenway and Bike Plans, proposed pedestrian and bicycle routes are shown in the following locations:

- A Greenway is proposed along the western side of Buffalo Creek (subject property's eastern boundary).
- Bike lanes are proposed w/in the right-of-way (travel lanes) of Rolesville & Fowler Roads.
- Sidepaths are proposed along/within the right-of-way of Rolesville Road, and the south (project side) of Fowler Road.

Traffic Impact Analysis

The consulting firm, Stantec, performed the Traffic Impact Analysis (TIA) for this project on behalf of the Town; the study analyzed the development of 158 Single-Family Detached dwellings and 95 Single-Family Attached (townhome) housing units. The Final Report dated September 18, 2023, is included as Attachment 10 to this memo. Traffic conditions during weekday AM and PM peak hours were looked at in four (4) scenarios: 2023 Existing Traffic Conditions, 2028 No-Build Traffic Conditions, 2028 Build and 2028 Build-Improved Traffic Conditions. See TIA report Table 2 below:

Table 2: Trip Generation

Land Use	Size	Daily			AM Peak			PM Peak		
		Total	Enter	Exit	Total	Enter	Exit	Total	Enter	Exit
Single-Family Detached Housing (LUC 210)	158 Units	1,538	769	769	113	29	84	153	96	57
Multifamily Housing (Low-Rise) (LUC 220)	95 Units	684	342	342	52	12	40	61	38	23
Total Trips Generated		2,222	1,111	1,111	165	41	124	214	134	80

Capacity analysis for the AM and PM peak hours in each scenario was performed for the following existing intersections:

- US 401 Bypass at SR 1003 (Eastbound at Young Street)
- US 401 Bypass at SR 1003 (Westbound at Young Street)
- US 401 Bypass East U-Turn
- US 401 Bypass West U-Turn
- SR 1003 (Young Street) at SR 2305 (Quarry Road)
- SR 1003 (Young Street / Rolesville Road) at Rolesville High School
- SR 1003 (Rolesville Road) at SR 2308 (Fowler Road)
- SR 1003 (Rolesville Road) at SR 4318 (Catlett Farm Road)
- SR 1003 (Rolesville Road) at SR 2224 (Mitchell Mill Road)

Specific Build Improvements identified by the TIA include the following:

Averette Road, Young Street, and Rolesville Road Corridor Study

- It is recommended that the applicant coordinate their site plan and improvements with the findings of the Averette Road, Young Street, and Rolesville Road Corridor Study to ensure consistency with future addendums to the Community Transportation Plan.

US 401 Bypass at Young Street

- Extend the northbound right-turn lane from 250 feet of full-width storage to 600 feet of full-width storage and appropriate taper.

The proposed development causes the intersection to degrade from LOS E to LOS F between the no-build and build scenarios at this intersection. Extending the turn lane is intended to reduce queuing on the northbound approach. As development occurs along the Rolesville Road corridor, it is recommended that the timing of the traffic signals at the intersection be evaluated to accommodate changes in traffic.

Young Street at Quarry Road / The Point North Driveway

- No improvements are recommended at this intersection.

With the proposed development in place, the intersection is projected to operate at LOS C in both peak hours.

Young Street at Rolesville HS Driveway / The Point South Driveway

- Monitor the intersection for the installation of a traffic signal. When signalized, the westbound approach should be striped as an exclusive left-turn lane with a shared thru/right-turn storage lane to avoid the use of split-phasing.

The proposed development increases delay on both side-street approaches at the intersection. It is recommended that the intersection be monitored for the installation of a traffic signal. If installed, the intersection is projected to operate at acceptable LOS in both peak hours.

Rolesville Road at Fowler Road

- No improvements are recommended at this intersection.

The proposed development increases the delay on Fowler Road in the PM peak hour causing the approach to operate at LOS E. However, traffic volumes on Fowler Road are low and it is typical for unsignalized approaches to operate with higher delays during the peak hours.

Rolesville Road at Catlett Farm Road / Site Access A

- Construct Site Access A as a full-movement access point consisting of an exclusive left-turn lane with 100 feet of storage and a shared thru/right-turn lane. It is recommended that the internal protective stem (IPS) be maximized as the site layout permits.
- Construct an exclusive southbound left-turn lane on Rolesville Road with 100 feet of storage and appropriate taper.
- Construct an exclusive northbound left-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.
- Construct an exclusive northbound right-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.

Rolesville Road at Kalas Falls Driveway A / Site Access B

- Construct Site Access B as a full-movement access point consisting of an exclusive left-turn lane with 100 feet of storage and a shared thru/right-turn lane. If possible, provide 175 feet of IPS.
- Construct an exclusive southbound left-turn lane on Rolesville Road with 100 feet of storage and appropriate taper.
- Construct an exclusive northbound right-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.

Rolesville Road at Mitchell Mill Road

- No improvements are recommended at this intersection.

Development Review

The Technical Review Committee (TRC) reviewed four (4) versions of the Rezoning application, with all comments pertinent to the consideration of the proposed districts and the general development plan being resolved. Note that this does not mean that all LDO subdivision and/or site development regulations have been demonstrated, as Attachment 11 is only a conceptual plan and not an engineered and dimensioned layout. Just prior to, and then after, the Planning Board meeting, Town Planning Staff and Town Attorneys reviewed several subsequent revisions / edits to the proposed Conditions of Approval, resulting in the set attached to this report.

Should the Rezoning and Annexation be approved, this project would next process a Major Preliminary Subdivision Plat, followed by Construction Infrastructure Drawings, and finally Final Subdivision Plats to demonstrate compliance with the LDO and other development regulations of the TRC organizations (as well as compliance with the Rezoning Conditions of Approval).

Planning Board Recommendation

The Planning Board met on December 18, 2023, to review and provide a recommendation on the Rezoning application. Following presentations by Staff and the Applicant, Board members asked about traffic and safety on Rolesville Road, Fowler Road, and a turning lane onto Catlett Farms. Matt Peach with Stantec noted these were included in the Averette, Young, and Rolesville Road Corridor Study. Planning Board members asked if the development would fill in [road improvement gaps] along Rolesville Road near this project, and the response was that the project would perform any improvements to/within Rolesville Road as required by the LDO or the TIA.

The topics of affordable housing, radio tower placement, and buffer types were discussed. The Planning Board made a recommendation of Approval (to the Town Board of Commissioners) with a 4-0 vote (4 ayes / 0 nays / 2 absent being Board Members Hill and Lowe / 1 vacant seat).

Staff Analysis

Staff finds that the proposed Rezoning request for this single family residential project is consistent with the Comprehensive Plan and the Future Land Use Map, creating a subdivision of both Detached and Attached Single-family dwelling units, at an overall density of 2.4 dwelling units per gross acre.

Exhibit C, Concept Site Plan, includes calculations that the Applicant is confident will be in compliance with LDO requirements at the time of Preliminary Subdivision Plat review and approval.

Consistency

The Applicant's rezoning request is consistent with the Town of Rolesville's Comprehensive Plan for the following reasons:

- The proposed mix of residential product types, and proposed Density, fits the **Medium Density Residential** land use category description.
- The proposed vehicular circulation network provides reasonable connectivity through the subject property.
- The proposed Greenway will establish pedestrian connections as recommended by Rolesville's Greenway Plan.

Staff Recommendation

Staff concurs with the Planning Boards' recommendation that the Town Board of Commissioners approve REZ-23-02 Woodlief Assemblage, as the proposed type of uses and density committed to through the Conditions of Approval and Site Concept Plan fulfill the vision of the Comprehensive Plan for this area as Medium Density Residential.

Consistency and Reasonableness

As noted previously, the Rezoning request for the subject property is consistent with the Future Land Use designation of **Medium Density Residential**. In addition, the Concept Site Plan and Proposed Conditions of Approval express general consistency with the Community Transportation Plan, Greenway Plan, and Bicycle Plan. Application REZ-23-02 is thus consistent with the Comprehensive Plan for the Town of Rolesville and is reasonable.

Proposed Motion

1. Motion to (approve or deny) Rezoning Map Amendment request [REZ-23-02 – Woodlief Assemblage](#), with the included Conditions of Approval, Concept Site Plan and Ordinance 2024-O-04.
2. (Following approval) Motion to adopt a Plan Consistency Statement and Statement of Reasonableness for [REZ-23-02](#).
3. Motion to (approve or deny) the Voluntary Annexation Petition received under G.S. 160A-31 for [ANX-23-01 – Woodlief Assemblage](#).

Or

4. Motion to continue the Legislative hearing for [REZ-23-02](#) and [ANX 23-01](#) to a [date certain](#) future Town Board meeting.

Attachments

1	Map Amendment Application
2	Zoning Map
3	Future Land Use Map
4	Voluntary Annexation Petitions & Consent
5	Voluntary Annexation Certificate of Sufficiency
6	Proposed Zoning District Boundary Map
7	Revised RM & RH Zoning District Legal Descriptions
8	Statement of Justification – March 1, 2023
9	Neighborhood Meeting Packages – July 25, 2023, and November 1, 2023
10	Traffic Impact Analysis (TIA) Draft Report dated- July 28, 2023
11	Concept Plan – December 13, 2023
12	Proposed Conditions of Approval
13	Ordinance 2024-O-04 ANX23-01 Woodlief Assemblage



Zoning Map Change (Rezoning) Application

Town of Rolesville Planning Department | PO Box 250 | Rolesville, NC 27571 | 919-554-6517 | planning@rolesville.nc.gov

Planning Department Home Page: [Official Town Webpage](#)

APPLICATION INFORMATION:	
Site Address(es): 1321 Rolesville Rd., 1501 Rolesville Rd.	Site Area (in acres): 105.9
Rezoning Type: General X Conditional	Location: X County Limits <input type="checkbox"/> Town Limits <input type="checkbox"/> ETJ
Existing Zoning District(s): R30 (Wake County)	Proposed Zoning District(s): RH (Residential High Density) & RM (Residential Medium Density) – Conditional District
Zoning Overlay(s):	Associated Previous Case Number(s):
PIN(s): 1768511519 (portion), 1768500618, 1768409261 (portion), 1767590716 (portion), 1767590335, 1767580938	
PID(s):	
Current Use(s): Vacant, Farmland, Single Family	Proposed Use(s): Townhomes, Single Family Homes

APPLICATION MINIMUM REQUIREMENTS / GUIDANCE::	
<input checked="" type="checkbox"/> Completed application and checklist below.	
<input checked="" type="checkbox"/> If the request is for a <i>Conditional District</i> per LDO Section 3.3., submittal shall include a separate document being a list of written Conditions of Approval that can include exhibits, plans, maps, etc. Provide a Date and space for revision Dates; this document will always be referenced including its Date.	<input checked="" type="checkbox"/> A Concept (nee site) Plan may be submitted, considered, and approved as part of a <i>Conditional District</i> request; it shall be clearly incorporated into a written condition for “general compliance” upon future Development Application reviews and approvals. Provide a Date and space for revision Dates; this document will always be referenced including its Date. See Next page for details.
<input checked="" type="checkbox"/> Completed Property Owner's Consent Form . If multiple owners, each owner must complete their own form.	<input checked="" type="checkbox"/> Presubmittal meeting notes and date (if applicable).
<input checked="" type="checkbox"/> Traffic Impact Analysis (TIA), ITE Trip Generation Letter, or Letter/Email from Planning staff confirming TIA is not required. (LDO Section 8.C.5)	<input type="checkbox"/> The Activity Center (AC) and Neighborhood Commercial (NC) zoning districts shall require submittal of a Concept (nee site) Plan per LDO Sections 3.4.1 and 3.4.2.
<input checked="" type="checkbox"/> Upon application receipt and completeness check, an INVOICE for the application fee will be created and issued via email to Applicant.	
<input type="checkbox"/> Any additional supporting documents that may have been requested by Staff may have been provided.	

Contact Information

Property Owner(s) Carlyle Woodlief & Alma Woodlief

Address 1321 Rolesville Rd. City/State/Zip Wake Forest, NC 27587
 Phone _____ Email _____

Property Owner(s) Billy Craig Woodlief & Ellen Woodlief

Address 5101 Old Milburnie Rd. City/State/Zip Wendell, NC 27591
 Phone _____ Email _____

Property Owner(s) Janice Gayle W Stallings, Harrell Stallings

Address 1512 Rolesville Rd. City/State/Zip Wake Forest, NC 27587

Phone _____ Email _____

Property Owner(s) Donnie Woodlief & Patsy Woodlief

Address 6609 Fowler Rd. City/State/Zip Zebulon, NC 27597

Phone _____ Email _____

Property Owner(s) Betty Joyce Woodlief

Address 1501 Rolesville Rd. City/State/Zip Wake Forest, NC 27587

Phone _____ Email _____

Property Owner(s) Dwight Thomas Woodlief

Address 6608 Fowler Rd. City/State/Zip Zebulon, NC 27597

Phone _____ Email _____

Applicant / Agent (Business & Contact Name) Pulte Group – Chris Raughley

Address 1225 Crescent Green Dr. Suite 250 City/State/Zip Cary NC 27518

Phone 919-816-1100 Email Chris.Raughley@pultegroup.com

Engineer/Architect (Business & Contact Name) WithersRavenel – Nick Antrilli, PE

Phone 919-469-3340 Email NAntrilli@withersravenel.com

Preferred Point of Contact: Owner Applicant Engineer/Architect Registered Agent/Attorney

Concept Plan Minimum Requirements (Required for AC or NC Districts, optional for Conditional Districts.) :

- A vicinity map of the site, illustrating the boundaries of the site, north arrow, and scale reference
- Site Data Table of typical property information (Property Legal Description, acreage/square footage, etc)
 - If Commercial - Square footage of proposed building/use/development on, approximate proposed Impervious Coverage, approximate parking calculations, if multi-family the number of Dwelling units, etc.
 - If Residential – Number of proposed development lots (including by type of lots/use), density (proposed/permitted), approximate parking calculations,
 - Required/Provided calculations for open space
- Existing and Proposed Use and Zoning District of property and adjacent properties
- Drawing depicting the details provided above and general concept of development such as –
 - Lot layout and size/dimension of lots,
 - Proposed building layout and/or general footprint locations
 - Vehicular circulation / street layout including existing/proposed right-of-way widths (public, alley, private)
 - Pedestrian circulation including Greenways / Sidepaths / Bike Lanes,
 - General Utility access and points of connection / extensions,
 - Buffers (Street/Perimeter), Open/communal spaces, stormwater control measures etc.
- Name, address, and contact information for property owner and/or Applicant
- Name/information of professional who created Concept Plan
- Any other information requested by Planning Department staff

Rezoning Justification

Provide a **separate document** titled “Statement of Justification” (including Date) that addresses each/all of the following:

1. Is the application consistent with the Comprehensive Plan, Community Transportation Plan, Bicycle and Greenway Plans, and any other adopted Town policy plans?
2. Is the application in conflict with any provision of the LDO or the Town Code of Ordinances?
3. Does the application correct any errors in the existing zoning present at the time it was adopted?
4. Does the rezoning allow uses that are compatible with existing and permitted uses on surrounding land/properties?
5. Would the application ensure efficient development within the Town, including the capacity and safety of the street network, public facilities, and other similar considerations?
6. Would the application result in a logical and orderly development pattern?
7. Would the application result in adverse impacts on water, air, noise, storm water management, wildlife, vegetation, wetlands, and the natural functioning of the environment?
8. If a ***Conditional district*** providing proposed Conditions of Approval, do they address and mitigate the impacts reasonably expected to be generated by the development or use of the property, can they reasonably be implemented, and can they be enforced for the subject property, and will they result in no greater impact on adjacent properties or the community at large than would be expected to occur by the permitted uses and the minimum development standards of the corresponding General zoning district.

Property Owner Notification List

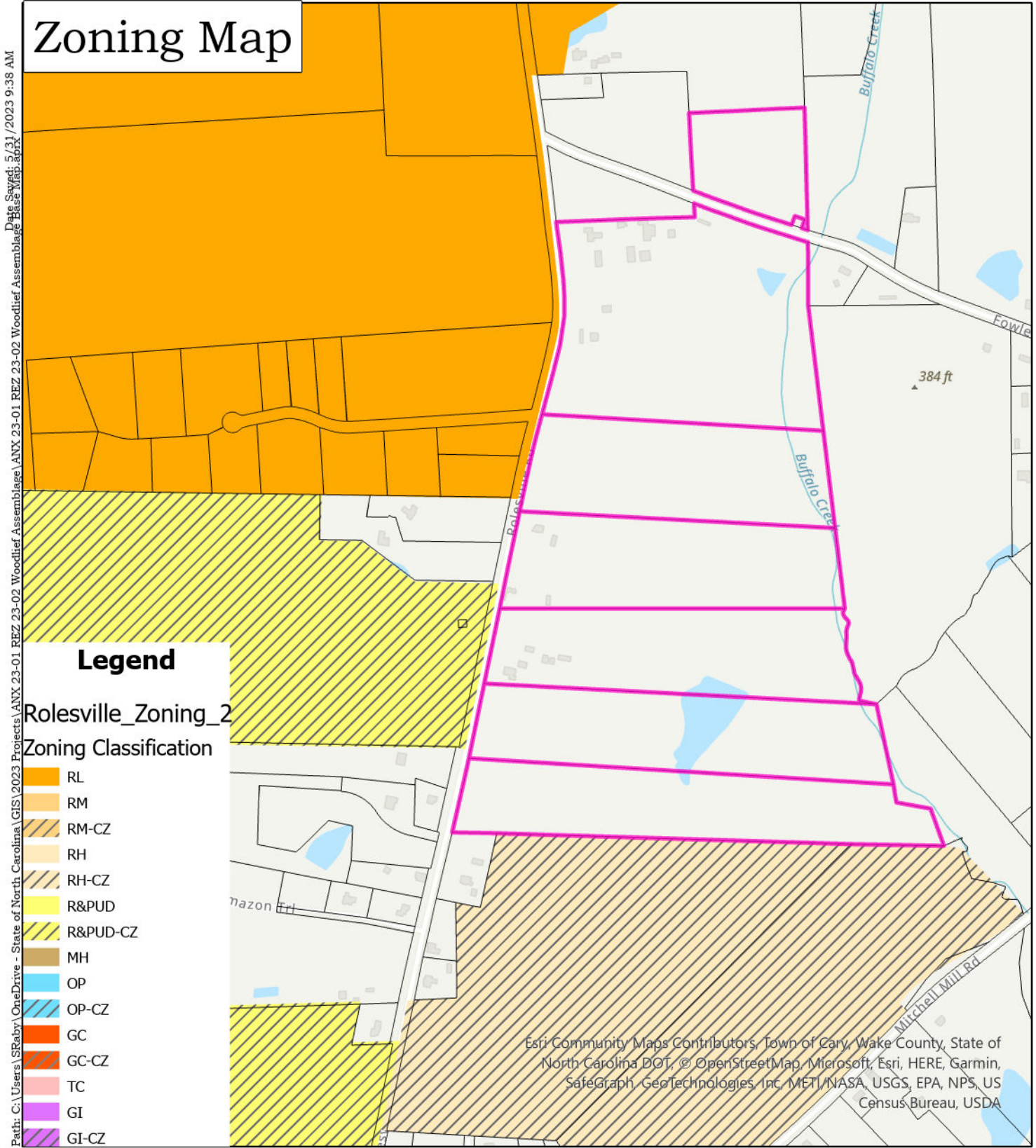
Per UDO _____, provide list of all property owners within 300 feet of the subject site (per Wake County tax records at the time of filing this application) as they will be required to receive a Notification Letter regarding the Public Hearing before the Town Board of Commissioners (when scheduled). If needed, provide additional sheets to insure all are included.

WAKE COUNTY PIN	NAME	MAILING ADDRESS	ZIP CODE
		See Attached Exhibit E	

ATTACHMENT 2 - Existing Zoning Map



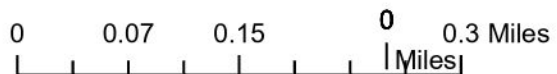
Case: ANX 23-01, REZ 23-02 Woodlief Assemblage
 Address: 0,0,0,1321,1421,1501 Rolesville Road
 PIN 17511519,1768500618,1768409261,0767590716,1767590335,1767580938
 Date: 2023.05.31



Path: C:\Users\SRaby\OneDrive - State of North Carolina\GIS\2023 Projects\ANX 23-01 REZ 23-02 Woodlief Assemblage\ANX 23-01 REZ 23-02 Woodlief Assemblage Base Map.aprx Date Saved: 5/31/2023 9:38 AM

- Legend**
- Rolesville_Zoning_2
- Zoning Classification
- RL
 - RM
 - RM-CZ
 - RH
 - RH-CZ
 - R&PUD
 - R&PUD-CZ
 - MH
 - OP
 - OP-CZ
 - GC
 - GC-CZ
 - TC
 - GI
 - GI-CZ

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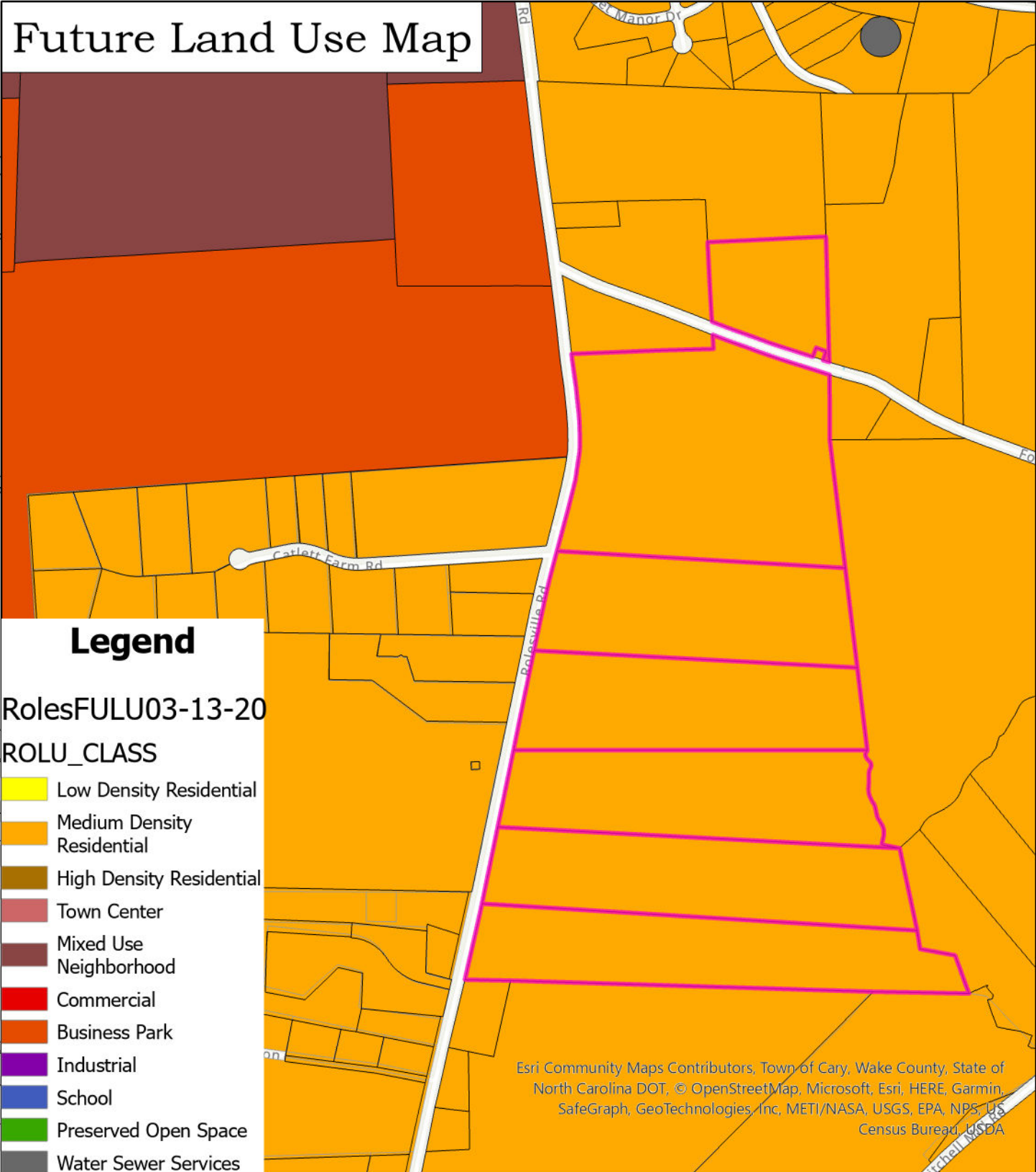
ATTACHMENT 3 - Future Land Use Map



Case: ANX 23-01, REZ 23-02 Woodlief Assemblage
Address: 0,0,0,1321,1421,1501 Rolesville Road
PIN
17511519,1768500618,1768409261,0767590716,1767590335,1767580938
Date: 2023.05.31

Path: C:\Users\SRaby\OneDrive - State of North Carolina\GIS\2023 Projects\ANX\23-01 REZ 23-02 Woodlief Assemblage\ANX 23-01 REZ 23-02 Woodlief Assemblage Base Map.aprx Date Saved: 5/31/2023 9:38 AM

Future Land Use Map

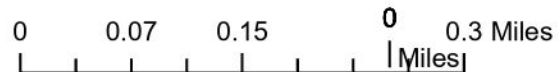


Legend

RolesFULU03-13-20
ROLU_CLASS

- Low Density Residential
- Medium Density Residential
- High Density Residential
- Town Center
- Mixed Use Neighborhood
- Commercial
- Business Park
- Industrial
- School
- Preserved Open Space
- Water Sewer Services

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TOWN OF ROLESVILLE PETITION FOR ANNEXATION

The items below are required in order to complete your application and shall be submitted when the application is filed.

1. A complete copy of the last deed of record for proof of ownership
2. An annexation boundary plat/map for recordation at the Wake County Register of Deeds Office (mylar plat) prepared by a professional land surveyor showing the boundaries of the area or property for annexation into the Town of Rolesville.
3. A complete copy of the written metes and bounds description based on the annexation boundary plat/map.

SECTION 1 - LOCATION

Is the area contiguous with the existing primary corporate limits? Satellite corporate limits is not primary. Yes or No
Note: If the land is contiguous to any existing corporate limits, the proposed annexation boundary will include all intervening right-of-ways for streets, easements, and other areas as stated in North Carolina General Statute §160-131(1).

SECTION 2 - VESTED RIGHTS

NC General Statutes require petitioners of both contiguous and non-contiguous annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. 160A-385.1 or 153A-344.1 for properties subject to the petition. Do you declare vested rights for the property subject to this petition? Yes or No

SECTION 3 - PROPERTY DETAILS

PIN Number	Real Estate ID Number	Deed Book Number	Page Number	Acreage To Be Annexed	Wake County Assessed Value
1768511519 (Portion of)	0079481	DB 014286	PG 01880	Area petitioned for annexation: 26.07ac/38.42ac	\$907,125
		DB	PG		\$
		DB	PG		\$

SECTION 4 - SIGNATURES AND VERIFICATION

We, the undersigned owners of the real properties contained in the metes and bounds description and plat/map attached hereto, respectfully request that the area described above be annexed and made part of the Town of Rolesville, North Carolina. By signing below, we acknowledge that all information is correct.

- **If property owned by INDIVIDUALS** (NOTE: All legal owners must sign including both husband and wife)

[Signature]

 Signature of Owner #1

2-28-2025
 Date Signed

[Signature]

 Signature of Owner #2

2-28-23
 Date Signed

- **If property owned by a COMPANY OR CORPORATION** (NOTE: The company or corporation must be legally registered with the State of North Carolina – Office of the Secretary of State)

 Name of Corporation

 Printed Name of Registered Agent

 Signature of Registered Agent

 Address, State, Zip of Registered Office:

North Carolina, _____ County

I, _____, a Notary Public for said County and State, do hereby certify that the above signed individual(s) appeared before me this day and signed the foregoing instrument. Witness my hand and official seal, this _____ day of _____, 20____.

Notary Seal

 Notary Public
 My commission expires: _____



Property Owner's Consent & Authorization Form

Property Owner's Consent is required for each Development Application. A completed and signed copy of this form is required to be included with every Application submittal.

For Property with more than one owner, each owner must sign a separate copy of this form.

For Applications with more than one Applicant/representative, enter all names in this form, or submit separate forms.

In the event that the Owner of Property is an organization/entity, proof of signature authority on behalf of the organization/entity (ie Secretary of State business registration) must be attached to this form.

	Authorization by Property Owner(s)	
--	------------------------------------	--

I, Carlyle D Woodlief

(property owner's printed legal name; include signatory name and title if signing for a company)



swear and affirm that I am the owner of property at 1321 Rolesville Road, PIN: 1768511519,

(property address, legal description; provide separate sheet if required)

as shown in the records of Wake County, North Carolina, which is the subject of this Application (Type and Case # Annexation, Rezoning, Subdivision Master Plan).

I further affirm that I am fully aware of the Town's Application, fee(s), and procedural requirements, and consent to this Application. I authorize the below listed person(s) to submit this Application and serve as representative/point of contact for this Application.

Property Owner's Signature: Carlyle D Woodlief Date: 2-28-2023

Applicant/Agent/Contact persons:	
Print:	Signature:
Robert Rudloff, PulteGroup	
Brendie Vega, WithersRavenel	



TOWN OF ROLESVILLE PETITION FOR ANNEXATION

The items below are required in order to complete your application and shall be submitted when the application is filed.

