



Agenda
Planning Board
Monday, February 24, 2020
7:00 PM

Item	Topic
1.	Call to order
2.	Invocation and Pledge of Allegiance
3.	Welcome new member Davion Cross and reappointment of Mark Powers.
4.	Election of Chairperson and Vice-Chairperon.
5.	Approve the November 25, 2019 Planning Board meeting minutes
6.	Training Session – Introduction into Land Use Regulations
7.	Planning Department’s report
	a. December Development Report
	b. January Development Report
8.	Town Attorney’s report
9.	Other business
10.	Adjournment

**REGULAR MEETING OF THE
TOWN OF ROLESVILLE
PLANNING BOARD
November 25, 2019**

(The Planning Board has not officially adopted these draft minutes.)

PRESENT: Mark Powers, Mike Moss, Frank Pearce, Jim Westbrook, Ruth Payne,
Donnie Lawrence, Town Manager Kelly Arnold, Economic Development
Manager Michal McFarland, Town Attorney David York

ABSENT: Board Member Jim Schwartz, Planning Director Danny Johnson

CALL TO ORDER

Chairman Mark Powers called the meeting to order at 7:01 p.m.

INVOCATION

Board Member Moss gave the invocation.

PLEDGE OF ALLEGIANCE

The board collectively recited the Pledge of Allegiance.

APPROVAL OF MINUTES

Upon a motion by Board Member Frank Pearce and second by Board Member Donnie Lawrence the minutes of October 28, 2019 were approved, by unanimous vote.

UNIFIED DEVELOPMENT ORDINANCE MAP AMENDMENT: MA Case 19-03 A-MASTER TEAM TOWN HOMES

Town Manager Kelly Arnold reviewed the rezoning request of 4.3 acres at Grand Rock Way, and introduced *Johnny Edwards Civil Engineer for Applicant A- Master Team* to the board for further questions. Important to note, the existing zoning parcel in question is a split parcel, and what is adjacent is zoned commercial outlying special use district. The request is to modify this current zoning to be consistent with the future land use to this conditional special land use which is what the other 3 plus acres of this lot is. The rezoning would allow for a multi-use mixed commercial use.

If adopted, they have applied for a special use permit to adopt a new site plan for this property. The new site plan shows commercial along Rogers Road, and town homes in the rear of the property. The applicant held a neighborhood meeting on November 13, 2019, with three citizens in attendance. No traffic impact analysis has been conducted at this time for the master plan. If adopted, it will go before the town board. Planning department staff finds the request reasonable in light of public interest and is consistent with the comprehensive plan and the future land use plan. Staff favorably recommends obtaining a Master Map Amendment 19-03, for consideration of the Planning Town Board Commissioners. The petition is reasonable and in the public interest, because the commercial outlying special use district promotes commercial growth and multifamily residential development.

Planning Board Member Donnie Lawrence would like to know if the access will be behind Auto Zone tied in behind the daycare?

Planning Board Member Ruth Payne expressed concern for the Coffee Lodge, as they have been in town for a while and she would like to make sure they are protected if the rear entrance is used as a cut through.

Planning Board Members Mark Powers and Mike Moss were concerned it would be a straight shot, but if it had a stop condition, that would deter those attempting to use it as a cut through.

Planning Board Member Frank Pearce asked if we could introduce a Right turn in Right turn out only. Kelly added this idea is already in our Main Street Vision plan, which is about 30% designed and includes a right in/right out; also noting Exxon Mobile was not in favor of removing a left turn capability from their gas station.

Planning Board Member James Westbrook raised concern if the existing townhome occupants would be disrupted by the commercial access, reminding the audience of the Walmart Express a few years ago that tried to come in to that same space. The board at that time proposed restrictions of operational hours from 8 am to 10 pm. He would like to limit commercial access and inquired how to protect the occupants and keep it residential.

A- Master Plan Applicant Civil Engineer Mr. Edwards replied this proposal is zoned for 2.5 acres of commercial mixed use, and he is not sure how to ensure the commercial section does not interfere with the residential access. This is zoned R&PUD, left over from the Walmart project that didn't get built. Coming back with remaining 4.3 acres remaining R&PUD and zoned CO- commercial outlying and SUD. With this will be a special use permit for 47 townhomes, accessed off Grand Rock Way, leaving the front 2.5 acres for commercial use. There is not enough room for right in, right out use.

Town Attorney David York stated once the special use permit is accepted, conditions of approval could be attached at the site plan review. Planning Board Member Mark Powers asked for a time frame for this to go before the town board from Town Manager Kelly Arnold. Kelly stated he hopes to bring the map amendment to the first meeting in January, then follow up with a Master plan in February.

Planning Board Member Mark Powers asked the general audience for questions or comments, and heard none.

Moved by Planning Board Member Donnie Lawrence and second by Board Member Frank Pearce to recommend that the town board commissioners approve the requested rezoning of MA 19-03. Petition is reasonable and in the public's interest because the commercial outlying special use district CO-SUD promotes commercial growth and multi-residential development. The petition is consistent with Rolesville's

comprehensive plan, because it addresses the need for mixed use. The commercial outlying special use district is also consistent with the future land use maps call for commercial use. Motion carried by unanimous vote.