1. A complete copy of the last deed of record for proof of ownership
2. An annexation boundary plat/map for recordation at the Wake County Register of Deeds Office (mylar plat) prepared by a professional land surveyor showing the boundaries of the area or property for annexation into the Town of Rolesville.
3. A complete copy of the written metes and bounds description based on the annexation boundary plat/map.

SECTION 1 – LOCATION

Is the area contiguous with the existing primary corporate limits? Satellite corporate limits is not primary. Yes or No
Note: If the land is contiguous to any existing corporate limits, the proposed annexation boundary will include all intervening right-of-ways for streets, easements, and other areas as stated in North Carolina General Statute §160-131(1).

SECTION 2 – VESTED RIGHTS

NC General Statutes require petitioners of both contiguous and non-contiguous annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. 160A-385.1 or 153A-344.1 for properties subject to the petition. Do you declare vested rights for the property subject to this petition? Yes or No

SECTION 3 - PROPERTY DETAILS

PIN Number	Real Estate ID Number	Deed Book Number	Page Number	Acreage To Be Annexed	Wake County Assessed Value
1767590335 (Portion of)	0404532	DB 14286	PG 1902	Area petitioned for annexation: 18.69 ac/18.71ac	\$361,900
		DB	PG		
		DB	PG		\$

SECTION 4 - SIGNATURES AND VERIFICATION

We, the undersigned owners of the real properties contained in the metes and bounds description and plat/map attached hereto, respectfully request that the area described above be annexed and made part of the Town of Rolesville, North Carolina. By signing below, we acknowledge that all information is correct.

- If property owned by **INDIVIDUALS** (NOTE: All legal owners must sign including both husband and wife)

Betty Joyce Woodlief
 Signature of Owner #1

2-27-2023
 Date Signed

 Signature of Owner #2

 Date Signed

- If property owned by a **COMPANY OR CORPORATION** (NOTE: The company or corporation must be legally registered with the State of North Carolina – Office of the Secretary of State)

 Name of Corporation

 Printed Name of Registered Agent

 Signature of Registered Agent

 Address, State, Zip of Registered Office:

North Carolina, _____ County

I, _____, a Notary Public for said County and State, do hereby certify that the above signed individual(s) appeared before me this day and signed the foregoing instrument. Witness my hand and official seal, this _____ day of _____, 20____.

Notary Seal

 Notary Public
 My commission expires: _____



Property Owner's Consent & Authorization Form

Property Owner's Consent is required for each Development Application. A completed and signed copy of this form is required to be included with every Application submittal.

For Property with more than one owner, each owner must sign a separate copy of this form.

For Applications with more than one Applicant/representative, enter all names in this form, or submit separate forms.

In the event that the Owner of Property is an organization/entity, proof of signature authority on behalf of the organization/entity (ie Secretary of State business registration) must be attached to this form.

	Authorization by Property Owner(s)	
--	------------------------------------	--

I, Betty Joyce Woodlief

(property owner's printed legal name; include signatory name and title if signing for a company)

swear and affirm that I am the owner of property at 0 Rolesville Road, PIN: 1767590335,

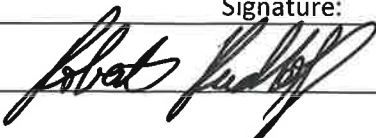

(property address, legal description; provide separate sheet if required)

as shown in the records of Wake County, North Carolina, which is the subject of this Application

(Type and Case # Annexation, Rezoning, Subdivision Master Plan).

I further affirm that I am fully aware of the Town's Application, fee(s), and procedural requirements, and consent to this Application. I authorize the below listed person(s) to submit this Application and serve as representative/point of contact for this Application.

Property Owner's Signature: Betty Joyce Woodlief Date: 2-28-2023

Applicant/Agent/Contact persons:	
Print:	Signature:
Robert Rudloff, PulteGroup	
Brendie Vega, WithersRavenel	



TOWN OF ROLESVILLE PETITION FOR ANNEXATION

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3. A complete copy of the written metes and bounds description based on the annexation boundary plat/map.

SECTION 1 - LOCATION

Is the area contiguous with the existing primary corporate limits? Satellite corporate limits is not primary. Yes or No

Note: If the land is contiguous to any existing corporate limits, the proposed annexation boundary will include all intervening right-of-ways for streets, easements, and other areas as stated in North Carolina General Statute §160-131(1).

SECTION 2 - VESTED RIGHTS

NC General Statutes require petitioners of both contiguous and non-contiguous annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. 160A-385.1 or 153A-344.1 for properties subject to the petition. Do you declare vested rights for the property subject to this petition? Yes or No

SECTION 3 - PROPERTY DETAILS

PIN Number	Real Estate ID Number	Deed Book Number	Page Number	Acreage To Be Annexed	Wake County Assessed Value
1767590716 (Portion of)	0404530	DB 014286	PG 01896	Area petitioned for annexation: 13.85 ac/18.74ac	\$489,459
		DB	PG		
		DB	PG		\$

SECTION 4 - SIGNATURES AND VERIFICATION

We, the undersigned owners of the real properties contained in the metes and bounds description and plat/map attached hereto, respectfully request that the area described above be annexed and made part of the Town of Rolesville, North Carolina. By signing below, we acknowledge that all information is correct.

- If property owned by **INDIVIDUALS** (NOTE: All legal owners must sign including both husband and wife)

Donnie Lee Woodlief
Signature of Owner #1

Feb 28 23
Date Signed

Patsy E Woodlief
Signature of Owner #2

Feb 28 23
Date Signed

- If property owned by a **COMPANY OR CORPORATION** (NOTE: The company or corporation must be legally registered with the State of North Carolina – Office of the Secretary of State)

Name of Corporation

Printed Name of Registered Agent

Signature of Registered Agent

Address, State, Zip of Registered Office:

North Carolina, _____ County

I, _____, a Notary Public for said County and State, do hereby certify that the above signed individual(s) appeared before me this day and signed the foregoing instrument. Witness my hand and official seal, this _____ day of _____, 20____.

Notary Seal

Notary Public
My commission expires: _____



Property Owner's Consent & Authorization Form

Property Owner's Consent is required for each Development Application. A completed and signed copy of this form is required to be included with every Application submittal.

For Property with more than one owner, each owner must sign a separate copy of this form.

For Applications with more than one Applicant/representative, enter all names in this form, or submit separate forms.

In the event that the Owner of Property is an organization/entity, proof of signature authority on behalf of the organization/entity (ie Secretary of State business registration) must be attached to this form.

Authorization by Property Owner(s)

I, Donnie L. Woodlief

(property owner's printed legal name; include signatory name and title if signing for a company)

swear and affirm that I am the owner of property at 1501 Rolesville Road, PIN: 1767590716

(property address, legal description; provide separate sheet if required)

as shown in the records of Wake County, North Carolina, which is the subject of this Application (Type and Case # Annexation, Rezoning, Subdivision Master Plan).

I further affirm that I am fully aware of the Town's Application, fee(s), and procedural requirements, and consent to this Application. I authorize the below listed person(s) to submit this Application and serve as representative/point of contact for this Application.

Property Owner's Signature: Donnie L. Woodlief Date: Feb 28 23

Applicant/Agent/Contact persons:	
Print:	Signature:
Robert Rudloff, PulteGroup	
Brendie Vega, WithersRavenel	



TOWN OF ROLESVILLE PETITION FOR ANNEXATION

The items below are required in order to complete your application and shall be submitted when the application is filed.

1. A complete copy of the last deed of record for proof of ownership
2. An annexation boundary plat/map for recordation at the Wake County Register of Deeds Office (mylar plat) prepared by a professional land surveyor showing the boundaries of the area or property for annexation into the Town of Rolesville.
3. A complete copy of the written metes and bounds description based on the annexation boundary plat/map.

SECTION 1 - LOCATION

Is the area contiguous with the existing primary corporate limits? Satellite corporate limits is not primary. Yes or No

Note: If the land is contiguous to any existing corporate limits, the proposed annexation boundary will include all intervening right-of-ways for streets, easements, and other areas as stated in North Carolina General Statute §160-131(1).

SECTION 2 - VESTED RIGHTS

NC General Statutes require petitioners of both contiguous and non-contiguous annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. 160A-385.1 or 153A-344.1 for properties subject to the petition. Do you declare vested rights for the property subject to this petition? Yes or No

SECTION 3 - PROPERTY DETAILS

PIN Number	Real Estate ID Number	Deed Book Number	Page Number	Acreage To Be Annexed	Wake County Assessed Value
1768409261 (Portion of)	0404529	DB 014286	PG 01890	Area petitioned for annexation: 11.96 ac/17.71ac	\$384,801
		DB	PG		
		DB	PG		\$

SECTION 4 - SIGNATURES AND VERIFICATION

We, the undersigned owners of the real properties contained in the metes and bounds description and plat/map attached hereto, respectfully request that the area described above be annexed and made part of the Town of Rolesville, North Carolina. By signing below, we acknowledge that all information is correct.

- If property owned by **INDIVIDUALS** (NOTE: All legal owners must sign including both husband and wife)

Maile W Stalling
Signature of Owner #1

2-28-2023
Date Signed

Samuel R. Stalling
Signature of Owner #2

2-28-2023
Date Signed

- If property owned by a **COMPANY OR CORPORATION** (NOTE: The company or corporation must be legally registered with the State of North Carolina – Office of the Secretary of State)

Name of Corporation

Printed Name of Registered Agent

Signature of Registered Agent

Address, State, Zip of Registered Office:

North Carolina, _____ County

I, _____, a Notary Public for said County and State, do hereby certify that the above signed individual(s) appeared before me this day and signed the foregoing instrument. Witness my hand and official seal, this _____ day of _____, 20____.

Notary Seal

Notary Public
My commission expires: _____



Property Owner's Consent & Authorization Form

Property Owner's Consent is required for each Development Application. A completed and signed copy of this form is required to be included with every Application submittal.

For Property with more than one owner, each owner must sign a separate copy of this form.

For Applications with more than one Applicant/representative, enter all names in this form, or submit separate forms.

In the event that the Owner of Property is an organization/entity, proof of signature authority on behalf of the organization/entity (ie Secretary of State business registration) must be attached to this form.

	Authorization by Property Owner(s)	
--	------------------------------------	--

I, Gayle W. Stallings

(property owner's printed legal name; include signatory name and title if signing for a company)

swear and affirm that I am the owner of property at 1421 Rolesville Road, PIN: 1768409261,



(property address, legal description; provide separate sheet if required)

as shown in the records of Wake County, North Carolina, which is the subject of this Application

(Type and Case # Annexation, Rezoning, Subdivision Master Plan).

I further affirm that I am fully aware of the Town's Application, fee(s), and procedural requirements, and consent to this Application. I authorize the below listed person(s) to submit this Application and serve as representative/point of contact for this Application.

Property Owner's Signature: Gayle W. Stallings Date: 2-28-2023

Applicant/Agent/Contact persons:	
Print:	Signature:
Robert Rudloff, PulteGroup	
Brendie Vega, WithersRavenel	

TOWN OF ROLESVILLE PETITION FOR ANNEXATION

The items below are required in order to complete your application and shall be submitted when the application is filed.

1. A complete copy of the last deed of record for proof of ownership
2. An annexation boundary plat/map for recordation at the Wake County Register of Deeds Office (mylar plat) prepared by a professional land surveyor showing the boundaries of the area or property for annexation into the Town of Rolesville.
3. A complete copy of the written metes and bounds description based on the annexation boundary plat/map.

SECTION 1 – LOCATION

Is the area contiguous with the existing primary corporate limits? Satellite corporate limits is not primary. Yes or No

Note: If the land is contiguous to any existing corporate limits, the proposed annexation boundary will include all intervening right-of-ways for streets, easements, and other areas as stated in North Carolina General Statute §160-131(1).

SECTION 2 – VESTED RIGHTS

NC General Statutes require petitioners of both contiguous and non-contiguous annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. 160A-385.1 or 153A-344.1 for properties subject to the petition. Do you

declare vested rights for the property subject to this petition? Yes or No

SECTION 3 - PROPERTY DETAILS

PIN Number	Real Estate ID Number	Deed Book Number	Page Number	Acreage To Be Annexed	Wake County Assessed Value
1767580938	0404532	DB 18654	PG 863	Area petitioned for annexation: 18.66ac	\$377,740
		DB	PG		
		DB	PG		\$

SECTION 4 - SIGNATURES AND VERIFICATION

We, the undersigned owners of the real properties contained in the metes and bounds description and plat/map attached hereto, respectfully request that the area described above be annexed and made part of the Town of Rolesville, North Carolina. By signing below, we acknowledge that all information is correct.

• If property owned by **INDIVIDUALS** (NOTE: All legal owners must sign including both husband and wife)

Dwight T. Woodly by Carolyn L. Woodly *2-28-2023*

Signature of Owner #1 Date Signed

Signature of Owner #2 Date Signed

• If property owned by a **COMPANY OR CORPORATION** (NOTE: The company or corporation must be legally registered with the State of North Carolina – Office of the Secretary of State)

Name of Corporation

Printed Name of Registered Agent

Signature of Registered Agent



Property Owner's Consent & Authorization Form

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For Applications with more than one Applicant/representative, enter all names in this form, or submit separate forms.

In the event that the Owner of Property is an organization/entity, proof of signature authority on behalf of the organization/entity (ie Secretary of State business registration) must be attached to this form.

	Authorization by Property Owner(s)
--	------------------------------------

I, Dwight T. Woodlief

(property owner's printed legal name; include signatory name and title if signing for a company)

swear and affirm that I am the owner of property at 0 Rolesville Road; PIN: 1767580938,



(property address, legal description; provide separate sheet if required)

as shown in the records of Wake County, North Carolina, which is the subject of this Application

(Type and Case # Annexation, Rezoning, Subdivision Master Plan).

I further affirm that I am fully aware of the Town's Application, fee(s), and procedural requirements, and consent to this Application. I authorize the below listed person(s) to submit this Application and serve as representative/point of contact for this Application.

Property Owner's Signature: Dwight T. Woodlief by Candy S Woodlief Date: 2-28-2023

Applicant/Agent/Contact persons:	
Print:	Signature:
Robert Rudloff, PulteGroup	
Brendie Vega, WithersRavenel	



TOWN OF ROLESVILLE PETITION FOR ANNEXATION

The items below are required in order to complete your application and shall be submitted when the application is filed.

1. A complete copy of the last deed of record for proof of ownership
2. An annexation boundary plat/map for recordation at the Wake County Register of Deeds Office (mylar plat) prepared by a professional land surveyor showing the boundaries of the area or property for annexation into the Town of Rolesville.
3. A complete copy of the written metes and bounds description based on the annexation boundary plat/map.

SECTION 1 - LOCATION

Is the area contiguous with the existing primary corporate limits? Satellite corporate limits is not primary. Yes or No

Note: If the land is contiguous to any existing corporate limits, the proposed annexation boundary will include all intervening right-of-ways for streets, easements, and other areas as stated in North Carolina General Statute §160-131(1).

SECTION 2 - VESTED RIGHTS

NC General Statutes require petitioners of both contiguous and non-contiguous annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. 160A-385.1 or 153A-344.1 for properties subject to the petition. Do you declare vested rights for the property subject to this petition? Yes or No

SECTION 3 - PROPERTY DETAILS

PIN Number	Real Estate ID Number	Deed Book Number	Page Number	Acreage To Be Annexed	Wake County Assessed Value
1768500618	0404528	DB 014286	PG 01885	17.69ac	\$218,185
		DB	PG		
		DB	PG		\$

SECTION 4 - SIGNATURES AND VERIFICATION

We, the undersigned owners of the real properties contained in the metes and bounds description and plat/map attached hereto, respectfully request that the area described above be annexed and made part of the Town of Rolesville, North Carolina. By signing below, we acknowledge that all information is correct.

- If property owned by **INDIVIDUALS** (NOTE: All legal owners must sign including both husband and wife)

Allen W. Holding
Signature of Owner #1

2/27/23
Date Signed

Patricia C. White
Signature of Owner #2

2/27-23
Date Signed

- If property owned by a **COMPANY OR CORPORATION** (NOTE: The company or corporation must be legally registered with the State of North Carolina – Office of the Secretary of State)

Name of Corporation

Printed Name of Registered Agent

Signature of Registered Agent

Address, State, Zip of Registered Office:

North Carolina, _____ County

I, _____, a Notary Public for said County and State, do hereby certify that the above signed individual(s) appeared before me this day and signed the foregoing instrument. Witness my hand and official seal, this _____ day of _____, 20____.

Notary Seal

Notary Public
My commission expires: _____



Property Owner's Consent & Authorization Form

Property Owner's Consent is required for each Development Application. A completed and signed copy of this form is required to be included with every Application submittal.

For Property with more than one owner, each owner must sign a separate copy of this form.

For Applications with more than one Applicant/representative, enter all names in this form, or submit separate forms.

In the event that the Owner of Property is an organization/entity, proof of signature authority on behalf of the organization/entity (ie Secretary of State business registration) must be attached to this form.

	Authorization by Property Owner(s)	
--	------------------------------------	--

I, Ellen W. Holding, Billy C. Woodlief

(property owner's printed legal name; include signatory name and title if signing for a company)



swear and affirm that I am the owner of property at 0 Rolesville Road, PIN: 1768500618,

(property address, legal description; provide separate sheet if required)

as shown in the records of Wake County, North Carolina, which is the subject of this Application
(Type and Case # Annexation, Rezoning, Subdivision Master Plan).

I further affirm that I am fully aware of the Town's Application, fee(s), and procedural requirements, and consent to this Application. I authorize the below listed person(s) to submit this Application and serve as representative/point of contact for this Application.

Property Owner's Signature: Ellen W. Holding Billy C. Woodlief Date: 2/28/23

Applicant/Agent/Contact persons:	
Print:	Signature:
Robert Rudloff, PulteGroup	
Brendie Vega, WithersRavenel	

Attachment 5- Certificate of Sufficiency

CERTIFICATE OF SUFFICIENCY

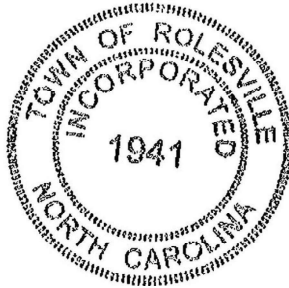
ANX23-01 - Woodlief

To the Board of Commissioners of the Town of Rolesville, North Carolina:

I, Robin E. Peyton, Town Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition contains an adequate property description of the area(s) proposed for annexation.
- b. The area described in the petition is contiguous to the Town of Rolesville primary corporate limits as required by G.S. 160A-31.
- c. The petition is signed by all owners of real property lying in the area described therein.

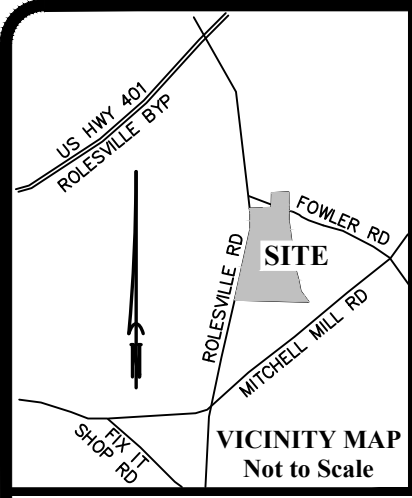
In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Rolesville, this 9th day of November 2023



Robin E. Peyton

Robin E. Peyton
Town Clerk

Attachment 6- Zoning District Boundary Map



GENERAL NOTES:

- All distances are horizontal ground distances and areas were computed using the coordinate method, unless otherwise noted hereon.
- The subject property is partially located within a Special Flood Hazard Area as scaled from NFIP FIRM Numbers 3720176600K and 3720176800K; panel effective date: 7/19/2022.
- Wetland, stream, pond, and riparian buffer delineations shown hereon were performed by WR on 1/12/2023 & 1/16/2023. Field location performed by MSS Land Consultants, PC. Wake County flood hazard soils not addressed by this survey.
- This survey was prepared for the parties and purpose indicated hereon. Any extension of the use beyond the purpose agreed to between the client and surveyor exceeds the scope of the engagement. Only copies of this survey with the Land Surveyor's original signature & an original embossed, ink or scanned seal are the product of the Land Surveyor.
- Property identification numbers taken from the official tax records of Wake County.
- All underground utilities shown hereon are based solely on visible ground surface evidence. Prior to any construction and/or excavation, the exact vertical & horizontal locations must be determined.
- Current Zoning: R-30 (Wake County); Proposed Zoning: RH & RM (Rolesville)
- References: DB 1347 PG 52; DB 14286 PG 1880; DB 14286 PG 1885; DB 14286 PG 1890; DB 14286 PG 1896; DB 14286 PG 1902; DB 18654 PG 863; BM 1941 PG 108; BM 1942 PG 120; BM 1987 PG 1097; BM 2011 PG 84; DB 2420 PG 514; DB 4401 PG 206.

SURVEY CERTIFICATION:

I, Matthew A. Hayes, PLS No. L-4516, certify to the following:

That the survey is of another category, such as the recombination of existing parcels, a court-ordered survey, or other exemption or exception to the definition of subdivision;

That this plat was drawn under my supervision from an actual survey made under my supervision (deed description(s) and/or plat reference(s) shown hereon under "References"); that the boundaries not surveyed are clearly indicated as drawn from information as shown hereon; that the ratio of precision as calculated is 1:10,000+; that this plat was prepared in accordance with G.S. 47-30 as amended.

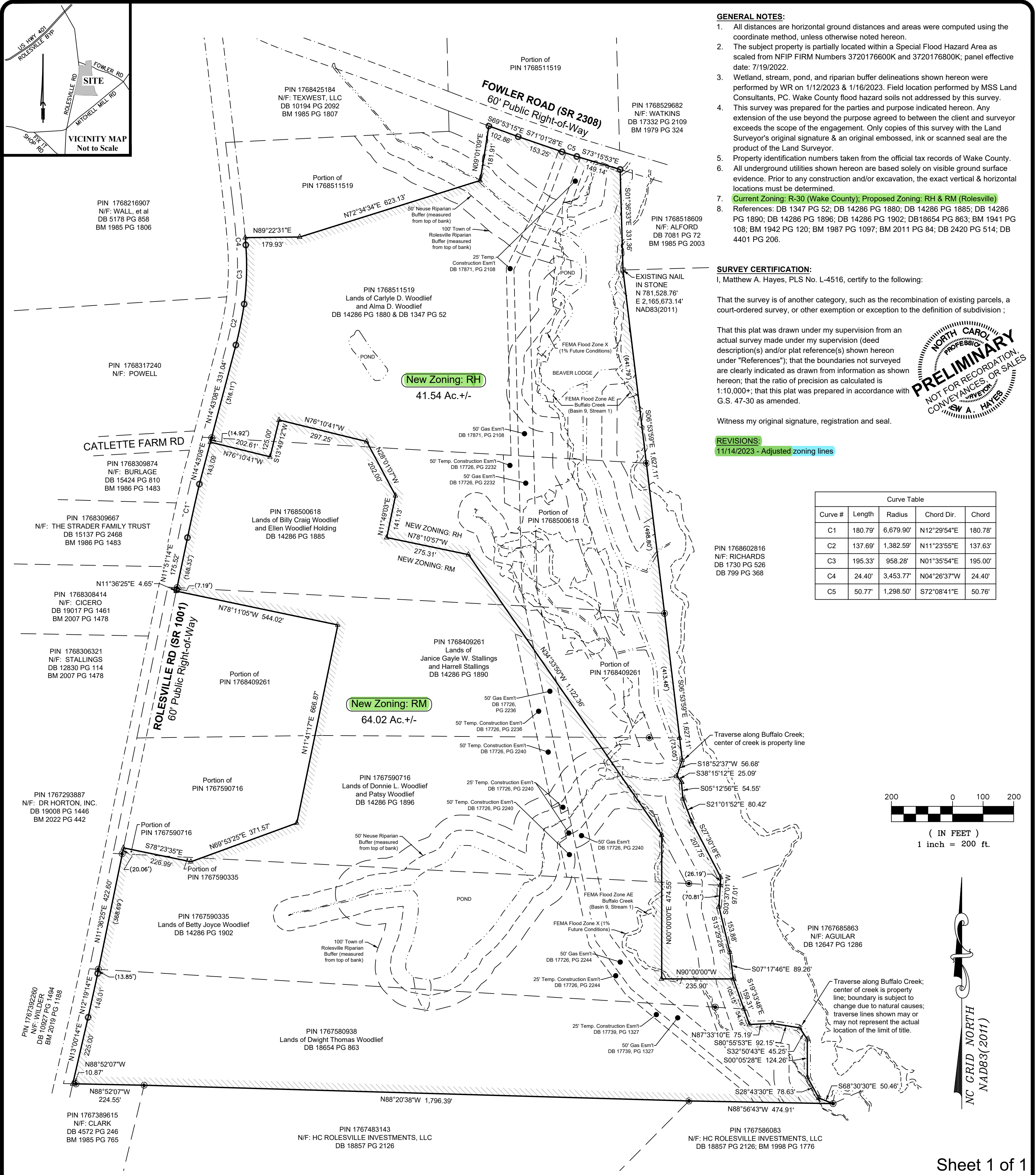
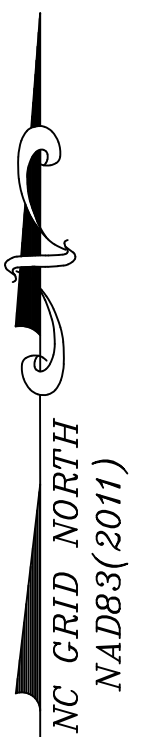
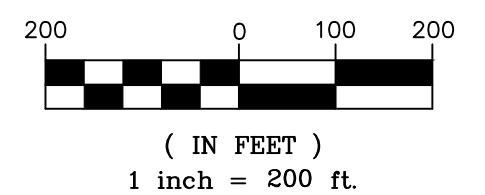
Witness my original signature, registration and seal.

REVISIONS:

11/14/2023 - Adjusted zoning lines



Curve #	Length	Radius	Chord Dir.	Chord
C1	180.79'	6,679.90'	N12°29'54"E	180.78'
C2	137.69'	1,382.59'	N11°23'55"E	137.63'
C3	195.33'	958.28'	N01°35'54"E	195.00'
C4	24.40'	3,453.77'	N04°26'37"W	24.40'
C5	50.77'	1,298.50'	S72°08'41"E	50.76'



SURVEYED
by

MAP AMMENDMENT (REZONING) MAP FOR THE TOWN OF ROLESVILLE: ROLESVILLE ASSEMBLAGE PREPARED FOR PULTE HOME COMPANY, LLC



MSS LAND CONSULTANTS

6118 Saint Giles St. Phone (919) 510-4464
Suite E Fax (919) 510-9102
Raleigh, NC 27612 Email: gowersw@mssland.com

"Committed to Total Quality Service"

LEGEND

- PB Plat Book
- DB Deed Book
- N/F Now or Formerly
- EIP Existing Iron Pipe
- EPIP Existing Pinched Iron Pipe
- GALV Galvanized
- ECM Existing Concrete Marker
- EIP, unless otherwise noted
- Iron Pipe Set
- △ Computed Point

Attachment 7-Revised RM & RH Zoning Districts

MSS LAND CONSULTANTS, PC
6118 SAINT GILES STREET, SUITE E
RALEIGH, NC 27612

**MAP AMENDMENT (REZONING) OF LANDS OF:
CARLYLE D. WOODLIEF AND ALMA D. WOODLIEF
BILLY CRAIG WOODLIEF AND ELLEN WOODLIEF HOLDING
JANICE GAYLE W. STALLINGS AND HARRELL STALLINGS
DONNIE L. WOODLIEF AND PATSY WOODLIEF
BETTY JOYCE WOODLIEF
DWIGHT THOMAS WOODLIEF**

NEW ZONING: RM

SURVEY DESCRIPTION:

Reference: Survey map titled "MAP AMENDMENT (REZONING) MAP FOR THE TOWN OF ROLESVILLE: ROLESVILLE ASSEMBLAGE" by MSS Land Consultants, PC, dated July 26, 2023, and last revised November 11, 2023.

All that tract, piece, or parcel of land lying and being situated in the Township of Wake Forest, County of Wake, State of North Carolina, and being more particularly bounded and described as follows:

COMMENCING at an existing nail in stone marking a northwestern corner of lands of, now or formerly, Barbara Ann Jones Richards (Deed Book 1730, page 526; Deed Book 799, page 368), and a southwestern corner of lands of, now or formerly, Larry Wayne Alford, Sr., and wife, Betty Dean Alford (Deed Book 7081, page 72; Book of Maps 1985, page 2003); said point having an NC State Plane Coordinate (NAD83(2011)) of North 781,528.76' East 2,165,673.14'; thence, from said point of commencement, along western lines of said lands of Richards, the following four courses: 1) S 06° 53' 59" E 641.79' to a point marked by an existing iron pipe; 2) S 06° 53' 59" E 498.80' to a point marked by an existing iron pipe; 3) S 06° 53' 59" E 413.48' to a point; 4) S 06° 53' 59" E 73.05' to a point in the center of Buffalo Creek; thence, along the center of Buffalo Creek, the following six courses: 1) S 18° 52' 37" W 56.68' to a point; 2) S 38° 15' 12" E 25.09' to a point; 3) S 05° 12' 56" E 54.55' to a point; 4) S 21° 01' 52" E 80.42' to a point; 5) S 27° 30' 18" E 207.75' to a point; 6) S 03° 37' 01" W 26.19' to a point; said point being a northwestern corner of lands of, now or formerly, Norma Aguilar (Deed Book 12647, page 1286); thence, continuing along the center of Buffalo Creek, the following three courses: 1) S 03° 37' 01" W 70.81' to a point; 2) S 13° 29' 28" E 153.88' to a point; 3) S 07° 17' 46" E 89.26' to a point; said point being the POINT OF BEGINNING; thence, from said point of beginning, continuing along the center of Buffalo Creek, the following eight courses: 1) S 19° 33' 48" E 105.15' to a point; 2) S 19° 33' 48" E 54.16' to a point; 3) N 87° 33' 10" E 75.19' to a point; 4) S 80° 55' 53" E 92.15' to a point; 5) S 32° 50' 43" E 45.25' to a point; 6) S 00° 05' 28" E 124.26' to a point; 7) S 28° 43' 30" E 78.63' to a point; 8) S 68°

30' 30" E 50.46' to a point marked by an existing iron pipe; said point being a southwestern corner of said lands of Aguilar; said point also being a northeastern corner of lands of, now or formerly, HC Rolesville Investments, LLC (Deed Book 18857, page 2126; Book of Maps 1998, page 1776); thence, along said lands of HC Rolesville Investments, the following two courses: 1) N 88° 56' 43" W 474.91' to a point marked by an existing iron pipe; 2) N 88° 20' 38" W 1,796.39' to a point marked by an existing iron pipe; said point being a northeastern corner of lands of, now or formerly, Charles T. Clark, and wife, Patricia H. Clark (Deed Book 4572, page 246; Book of Maps 1985, page 765); thence, along said lands of Clark, the following two courses: 1) N 88° 52' 07" W 224.55' to a point marked by an existing iron pipe; 2) N 88° 52' 07" W 10.87' to a point on the eastern right-of-way margin of Rolesville Road; thence, along the eastern right-of-way margin of Rolesville Road, the following five courses: 1) N 13° 00' 14" E 225.00' to an iron pipe set; 2) N 12° 19' 14" E 148.01' to an iron pipe set; 3) N 11° 36' 25" E 13.85' to an iron pipe set; 4) N 11° 36' 25" E 388.69' to a point marked by an existing iron pipe; 5) N 11° 36' 25" E 20.06' to a point; thence, through lands of Betty Joyce Woodlief (Deed Book 14286, page 1902), lands of Donnie L. Woodlief and Patsy Woodlief (Deed Book 14286, page 1896), and lands of Janice Gayle W. Stallings and Harrell Stallings (Deed Book 14286, page 1890), the following four courses: 1) S 78° 23' 35" E 226.99' to a point; 2) N 69° 53' 25" E 371.57' to a point; 3) N 11° 41' 17" E 666.87' to a point; 4) N 78° 11' 05" W 544.02' to a point on the eastern right-of-way margin of Rolesville Road; thence, along the eastern right-of-way margin of Rolesville Road, the following five courses: 1) N 11° 36' 25" E 4.65' to an iron pipe set; 2) N 11° 51' 14" E 7.19' to a point marked by an existing iron pipe; 3) N 11° 51' 14" E 168.33' to an iron pipe set; 4) through the arc of a curve to the right, having a radius of 6,679.90', an arc length of 180.79', and chord course of N 12° 29' 54" E 180.78' to an iron pipe set; 5) N 14° 43' 08" E 143.09' to a point; thence, through lands of Billy Craig Woodlief and Ellen Woodlief Holding (Deed Book 14286, page 1885), lands of Carlyle D. Woodlief and Alma D. Woodlief (Deed Book 14286, page 1880, and Deed Book 1347, page 52), lands of Janice Gayle W. Stallings and Harrell Stallings (Deed Book 14286, page 1890), lands of Donnie L. Woodlief and Patsy Woodlief (Deed Book 14286, page 1896), lands of Betty Joyce Woodlief (Deed Book 14286, page 1902), the following nine courses: 1) S 76° 10' 41" E 202.61' to a point; 2) N 13° 49' 12" E 125.00' to a point; 3) S 76° 10' 41" E 297.25' to a point; 4) S 28° 01' 07" E 202.00' to a point; 5) S 11° 49' 03" W 141.13' to a point; 6) S 78° 10' 57" E 275.31' to a point; 7) S 34° 33' 50" E 1,122.36' to a point; 8) S 00° 00' 00" W 474.55' to a point; 9) S 90° 00' 00" E 235.90' to the point of beginning; containing 64.02 acres of land, more or less.



MSS LAND CONSULTANTS, PC
6118 SAINT GILES STREET, SUITE E
RALEIGH, NC 27612

**MAP AMENDMENT (REZONING) OF LANDS OF:
CARLYLE D. WOODLIEF AND ALMA D. WOODLIEF
BILLY CRAIG WOODLIEF AND ELLEN WOODLIEF HOLDING
JANICE GAYLE W. STALLINGS AND HARRELL STALLINGS
DONNIE L. WOODLIEF AND PATSY WOODLIEF
BETTY JOYCE WOODLIEF**

NEW ZONING: RH

SURVEY DESCRIPTION:

Reference: Survey map titled "MAP AMENDMENT (REZONING) MAP FOR THE TOWN OF ROLESVILLE: ROLESVILLE ASSEMBLAGE" by MSS Land Consultants, PC, dated July 26, 2023, and last revised November 11, 2023.

All that tract, piece, or parcel of land lying and being situated in the Township of Wake Forest, County of Wake, State of North Carolina, and being more particularly bounded and described as follows:

BEGINNING at an existing nail in stone marking a northwestern corner of lands of, now or formerly, Barbara Ann Jones Richards (Deed Book 1730, page 526; Deed Book 799, page 368), and a southwestern corner of lands of, now or formerly, Larry Wayne Alford, Sr., and wife, Betty Dean Alford (Deed Book 7081, page 72; Book of Maps 1985, page 2003); said point also being the POINT OF BEGINNING, having an NC State Plane Coordinate (NAD83(2011)) of North 781,528.76' East 2,165,673.14'; thence, from said POINT OF BEGINNING, along western lines of said lands of Richards, the following four courses: 1) S 06° 53' 59" E 641.79' to a point marked by an existing iron pipe; 2) S 06° 53' 59" E 498.80' to a point marked by an existing iron pipe; 3) S 06° 53' 59" E 413.48' to a point; 4) S 06° 53' 59" E 73.05' to a point in the center of Buffalo Creek; thence, along the center of Buffalo Creek, the following six courses: 1) S 18° 52' 37" W 56.68' to a point; 2) S 38° 15' 12" E 25.09' to a point; 3) S 05° 12' 56" E 54.55' to a point; 4) S 21° 01' 52" E 80.42' to a point; 5) S 27° 30' 18" E 207.75' to a point; 6) S 03° 37' 01" W 26.19' to a point; said point being a northwestern corner of lands of, now or formerly, Norma Aguilar (Deed Book 12647, page 1286); thence, continuing along the center of Buffalo Creek, the following three courses: 1) S 03° 37' 01" W 70.81' to a point; 2) S 13° 29' 28" E 153.88' to a point; 3) S 07° 17' 46" E 89.26' to a point; thence, through lands of Betty Joyce Woodlief (Deed Book 14286, page 1902), lands of Donnie L. Woodlief and Patsy Woodlief (Deed Book 14286, page 1896), Janice Gayle W. Stallings and Harrell Stallings (Deed Book 14286, page 1890), lands of Billy Craig Woodlief and Ellen Woodlief Holding (Deed Book 14286, page 1885), and lands of Carlyle D. Woodlief and Alma D. Woodlief (Deed Book 14286, page 1880, and Deed Book 1347, page 52), the following nine

courses: 1) N 90° 00' 00" W 235.90' to a point; 2) N 00° 00' 00" E 474.55' to a point; 3) N 34° 33' 50" W 1,122.36' to a point; 4) N 78° 10' 57" W 275.31' to a point; 5) N 11° 49' 03" E 141.13' to a point; 6) N 28° 01' 07" W 202.00' to a point; 7) N 76° 10' 41" W 297.25' to a point; 8) S 13° 49' 12" W 125.00' to a point; 9) N 76° 10' 41" W 202.61' to a point on the eastern right-of-way margin of Rolesville Road; thence, along the eastern right-of-way margin of Rolesville Road, the following five courses: 1) N 14° 43' 08" E 14.92' to a point marked by an existing iron pipe; 2) N 14° 43' 08" E 316.11' to an iron pipe set; 3) through the arc of a curve to the left, having a radius of 1,382.59', an arc length of 137.69', and a chord course of N 11° 23' 55" E 137.63' to a point; 4) through the arc of a curve to the left, having a radius of 958.28', an arc length of 195.33', and a chord course of N 01° 35' 54" E 195.00' to a point; 5) through the arc of a curve to the left, having a radius of 3,453.77', an arc length of 24.40', and a chord course of N 04° 26' 37" W 24.40' to a point; thence, through lands of Carlyle D. Woodlief and Alma D. Woodlief (Deed Book 14286, page 1880; Deed Book 1347, page 52), the following three courses: 1) N 89° 22' 31" E 210.00' to a point; 2) N 72° 34' 34" E 623.13' to a point; 3) N 09° 01' 09" E 181.91' to a point on the southern right-of-way margin of Fowler Road (SR 2308) (an existing 60' public right-of-way); thence, along the southern right-of-way margin of Fowler Road, the following four courses: 1) S 69° 53' 15" E 102.86' to a point; 2) S 71° 01' 28" E 153.25' to a point; 3) through the arc of a curve to the left, having a radius 1,298.50' of, an arc length of 50.77', and a chord course of S 72° 08' 41" E 50.76' to a point; 4) S 73° 15' 53" E 149.14' to a point; thence, along said lands of Alford, S 01° 36' 33" E 331.36' to the point of beginning; containing 41.54 acres of land, more or less.



Case: REZ-23-02

EXHIBIT A

Woodlief Assemblage

Zoning Justification

March 1, 2023

Is the application consistent with the Comprehensive Plan, Community Transportation Plan, Bicycle and Greenway Plans, and any other adopted Town policy plans?

The application is consistent with the Comprehensive Plan, Community Transportation Plan, Bicycle and Greenway Plans, and other adopted Town policy plans. The applicant and all entities involved with the applicant have corresponded with Town staff, resources such as the Town's website, and more to ensure that all of the submitted articles for the project in Rolesville meets the standards set forth by the Town. All items with this submittal have been matched against policy plans adopted by the Town to provide an application for a project that will benefit the Town and its residents.

A Future Land Use Map is included in the Comprehensive Plan, with the intention of encouraging specific zoning districts that will benefit the Town. The parcels for this project are shown in the Future Land Use Map as Medium Residential, which is described as, "Predominantly single-family residential uses with portions of duplex, townhouse or multifamily residential. These are lots or tracts at a density range of three to five dwelling units per gross acre including the preserved open space areas along limited non-residential uses under planned unit development or form-based code provisions." This future land use designation matches the proposed zoning of this project a combination of RH, Residential High Density and RM, Residential Medium Density, containing both single-family and townhouse uses. As Rolesville is one of the fastest-growing towns in Wake County, there is an increasing demand for housing which means it is important to encourage its development in appropriate locations.

Per the Town of Rolesville Greenway Plan, a proposed greenway is shown along Buffalo Creek that crosses Fowler Rd., which will impact the parcels involved in the project. A greenway connection, developed in accordance with the Plan's regulations and policies, will connect with the rest of the greenway paths in order to provide valuable recreation and protect and conserve the Town's environmental assets. This will help in the Town's mission to establish and provide a comprehensive greenway and trail system that compliments recent active transportation and parks planning efforts.

Is the application in conflict with any provision of the LDO or the Town Code of Ordinances?

To the best of the applicant's knowledge, this application does not conflict with any provision of the LDO or the Town Code of Ordinances. This application has been reviewed against the Code of Ordinances and LDO to ensure that it does not have any items that fall outside of the regulations set forth within the documents. The applicant and all entities involved have worked to ensure that all provisions have been followed.

Does the application correct any errors in the existing zoning present at the time it was adopted?

To the applicant's knowledge, this application does not correct any errors in the existing zoning present at the time that it was adopted.

Does the rezoning allow uses that are compatible with existing and permitted uses on surrounding land/properties?

Yes, the rezoning would allow uses that are compatible with existing and permitted uses on surrounding land/properties.. The property to the south of the project area is within the Town of Rolesville municipal boundary and zoned for HD, High-Density Residential. Properties located directly west of the subject site, across Rolesville Road, are zoned R&PUD, Residential and PUD, and RL, Low-Density Residential. Adjacent projects in the area, such as Callis and Falls River, have been approved under similar circumstances.

Would the application ensure efficient development within the Town, including the capacity and safety of the street network, public facilities, and other similar considerations?

The application will ensure efficient development within the Town. The properties associated with this project will be annexed into the Town. The applicant, as stated in the proposal, will provide road improvements in the area. A Traffic Impact Analysis will be performed to ensure that there is sufficient items addressed by the applicant to cause the least amount of traffic impact to the area.

Would the application result in a logical and orderly development pattern?

The application results in a logical and orderly development pattern. The project has been developed with the Town's Ordinances and LDO as a guideline, and Town staff have reviewed the proposed project in order to provide input. The development pattern that will come about as a direct result of this application will suit the Town's needs and not provide any disruptions.

Currently, development is extending south of the current Town limits as the population growth begins to warrant new housing and commercial services. This has meant that the area surrounding the project site has begun to feel the impact of this growth, and this project will fit in with the current development pattern. To the south of the project is Rolesville Crossing, an approved project that will consist of 297 single-family dwelling units. To the west of the project is Kalas Farms, an approved project that will consist of 550 single-family dwelling units. In addition to this, to the north of the project is Rolesville High School, providing educational opportunities in close proximity.

Would the application result in adverse impacts on water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment?

This application will not result in adverse impacts on water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment. This project falls within the Little River Water Watershed area, and will adhere to the regulations put forth to protect said watershed. Stormwater measures will be taken, reviewed and approved by Town staff in order to ensure that the watershed is well protected in this regard. Any other potential items of concern will be addressed during the application process.

In addition to adhering to all regulatory and developmental requirements, the project is designed to have the smallest impact possible on the surrounding environment. As required by the LDO, a maximum of 20% of the site's open space requirement, can be met with environmentally-constrained open space and 80% must be "buildable". Environmental open space (which includes wetlands, stream buffers, and floodplain) on this plan exceeds 20% (7.1 acres) by providing 35.2 acres of protected areas. The remaining 80% buildable open space area (outside of wetlands, stream buffers, and floodplain) provides an additional 28.6 acres and

Case: MA 23-XX

encompasses a proposed public greenway, an amenity site, and storm control measures. The total amount of open space proposed will be 63.8 acres and the developed area is approximately 42 acres.

Attachment 9 - Neighborhood Meetings (2) Summaries

(REZ-23-02) Woodlief Assemblage -- 500ft Property Owner List

<u>OWNER</u>	<u>ADDR1</u>	<u>ADDR2</u>	<u>ADDR3</u>
AGUILAR, NORMA	6509 MITCHELL MILL RD	ZEBULON NC 27597-8412	
ALFORD, CHRISTOPHER STEPHEN ALFORD, TIMOTHY SCOTT	6500 FOWLER RD	ZEBULON NC 27597-8300	
ALFORD, LARRY W SR ALFORD, BETTY D	6420 FOWLER RD	ZEBULON NC 27597-8498	
BAILEY, JEFFREY D BAILEY, NICOLE	3536 CATLETT FARM RD	WAKE FOREST NC 27587-9680	
BURLAGE, LUKAS GABRIEL BURLAGE, LAURA ELENA	3540 CATLETT FARM RD	WAKE FOREST NC 27587-9680	
CHALK, BOBBY RAY CHALK, CAROLYN C	6517 MITCHELL MILL RD	ZEBULON NC 27597-8412	
CICERO, KRISTAN CICERO, JOSEPH	1504 ROLESVILLE RD	WAKE FOREST NC 27587-6961	
CLARK, CHARLES T CLARK, PATRICIA H	1709 ROLESVILLE RD	WAKE FOREST NC 27587-6965	
DR HORTON INC	2000 AERIAL CENTER PKWY STE 110	MORRISVILLE NC 27560-9294	
GLOVER, RICO D SR GLOVER, TIFFANY N	1632 ROLESVILLE RD	WAKE FOREST NC 27587-6963	
GOODNIGHT, JUDY JONES	1201 ROLESVILLE RD	WAKE FOREST NC 27587-6957	
GUNZ, BETTY R TEXWEST LLC	1409 MARYLAND AVE	CHARLOTTE NC 28209-1527	
HC ROLESVILLE INVESTMENTS LLC	1616 CLEVELAND AVE	CHARLOTTE NC 28203-4855	
HORTON, ROBIN RANDALL SR HORTON, MARY HOLLAND	5513 AMAZON TRL	WAKE FOREST NC 27587-6843	
HURLEY, CARSON	5717 MITCHELL MILL RD	WAKE FOREST NC 27587-7257	
JONES, WALLACE G	6604 MITCHELL MILL RD	ZEBULON NC 27597-8413	
MALDONADO, RAUL	115 BRIDLE TRL	YOUNGSVILLE NC 27596-9576	
MOODY, BENNY L MOODY, CONNIE G	1716 ROLESVILLE RD	WAKE FOREST NC 27587-9677	
PERRY, JUDY J	1201 ROLESVILLE RD	WAKE FOREST NC 27587-6957	
POWELL, JEFFREY LOUIS	5601 CALTON DR	RALEIGH NC 27612-2799	
RICHARDS, BARBARA ANN JONES	6721 MITCHELL MILL RD	ZEBULON NC 27597-8416	
RODRIGUEZ, ALECIO MORIN, MARIA OLIVIA LOPEZ	1700 ROLESVILLE RD	WAKE FOREST NC 27587-9677	
ROGERS, WILLIAM L	100 CRESCENT CT STE 595	DALLAS TX 75201-1847	
SADLER, JUNNIE RAY SADLER, JOAN MARION	6801 BLAZING SUNSET TRL	WAKE FOREST NC 27587-9608	
SHORE, JOHN L SHORE, ANNETTE P	1636 ROLESVILLE RD	WAKE FOREST NC 27587-6963	
STALLINGS, HARRELL F STALLINGS, GAYLE W	PO BOX 325	ROLESVILLE NC 27571-0325	
STALLINGS, JANICE GAYLE W STALLINGS, HARRELL	1512 ROLESVILLE RD	WAKE FOREST NC 27587-6961	
THE STRADER FAMILY TRUST	PO BOX 26	ROLESVILLE NC 27571-0026	
TOWN OF ROLESVILLE	PO BOX 250	ROLESVILLE NC 27571-0250	
WALL, JOSEPH E GUNZ, BETTY R	1409 MARYLAND AVE	CHARLOTTE NC 28209-1527	
WATKINS, CHARLES ZACHARY	PO BOX 648	FRISCO NC 27936-0648	
WILDER, CHRISTIAN C WILDER, CINDY E	1628 ROLESVILLE RD	WAKE FOREST NC 27587-6963	
WOODLIEF, BETTY JOYCE	1501 ROLESVILLE RD	WAKE FOREST NC 27587-6962	
WOODLIEF, BILLY CRAIG HOLDING, ELLEN WOODLIEF	5101 OLD MILBURNIE RD	WENDELL NC 27591-7817	
WOODLIEF, CARLYLE D WOODLIEF, ALMA D	1321 ROLESVILLE RD	WAKE FOREST NC 27587-6959	
WOODLIEF, DONNIE L WOODLIEF, PATSY	6609 FOWLER RD	ZEBULON NC 27597-8303	
WOODLIEF, DWIGHT THOMAS	6608 FOWLER RD	ZEBULON NC 27597-8302	

July 15, 2023

Re: Notice of Neighborhood Meeting

Dear Property Owner:

This letter is to notify you of a pending Rezoning Map Amendment Application (Case# REZ-23-02) and corresponding Voluntary Annexation Petition (Case# ANX-23-01) for a development near your property. The applicant is holding a neighborhood meeting July 25, 2023 at 6:00pm to explain the proposal. The meeting will be at the Rolesville Community Center located at 514 Southtown Circle, Rolesville, NC 27571. Questions or comments on the proposed project prior to the meeting are welcome – please see my contact information below.

This case involves a request to rezone 6 parcels of land located at 0 Rolesville Road (PIN 1767580938), 0 Rolesville Road (PIN 1767590335), 0 Rolesville Road (PIN 1768500618) a portion of 1501 Rolesville Road (PIN 1767590716), a portion of 1421 Rolesville Road (PIN 1768409261), and a portion of 1321 Rolesville Road (PIN 1768511519) (the “Site”), as more specifically shown on the attached vicinity map. The Site is subject to the zoning and development authority of Wake County and is zoned Residential-30 (R-30) under Wake County’s Unified Development Ordinance (“UDO”). This proposal would annex the Site into Rolesville’s Town Limits and apply Residential High Density-Conditional Zoning (RH-CZ) and Residential Medium Density-Conditional Zoning (RH-CZ) designations to allow for the development of a residential community consisting of single family and townhome uses. Enclosed for your reference is a vicinity map outlining the location of the subject parcels and a Concept Plan.

During the meeting, the applicant will describe the nature of the requests and field questions from those attending. After the neighborhood meeting, the applications will be presented to the Town Planning Board for review and recommendation, and then a public hearing will be conducted and action taken by the Town Board of Commissioners at a future date. The Town Board of Commissioners is the elected body that will make the final determination and decision on these applications. You will receive another similar notification from the Town of Rolesville about the date, time, and location of these public hearings.

If you have any questions, please contact me directly at (919) 835-4663 or by email at colliermarsh@parkerpoe.com.

Sincerely,

Collier R. Marsh
Applicant

WOODLIEF NEIGHBORHOOD MEETING MINUTES

Woodlief Rezoning

July 25, 2023 Neighborhood Meeting Minutes

The Applicant held a neighborhood meeting for the Woodlief rezoning at the Town of Rolesville Community Center on July 25, 2023. The following members of the project team were in attendance to present and answer questions: Rob Rudloff from Pulte, Bryant Inge and Greg Feldman from WithersRavenel, and Collier Marsh and Mark Frederick from Parker Poe. Approximately 7 neighbors were in attendance. Collier Marsh began by introducing the project team, gave an overview of the rezoning process, and then described the proposed rezoning. The floor was then opened to questions from the attending neighbors. The following is a summary of the questions asked by neighbors and the applicant's responses.

Question: Was the traffic study was performed during the school year.

Applicant Response: Yes, the traffic counts that the study utilizes were taken by the Town's consultant before the school year let out last year.

Question: Did the traffic study take into account the other development projects in the area that have been approved?

Applicant Response: Yes, those other projects are taken into account when the study is performed, as well as a background traffic increase per year.

Question: What types of transportation improvements are planned at the two entrances to the new community?

Applicant Response: The TIA has not been completed yet so improvement recommendations are not finalized, but we expect the recommendations to include turn lanes to accommodate traffic at the entrances.

Question: How many homes are proposed?

Applicant Response: 94 townhomes and 158 single family homes.

Question: What is the price range of the homes?

Applicant Response: This will depend on the market conditions when the development is constructed. Generally speaking the townhome prices will start mid 300K and the single family homes low to mid 400K.

WOODLIEF
NEIGHBORHOOD MEETING MINUTES

Question: Is Pulte developing any other projects in the area?

Applicant Response: Yes, Pulte has several other projects across Wake County, but no projects in Rolesville right now.

Question: What are the side setbacks for these lots?

Applicant Response: Minimum of 5 feet, so at least 10 feet between houses.

Question: Where will cars be parked in the townhome portion?

Applicant Response: Individual units will have garages and a driveway. visitor parking spaces will also be provided.

Question: How will mail be delivered?

Applicant Response: The community will have cluster mail boxes at certain locations.

Question: Will this project include commitments for specific architectural features?

Applicant Response: Yes. These commitments are still being discussed with town staff, but initial commitments have been included. The commitments vary slightly between the townhomes and detached homes, but the common commitments include quality building materials, garages for every unit, building foundation standards, front porches on all units, windows on side elevations, and a varied color palette throughout the neighborhood.

Question: Who will maintain the townhomes?

Applicant Response: There will be a homeowners association for the entire community. The HOA will be responsible for exterior maintenance of the townhomes.

Question: What kind of buffer will be provided between the Carlyle property and the development

Applicant Response: A 25 ft wide buffer will be provided, including a berm, fence, and landscaping.

Question: Can a 30 ft wide buffer be provided? This was provided adjacent to the Kalas Farm development.

Applicant Response: Our engineers will look into whether the plans can accommodate this.

WOODLIEF
NEIGHBORHOOD MEETING MINUTES

Question: Is the open space on the plan provided due to the environmental features or because you chose not to build in that location?

Applicant Response: It is a combination of those factors. There are wetlands which cannot be built on, but there is additional open space that could be built on that we are dedicating as open space. The current plans provide 65 acres of open space out of the total 106 acres, and 29 out of the 65 acres is buildable area.

Question: Will the Town annex adjacent properties into the Town?

Applicant Response: No, the Town cannot annex private property into town limits, so unless private owners voluntary request annexation of their property that property will remain in Wake County regardless of this development.

Question: Will roads be widened along the frontage of adjacent properties?

Applicant Response: The roads will only be widened across this project's frontage.

After the question and answer session, the applicant team had informal discussions with several neighbors and the meeting concluded at 7:50 pm

October 20, 2023

Re: Notice of Second Neighborhood Meeting

Dear Property Owner:

This letter is to notify you of a pending Rezoning Map Amendment Application (Case# **REZ-23-02**) and corresponding Voluntary Annexation Petition (Case# **ANX-23-01**) for a development near your property. The applicant is holding a neighborhood meeting November 1, 2023 at 6:00pm to explain the proposal and to provide updates on the project since the last neighborhood meeting. The meeting will be at the Rolesville Community Center located at 514 Southtown Circle, Rolesville, NC 27571. Questions or comments on the proposed project prior to the meeting are welcome – please see my contact information below.

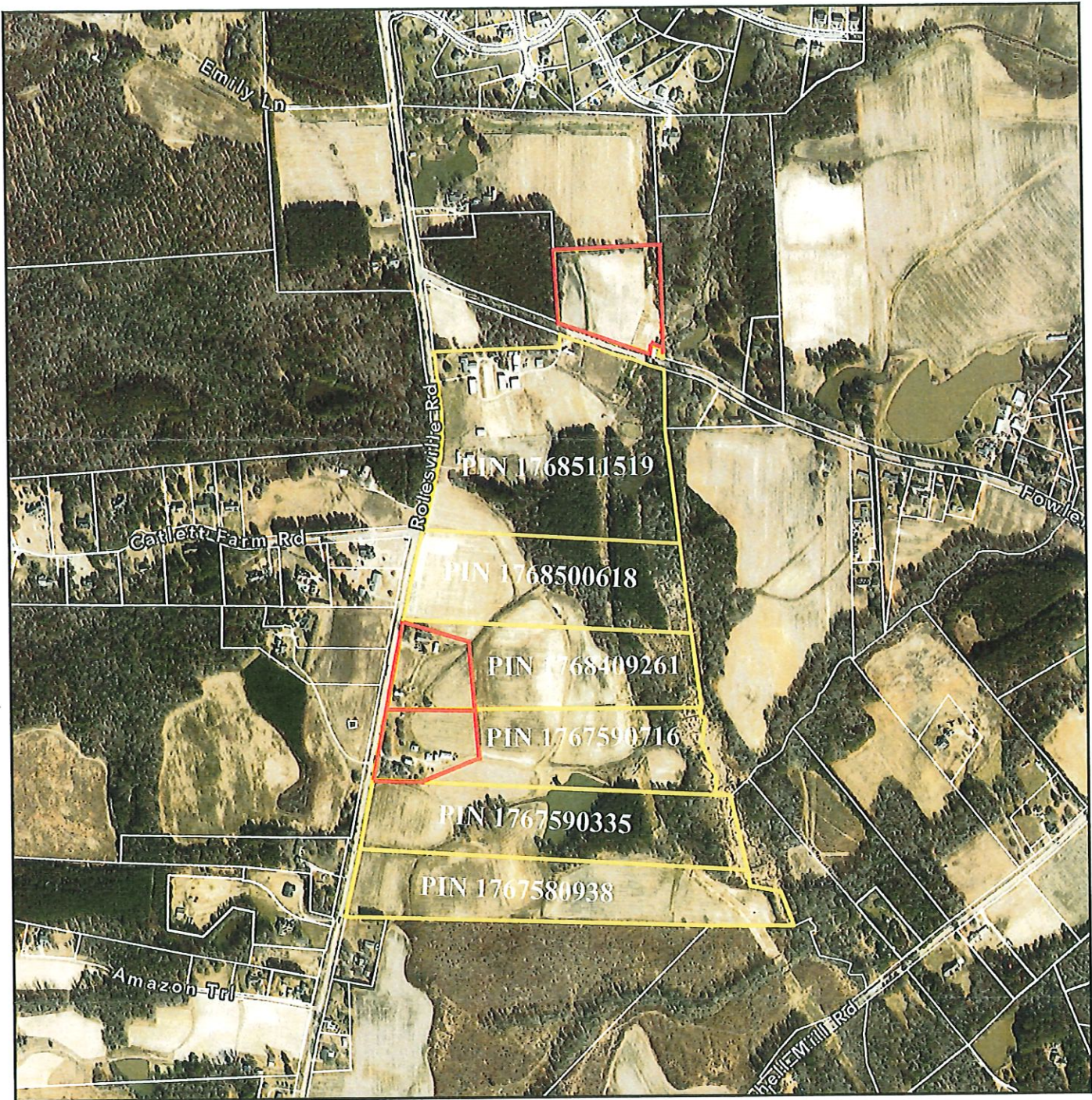
This case involves a request to rezone 6 parcels of land located at 0 Rolesville Road (PIN 1767580938), 0 Rolesville Road (PIN 1767590335), 0 Rolesville Road (PIN 1768500618) a portion of 1501 Rolesville Road (PIN 1767590716), a portion of 1421 Rolesville Road (PIN 1768409261), and a portion of 1321 Rolesville Road (PIN 1768511519) (the “Site”), as more specifically shown on the attached vicinity map. The Site is subject to the zoning and development authority of Wake County and is zoned Residential-30 (R-30) under Wake County’s Unified Development Ordinance (“UDO”). This proposal would annex the Site into Rolesville’s Town Limits and apply Residential High Density-Conditional Zoning (RH-CZ) and Residential Medium Density-Conditional Zoning (RH-CZ) designations to allow for the development of a residential community consisting of single family and townhome uses. Enclosed for your reference are: (1) a vicinity map outlining the location of the subject parcels; and (2) an updated Concept Plan.

During the meeting, the applicant will describe the nature of the proposed rezoning request, provide updates since the first neighborhood meeting, and field questions from the public. A public hearing will be conducted and action taken by the Town Board of Commissioners at a future date. The Town Board of Commissioners is the elected body that will make the final determination and decision on this proposal.

If you have any questions, please contact me directly at (919) 835-4663 or by email at colliermarsh@parkerpoe.com.

Sincerely,

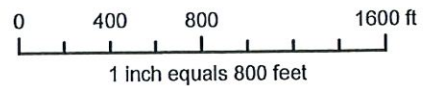
Collier R. Marsh
Applicant




0; 0; 0; 1321; 1421; & 1501 Rolesville Road



Vicinity Map



 Portions of 1321, 1421, and 1501 Rolesville Road not included in rezoning request

Disclaimer
 iMaps makes every effort to produce and publish the most current and accurate information possible. However, the maps are produced for information purposes, and are NOT surveys. No warranties, expressed or implied, are provided for the data therein, its use, or its interpretation.

ADJACENT PARCEL DATA

PARCEL ID	OWNER NAME	ADDRESS	ACRES	PERMITS
1	WILSON, CHRISTOPHER	1300 S 15TH ST	0.20	2011 0004 1300S15TH
2	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
3	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
4	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
5	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
6	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
7	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
8	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH

PROJECT SITE PARCEL DATA

PARCEL ID	OWNER NAME	ADDRESS	ACRES	PERMITS
1	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
2	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
3	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
4	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
5	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
6	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
7	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH
8	WOODLIEF, JAMES	1300 S 15TH ST	0.20	2011 0004 1300S15TH

PROPOSED ZONING: R20 (WAKE COUNTY)
ESTIMATED YIELD: 452 DWELLING UNITS
 177 SINGLE-FAMILY LOTS @ 45 SQ FT PER UNIT
 4 18 TOWNHOUSES @ 180 SQ FT INTERIORS, 60' DEEP
 18 TOWNHOUSES @ 180 SQ FT INTERIORS, 60' DEEP

PROPOSED DENSITY: 45.2 U/D/AC
 18 TOWNHOUSES @ 180 SQ FT INTERIORS, 60' DEEP
 177 SINGLE-FAMILY LOTS @ 45 SQ FT PER UNIT
 4 18 TOWNHOUSES @ 180 SQ FT INTERIORS, 60' DEEP

PROPOSED OPEN SPACE: 13.2 AC
 13.2 AC @ 10% MIN. OPEN SPACE REQUIREMENT
 13.2 AC @ 10% MIN. OPEN SPACE REQUIREMENT

PROPOSED OPEN SPACE WITH STREAM BUFFERS, FLOODPLAIN, FLOODPLAIN, 13.2 AC
 13.2 AC @ 10% MIN. OPEN SPACE REQUIREMENT
 13.2 AC @ 10% MIN. OPEN SPACE REQUIREMENT

TOTAL OPEN SPACE PROPOSED: 13.2 AC (IN-LAN)

TOWNHOME SITE PARKING TABULATION

OFF-STREET PARKING REQUIRED NOT INCLUDING GARAGES:
 18 UNITS x 2.25 SP/UNIT = 40 SPACES REQUIRED

OFF-STREET PARKING PROVIDED NOT INCLUDING GARAGES:
 50 UNITS @ 1 CAR DRIVEWAY = 50 SPACES PROVIDED
 18 TOWNHOUSES @ 1 CAR DRIVEWAY = 18 SPACES PROVIDED
 SURPLUS PARKING AT AVAILABILITY: 7 SPACES

TOTAL OFF-STREET PARKING = 21 SPACES

NOTES:

- THIS PLAN HAS BEEN COMPILED FROM A VARIETY OF SOURCES INCLUDING GIS DATA AND IS NOT AN OFFICIAL DESIGN OR SURVEY DOCUMENT.
- THE LAYOUT SHOWN ON THIS PLAN IS PURELY THEORETICAL IN NATURE AND MAY BE SUBJECT TO CHANGE WITHOUT NOTICE. THE PLAN HAS NOT BEEN REVIEWED BY ANY MUNICIPALITY OR OTHER AGENCY AND IS PROVIDED SOLELY FOR ILLUSTRATION AND CONCEPTUAL PLANNING CONSIDERATION.
- THE PRELIMINARY METADATA BUFFER CALCULATION FIELD EVALUATION AND BUFFER PREPARED BY WITHERSRAVENEL, INC. DATED 01/17/23.
- ALL STREETS SHOWN AND LABELED ON THIS PLAN SHALL BE 30' PUBLIC RIGHT-OF-WAY PURSUANT TO N.C.G.S. 160B-01. THIS CONCEPT PLAN AS PROPOSED IS REQUESTED TO BE CONSIDERED FOR ADOPTION BY WAKE COUNTY BOARD OF COUNTY COMMISSIONERS AND AMENDED IN DECEMBER 2023 AND OCTOBER 4, 2022.

OPEN SPACE BUFFERING LEGEND

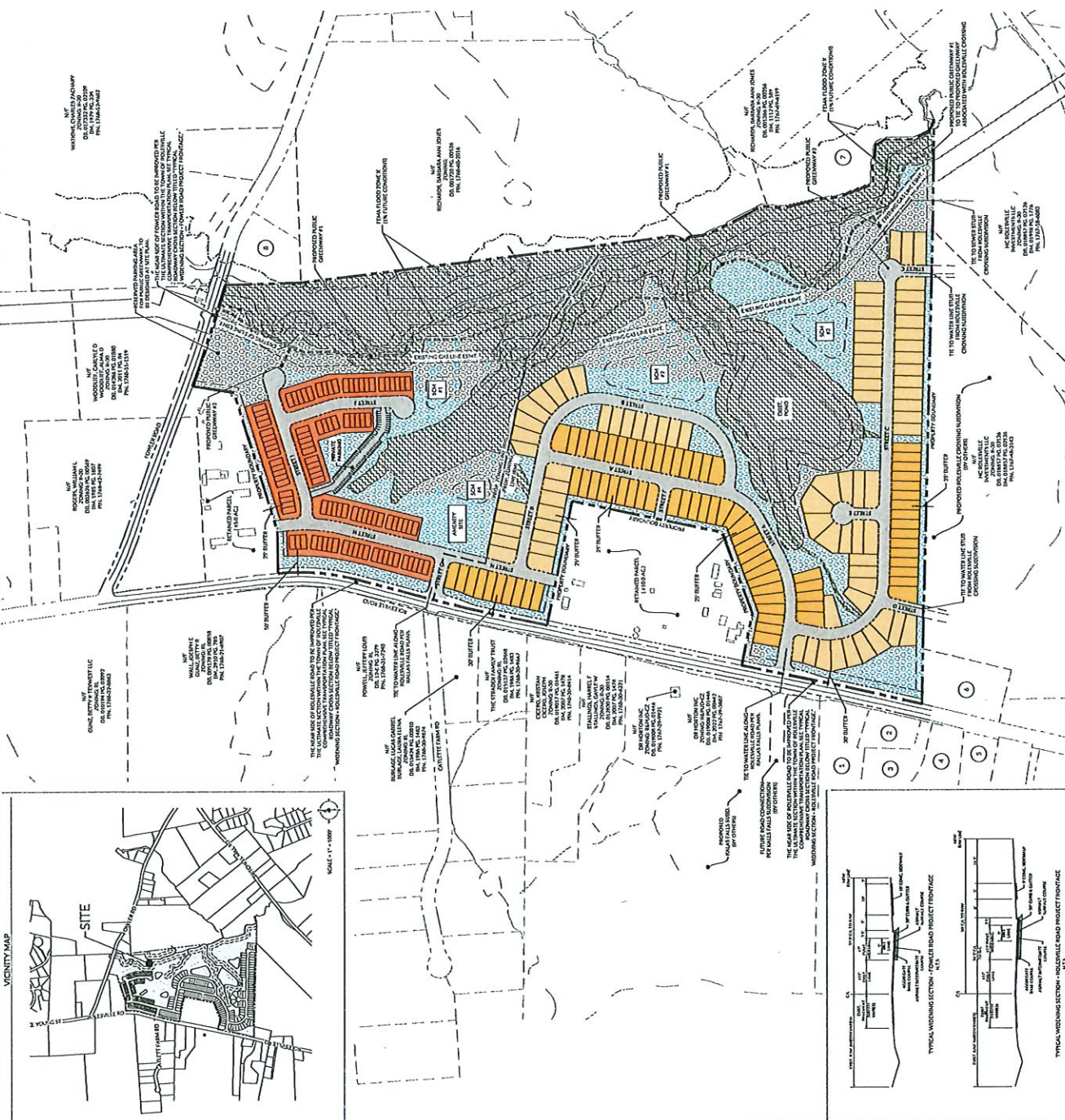
10' BUFFER FROM STREAM BUFFERS
 50% OF THE MINIMUM REQUIRED OPEN SPACE
 TOWNHOUSES MUST ACCOUNT FOR AT LEAST 50% OF THE BUFFERING REQUIRED OPEN SPACE

LOT SHADING SUMMARY

SINGLE-FAMILY LOTS (70' x 120') - AVERAGE SINGLE-FAMILY LOT SIZE = 4,200 SF
 TOWNHOUSES (60' x 22' INTERIORS, 60' DEEP)

CONTACT INFORMATION

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 CARY, NC 27513
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Attachment 10- Traffic Impact Analysis



REZ 23-02: Woodlief Assemblage Traffic Impact Analysis

Rolesville, North Carolina

September 18, 2023

Prepared for:

Town of Rolesville
502 Southtown Circle
Rolesville, NC 27571

Applicant:

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1225 Crescent Green Drive
Cary, NC 27518

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Stantec Consulting Services Inc.
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Sign-off Sheet

This document entitled REZ 23-02: Woodlief Assemblage Traffic Impact Analysis was prepared by Stantec Consulting Services Inc. ("Stantec") for the account of Town of Rolesville (the "Client"). Any reliance on this document by any third party is strictly prohibited. The material in it reflects Stantec's professional judgment in light of the scope, schedule and other limitations stated in the document and in the contract between Stantec and the Client. The opinions in the document are based on conditions and information existing at the time the document was published and do not take into account any subsequent changes. In preparing the document, Stantec did not verify information supplied to it by others. Any use which a third party makes of this document is the responsibility of such third party. Such third party agrees that Stantec shall not be responsible for costs or damages of any kind, if any, suffered by it or any other third party as a result of decisions made or actions taken based on this document.

Prepared by Pierre Tong
(signature)

Pierre Tong, PE
Reviewed by Jeff A Weller
(signature)

Jeff Weller, PE
Approved by Matt Peach
(signature)

Matt Peach, PE, PTOE



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Executive Summary

The proposed Woodlief Assemblage development (Rezoning Application 23-02) is located on the east side of Rolesville Road north of Mitchell Mill Road in Rolesville, NC. The parcel is currently zoned as Wake County's R-30 Zoning District. The applicant is pursuing a rezoning to the following Town of Rolesville Land Development Ordinance (LDO)⁸ Zoning Districts: approximately 25% of the site will be Residential High Density as a Conditional Zoning District (RH-CZ) whereas the remaining 75% of the site will be Residential Medium Density as a Conditional Zoning District (RM-CZ).

The 106.92-acre site is anticipated to be completed in 2028 and consists of 158 units of single-family (detached) homes and 95 units of low-rise multifamily homes (i.e., townhomes). Using the Institute of Transportation Engineers (ITE) Trip Generation Manual, it is estimated that, at full build-out, the development is expected to generate 2,222 new trips per average weekday. In the AM and PM peak hours, the development is expected to generate 165 trips (41 entering and 124 exiting) and 214 trips (134 entering and 80 exiting); respectively. Access to the site is envisioned to be provided by two full-movement driveways located along Rolesville Road. The first and northernmost driveway (Site Access A) is planned to connect to the existing intersection of Rolesville Road at Catlett Farm Road. Site Access A will add a fourth leg to this existing stop-controlled intersection. The second and southernmost driveway (Site Access B) is planned to connect to the future intersection of Rolesville Road at Kalas Falls Driveway A. Site Access B will add a fourth leg to this planned stop-controlled intersection. The Kalas Falls development is currently in review and is anticipated to be constructed before the proposed development.

The purpose of this report is to evaluate the proposed development in terms of traffic conditions, evaluate the ability of the adjacent roadways to accommodate the additional traffic volumes, and recommend transportation improvements needed to mitigate congestion that may result from the additional site traffic. This report presents trip generation, trip distribution, traffic analysis, and recommendations for transportation improvements needed to meet anticipated traffic demands.

This report examines the following scenarios for the AM and PM peak hours:

- 2023 Existing
- 2028 No-Build
- 2028 Build
- 2028 Build Improved

Capacity analysis for the AM and PM peak hours in each scenario was performed for the following existing intersections:

- US 401 Bypass at SR 1003 (Young Street)
- US 401 Bypass at SR 1003 (Young Street)
- US 401 Bypass East U-Turn
- US 401 Bypass West U-Turn
- SR 1003 (Young Street) at SR 2305 (Quarry Road)
- SR 1003 (Young Street / Rolesville Road) at Rolesville High School
- SR 1003 (Rolesville Road) at SR 2308 (Fowler Road)
- SR 1003 (Rolesville Road) at SR 4318 (Catlett Farm Road)



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- SR 1003 (Rolesville Road) at SR 2224 (Mitchell Mill Road)




The study will also include the following planned (i.e., future) intersections:

- SR 1003 (Rolesville Road) at Kalas Falls Driveway A

The results of the capacity analysis at these existing and planned intersections, in addition to the aforementioned driveways, are summarized in Tables ES-1:

Table ES-1: Level of Service Summary Table

Level of Service (Delay in seconds/vehicle)	2023 Existing		2028 No-Build		2028 Build		2028 Build-Improved	
	AM	PM	AM	PM	AM	PM	AM	PM
US 401 Bypass Eastbound at Young Street	B (13.9)	B (11.8)	F (91.6)	E (73.5)	F (106.7)	F (90.3)	F (106.7)	F (90.3)
US 401 Bypass Westbound at Young Street	A (8.8)	A (1.0)	B (19.9)	A (7.6)	B (19.9)	A (7.9)		
US 401 Bypass U-Turn East of Young Street	A (4.4)	A (1.9)	A (5.4)	A (2.5)	A (6.9)	A (2.8)		
US 401 Bypass U-Turn West of Young Street	A (2.3)	A (2.4)	A (1.2)	A (2.9)	A (1.2)	A (3.1)		
Young Street at Quarry Road / The Point North Driveway	F (53.4)	C (18.2)	C (30.2)	C (218)	C (32.7)	C (24.7)		
Rolesville Road at Rolesville HS Driveway / The Point South Driveway	F (85.2)	B (14.7)	F (2,560.2)	F (74.3)	F (3,304.7)	F (101.4)	D (40.3)	A (9.8)
Rolesville Road at Fowler Road	B (11.5)	B (10.5)	C (19.7)	C (16.7)	D (26.0)	E (35.7)		
Rolesville Road at Catlett Farm Road / Site Access A	B (11.9)	B (11.1)	C (22.0)	C (24.5)	E (41.1)	F (59.4)	F (63.1)	F (71.3)
Rolesville Road at Kalas Falls Driveway A / Site Access B			F (67.3)	F (53.7)	F (227.0)	F (167.8)	F (220.8)	F (158.3)
Rolesville Road at Mitchell Mill Road	C (22.7)	B (13.4)	D (37.5)	C (20.1)	D (41.9)	C (21.6)		

 Signalized Intersection
 Unsignalized Intersection
 Intersection not Analyzed in Scenario

Rolesville’s LDO⁸, Section 8.E, establishes the following Level of Service Standards:

1. *The traffic impact analysis must demonstrate that the proposed development would not cause build-out-year, peak-hour levels of service on any arterial or collector road or intersection within the study area to fall below Level of Service (LOS) "D," as defined by the latest edition of the Highway*



Capacity Manual, or, where the existing level of service is already LOS "E" that the proposed development would not cause the LOS to fall to the next lower letter grade.

- 2. If the road segment or intersection is already LOS "F," the traffic impact analysis must demonstrate that the proposed development, with any proposed improvements, would not cause build-out year peak-hour operation to degrade more than five (5) percent of the total delay on any intersection approach.*

As shown in Table ES-1, the proposed development impacts the intersections of US 401 Bypass at Young Street, Rolesville Road at the Rolesville High School / The Point Driveway, Rolesville Road at Catlett Farm Road / proposed site driveway, and Rolesville Road at Kalas Falls Driveway / proposed site driveway.

Based on the findings of this study, specific improvements have been identified and should be completed as part of the proposed development. Intersections where no improvements are recommended are locations that do not meet the LOS Standards specified in the LDO⁸ or are not otherwise recommended.

Averette Road, Young Street, and Rolesville Road Corridor Study

It is recommended that the applicant coordinate their site plan and improvements with the findings of the Averette Road, Young Street, and Rolesville Road Corridor Study to ensure consistency with future addendums to the Community Transportation Plan.

US 401 Bypass at Young Street

- Extend the northbound right-turn lane from 250 feet of full-width storage to 600 feet of full-width storage and appropriate taper.

Young Street at Quarry Road / The Point North Driveway

- No improvements are recommended at this intersection.

Young Street at Rolesville HS Driveway / The Point South Driveway

- Monitor the intersection for the installation of a traffic signal. When signalized, the westbound approach should be striped as an exclusive left-turn lane with a shared thru/right-turn storage lane to avoid the use of split-phasing.

Rolesville Road at Fowler Road

- No improvements are recommended at this intersection.

Rolesville Road at Catlett Farm Road / Site Access A

- Construct Site Access A as a full-movement access point consisting of an exclusive left-turn lane with 100 feet of storage and a shared thru/right-turn lane. It is recommended that the internal protective stem (IPS) be maximized as the site layout permits.
- Construct an exclusive southbound left-turn lane on Rolesville Road with 100 feet of storage and appropriate taper.



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- Construct an exclusive northbound left-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.
- Construct an exclusive northbound right-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.

Rolesville Road at Kalas Falls Driveway A / Site Access B

- Construct Site Access B as a full-movement access point consisting of an exclusive left-turn lane with 100 feet of storage and a shared thru/right-turn lane. If possible, provide 175 feet of IPS.
- Construct an exclusive southbound left-turn lane on Rolesville Road with 100 feet of storage and appropriate taper.
- Construct an exclusive northbound right-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.

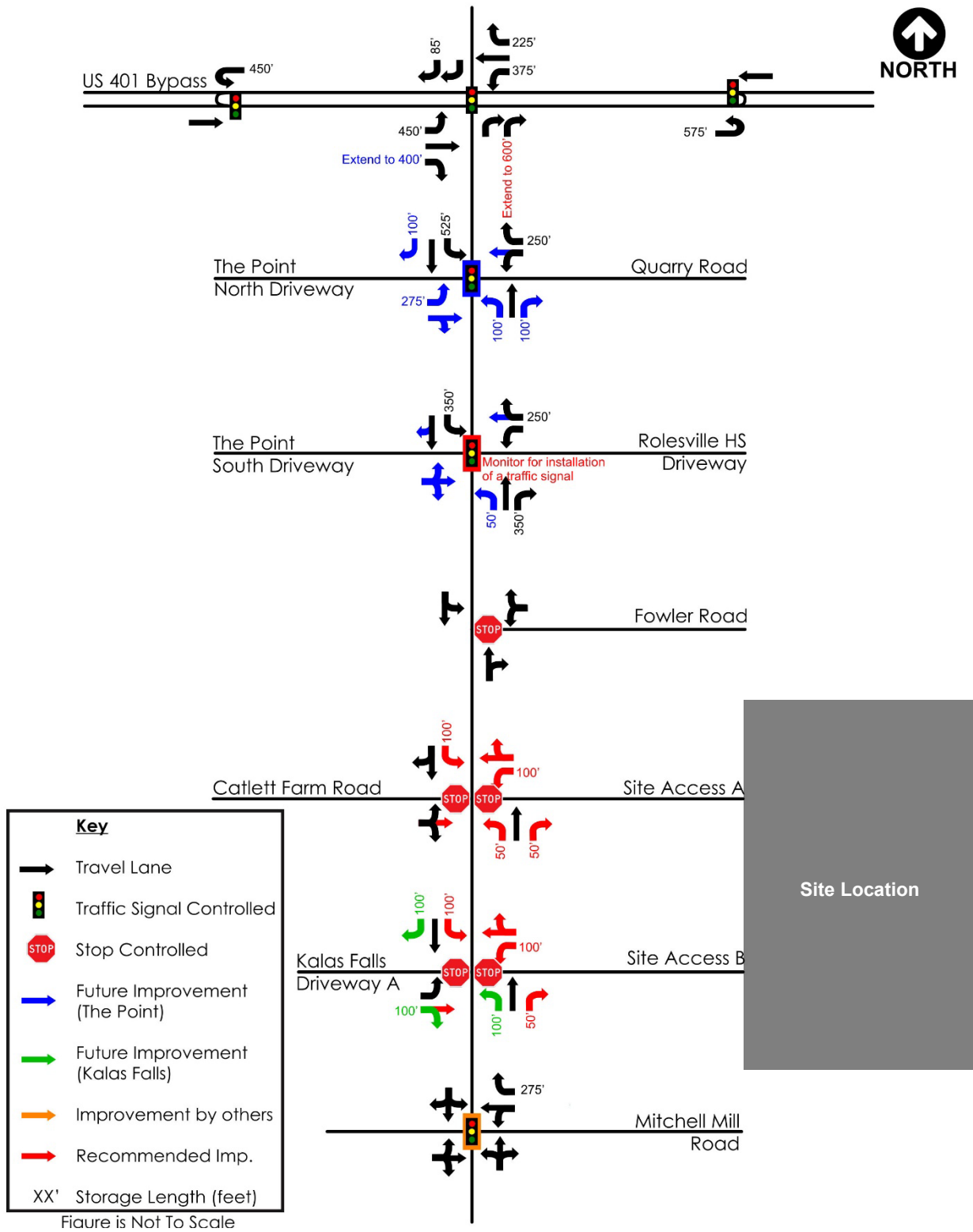
Rolesville Road at Mitchell Mill Road

- No improvements are recommended at this intersection.

These recommendations are illustrated in Figure ES-1.



Figure ES-1: Recommended Improvements



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1.0 INTRODUCTION

The proposed Woodlief Assemblage development (Rezoning Application 23-02) is located on the east side of Rolesville Road north of Mitchell Mill Road in Rolesville, NC. The parcel is currently zoned as Wake County's R-30 Zoning District. The applicant is pursuing a rezoning to the following Town of Rolesville Land Development Ordinance (LDO)8 Zoning Districts: approximately 25% of the site will be Residential High Density as a Conditional Zoning District (RH-CZ) whereas the remaining 75% of the site will be Residential Medium Density as a Conditional Zoning District (RM-CZ).

The 106.92-acre site is anticipated to be completed in 2028 and consists of 158 units of single-family (detached) homes and 95 units of low-rise multifamily homes (i.e., townhomes). Using the Institute of Transportation Engineers (ITE) Trip Generation Manual, it is estimated that at full build-out the development is expected to generate 2,222 new trips per average weekday. In the AM and PM peak hours, the development is expected to generate 165 trips (41 entering and 124 exiting) and 214 trips (134 entering and 80 exiting); respectively. Access to the site is envisioned to be provided by two full-movement driveways located along Rolesville Road. The project location is shown in Figure 1. The site plan, prepared by WithersRavenel, can be found in Figure 2.

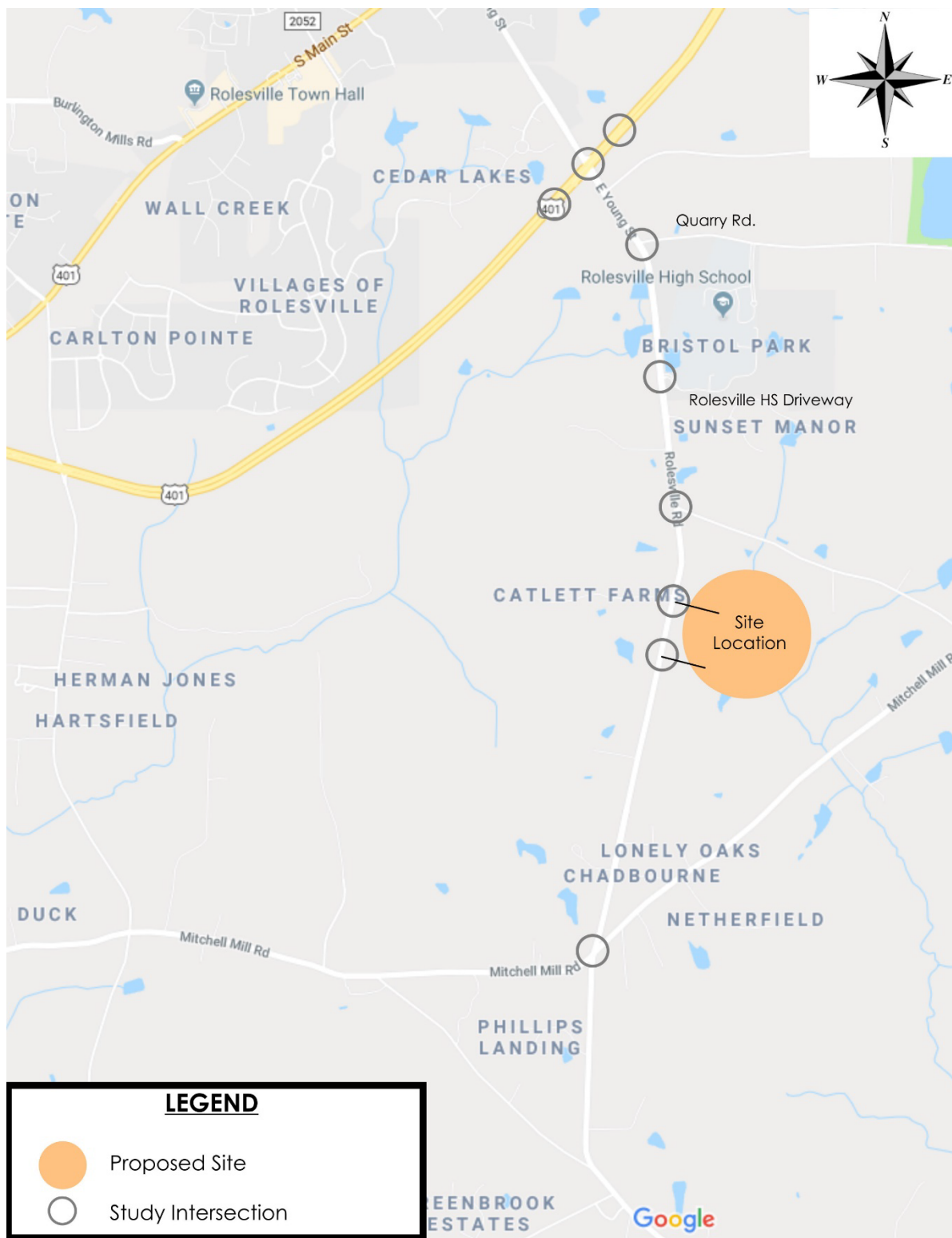
The traffic analysis considers future build conditions during the build-out year (2028). The analysis scenarios are as follows:

- 2023 Existing
- 2028 No-Build
- 2028 Build
- 2028 Build Improved

The purpose of this report is to evaluate the development in terms of projected vehicular traffic conditions, evaluate the ability of the adjacent roadways to accommodate the additional traffic, and recommend transportation improvements needed to mitigate congestion that may result from additional site traffic. This report presents trip generation, trip distribution, traffic analyses, and recommendations for improvements needed to meet anticipated traffic demands. The analysis examines the AM and PM peak hours for the aforementioned analysis scenarios.



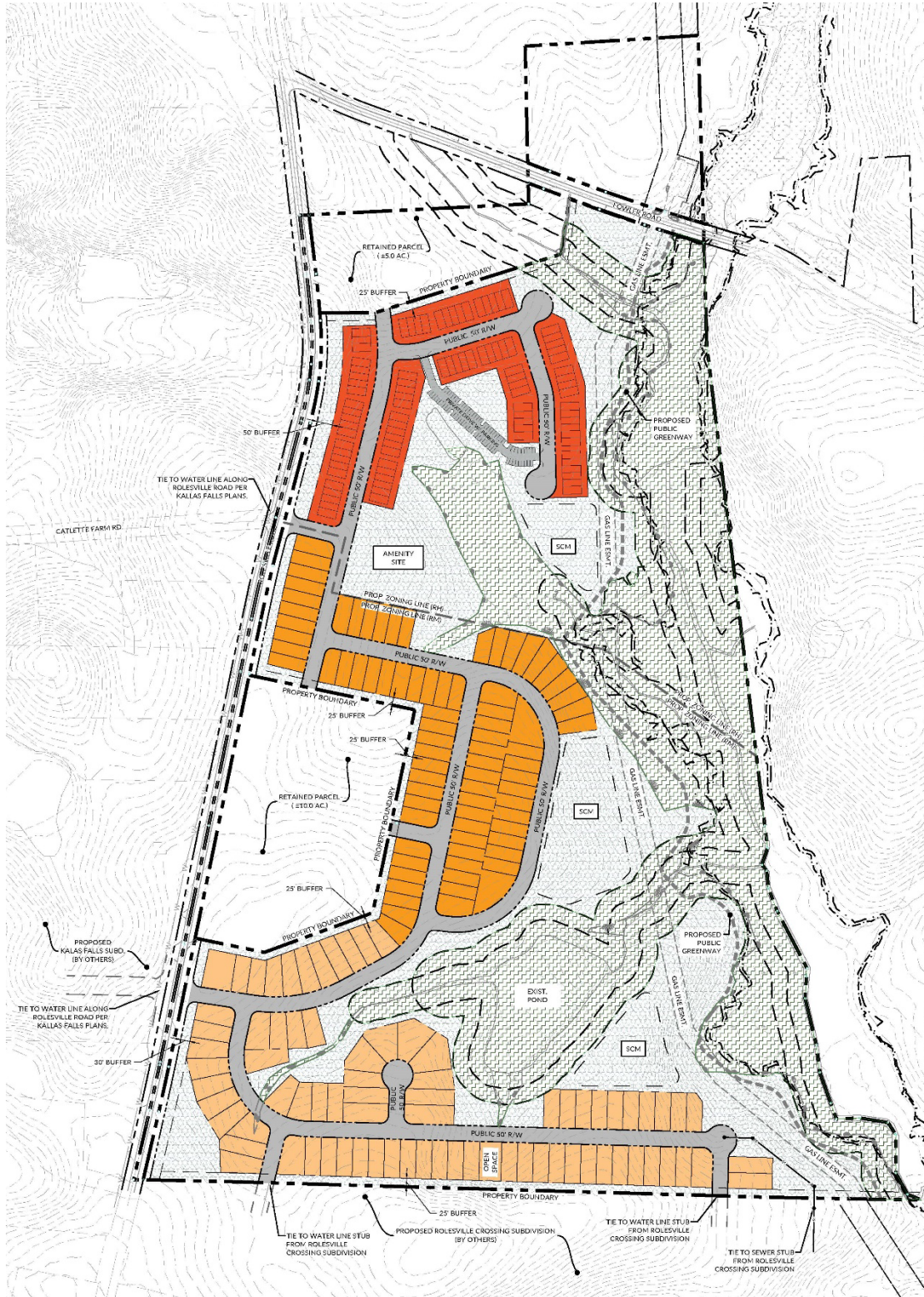
Figure 1: Site Location



REZ 23-02: WOODLIEF ASSEMBLAGE TRAFFIC IMPACT ANALYSIS

Introduction
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Figure 2: Site Plan



2.0 INVENTORY OF TRAFFIC CONDITIONS

2.1 STUDY AREA

Stantec coordinated with the Town of Rolesville, the applicant, and the North Carolina Department of Transportation (NCDOT) to determine the appropriate study area and assumptions. The following existing intersections were agreed upon to be analyzed to determine the impacts associated with this development. These intersections are shown in Figure 1.

- US 401 Bypass at Young Street
- US 401 Bypass at Young Street
- US 401 Bypass East U-Turn
- US 401 Bypass West U-Turn
- Young Street at Quarry Road
- Young Street / Rolesville Road at Rolesville High School
- Rolesville Road at Fowler Road
- Rolesville Road at Catlett Farm Road
- Rolesville Road at Mitchell Mill Road

2.2 PROPOSED ACCESS

Access to the site is envisioned to be provided by two full-movement driveways located along Rolesville Road. The first and northernmost driveway (Site Access A) is planned to connect to the existing intersection of Rolesville Road at Catlett Farm Road. Site Access A will add a fourth leg to this existing stop-controlled intersection. The second and southernmost driveway (Site Access B) is planned to connect to the future intersection of Rolesville Road at Kalas Falls Driveway A. Site Access B will add a fourth leg to this planned stop-controlled intersection. The Kalas Falls development is currently in review and is anticipated to be constructed before the proposed development.

2.3 EXISTING CONDITIONS

Table 1 provides a detailed description of the existing study area roadway network. All functional classification¹ and average annual daily traffic (AADT)² information were obtained from NCDOT.



Table 1: Existing Conditions

Road Name	Road Number	Primary Cross-Section	Functional Classification ¹	AADT ² (year)	Speed Limit (mph)	Maintenance Agency
US 401 Bypass	US 401	4-Lane Divided	Other Principal Arterial	18,500 vpd (2021)	55	NCDOT
Young Street / Rolesville Road	SR 1003	2-Lane Undivided	Minor Arterial	5,400 vpd (2021)	45	NCDOT
Quarry Road	SR 2305	2-Lane Undivided	Local Road	1,000 vpd (2015)	35	NCDOT
Rolesville High School Driveway	-	2-Lane Undivided	-	-	-	Private
Fowler Road	SR 2308	2-Lane Undivided	Major Collector	1,300 vpd (2021)	45	NCDOT
Catlett Farm Road	SR 4318	2-Lane Undivided	Local Road	-	-	NCDOT
Mitchell Mill Road	SR 2224	2-Lane Undivided	Major Collector	2,400 vpd (2021)	45	NCDOT4-

¹TWLT = Continuous Two-Way Left-Turn Lane

The existing lane configuration and traffic control for the study area intersections are illustrated in Figure 3.

2.4 FUTURE CONDITIONS

The following sub-sections discuss the projects that are anticipated to modify the study area intersections between 2023 and the future year 2028. The future year lane configuration and traffic control for the study area intersections are illustrated in Figure 4.

2.4.1 The Point

The following improvements are currently proposed to be implemented in association with the development of The Point:

US 401 Bypass at Young Street

- Extend the existing eastbound right-turn lane to 400 feet of full-width storage and appropriate taper.

Young Street at Quarry Road / The Point North Driveway

- Construct the North Driveway as a full-movement driveway onto Young Street across from Quarry Road.
- Construct the North Driveway with one ingress lane and one egress lane with an exclusive eastbound left-turn lane with 275 feet of full-width storage and appropriate taper.
- Construct a northbound left-turn lane with 100 feet of full-width storage and appropriate taper.
- Construct a northbound right-turn lane with 100 feet of full-width storage and appropriate taper.
- Construct a southbound right-turn lane with 100 feet of full-width storage and appropriate taper.
- Install a traffic signal at the intersection.



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Inventory of Traffic Conditions
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Young Street at Rolesville High School Driveway / The Point South Driveway

- Construct the South Driveway as a full-movement driveway onto Young Street across from the Rolesville High School Driveway.
- Construct the North Driveway with one ingress lane and one egress lane.
- Construct a northbound left-turn lane with 50 feet of full-width storage and appropriate taper.

A copy of the TIA is contained in the Appendix. The Point development is discussed in more detail in Section 4.3.1.

2.4.2 Kalas Falls

The following improvements are currently proposed to be implemented in association with the development of the Kalas Falls site:

Young Street at Kalas Falls Driveway A

- Construct Driveway A as a full-movement driveway onto Young Street across from Quarry Road.
- Construct Driveway A with one ingress lane and one egress lane with an exclusive eastbound right-turn lane with 100 feet of full-width storage and appropriate taper.
- Construct a northbound left-turn lane with 100 feet of full-width storage and appropriate taper.
- Construct a southbound right-turn lane with 100 feet of full-width storage and appropriate taper.

A copy of the TIA is contained in the Appendix. The Kalas Falls development is discussed in more detail in Section 4.3.2.

2.4.3 Rolesville Road at Mitchell Mill Road

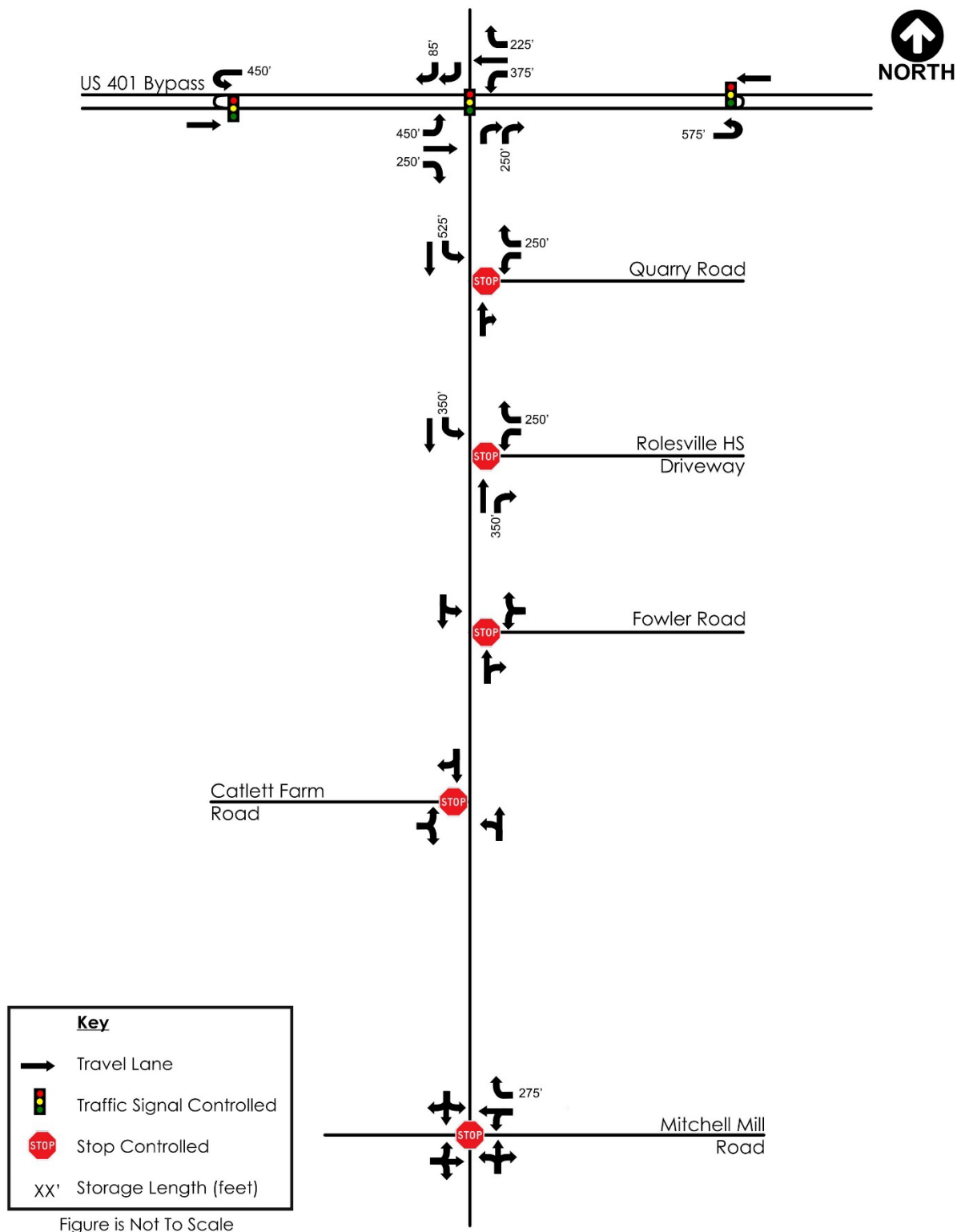
Currently, several developments along the Young Street / Rolesville Road corridor have committed to monitoring the intersection of Rolesville Road at Mitchell Mill Road for the installation of a traffic signal. When warranted, a traffic signal will be installed at the intersection. This report assumes that a traffic signal is installed and operational in the future year of 2028.



REZ 23-02: WOODLIEF ASSEMBLAGE TRAFFIC IMPACT ANALYSIS

Inventory of Traffic Conditions
 September 18, 2023

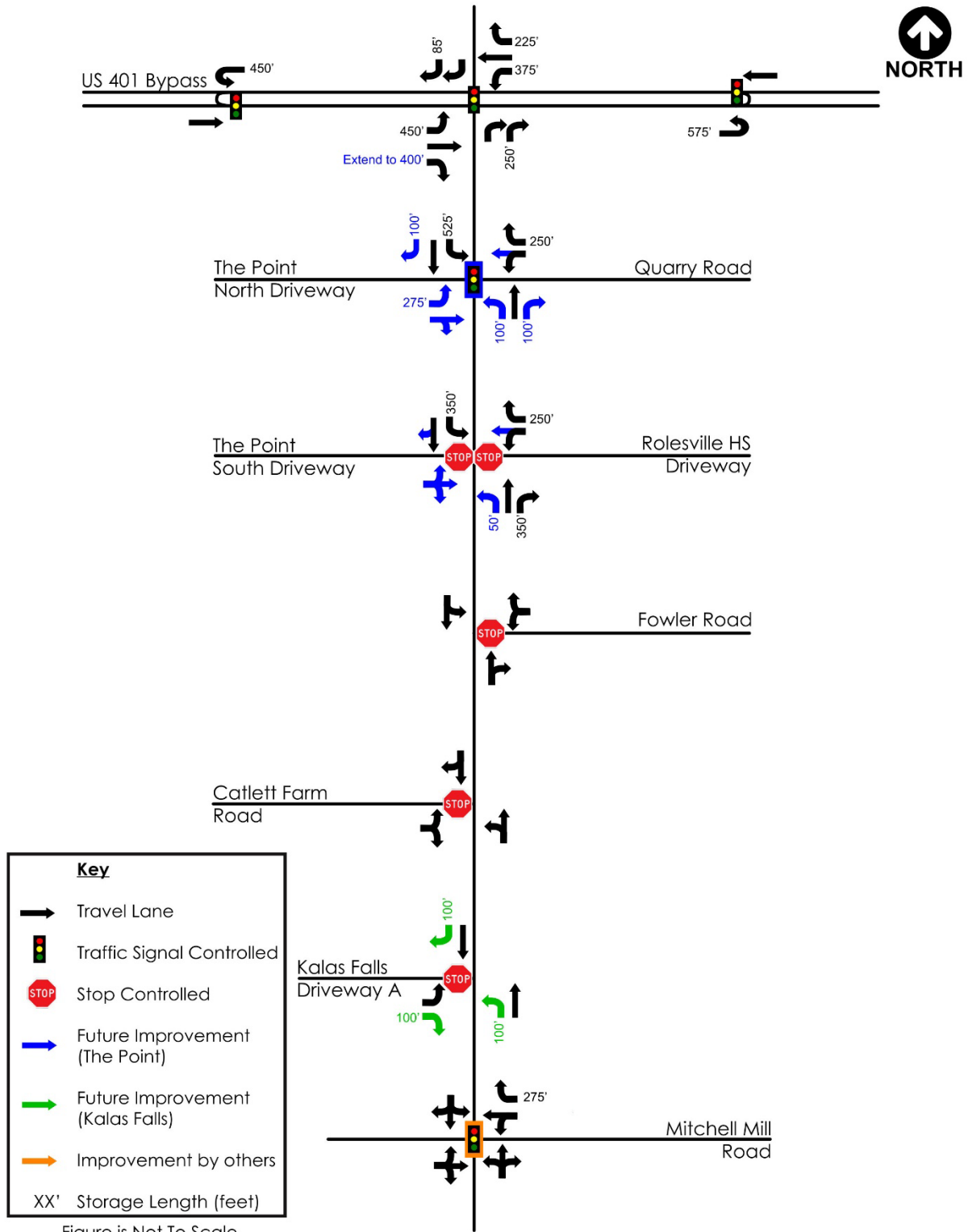
Figure 3: 2023 Existing Lanes and Traffic Control



REZ 23-02: WOODLIEF ASSEMBLAGE TRAFFIC IMPACT ANALYSIS

Inventory of Traffic Conditions
September 18, 2023

Figure 4: 2028 No-Build Lanes and Traffic Control



3.0 TRIP GENERATION AND DISTRIBUTION

3.1 TRIP GENERATION

Trip generation for the proposed development was performed using the 11th Edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual³. The Rate Versus Equation spreadsheet published by NCDOT⁴ was used to supplement the ITE methodology. No trip reductions were taken for internal capture or pass-by traffic. Trip generation for the proposed development is shown in Table 2.

Table 2: Trip Generation

Land Use	Size	Daily			AM Peak			PM Peak		
		Total	Enter	Exit	Total	Enter	Exit	Total	Enter	Exit
Single-Family Detached Housing (LUC 210)	158 Units	1,538	769	769	113	29	84	153	96	57
Multifamily Housing (Low-Rise) (LUC 220)	95 Units	684	342	342	52	12	40	61	38	23
Total Trips Generated		2,222	1,111	1,111	165	41	124	214	134	80

3.2 SITE TRIP DISTRIBUTION

To accurately determine the effect of the proposed development on the surrounding roadway network, an estimate of the expected distribution of traffic entering and exiting the site is needed. These percentages were developed using a combination of existing traffic volume counts, historic AADTs provided by NCDOT, and engineering judgment. This trip distribution was submitted as part of NCDOT’s TIA Scoping Checklist contained in the Appendix. All traffic volume calculations can be found in the Appendix.

- 30% to/from the west on US 401 Bypass
- 15% to/from the north on Young Street
- 15% to/from the east on US 401 Bypass
- 15% to/from the west on Mitchell Mill Road
- 10% to/from the east on Fowler Road
- 10% to/from the south on Rolesville Road
- 5% to/from the east on Quarry Road

The trip distribution for the proposed development is shown in Figure 5. The trip assignment is shown in Figure 6.



Figure 5: Trip Distribution

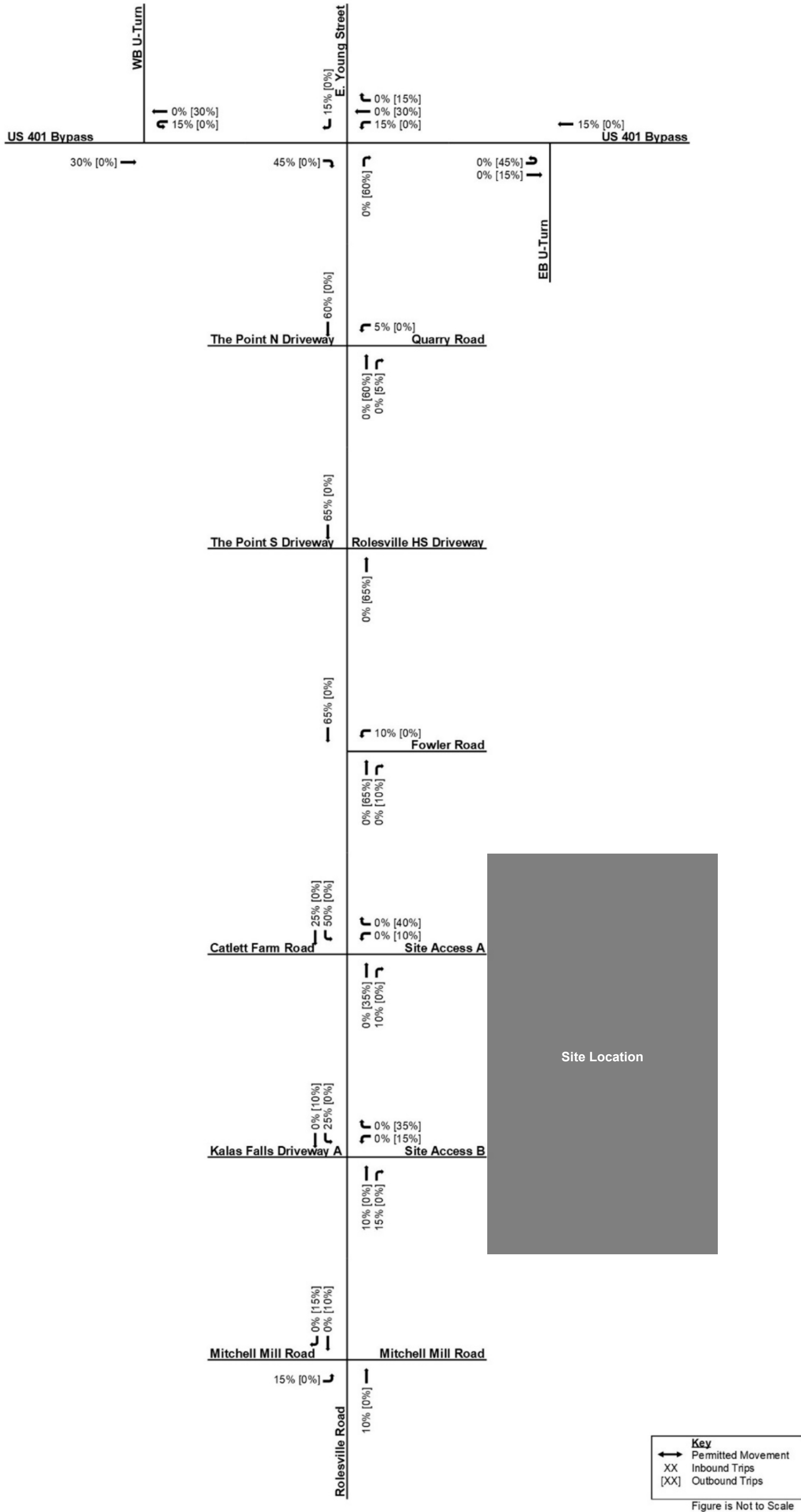
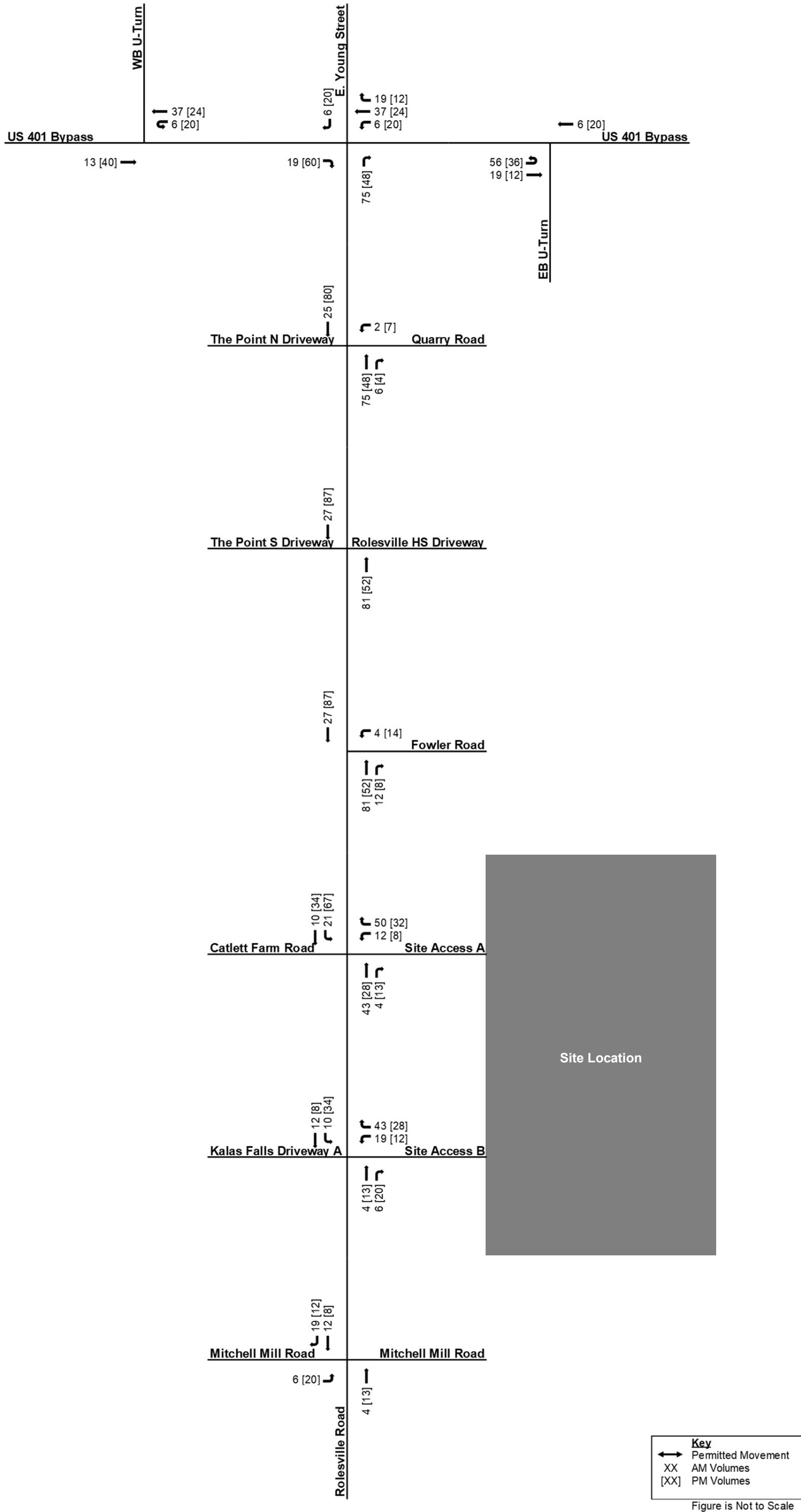


Figure 6: Trip Assignment



4.0 TRAFFIC VOLUMES

All traffic volume calculations can be found in the Appendix.

4.1 DATA COLLECTION

Morning (6:30 – 9:00 AM) and evening (4:00 – 6:00 PM) turning movement counts were taken at the study intersections on Thursday, June 1, 2023, while schools were in session. Traffic counts were balanced between the study intersections along US 401. Otherwise, traffic counts were not balanced due to the distance between study intersections and the number of driveways between them. All traffic count data can be found in the appendix. The existing (2023) traffic volumes are shown in Figure 7.

4.2 BACKGROUND TRAFFIC GROWTH

Background traffic growth is the increase in traffic volumes due to usage growth and non-specific growth throughout the area. The 2023 existing volumes were grown by a 2.0 percent annual rate to estimate the 2028 volumes. The growth in vehicles because of this future traffic growth is shown in Figure 8.

4.3 ADJACENT DEVELOPMENT TRAFFIC

There are five (5) developments proposed to be constructed within and nearby the study area: The Point, Kalas Falls, Moody Farm, Tucker-Wilkins, and Rolesville Crossing. The total trips associated with these developments are shown in Figure 9. The following subsections highlight salient data for each of the approved developments.

4.3.1 The Point

The Point is a proposed mixed-use development project located along the west side of Young Street near the US 401 Bypass. The proposed development is expected to consist of up to 621 units of single-family detached housing, 320 units of low-rise multifamily housing, and 112,800 square-feet of retail space. The development is expected to be built in phases and is estimated to be fully built-out by 2025. The improvements associated with The Point development are discussed in Section 2.4.1. The trips attributed to The Point development, as well as a copy of the traffic study prepared by Kimley-Horn and Associates, can be found in the Appendix.

4.3.2 Kalas Falls

Kalas Falls is a residential development project located along the west side of Rolesville Road between Fowler Road and Mitchell Mill Road. The proposed development is expected to consist of 487 units of single-family detached housing and 108 units of low-rise multifamily housing. The development is anticipated to be fully built-out by 2025. The improvements associated with Kalas Falls are discussed in Section 2.4.2. The trips attributed to the Kalas Falls development, as well as a copy of the traffic study prepared by Stantec, can be found in the Appendix.



Traffic Volumes
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4.3.3 Moody Farm

Moody Farm is a residential development project located along the west side of Rolesville Road between Fowler Road and Mitchell Mill Road. The proposed development is expected to consist of 82 units of single-family detached housing. The development is anticipated to be fully built-out by 2028. The trips attributed to the Moody Farm development, as well as a copy of the traffic study prepared by Stantec, can be found in the Appendix.

4.3.4 Tucker-Wilkins

The Tucker-Wilkins property is a residential development project located along the west side of Rolesville Road between Fowler Road and Mitchell Mill Road. The proposed development is expected to consist of 27 units of single-family detached housing and 64 units of low-rise multifamily housing. The development is anticipated to be fully built-out by 2028. The trips attributed to the Tucker-Wilkins property, as well as a copy of the traffic study prepared by Stantec, can be found in the Appendix.

4.3.5 Rolesville Crossing (fka Wheeler Tract)

Rolesville Crossing (formerly known as the Wheeler Tract) is a residential development project located in the northeast quadrant of the intersection of Rolesville Road and Mitchell Mill Road. The proposed development is expected to consist of 233 units of single-family detached housing and 125 units of low-rise multifamily housing. The development is anticipated to be fully built-out by 2026. The trips attributed to Rolesville Crossing, as well as a copy of the traffic study prepared by Ramey Kemp & Associates, Inc., can be found in the Appendix.

4.4 NO-BUILD TRAFFIC VOLUMES

The 2028 No-Build traffic volumes consist of the sum of the 2023 Existing traffic volumes (Figure 7), the Background traffic growth (Figure 8), and the adjacent development growth (Figure 9). The 2028 No-Build traffic volumes are shown in Figure 10.

4.5 BUILD TRAFFIC VOLUMES

The 2028 Build traffic volumes include the 2028 No-Build traffic and the proposed development traffic discussed in Section 3.0. The 2028 Build traffic volumes are shown in Figure 11.



Figure 7: 2023 Existing Traffic Volumes

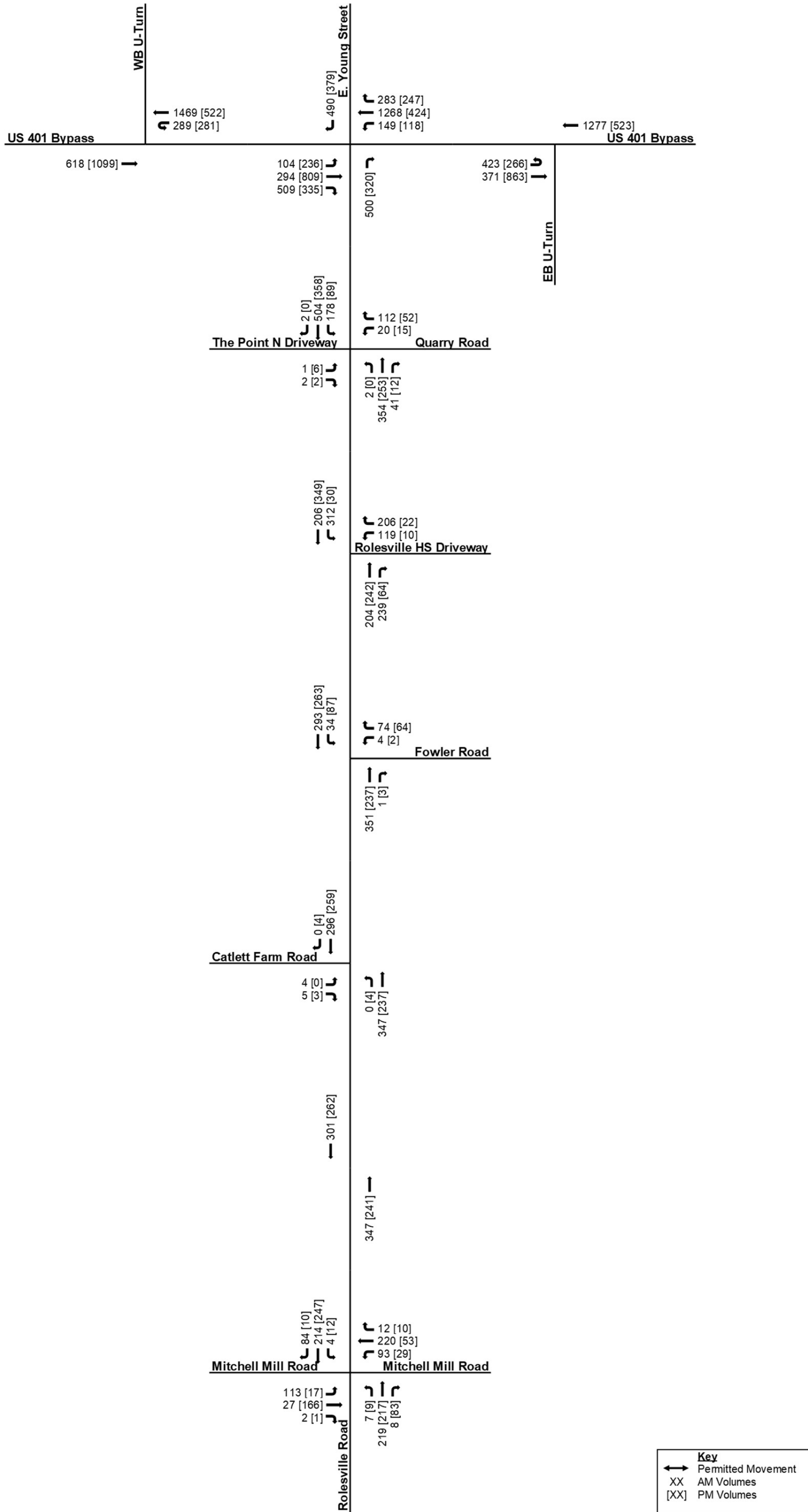


Figure 8: Background Traffic Growth

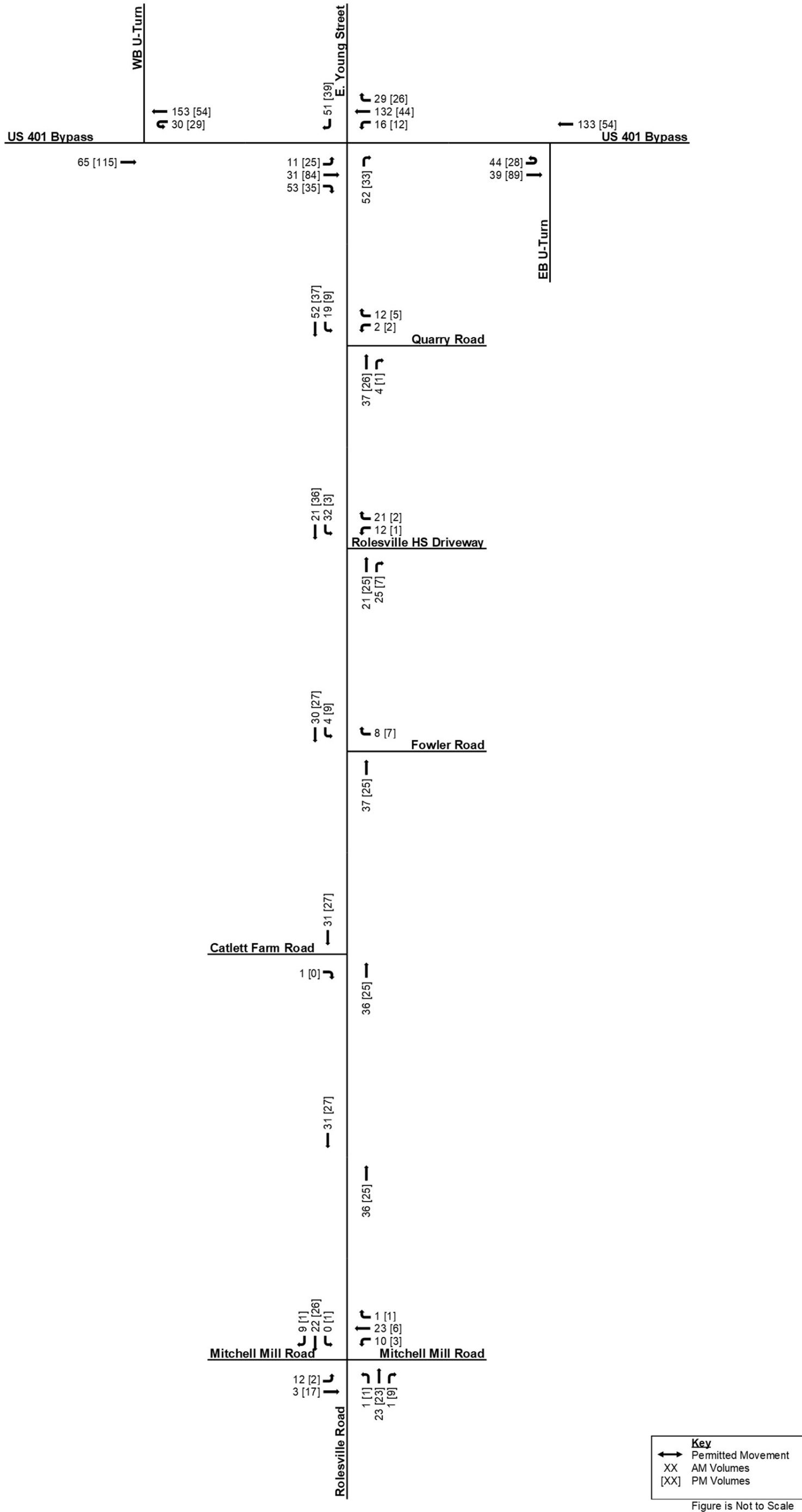


Figure 9: Adjacent Development Traffic Volumes

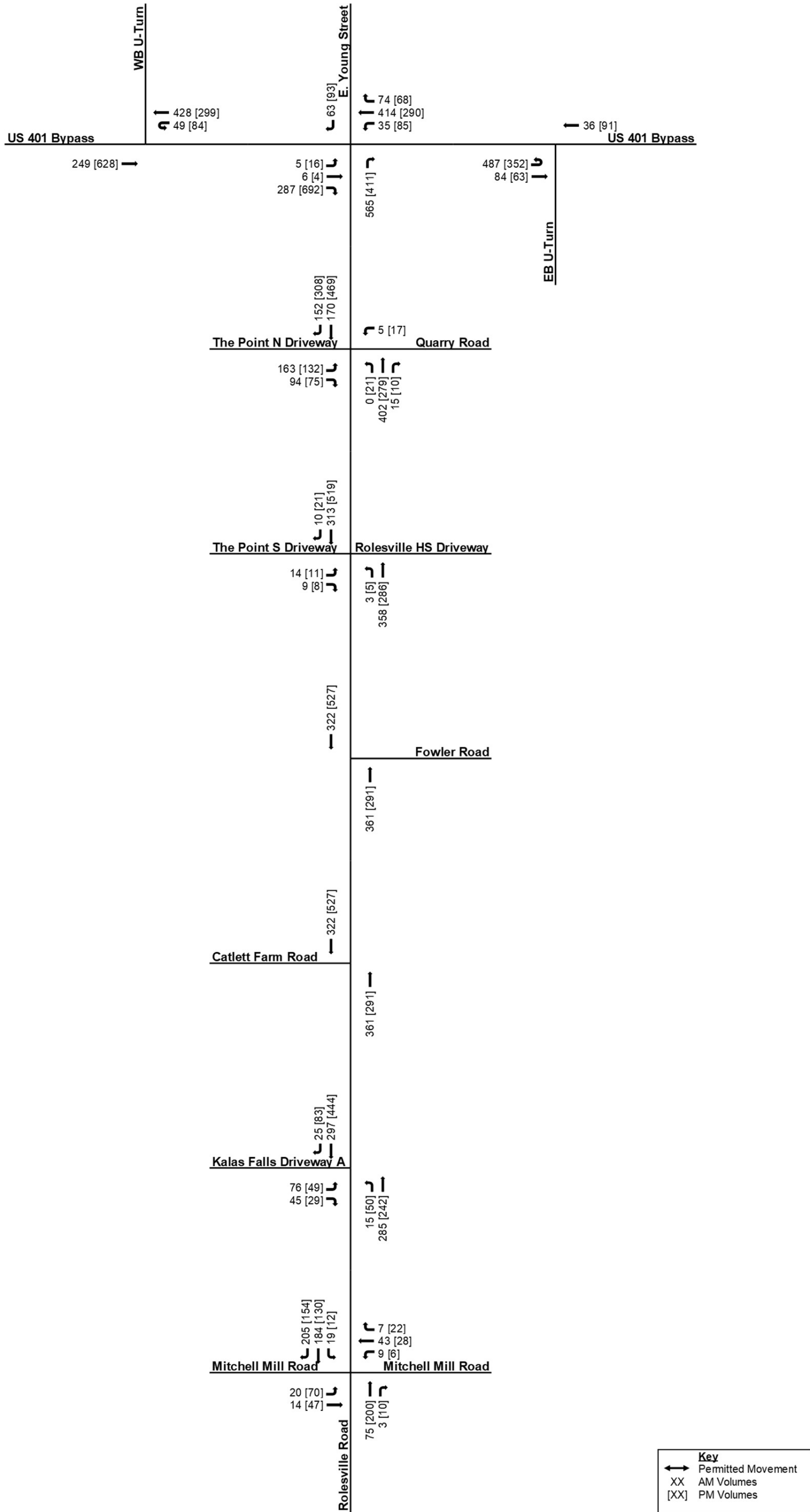
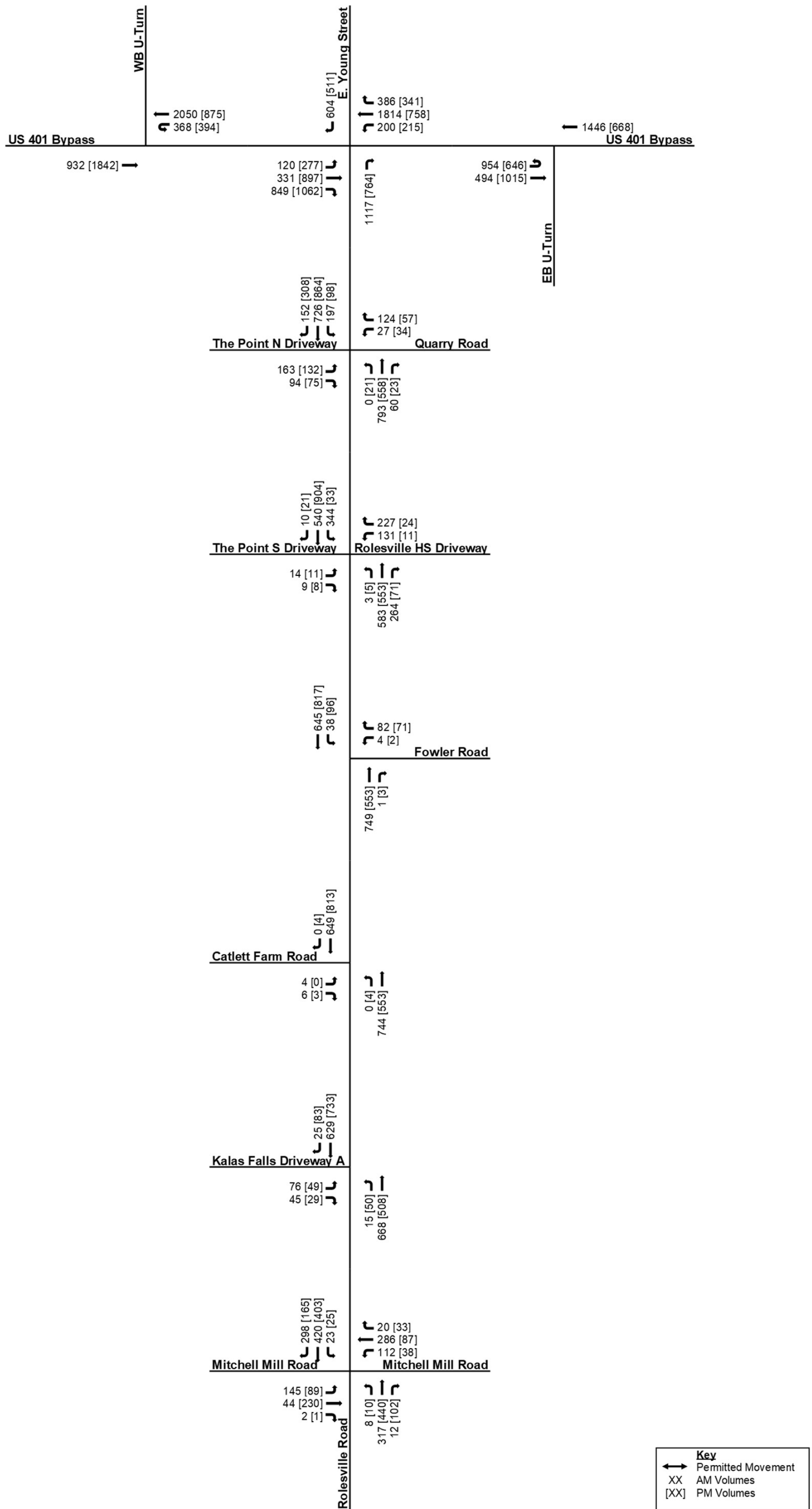


Figure is Not to Scale



Figure 10: 2028 No-Build Traffic Volumes

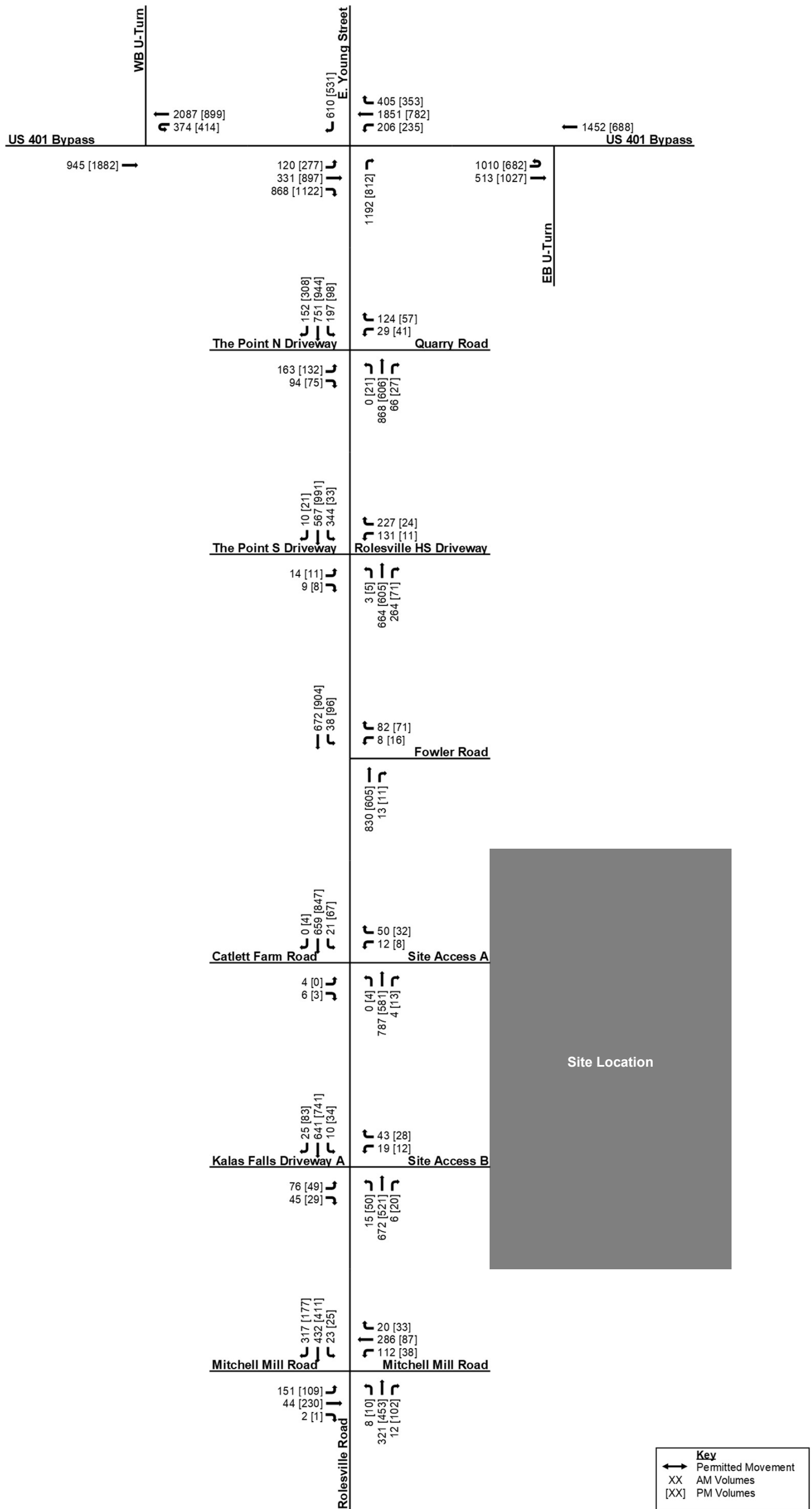


Key
 ← Permitted Movement
 XX AM Volumes
 [XX] PM Volumes

Figure is Not to Scale



Figure 11: 2028 Build Traffic Volumes



5.0 CAPACITY ANALYSIS

Capacity analyses were performed for the roadway network in the study area. The traffic analysis program Synchro Version 11 was used to analyze all signalized and stop-controlled intersections according to methods put forth by the Transportation Research Board’s Highway Capacity Manual⁶ (HCM). The HCM defines capacity as the “maximum rate or flow at which persons or vehicles can be reasonably expected to traverse a point or uniform section of a line or roadway during a specified period under prevailing roadway, traffic, and control conditions, usually expressed as vehicles per lane per hour.”

Level of service (LOS) is a term used to describe different traffic conditions and is defined as a “qualitative measure describing operational conditions within a traffic stream, and their perception by motorists or passengers.” LOS varies from Level A, representing free flow, to Level F where traffic breakdown conditions are evident. At an unsignalized intersection, the primary traffic on the main roadway is uninterrupted. Therefore, the overall delay for the intersection is usually less than what is calculated for minor street movements. The overall intersection delay and the delay for the intersections’ minor movement(s) are reported in the summary tables of this report. LOS D is acceptable for signalized intersections in suburban areas during peak periods. For unsignalized intersections, it is common for some of the minor street movements or approaches to be operating at LOS F during peak hour conditions and that is not necessarily indicative of an area that requires improvements.

Capacity analyses were completed following *NCDOT Capacity Analysis Guidelines*⁶ as well as the *Draft NCDOT Capacity Analysis Guidelines Best Practices*⁷. Table 3 presents the criteria of each LOS as indicated in the HCM.

Table 3: Level of Service Criteria

Level of Service (LOS)	Signalized Intersection Control Delay (seconds/vehicle)	Unsignalized Intersection Control Delay (seconds/vehicle)
A	≤ 10	≤ 10
B	>10 and ≤ 20	>10 and ≤ 15
C	>20 and ≤ 35	>15 and ≤ 25
D	>35 and ≤ 55	>25 and ≤ 35
E	>55 and ≤ 80	>35 and ≤ 50
F	>80	>50

The Town of Rolesville’s Land Development Ordinance (LDO)⁸, Section 8.E, establishes the following Level of Service Standards:

1. *The traffic impact analysis must demonstrate that the proposed development would not cause build-out-year, peak-hour levels of service on any arterial or collector road or intersection within the study area to fall below Level of Service (LOS) "D," as defined by the latest edition of the Highway Capacity Manual, or, where the existing level of service is already LOS "E" that the proposed development would not cause the LOS to fall to the next lower letter grade.*



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- 2. If the road segment or intersection is already LOS "F," the traffic impact analysis must demonstrate that the proposed development, with any proposed improvements, would not cause build-out year peak-hour operation to degrade more than five (5) percent of the total delay on any intersection approach.*

All Synchro files and detailed printouts can be found in the Appendix.



5.1 2023 EXISTING

In the base year, under the existing geometric conditions, the westbound left-turn from Quarry Road and the westbound left-turn from Rolesville High School onto Rolesville Road operate at LOS F in the AM peak hour. The remaining study area intersections and movements operate at an acceptable level in both peak hours. The results from the 2023 Existing analysis is shown in Table 4. Instances where the overall intersection or lane group operate at LOS E or F are highlighted in the table.

Table 4: 2023 Existing Level of Service and Delay

Intersection	Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)		
			AM	PM	AM	PM	AM	PM	AM	PM	
	US 401 Bypass Eastbound at Young Street	Overall	13.9	11.8	B	B					
		EB	T	3.1	4.9	A	A	30	123	85	146
			R	11.1	5.5	B	A	282	123	179	49
		WB	L	0.1	0.1	A	A	0	0	140	134
		NB	R	27.2	40.2	C	D	153	147	362	264
	US 401 Bypass Westbound at Young Street	Overall	8.8	1.0	A	A					
		EB	L	0.1	0.1	A	A	0	0	127	240
		WB	T	5.0	0.4	A	A	36	0	174	86
			R	0.6	0.7	A	A	1	0	23	12
		SB	R	25.2	2.5	C	A	139	0	214	182
	US 401 U-Turn East of Young Street	Overall	4.4	1.9	A	A					
		EB	U	2.0	1.4	A	A	44	19	258	188
		WB	T	5.2	2.1	A	A	142	38	154	21
	US 401 U-Turn West of Young Street	Overall	2.3	2.4	A	A					
		EB	T	3.2	2.9	A	A	49	95	64	106
		WB	U	0.2	0.2	A	A	0	0	167	209
	Young Street at Quarry Road	WB	L	53.4	18.2	F	C	20	5	34	25
			R	12.0	10.2	B	B	17.5	5	42	26
		SB	L	8.9	8.1	A	A	15	7.5	90	46
	Rolesville Road at Rolesville HS Driveway	WB	L	85.2	14.7	F	B	135	2.5	139	35
			R	11.2	9.8	B	A	30	2.5	131	42
		SB	L	8.6	7.9	A	A	25	2.5	83	33
	Rolesville Road at Fowler Road	WB	LR	11.5	10.5	B	B	12.5	7.5	48	41
		SB	L	8.2	8.0	A	A	2.5	5	58	71
	Rolesville Road at Catlett Farm	EB	LR	11.9	11.1	B	B	2.5	0	30	28
		NB	L	7.9	7.8	A	A	0	0	11	13
	Rolesville Road at Mitchell Mill Road	EB	LTR	13.3	12.2	B	B	32.5	37.5	111	100
		WB	LT	22.7	11.0	C	B	122.5	15	233	60
			R	9.0	8.8	A	A	2.5	2.5	0	0
		NB	LTR	15.2	13.4	C	B	62.5	70	96	103
		SB	LTR	17.4	12.9	C	B	92.5	57.5	266	148

*Maximum queue extends off the SimTraffic network and may be longer than recorded

- Intersection or Lane Group Operates at LOS E
- Intersection or Lane Group Operates at LOS F



5.2 2028 NO-BUILD

In the 2028 No-Build conditions, the analysis assumes the improvements associated with the adjacent developments and NCDOT projects are constructed. These improvements, discussed in Section 2.4, are listed below:

US 401 Bypass at Young Street

- Extend the existing eastbound right-turn lane to 400 feet of full-width storage and appropriate taper.

Young Street at Quarry Road / The Point North Driveway

- Construct the North Driveway as a full-movement driveway onto Young Street across from Quarry Road.
- Construct the North Driveway with one ingress lane and one egress lane with an exclusive eastbound left-turn lane with 275 feet of full-width storage and appropriate taper.
- Construct a northbound left-turn lane with 100 feet of full-width storage and appropriate taper.
- Construct a northbound right-turn lane with 100 feet of full-width storage and appropriate taper.
- Construct a southbound right-turn lane with 100 feet of full-width storage and appropriate taper.
- Install a traffic signal at the intersection.

Young Street at Rolesville High School Driveway / The Point South Driveway

- Construct the South Driveway as a full-movement driveway onto Young Street across from the Rolesville High School Driveway.
- Construct the South Driveway with one ingress lane and one egress lane.
- Construct a northbound left-turn lane with 50 feet of full-width storage and appropriate taper.

Young Street at Kalas Falls Driveway A

- Construct Driveway A as a full-movement driveway onto Young Street across from Quarry Road.
- Construct Driveway A with one ingress lane and one egress lane with an exclusive eastbound right-turn lane with 100 feet of full-width storage and appropriate taper.
- Construct a northbound left-turn lane with 100 feet of full-width storage and appropriate taper.
- Construct a southbound right-turn lane with 100 feet of full-width storage and appropriate taper.

Rolesville Road at Mitchell Mill Road

- Install a traffic signal at the intersection.

Synchro LOS and delay results for the 2028 No-Build analysis scenario are listed in Table 5. Instances where the overall intersection or lane group operate at LOS E or F are highlighted in the table. In the future year of 2028 without the proposed development in-place, the US 401 Bypass Eastbound at Young Street intersection operates at LOS F in the AM peak hour and LOS E in the PM peak hour. All other signalized intersections in the study area operate at acceptable overall LOS. Stop-controlled movements turning left onto Rolesville Road from the Rolesville High School Driveway, The Point's South Driveway, and the Kalas Falls Driveway operate at LOS F. This is attributed to high thru volumes on Rolesville Road during the peak hours. Long queues were observed at the northbound right-turn from Young Street onto the US 401 Bypass and on thru movements at the following intersections:

- Northbound Young Street at Quarry Road / The Point's North Driveway
- Southbound Rolesville Road at Mitchell Mill Road



Table 5: 2028 No-Build Level of Service and Delay

Intersection		Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)	
				AM	PM	AM	PM	AM	PM	AM	PM
	US 401 Bypass Eastbound at Young Street	Overall		91.6	73.5	F	E				
		EB	T	19.1	11.6	B	B	135	242	412	460
			R	109.0	97.6	F	F	1,414	1,707	343	346
		WB	L	0.1	0.1	A	A	0	0	218	302
NB	R	116.3	133.3	F	F	1,007	737	375	1,358		
	US 401 Bypass Westbound at Young Street	Overall		19.9	7.6	B	A				
		EB	L	0.1	0.2	A	A	0	0	134	240
			T	15.2	6.5	B	A	423	130	240	174
		WB	R	0.8	1.1	A	A	0	0	100	72
SB	R	49.1	17.5	D	B	309	102	398	666		
	US 401 U-Turn East of Young Street	Overall		5.4	2.5	A	A				
		EB	U	1.6	0.7	A	A	0	0	632	342
		WB	T	8.0	4.3	A	A	354	79	300	142
	US 401 U-Turn West of Young Street	Overall		1.2	2.9	A	A				
		EB	T	1.6	3.5	A	A	68	221	116	329
		WB	U	0.3	0.4	A	A	0	0	258	568
	Young Street at Quarry Road / The Point North Driveway	Overall		30.2	21.8	C	C				
		EB	L	64.9	45.6	E	D	272	178	375	375
			TR	39.5	30.7	D	C	123	98	723	700
		WB	LT	58.4	50.6	E	D	61	70	389	170
			R	44.5	36.3	D	D	156	84	347	187
		NB	L	13.0	19.5	B	B	7	26	122	200
			T	38.0	23.4	D	C	852	437	2,110	2,110
		SB	R	13.3	14.0	B	B	47	23	200	200
			L	46.4	9.6	D	A	246	50	175	75
T	12.2		22.7	B	C	438	676	296	406		
R	1.5	2.1	A	A	28	58	198	200			
	Rolesville Road at Rolesville HS Driveway / The Point South Driveway	EB	LTR	770.3	61.0	F	F	105	27.5	204	178
		WB	LT	2560.2	74.3	F	F	465	22.5	659	47
			R	21.2	12.7	C	B	77.5	5	355	187
		NB	L	8.7	10.4	A	B	0	0	105	125
	Rolesville Road at Fowler Road	WB	LR	19.7	16.7	C	C	27.5	20	249	160
		SB	L	9.7	9.1	A	A	5	10	227	287
	Rolesville Road at Catlett Farm	EB	LR	22.0	24.5	C	C	5	2.5	34	27
		NB	L	9.1	9.7	A	A	0	0	287	95
	Rolesville Road at Kalas Falls Driveway A	EB	L	67.3	53.7	F	F	82.5	47.5	91	86
			R	14.2	15.4	B	C	10	7.5	48	61
		NB	L	9.2	10.2	A	B	2.5	5	38	59
	Rolesville Road at Mitchell Mill Road	Overall		37.5	20.1	D	C				
		EB	LTR	72.3	24.2	E	C	255	196	340	251
		WB	LT	32.7	16.0	C	B	332	74	378	134
			R	18.0	14.0	B	B	23	26	91	4
		NB	LTR	15.2	17.3	B	B	191	261	966	850
SB	LTR	41.7	21.8	D	C	680	325	1,045	1,207		

*Maximum queue extends off the SimTraffic network and may be longer than recorded



Intersection or Lane Group Operates at LOS E
Intersection or Lane Group Operates at LOS F



5.3 2028 BUILD

As part of the 2028 Build analysis, the proposed driveways were added to the network as detailed in Section 2.2. In the future year of 2028 with the proposed development in-place, the Eastbound US 401 Bypass at Young Street intersection operates at LOS F both peak hours. All other signalized intersections in the study area operate at acceptable overall LOS. Stop-controlled movements turning left onto Rolesville Road from the Rolesville High School Driveway, The Point's South Driveway, and the Kalas Falls Driveway operate at LOS F. This is attributed to high thru volumes on Rolesville Road during the peak hours. Long queues were observed at the northbound right-turn from Young Street onto the US 401 Bypass and on thru movements at the following intersections:

- Northbound Young Street at Quarry Road / The Point's North Driveway
- Southbound Rolesville Road at Mitchell Mill Road

Proposed Site Access A operates at LOS E and F in the AM and PM peak hours, respectively. Proposed Site Access B operates at LOS E in both peak hours.

Synchro LOS and delay results for the 2028 Build scenario are listed in Table 6. Instances where the overall intersection or lane group operate at LOS E or F are highlighted in the table.



Table 6: 2028 Build Level of Service and Delay

Intersection		Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)	
				AM	PM	AM	PM	AM	PM	AM	PM
	US 401 Bypass Eastbound at Young Street	Overall		106.7	90.3	F	F				
		EB	T	21.1	12.0	C	B	146	250	398	479
			R	127.6	129.6	F	F	1,549	1,870	340	346
		WB	L	0.1	0.2	A	A	0	0	237	347
NB	R	133.7	148.7	F	F	1,150	793	1360	1,358		
	US 401 Bypass Westbound at Young Street	Overall		19.9	7.9	B	A				
		EB	L	0.1	0.2	A	A	0	0	131	224
			T	14.1	6.9	B	A	158	120	243	199
		WB	R	0.8	1.1	A	A	0	0	190	82
SB	R	54.2	17.8	D	B	300	109	534	2,425		
	US 401 U-Turn East of Young Street	Overall		6.9	2.8	A	A				
		EB	U	1.8	0.8	A	A	0	0	678	367
		WB	T	10.4	4.8	B	A	392	90	278	175
	US 401 U-Turn West of Young Street	Overall		1.2	3.1	A	A				
		EB	T	1.5	3.7	A	A	69	233	127	618
		WB	U	0.3	0.4	A	A	0	0	267	565
	Young Street at Quarry Road / The Point North Driveway	Overall		32.7	24.9	C	C				
		EB	L	76.4	53.3	E	D	284	192	375	375
			TR	41.7	33.8	D	C	124	101	710	714
		WB	LT	60.3	57.6	E	E	63	89	316	130
			R	47.2	38.3	D	D	158	84	281	185
		NB	L	12.0	24.4	B	C	7	30	143	200
			T	40.2	23.7	D	C	967	475	2,110	2,109
		SB	R	12.3	13.0	B	B	48	24	200	200
L	56.8		9.6	E	A	266	47	160	75		
	Rolesville Road at Rolesville HS Driveway / The Point South Driveway	EB	LTR	1464.3	84.4	F	F	117.5	35	295	229
		WB	LT	3304.7	101.4	F	F	480	27.5	674	49
			R	25.9	13.4	D	B	95	5	355	139
		NB	L	8.8	10.8	A	B	0	0	119	138
	Rolesville Road at Fowler Road	WB	LR	26.0	35.7	D	E	40	55	532	260
		SB	L	10.1	9.4	B	A	5	10	221	340
	Rolesville Road at Cattlett Farm / Site Access A	EB	LTR	41.1	59.4	E	F	10	12.5	50	39
		WB	LTR	34.9	34.5	D	D	42.5	27.5	167	93
		NB	L	9.1	9.9	A	A	0	0	740	350
		SB	L	9.7	9.2	A	A	2.5	7.5	93	189
	Rolesville Road at Kalas Falls Driveway A / Site Access B	EB	L	227.0	167.8	F	F	152.5	97.5	219	93
			TR	17.1	20.6	C	C	12.5	12.5	105	58
		WB	LTR	41.7	42.3	E	E	50	35	152	77
		NB	L	9.2	10.2	A	B	2.5	5	52	61
		SB	L	9.3	8.8	A	A	0	2.5	118	176
	Rolesville Road at Mitchell Mill Road	Overall		41.9	21.6	D	C				
		EB	LTR	84.0	27.6	F	C	268	238	326	281
			LT	33.2	16.3	C	B	332	74	346	148
		WB	R	18.0	14.1	B	B	23	26	0	0
			LTR	15.3	17.6	B	B	195	270	835	910
SB	LTR	47.9	23.3	D	C	724	377	1,172	1,098		

*Maximum queue extends off the SimTraffic network and may be longer than recorded



Intersection or Lane Group Operates at LOS E

Intersection of Lane Group Operates at LOS F



5.4 2028 BUILD IMPROVED

5.4.1 Proposed Improvements

The 2028 Build Improved capacity analysis results are shown in Table 7. Instances where the overall intersection or lane group operate at LOS E or F are highlighted in the table. Based on the findings of this study, specific improvements have been identified and should be completed as part of the proposed development.

Averette Road, Young Street, and Rolesville Road Corridor Study

It is recommended that the applicant coordinate their site plan and improvements with the findings of the Averette Road, Young Street, and Rolesville Road Corridor Study to ensure consistency with future addendums to the Community Transportation Plan.

US 401 Bypass at Young Street

- Extend the northbound right-turn lane from 250 feet of full-width storage to 600 feet of full-width storage and appropriate taper.

The proposed development causes the intersection to degrade from LOS E to LOS F between the no-build and build scenarios at this intersection. Extending the turn-lane is intended to reduce queuing on the northbound approach. As development occurs along the Rolesville Road corridor, it is recommended that the timing of the traffic signals at the intersection be evaluated to accommodate changes in traffic.

Young Street at Quarry Road / The Point North Driveway

- No improvements are recommended at this intersection.

With the proposed development in-place, the intersection is projected to operate at LOS C in both peak hours.

Young Street at Rolesville HS Driveway / The Point South Driveway

- Monitor the intersection for the installation of a traffic signal. When signalized, the westbound approach should be striped as an exclusive left-turn lane with a shared thru/right-turn storage lane to avoid the use of split-phasing.

The proposed development increases delay on both side-street approaches at the intersection. It is recommended that the intersection be monitored for the installation of a traffic signal. If installed, the intersection is projected to operate at acceptable LOS in both peak hours.

Rolesville Road at Fowler Road

- No improvements are recommended at this intersection.

The proposed development increases the delay on Fowler Road in the PM peak hour causing the approach to operate at LOS E. However, traffic volumes on Fowler Road are low and it is typical for unsignalized approaches to operate with higher delays during the peak hours.



Rolesville Road at Catlett Farm Road / Site Access A

- Construct Site Access A as a full-movement access point consisting of an exclusive left-turn lane with 100 feet of storage and a shared thru/right-turn lane. It is recommended that the internal protective stem (IPS) be maximized as the site layout permits.
- Construct an exclusive southbound left-turn lane on Rolesville Road with 100 feet of storage and appropriate taper.
- Construct an exclusive northbound left-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.
- Construct an exclusive northbound right-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.

Rolesville Road at Kalas Falls Driveway A / Site Access B

- Construct Site Access B as a full-movement access point consisting of an exclusive left-turn lane with 100 feet of storage and a shared thru/right-turn lane. If possible, provide 175 feet of IPS.
- Construct an exclusive southbound left-turn lane on Rolesville Road with 100 feet of storage and appropriate taper.
- Construct an exclusive northbound right-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.

Rolesville Road at Mitchell Mill Road





- No improvements are recommended at this intersection.





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Table 7: 2028 Build Improved Level of Service and Delay

Intersection	Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)		
			AM	PM	AM	PM	AM	PM	AM	PM	
	US 401 Bypass Eastbound at Young Street	Overall	106.7	90.3	F	F					
		EB	T	21.1	12.0	C	B	146	250	432	482
			R	127.6	129.6	F	F	1,549	1,870	344	346
		WB	L	0.1	0.2	A	A	0	0	266	288
		NB	R	133.7	148.7	F	F	1,150	793	1,359	1,359
	Rolesville Road at Rolesville HS Driveway / The Point South Driveway	Overall	40.3	9.8	D	A					
		EB	LTR	43.6	52.3	D	D	49	46	114	62
			WB	L	55.6	50.5	E	D	176	28	670
		TR		80.7	52.6	F	D	346	54	355	96
		NB	L	19.0	7.4	B	A	9	7	122	101
			T	43.6	9.2	D	A	763	357	2,116	2,112
			R	24.7	6.4	C	A	229	39	450	450
		SB	L	67.7	50.3	E	D	453	61	450	80
			TR	7.8	6.5	A	A	244	477	1,739	314
	Rolesville Road at Catlett Farm / Site Access A	EB	LTR	40.3	53.6	E	F	10	12.5	61	38
		WB	L	63.1	71.3	F	F	15	12.5	108	54
			TR	20.0	18.2	C	C	17.5	10	296	94
		NB	L	9.1	9.9	A	A	0	0	59	47
		SB	L	9.7	9.2	A	A	2.5	7.5	29	57
	Rolesville Road at Kalas Falls Driveway A / Site Access B	EB	L	220.8	158.3	F	F	150	95	459	105
			TR	17.1	20.3	C	C	12.5	12.5	148	66
		WB	L	68.6	76.9	F	F	25	17.5	44	41
			TR	17.7	17.9	C	C	12.5	10	172	51
		NB	L	9.2	10.2	A	B	2.5	5	151	61
		SB	L	9.3	8.8	A	A	0	2.5	28	38

*Maximum queue extends off the SimTraffic network and may be longer than recorded

-  Intersection or Lane Group Operates at LOS E
-  Intersection or Lane Group Operates at LOS F



6.0 RECOMMENDATIONS

Based on the findings of this study, specific improvements have been identified and should be completed as part of the proposed development. These recommendations are shown in Figure 12. Intersections where no improvements are recommended are locations that do not meet the LOS Standards specified in the LDO⁸.

Averette Road, Young Street, and Rolesville Road Corridor Study

It is recommended that the applicant coordinate their site plan and improvements with the findings of the Averette Road, Young Street, and Rolesville Road Corridor Study to ensure consistency with future addendums to the Community Transportation Plan.

US 401 Bypass at Young Street

- Extend the northbound right-turn lane from 250 feet of full-width storage to 600 feet of full-width storage and appropriate taper.

Young Street at Quarry Road / The Point North Driveway

- No improvements are recommended at this intersection.

Young Street at Rolesville HS Driveway / The Point South Driveway

- Monitor the intersection for the installation of a traffic signal. When signalized, the westbound approach should be striped as an exclusive left-turn lane with a shared thru/right-turn storage lane to avoid the use of split-phasing.

Rolesville Road at Fowler Road

- No improvements are recommended at this intersection.

Rolesville Road at Catlett Farm Road / Site Access A

- Construct Site Access A as a full-movement access point consisting of an exclusive left-turn lane with 100 feet of storage and a shared thru/right-turn lane. It is recommended that the internal protective stem (IPS) be maximized as the site layout permits.
- Construct an exclusive southbound left-turn lane on Rolesville Road with 100 feet of storage and appropriate taper.
- Construct an exclusive northbound left-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.
- Construct an exclusive northbound right-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.



REZ 23-02: WOODLIEF ASSEMBLAGE TRAFFIC IMPACT ANALYSIS

Recommendations
September 18, 2023

Rolesville Road at Kalas Falls Driveway A / Site Access B

- Construct Site Access B as a full-movement access point consisting of an exclusive left-turn lane with 100 feet of storage and a shared thru/right-turn lane. If possible, provide 175 feet of IPS.
- Construct an exclusive southbound left-turn lane on Rolesville Road with 100 feet of storage and appropriate taper.
- Construct an exclusive northbound right-turn lane on Rolesville Road with 50 feet of storage and appropriate taper.

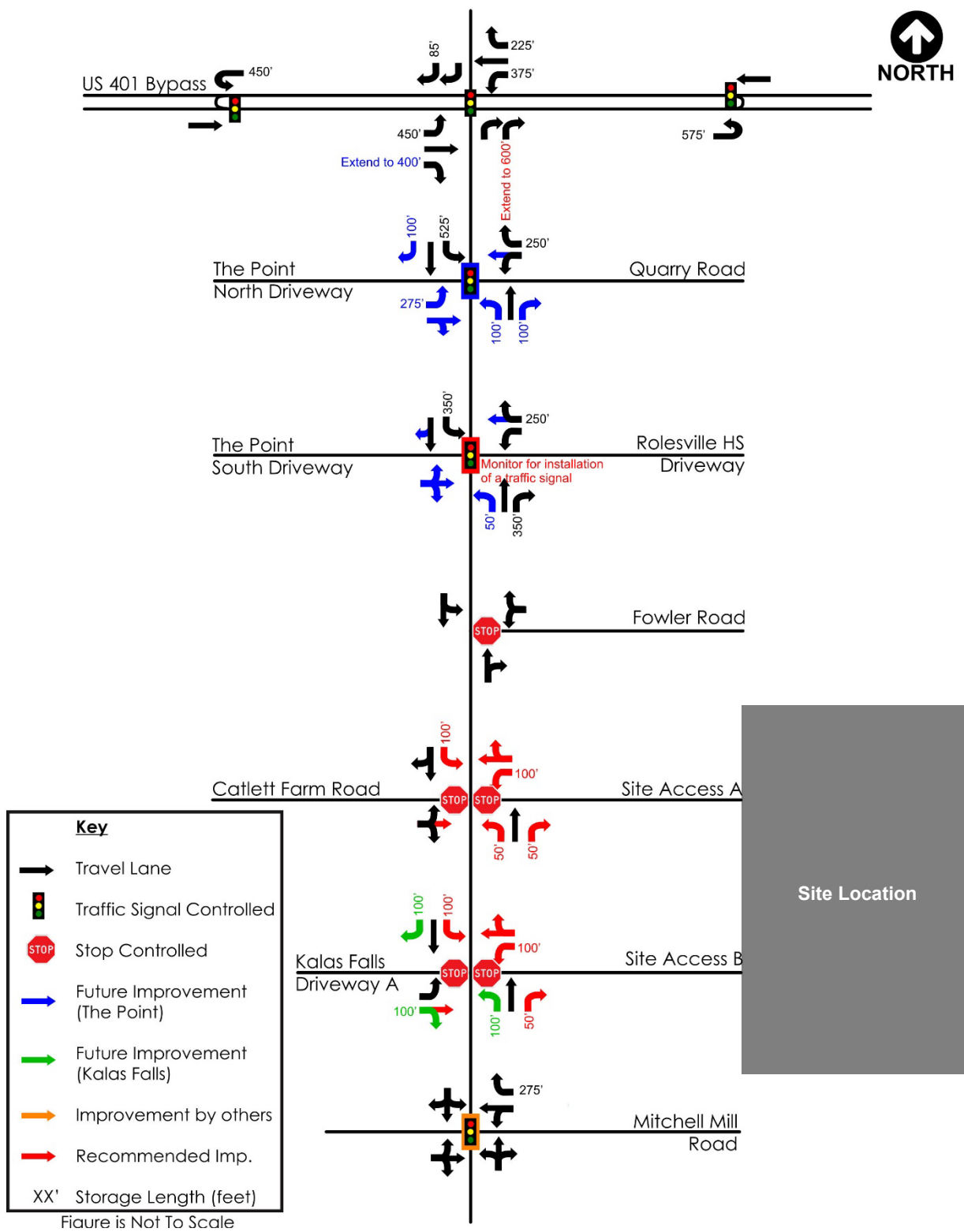
Rolesville Road at Mitchell Mill Road

- No improvements are recommended at this intersection.



Recommendations
September 18, 2023

Figure 12: Recommended Improvements



References

September 18, 2023

7.0 REFERENCES

¹ **NCDOT Functional Classification Map**,

<http://ncdot.maps.arcgis.com/home/webmap/viewer.html?layers=029a9a9fe26e43d687d30cd3c08b1792>

² **2020 NCDOT Average Daily Traffic Volumes**,

<https://ncdot.maps.arcgis.com/apps/webappviewer/index.html?id=964881960f0549de8c3583bf46ef5ed4>

³ **Trip Generation (11th Edition)**, Institute of Transportation Engineers (ITE), September 2021.

⁴ **NCDOT Trip Generation Rate Equation Recommendations**,

<https://connect.ncdot.gov/resources/safety/Congestion%20Mngmt%20and%20Signing/DRAFT%20-%20Trip%20Generation%20Rate%20Eqn.xlsm>

⁵ **Highway Capacity Manual 6th Edition: A Guide for Multimodal Mobility Analysis**. Washington D.C.: Transportation Research Board, 2016.

⁶ **NCDOT Capacity Analysis Guidelines**. North Carolina Department of Transportation (NCDOT), March 2022,

<https://connect.ncdot.gov/resources/safety/Congestion%20Mngmt%20and%20Signing/Standards%20-%20Capacity%20Analysis%20Guidelines.pdf>

⁷ **Draft NCDOT Capacity Analysis Guidelines: Best Practices**. North Carolina Department of Transportation (NCDOT), March 2022,

<https://connect.ncdot.gov/resources/safety/Congestion%20Mngmt%20and%20Signing/Best%20Practices%20-%20Capacity%20Analysis%20Guidelines.pdf>

⁸ **Land Development Ordinance**. Town of Rolesville, June 1, 2021,

<https://www.rolesvillenc.gov/code-ordinances>

8.0 APPENDIX

- Scoping Correspondence
- Site Plan
- Raw Traffic Count Data
- Adjacent Development Information
- Traffic Volume Calculations
- Synchro Files
- Synchro & SimTraffic Reports



ATTACHMENT X - Concept Plan



ADJACENT PARCEL DATA

PARCEL NUM	OWNER (INT)	ZONING	DB	PG	BM	PG	PIN
1	WILKER, CHRISTIAN C MILNER, CINDY E	R-30	016927	01494	2017	01388	1767-99-2280
2	MALDONADO, RAUL	R-30	017784	01955	2022	02097	1767-98-7467
3	GLOVER, RICO D SR GLOVER, LIBBY N	R-30	017580	01714	2018	02232	1767-98-9599
4	SHORE, JOHNN L ROBERT, ANNETTE P	R-30	013782	01145	2004	01971	1767-98-1753
5	RODRIGUEZ, ALEJO MORIN MARRA, DAVIDA LOPEZ	R-30	019567	02293	2018	02222	1767-98-8441
6	CLARK, PATECA H CLARK, PATSICAH H	R-30	004572	00246	4572	0246	1767-98-9615
7	ACULAR, NORMA	R-30	012487	01286	-	-	1767-98-8863
8	ALFORD, LARRY W SR ALFORD, BETTY D	R-30	007861	00072	1995	2003	1768-91-8609

PROJECT SITE PARCEL DATA

PARCEL NUM	OWNER (INT)	ZONING	DB	PG	BM	PG	PIN
1	WOODLIEF, ALMA D	R-30	014289	01880	2011	00084	1768-51-1519
2	WOODLIEF, LARRY CRAIG HOLLING, ELLEN WOODLIEF	R-30	014286	01885	2011	00084	1768-50-0618
3	STALLINGS, JANCE GAYLE W STALLINGS, HARRELL F	R-30	014286	01890	2011	00084	1768-40-9261
4	WOODLIEF, JORNEAL WOODLIEF, ESTAY	R-30	014286	01894	2011	00084	1767-99-0716
5	WOODLIEF, BETTY JOYCE	R-30	014286	01902	2011	00084	1767-99-0335
6	WOODLIEF, DWIGHT THOMAS	R-30	018654	02063	2011	00084	1767-98-0938

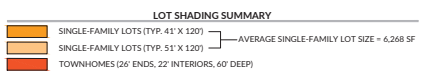
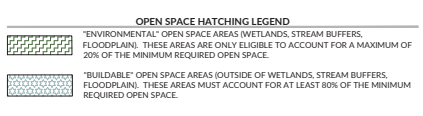
PRELIMINARY SITE DATA

PROJECT SIZE: ±105.5 AC.
 EXISTING ZONING: R30 (WAKE COUNTY)
 PROPOSED ZONING: RH & RM
 ESTIMATED YIELD: ±255 DWELLING UNITS
 ± 77 SINGLE-FAMILY LOTS @ 41' X 120' TYP.
 ± 80 SINGLE-FAMILY LOTS @ 51' X 120' TYP.
 ± 98 TOWNHOMES (26 ENDS, 22' INTERIORS, 60' DEEP)
 PROPOSED DENSITY: ±2.42 D.U./AC.
 REQUIRED OPEN SPACE:
 RH ZONING (44.1 S AC): 15% MIN. (±6.2 AC.)
 MIN. 80% OF REQUIRED O.S. MUST BE ON BUILDABLE LAND
 6.2 AC. X 0.8 = MIN. 5.0 AC. OF O.S. MUST BE ON BUILDABLE LAND
 RM ZONING (61.4 S AC): 40% MIN. (±25 AC.)
 MIN. 80% OF REQUIRED O.S. MUST BE ON BUILDABLE LAND
 25.4 AC. X 0.8 = MIN. 20.5 AC. OF O.S. MUST BE ON BUILDABLE LAND

PROPOSED OPEN SPACE:
 RH ZONING
 BUILDABLE OPEN SPACE (OUTSIDE OF "ENVIRONMENTAL AREAS"): ±9.3 AC.
 NON-BUILDABLE OPEN SPACE (WETLANDS, STREAM BUFFERS, FLOODPLAIN): ±22.7 AC.
 TOTAL OPEN SPACE PROPOSED: ±32.0 AC. (±77.1%)
 RM ZONING
 BUILDABLE OPEN SPACE (OUTSIDE OF "ENVIRONMENTAL AREAS"): ±21.0 AC.
 NON-BUILDABLE OPEN SPACE (WETLANDS, STREAM BUFFERS, FLOODPLAIN): ±12.1 AC.
 TOTAL OPEN SPACE PROPOSED: ±33.1 AC. (±31.7%)

TOWNHOME SITE PARKING TABULATION:
 OFF-STREET PARKING REQUIRED (NOT INCLUDING GARAGES):
 98 UNITS x 2.25 SP/UNIT = 221 SPACES REQUIRED
 OFF-STREET PARKING PROVIDED (NOT INCLUDING GARAGES):
 40 UNITS @ 2-CAR DRIVEWAY = 80 SPACES
 58 UNITS @ 1-CAR DRIVEWAY = 58 SPACES
 PARKING LOT IN TOWNHOME AREA = 76 SPACES
 SURPLUS PARKING AT AMENITY SITE = 7 SPACES
 TOTAL OFF-STREET PARKING = 221 SPACES

- NOTES:**
- THIS PLAN HAS BEEN COMPILED FROM A VARIETY OF SOURCES INCLUDING GIS DATA AND IS NOT AN OFFICIAL DESIGN OR SURVEY DOCUMENT.
 - THE LAYOUT SHOWN ON THIS PLAN IS PURELY THEORETICAL IN NATURE AND MAY BE SUBJECT TO SIGNIFICANT REVISION UPON FURTHER DUE DILIGENCE REVIEW AND EVALUATION. THIS PLAN HAS NOT BEEN REVIEWED BY ANY MUNICIPALITY OR OTHER REVIEW AGENCY, AND IS PROVIDED SOLELY FOR ILLUSTRATION AND CONCEPTUAL PLANNING CONSIDERATIONS.
 - LIMITS OF THE RIPARIAN BUFFERS, WETLANDS AND STREAMS SHOWN ON THIS PLAN ARE BASED ON PRELIMINARY WETLAND/ BUFFER DELINEATION FIELD EVALUATION AND EXHIBIT PREPARED BY WITHERSRAVENEL INC. DATED 01/17/23.
 - ALL STREETS SHOWN AND LABELED ON THIS PLAN SHALL BE 50' PUBLIC RIGHT-OF-WAY
 - PURSUANT TO N.C.G.S. 160D-108, THIS CONCEPT PLAN AS PROPOSED IS REQUESTED TO BE REVIEWED UNDER THE LAND DEVELOPMENT ORDINANCE (LDO) EFFECTIVE JUNE 1, 2021, AND AMENDED IN DECEMBER, 2021 AND OCTOBER 4, 2022.



CONTACT INFORMATION

PULTEGROUP, INC.
 CONTACT: CHRIS RAUHLGHEY
 ADDRESS: 1225 CRESCENT GREEN DR. SUITE 250
 CARY, NC 27518
 PHONE: 919-856-1100
 EMAIL: Chris.Raughley@pulteigroup.com

WITHERSRAVENEL
 CONTACT: BRANT INGE, PE
 PHONE: 919-469-2340
 EMAIL: brant@witherstravenel.com

WITHERSRAVENEL
 License # F-14271 | T: 919-469-2340 | www.witherstravenel.com
 PULTEGROUP
 WOODLIEF ASSEMBLAGE
 1321 ROLESVILLE RD | ROLESVILLE, NC 27597 | WAKE COUNTY
 MASTER PLAN
 PRELIMINARY
 NOT APPROVED
 FOR CONSTRUCTION
 INITIAL PLAN DATE: 03/05/2023
 REVISIONS:
 1 - 08/09/2023 WR
 PER TOWN COMMENTS
 2 - 08/22/2023 WR
 REVISED PRODUCT MIX
 3 - 11/20/2023 WR
 PER TOWN COMMENTS
 4 - 12/13/2023 WR
 PER TOWN COMMENTS
 5 - 12/13/2023 WR
 PER TOWN COMMENTS
 WK JOB NUMBER: 23-0045
 GEN. NIT: 0004 WR: 0004 WR: 0004
 EXHIBIT C -
 CONCEPT PLAN
 C1.00
 TOWN OF ROLESVILLE
 PROJECT NUMBER:
 REZ-23-02
 YOUR SUCCESS

REZ-23-02: Woodlief Rezoning Conditions

February 26, 2024

1. The development of the property shall be in substantial conformance with the accompanying Exhibit ____, Concept Plan dated _____. Locations shown for committed elements including, but not limited to greenways, streets, and open areas shown on the Concept Plan, may be adjusted to conform to LDO requirements or as permitted as a minor adjustment by the Land Development Administrator.
2. The following uses shall be prohibited on the portion of the property zoned to the Residential High Density District (The “RH District”):
 - a. Live-work unit;
 - b. Residential Care (ALF, ILF, CCF);
 - c. Telecommunications tower.
3. The following uses shall be prohibited on the portion of the property zoned to the Residential Medium Density District (The “RM District”):
 - a. Telecommunications tower.
4. The RH-CZ District may be developed to a maximum of 98 Dwelling, Single-family Attached (townhouse) lots.
5. The RM-CZ District may be developed to a maximum of 157 Dwelling Single-family Detached lots.
6. All Dwelling, Single-family detached dwellings shall adhere to the following conditions:
 - a. Siding Material:
 - i. If masonry (such as brick veneer or faux stone product) is not the predominant first floor finish (greater than 50%), then the front elevation shall have at least two (2) styles of fiber cement siding (i.e. lap, shake, or board and batten, etc.);
 - ii. Vinyl material is prohibited except for soffits, fascia, and corner boards;
 - iii. No dwelling unit shall be constructed with an exterior elevation or color palette that is identical to the dwelling unit on either side or directly across the street.
 - b. Garages:
 - i. A minimum 2-car side-by-side (not tandem) garage shall be provided;
 - ii. All garage doors shall have windows.
 - c. Roofs: Roof materials shall be asphalt shingles, metal, copper, wood, or a combination of these materials.

- d. Building Foundations: Building foundations along the front façade shall have an exposed height above finished grade of at least 18” and must be finished with masonry product such as brick veneer or faux stone product.
 - e. Covered Entry: A covered front porch or covered stoop of at least 20 square feet with a minimum depth of 5 feet.
 - f. Windows:
 - i. All windows along the front façade shall have shutters and/or trim;
 - ii. Each side elevation shall have at least two windows.
 - g. Rear Yard Amenity: An unenclosed patio, deck, or screened-in porch of at least 64 square feet.
7. All Dwelling, Single-family Attached (townhome) buildings shall adhere to the following conditions:
- a. Siding Material:
 - i. If masonry (such as brick veneer or faux stone product) is not the predominant first floor finish (greater than 50%), then the front elevation shall have at least two (2) styles of fiber cement siding (i.e. lap, shake, or board and batten, etc.);
 - ii. Vinyl material is prohibited except for soffits, fascia, and corner boards;
 - iii. No dwelling unit shall be constructed with an exterior elevation or color palette that is identical to the dwelling unit on either side, directly across the street.
 - b. Garages:
 - i. A minimum 1-car garage shall be provided;
 - ii. All garage doors shall have windows.
 - c. Roofs: Roof materials shall be asphalt shingles, metal, copper, wood, or a combination of these materials.
 - d. Covered Entry: A covered front porch or covered stoop of at least 20 square feet with a minimum depth of 4 feet.
 - e. Windows:
 - i. All windows along the front façade shall have shutters and/or trim;
 - ii. Each side elevation shall have at least one window (excluding interior units).

- f. Rear Yard Amenity: An unenclosed patio, deck, or screened-in porch of at least 64 square feet.
8. Amenity Center: The main amenity area shall include a minimum 1,500 square foot cabana with an unenclosed covered seating area, bathrooms, and a minimum 2,000 square foot pool. The main amenity area shall be constructed prior to the issuance of the 200th residential building permit.
9. Pollinator Garden: The development shall include at least one pollinator garden. The pollinator garden shall be a landscaped garden in which at least seventy five percent (75%) of all plants, excluding grasses, are native milkweeds and other nectar-rich flowers. The pollinator garden shall be a half-acre (21,780 square feet) in area at a minimum, which may be distributed in several different locations. The final location(s) of pollinator garden shall be determined at subsequent stages of approval and will be identified on the landscape plan submitted with the construction drawings. The pollinator garden shall be constructed prior to the issuance of the 150th residential building permit.
10. Community Amenities: The development shall include one tot-lot and one dog park. Locations will be determined at subsequent stages of approval and will be identified on the construction drawings. The tot-lot and dog park shall be constructed prior to the issuance of the 150th residential building permit.
11. The development shall include a minimum of five (5) affordable housing attached townhome ownership units (the “Affordable Units”). Buyers of the Affordable Units shall be vetted to ensure that the sale price, in the first sale of the Affordable Units, is affordable to low or moderate income households earning no more than eighty percent (80%) of the Raleigh NC Metropolitan Statistical Area (MSA), Area Median Income (AMI), adjusted for family size as most recently published by HUD. Prior to Subdivision closeout, documentation of compliance with this zoning condition shall be submitted to the Town. Following the first sale of each of the Affordable Units, the developer shall have no further obligations under this condition.
12. The project shall be responsible for the widening of Rolesville Road along the site’s full frontage of Rolesville Road, including the partially retained parcels, currently identified by Wake County PIN(s) 1767590716, 1768409261, and 1767590335. This shall include the design and construction of half of the ultimate cross section for Rolesville Road consistent with the Town of Rolesville’s Community Transportation Plan. These improvements shall be completed prior to the issuance of the 100th residential building permit.

[Signature Pages Follow]

REZ-23-02: Woodlief Rezoning Conditions
Property Owner Authorization

Property Address: 1321 Rolesville Road

PIN: 1768511519

REID: 0079481

Owner #1: _____ Date

Owner #2: _____ Date

REZ-23-02: Woodlief Rezoning Conditions
Property Owner Authorization

Property Address: 0 Rolesville Road

PIN: 1768500618

REID: 0404528

Owner #1: _____ Date

Owner #2: _____ Date

REZ-23-02: Woodlief Rezoning Conditions
Property Owner Authorization

Property Address: 1421 Rolesville Road

PIN: 1768409261

REID: 0404529

Owner #1: _____ Date

Owner #2: _____ Date

REZ-23-02: Woodlief Rezoning Conditions
Property Owner Authorization

Property Address: 1501 Rolesville Road

PIN: 1767590716

REID: 0404530

Owner #1: _____ Date _____

Owner #2: _____ Date _____

REZ-23-02: Woodlief Rezoning Conditions
Property Owner Authorization

Property Address: 0 Rolesville Road

PIN: 1767590335

REID: 0404531

Owner #1:

Date

Owner #2:

Date

REZ-23-02: Woodlief Rezoning Conditions
Property Owner Authorization

Property Address: 0 Rolesville Road

PIN: 1767580938

REID: 0404532

Owner #1: _____ Date

Owner #2: _____ Date

After Recording Mail to: Town of Rolesville
P. O. Box 250 Rolesville, NC 27571

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE TOWN OF ROLESVILLE UNDER THE
AUTHORITY GRANTED BY PART 1, ARTICLE 4A
CHAPTER 160A OF THE GENERAL STATUTES OF NORTH CAROLINA

ORDINANCE 2024-O-04
CASE: ANX23-01 - Woodlief Assemblage

WHEREAS, the Mayor and Board of Commissioners for the Town of Rolesville, North Carolina has adopted a resolution under G.S. 160A-31 stating its intent to annex the area described below; and

WHEREAS, the petition has been certified by the Town Clerk as to its sufficiency of meeting G.S. 160A-31; and

WHEREAS, a public hearing on the question of this annexation was held in the Town Board Room at Rolesville Town Hall located at 502 Southtown Circle, Rolesville, NC 27571 at 7:00 pm or thereafter on March 5, 2024 after due notice; and

WHEREAS, the Mayor and Board of Commissioners finds that the proposed annexation meets the requirements of G.S. 160A-31;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Commissioners of the Town of Rolesville, North Carolina that:

Section 1. By the authority granted by G.S. 160A-31, the following described contiguous properties owned by Betty Joyce Woodlief, Carlyle D. Woodlief, Donnie Woodlief, Dwight T. Woodlief, Gayle W. Stallings, Ellen W. Holding, and Billy C. Woodlief, is hereby annexed and made part of the Town of Rolesville effective as of March 5, 2024:

All that certain real property situated in the Town of Rolesville, Wake Forest Township, Wake County, North Carolina, described as follows:

TRACT 1

LANDS OF CARLYLE D. WOODLIEF AND ALMA D. WOODLIEF

SURVEY DESCRIPTION:

Reference: Survey map titled "ALTA/NSPS LAND TITLE SURVEY, ROLESVILLE ASSEMBLAGE" by MSS Land Consultants, PC, dated February 24, 2023.

All that tract, piece or parcel of land lying and being situated in the Township of Wake Forest, County of Wake, State of North Carolina, and being more particularly bounded and described as follows:

BEGINNING at an existing nail in stone marking a northwestern corner of lands of, now or formerly, Barbara Ann Jones Richards (Deed Book 1730, page 526; Deed Book 799, page 368), and a southwestern corner of land of, now or formerly, Larry Wayne Alford, Sr., and wife, Betty Dean Alford (Deed Book 7081, page 72; Book of Maps 1985, page 2003); said point also being the POINT OF BEGINNING, having an NC State Plane Coordinate (NAD83(2011)) of North 781,528.76' East 2,165,673.14'; thence, from said POINT OF BEGINNING, along a western line of said lands of Richards, S06° 53' 59"E 641.79' to a point marked by an existing iron pipe; said point also being a northeastern corner of Lot 2 as shown on a subdivision plat titled "SURVEY FOR BEULAH H. WOODLIEF HEIRS", dated December 15, 2010, and recorded in Book of Maps 2011, page 84; thence, along northern lines of said Lot 2, the following two courses: 1) N86° 38' 49"W 1,435.56' to a point on the eastern right-of-way margin of Rolesville Road (SR 1001) (an existing 60' public right-of-way), marked by an existing iron pipe; 2) through the right-of-way of Rolesville Road, N86° 38' 49"W 30.60' to a point on the centerline of Rolesville Road; thence, along the centerline of Rolesville Road, the following five courses: 1) N14° 43' 08"E 322.02' to a point; 2) through the arc of a curve to the left, having a radius of 1,352.59', an arc length of 134.29', and a chord course of N11° 24' 08"E 134.23' to a point; 3) through the arc of a curve to the left, having a radius of 928.28', an arc length of 188.93', and a chord course of N01° 35' 22"E 188.60' to a point; 4) through the arc of a curve to the left, having a radius of 3,423.77', an arc length of 148.99', and a chord course of N05° 29' 16"W 148.98' to a point; 5) N06° 44' 04"W 193.34' to a point; thence, through the right-of-way of Rolesville Road, N87° 08' 46"E 30.07' to an iron pipe set on the eastern right-of-way margin of Rolesville Road; said point also being in a southern line of lands of, now or

formerly, TexWest, LLC (Deed Book 10194, page 2092; Book of Maps 1985, page 1807); thence, with said lands of TexWest, the following two courses: 1) N87° 08' 46"E 707.40' to a iron pipe set; 2) N01° 16' 08"W 67.25' to an iron pipe set on the southern right-of-way margin of Fowler Road (SR 2308) (an existing 60' public right-of-way); thence, through the right-of-way of Fowler Road, N01° 16' 08"W 64.83' to a point on the northern right-of-way margin of Fowler Road, marked by an existing iron pipe; said point also being a southeastern corner of lands of, now or formerly, William L. Rogers (Deed Book 3626, page 569; Book of Maps 1985, page 1807); thence, with said lands of Rogers, N01° 16' 08"W 375.72' to a point witnessed by a 20" sweetgum tree; said point being a southwestern corner of lands of, now or formerly, Judy Jones Goodnight (Deed Book 17094, page 345); thence, along said lands of Goodnight, N86° 27' 05"E 557.57' to a point marked by an existing iron pipe with cap; said point being located in a western line of land of, now or formerly, Charles Zachary Watkins (Deed Book 17332, page 2109; Book of Maps 1979, page 324); thence, along said lands of Watkins, S01° 36' 33"E 605.21' to a point on the northern right-of-way margin of Fowler Road, marked by an existing iron pipe; thence, through the right-of-way of Fowler Road, S01° 36' 33"E 63.21' to an iron pipe set on the southern right-of-way margin of Fowler Road; thence, along said lands of Alford, S01° 36' 33"E 331.36' to the point of beginning; containing 1,673,598 square feet, or 38.42 acres of land, more or less.

TRACT 2

LANDS OF JANICE GAYLE W. STALLINGS AND HARRELL STALLINGS

SURVEY DESCRIPTION:

Reference: Survey map titled "ALTA/NSPS LAND TITLE SURVEY, ROLESVILLE ASSEMBLAGE" by MSS Land Consultants, PC, dated February 24, 2023.

All that tract, piece or parcel of land lying and being situated in the Township of Wake Forest, County of Wake, State of North Carolina, and being more particularly bounded and described as follows:

COMMENCING at an existing nail in stone marking a northwestern corner of lands of, now or formerly, Barbara Ann Jones Richards (Deed Book 1730, page 526; Deed Book 799, page 368), and a southwestern corner of land of, now or formerly, Larry Wayne Alford, Sr., and wife, Betty Dean Alford (Deed Book 7081, page 72; Book of Maps 1985, page 2003); said point also having an

NC State Plane Coordinate (NAD83(2011)) of North 781,528.76' East 2,165,673.14'; thence, from said point of commencement, S 68°18'50" W 1,492.16' to a point on the centerline of Rolesville Road (SR 1001) (an existing 60' public right-of-way); said point also being a southwestern corner of Lot 1 as shown on a subdivision plat titled "SURVEY FOR BEULAH H. WOODLIEF HEIRS", dated December 15, 2010, and recorded in Book of Maps 2011, page 84; said point also being the POINT OF BEGINNING; thence, from said POINT OF BEGINNING, along southern lines of said Lot 1, the following two courses: 1) through the right-of-way of Rolesville Road, S86° 38' 49"E 30.60' to a point on the eastern right-of-way margin of Rolesville Road, marked by an existing iron pipe; 2) S86° 38' 49"E 1,435.56' to a point marked by an existing iron pipe; said point being located in a western line of said lands of Richards; thence, along said lands of Richards, S06° 53' 59"E 498.80' to a point; said point being a northeastern corner of Lot 3 (Book of Maps 2011, page 84); thence, along northern lines of said Lot 3, the following two courses: 1) N86° 58' 09"W 1,609.12' to a point on the eastern right-of-way margin of Rolesville Road, marked by an existing iron pipe; 2) through the right-of-way of Rolesville Road, N86° 58' 09"W 30.60' to a point on the centerline of Rolesville Road; thence, along the centerline of Rolesville Road, the following three courses: 1) N11° 51' 14"E 172.96' to a point; 2) through the arc of a curve to the right, having a radius of 6,709.90', an arc length of 181.94', and a chord course of N12° 30' 01"E 181.94' to a point; 3) N14° 43' 08"E 152.36' to the point of beginning; containing 770,782 square feet, or 17.69 acres of land, more or less;

BEING the same lands described in a deed to Billy Craig Woodlief and Ellen Woodlief Holding, dated February 28, 2011, and recorded in Deed Book 14286, page 1885.

TRACT 3

LANDS OF JANICE GAYLE W. STALLINGS AND HARRELL STALLINGS

SURVEY DESCRIPTION:

Reference: Survey map titled "ALTA/NSPS LAND TITLE SURVEY, ROLESVILLE ASSEMBLAGE" by MSS Land Consultants, PC, dated February 24, 2023.

All that tract, piece or parcel of land lying and being situated in the Township of Wake Forest, County of Wake, State of North Carolina, and being more particularly bounded and described as follows:

COMMENCING at an existing nail in stone marking a northwestern corner of lands of, now or formerly, Barbara Ann Jones Richards (Deed Book 1730, page 526; Deed Book 799, page 368), and a southwestern corner of land of, now or formerly, Larry Wayne Alford, Sr., and wife, Betty Dean Alford (Deed Book 7081, page 72; Book of Maps 1985, page 2003); said point also having an NC State Plane Coordinate (NAD83(2011)) of North 781,528.76' East 2,165,673.14'; thence, from said point of commencement, S55°07'23"W 1,828.62' to a point on the centerline of Rolesville Road (SR 1001) (an existing 60' public right-of-way); said point also being a southwestern corner of Lot 2 as shown on a subdivision plat titled "SURVEY FOR BEULAH H. WOODLIEF HEIRS", dated December 15, 2010, and recorded in Book of Maps 2011, page 84; said point also being the POINT OF BEGINNING; thence, from said POINT OF BEGINNING, along southern lines of said Lot 2, the following two courses: 1) through the right-of-way of Rolesville Road, S86° 58' 09"E 30.36' to a point on the eastern right-of-way margin of Rolesville Road marked by an existing iron pipe; 2) S86° 58' 09"E 1,609.12' to a point marked by an existing iron pipe; said point being located in a western line of said lands of Richards; thence, along said lands of Richards, S06° 53' 59"E 413.48' to a point; said point being a northeastern corner of Lot 4 (Book of Maps 2011, page 84); thence, along northern lines of said Lot 4, the following four courses: 1) N89° 36' 25"W 100.00' to a point marked by an existing iron pipe; 2) N89° 36' 25"W 1,084.22' to an iron pipe set; 3) S89° 13' 22"W 574.15' to a point on the eastern right-of-way margin of Rolesville Road, marked by an existing iron pipe; 4) through the right-of-way of Rolesville Road, S89° 13' 22"W 30.71' to a point on the centerline of Rolesville Road; thence, along the centerline of Rolesville Road, the following two courses: 1) N11° 36' 25"E 505.03' to a point; 2) N11° 51' 14"E 2.60' to the point of beginning; containing 771,335 square feet, or 17.71 acres of land, more or less;

BEING the same lands described in a deed to Janice Gayle W. Stallings, and husband Harrell Stallings, dated February 28, 2011, and recorded in Deed Book 14286, page 1890.

TRACT 4

LANDS OF DONNIE L. WOODLIEF AND PATSY WOODLIEF

SURVEY DESCRIPTION:

Reference: Survey map titled "ALTA/NSPS LAND TITLE SURVEY, ROLESVILLE ASSEMBLAGE" by MSS Land Consultants, PC, dated February 24, 2023.

All that tract, piece or parcel of land lying and being situated in the Township of Wake Forest, County of Wake, State of North Carolina, and being more particularly bounded and described as follows:

COMMENCING at an existing nail in stone marking a northwestern corner of lands of, now or formerly, Barbara Ann Jones Richards (Deed Book 1730, page 526; Deed Book 799, page 368), and a southwestern corner of land of, now or formerly, Larry Wayne Alford, Sr., and wife, Betty Dean Alford (Deed Book 7081, page 72; Book of Maps 1985, page 2003); said point also having an NC State Plane Coordinate (NAD83(2011)) of North 781,528.76' East 2,165,673.14'; thence, from said point of commencement, S46°04'57"W 2,224.38' to a point on the centerline of Rolesville Road (SR 1001) (an existing 60' public right-of-way); said point also being a southwestern corner of Lot 3 as shown on a subdivision plat titled "SURVEY FOR BEULAH H. WOODLIEF HEIRS", dated December 15, 2010, and recorded in Book of Maps 2011, page 84; said point also being the POINT OF BEGINNING; thence, from said POINT OF BEGINNING, along southern lines of said Lot 3, the following four courses: 1) through the right-of-way of Rolesville Road, N89° 13' 22"E 30.71' to a point marked by an existing iron pipe on the eastern right-of-way margin of Rolesville Road; 2) N89° 13' 22"E 574.15' to an iron pipe set; 3) S89° 36' 25"E 1,084.22' to a point marked by an existing iron pipe; 4) S89° 36' 25"E 100.00' to a point; said point being a southwestern corner of said lands of Richards; thence, S06° 53' 59"E 73.05' to a point in the center of Buffalo Creek; thence, along the center of Buffalo Creek, the following six courses: 1) S18° 52' 37"W 56.68' to a point; 2) S38° 15' 12"E 25.09' to a point; 3) S05° 12' 56"E 54.55' to a point; 4) S21° 01' 52"E 80.42' to a point; 5) S27° 30' 18"E 207.75' to a point; 6) S03° 37' 01"W 26.19' to a point; said point being a northeastern corner of Lot 5 (Book of Maps 2011, page 84); thence, along northern lines of said Lot 5, the following three courses: 1) N86° 59' 43"W 103.64' to a point marked by an existing iron pipe; 2) N86° 59' 43"W 1,870.02' to a point on the eastern right-of-way margin of Rolesville Road marked by an existing iron pipe; 3) through the right-of-way of Rolesville Road, N86° 59' 43"W 30.34' to a point on the centerline of Rolesville Road; thence, along the centerline of Rolesville Road, N11° 36' 25"E 388.46' to the point of beginning; containing 816,353 square feet, or 18.74 acres of land, more or less;

BEING the same lands described in a deed to Donnie L. Woodlief and wife Patsy Woodlief, dated February 28, 2011, and recorded in Deed Book 14286, page 1896.

TRACT 5
LANDS OF BETTY JOYCE WOODLIEF

SURVEY DESCRIPTION:

Reference: Survey map titled "ALTA/NSPS LAND TITLE SURVEY, ROLESVILLE ASSEMBLAGE" by MSS Land Consultants, PC, dated February 24, 2023.

All that tract, piece or parcel of land lying and being situated in the Township of Wake Forest, County of Wake, State of North Carolina, and being more particularly bounded and described as follows:

COMMENCING at an existing nail in stone marking a northwestern corner of lands of, now or formerly, Barbara Ann Jones Richards (Deed Book 1730, page 526; Deed Book 799, page 368), and a southwestern corner of land of, now or formerly, Larry Wayne Alford, Sr., and wife, Betty Dean Alford (Deed Book 7081, page 72; Book of Maps 1985, page 2003); said point also having an NC State Plane Coordinate (NAD83(2011)) of North 781,528.76' East 2,165,673.14'; thence, from said point of commencement, S41° 08' 37"W 2,554.10' to a point on the centerline of Rolesville Road (SR 1001) (an existing 60' public right-of-way); said point also being a southwestern corner of Lot 4 as shown on a subdivision plat titled "SURVEY FOR BEULAH H. WOODLIEF HEIRS", dated December 15, 2010, and recorded in Book of Maps 2011, page 84; said point also being the POINT OF BEGINNING; thence, from said POINT OF BEGINNING, along a southern line of said Lot 4, through the right-of-way of Rolesville Road, S86° 59' 43"E 30.34' to a point marked by an existing iron pipe on the eastern right-of-way margin of Rolesville Road; thence, continuing along a southern line of said Lot 4, S86° 59' 43"E 1,870.02' to a point marked by an existing iron pipe; thence, continuing along a southern line of said Lot 4, S86° 59' 43"E 103.64' to a point in the center of Buffalo Creek; thence, along the center of Buffalo Creek, the following four courses: 1) S03° 37' 01"W 70.81' to a point; 2) S13° 29' 28"E 153.88' to a point; 3) S07° 17' 46"E 89.26' to a point; 4) S19° 33' 48"E 105.15' to a point; said point being a northeastern corner of Lot 6 (Book of Maps 2011, page 84); thence, along northern lines of said Lot 6, the following two courses: 1) N86° 29' 08"W 94.52' to a point marked by an existing iron pipe; 2) N86° 29' 08"W 2,036.61' to a point marked by an existing iron pipe; said point being located on the eastern right-of-way margin of Rolesville Road; thence, through the right-of-way of Rolesville Road, N86° 29' 08"W 30.30' to a point on the centerline of Rolesville Road; thence, along the centerline of Rolesville Road, N11° 36' 25"E 388.42' to the point of beginning; containing 814,894 square feet, or 18.71 acres of land, more or less;

BEING the same lands described in a deed to Betty Joyce Woodlief, dated February 28, 2011, and recorded in Deed Book 14286, page 1902.

TRACT 6

LANDS OF DWIGHT THOMAS WOODLIEF

SURVEY DESCRIPTION:

Reference: Survey map titled "ALTA/NSPS LAND TITLE SURVEY, ROLESVILLE ASSEMBLAGE" by MSS Land Consultants, PC, dated February 24, 2023.

All that tract, piece or parcel of land lying and being situated in the Township of Wake Forest, County of Wake, State of North Carolina, and being more particularly bounded and described as follows:

COMMENCING at an existing nail in stone marking a northwestern corner of lands of, now or formerly, Barbara Ann Jones Richards (Deed Book 1730, page 526; Deed Book 799, page 368), and a southwestern corner of land of, now or formerly, Larry Wayne Alford, Sr., and wife, Betty Dean Alford (Deed Book 7081, page 72; Book of Maps 1985, page 2003); said point also having an NC State Plane Coordinate (NAD83(2011)) of North 781,528.76' East 2,165,673.14'; thence, from said point of commencement, S37° 21' 20"W 2,898.37' to a point on the right-of-way centerline of Rolesville Road (SR 1001) (an existing 60' public right-of-way); said point also being a southwestern corner of Lot 5 as shown on a subdivision plat titled "SURVEY FOR BEULAH H. WOODLIEF HEIRS", dated December 15, 2010, and recorded in Book of Maps 2011, page 84; said point also being the POINT OF BEGINNING; thence, from said POINT OF BEGINNING, along a southern line of said Lot 5, through the right-of-way of Rolesville Road, S86° 29' 08"E 30.30' to a point on the eastern right-of-way margin of Rolesville Road, marked by an existing iron pipe; thence, continuing along a southern line of said Lot 5, S86° 29' 08"E 2,036.61' to a point marked by an existing iron pipe; thence, continuing along a southern line of said Lot 5, S86° 29' 08"E 94.52' to a point in the center of Buffalo Creek; thence, along the center of Buffalo Creek, the following seven courses: 1) S19° 33' 48"E 54.16' to a point; 2) N87° 33' 10"E 75.19' to a point; 3) S80° 55' 53"E 92.15' to a point; 4) S32° 50' 43"E 45.25' to a point; 5) S0° 05' 28"E 124.26' to a point; 6) S28° 43' 30"E 78.63' to a point; 7) S68° 30' 30"E 50.46' to a point marked by an existing iron pipe; said point being a northeastern corner of lands of, now or formerly, HC Rolesville Investments, LLC (Deed Book 18857, page 2126; Book of Maps 1998, page 1776); thence, along said lands of HC

Rolesville Investments, the following two courses: 1) N88° 56' 43"W 474.91' to a point marked by an existing iron pipe; 2) N88° 20' 38"W 1,796.39' to a point marked by an existing iron pipe; said point being a northeastern corner of lands of, now or formerly, Charles T. Clark, and wife, Patricia

H. Clark (Deed Book 4572, page 246; Book of Maps 1985, page 765); thence, along said lands of Clark, the following two courses: 1) N88° 52' 07"W 224.55' to an existing iron pipe; 2) N88° 52' 07"W 10.87' to a point on the eastern right-of-way margin of Rolesville Road; thence, through the right-of-way of Rolesville Road, N88° 52' 07"W 30.66' to a point on the right-of-way centerline of Rolesville Road; thence, along the right-of-way centerline of Rolesville Road, the following three courses: 1) N13° 00' 14"E 231.13' to a point; 2) N12° 19' 14"E 147.64' to a point; 3) N11° 36' 25"E 9.40' to the point of beginning; containing 812,925 square feet, or 18.66 acres of land, more or less; BEING all of PARCEL ONE as described in a deed from Carolyn S. Woodlief to Dwight Thomas Woodlief, dated August 19, 2021, and recorded in Deed Book 18654, page 863.

Section 2. That the Mayor and Board of Commissioners directs a duly certified copy of this ordinance and annexation boundary map be submitted for filing to the Office of the Register of Deeds of Wake County and the Office of the Secretary of the State of North Carolina.

Adopted this 5th day of March, 2024.

Ronnie I. Currin
Town of Rolesville Mayor

CERTIFICATION

I, Robin E. Peyton, Town Clerk for the Town of Rolesville, North Carolina, do hereby certify the foregoing to be a true copy of an ordinance duly adopted at the meeting of the Town Board of Commissioners held on this 5th day of March, 2024.

Robin E. Peyton
Town Clerk



FUTURE TOWN BOARD MEETINGS
(Please note this schedule is subject to change)

- March 9, 2024 Women’s Leadership Brunch – 10:00 a.m. to 2:00 p.m. New Bethel
- March 19, 2024 Town Board Work Session – 6:00 p.m.
- Noise Ordinance
 - Habitat for Humanity
 - Davenport/CIP
 - McAdams/The Farm
 - Consideration of Future of 6.5-acre Parcel Behind Town Hall.
 -
- April 2, 2024 Town Board Regular Meeting – 7:00 p.m. (Staff Reporting: PL/ED/Chamber)
- Consent: Minutes of March 5th and March 19th.
 - Consent: Budget Amendment – Comprehensive Land Use Plan.
 - Legislative Hearing: ANX22-05 Harris Creek Farms.
 - Planning Department Rezoning Briefing.
- April 16, 2024 Town Board Work Session – 6:00 p.m.
- May 7, 2024 Town Board Regular Meeting – 7:00 p.m. (Staff Reporting: PR/PW)
- Proclamation: National Small Business Week.
- May 21, 2024 Town Board Work Session – 6:00 p.m.
- Present FY24/25 Budget
 -
- June 4, 2024, Town Board Regular Meeting – 7:00 p.m. (Staff Reporting: PD)
- Consent: Minutes of May 7th and May 21st.
 - Consent: Powell Bill Adoption.
 - Budget Public Hearing
- June 18, 2024 Town Board Work Session – 6:00 p.m.

Planning Items to be Scheduled by Planning Director:

- REZ-23-05/ANX23-04 – Scarboro Apartments/201 S. Main Street – Legislative Hearing
- REZ23-01 - Averette and Jones Dairy Mixed Use – Legislative Hearing.