APPROVE THE 2020 PLANNING BOARD MEETING SCHEDULE

Town Manager Kelly Arnold addressed the 2020 schedule. In 2020, he anticipates a couple of special meetings with the rewrite, the UDO, and the traffic studies. Also joint town board and planning board meetings to discuss specific topics. Board Member James Westbrook asked when the new town board comes in. Kelly stated on December 3, the old board starts the meeting and the new board will be sworn in. Planning Board Member Donnie Lawrence commented that is the same night as the Holiday Tree Lighting. Planning Board Member Ruth Payne asked if the meeting will occur at 7 pm after the tree lighting. Kelly confirmed it is, and reminded them they can watch the meeting as it is now televised on channel 22 or via YouTube.

Town Attorney David York stated there must be a motion to cancel the December 16, 2019 Planning Board meeting and approve the 2020 schedule. Upon a motion by Board Member Ruth Payne and second by Board Member Mike Moss the motion to remove the December Planning Board meeting was approved, by unanimous vote.

PLANNING DEPARTMENT'S REPORT

Town Manager Kelly Arnold reported in the absence of Planning Director Danny Johnson reported on the following:

-Town staff met with Planning Board Members Mark Powers and Ruth Payne, as well as with Town Board Members Jacky Wilson and Paul Vilga prior to tonight's planning board meeting to review four consultants to start the proposed UDO rewrite. Three consultants have been picked. If all goes well, they hope to have the one chosen start in January. Process should take about twelve to eighteen months. The UDO should be rewritten every five years; our UDO is well overdue and has not been rewritten in fifteen years. Intent is to spend some time on those that are not cookie cutter, but are appropriate for Rolesville. Kelly is looking for joint participation, ensuring the planning board is in sync with the town board throughout this process. There will be a public input part.

-Kimley Horne is onboard for the transportation study. Contract is signed to get started on the street study. Masterplan review of what is working. Focus will be on Young Street and Rolesville Road, especially due to the twenty-two hundred homes in the last six months built in proximity. Also, how to build up the rest of the community for transportation.

-The Transit study with the Town of Wake Forest and RLS is about to get started. Hopefully the end of January sometime around January 21st, he would like to have both consultants of those two studies come and talk to the board. Kelly invited the

planning board to come for a discussion with the town board. If the UDO consultant is ready, he might bring them in too.

-Strategic Plan process is about to start. The town board will have an introduction on December 3rd. Looking to outline what the board hopes to accomplish over the next five to ten years, which will be influenced on growth and land use. Public input session will take place. This will include everything from land use, public safety, culture, recreation, etc. Expectation is the first six months of 2020 will be busy.

-Important to note: Mical McFarland, the Economic Development Manager and Kelly are handling the Planning Department along with the help of Interim Planning Director Tim Clark. Caroline Richardson has left the Town of Rolesville to join Stuart Consulting, to further her career in private consulting. We hired Allison Wright on a part-time temporary basis with GIS experience. After Thanksgiving, we will advertise for a Mid-Level Planner with more experience. As stated in the recent study conducted, the planning department is understaffed.

Board Member James Westbrook asked about the RFQ for the consultant for the UDO, specifically what information was provided with regards to cost. Town Manager Kelly Arnold responded there was no budget divulged, just what the expectation is. We will be given three sealed envelopes, to which they will chose the best candidate and see if that person is affordable. It will be based upon a project, and hopefully we can afford them. If not, they will move to the second consultant. There is no set price on this. Board Member Ruth Payne asked if this was negotiable. Kelly responded it was. Once they make their choice, the first thing they will do is sit down and make sure they get the scope right, and make sure the pricing is in line with that scope. Then you get the final price with the contract. He is looking for not just a nice UDO, but also a development handbook. It will have less than 10 pages to quickly find how to do things in Rolesville.

TOWN ATTORNEY'S REPORT

Town Attorney David York- Wished everyone a happy holiday season. Nothing else to report.

OTHER BUSINESS

There being none, Planning Board Member Moss also wished everyone a safe holiday season.

ADJOURN

There being no more business before the board, upon a motion by Board Member Donnie Lawrence and second by Board Member Frank Pearce, the meeting was unanimously adjourned at 7:46 p.m.



December 2019 Development Activity Status Report



Developments

The tables below list Rolesville's commercial and residential developments currently under construction, in review, and/or approved.

Under Construction

Table 1

Project	Description	Status
Carlton Pointe Phase 3B	39 single-family lots	Final plat approved
Elizabeth Springs (Heights) Tract A	89 single-family lots	Tract A construction plans approved
Granite Falls Phase 6	34 single-family lots	Final plat approved
Granite Ridge Townhomes Phase 5	15 townhomes	Phase 5 construction plans approved
Perry Farms Phase 1	74 single-family lots	Phase 1 recorded Phases 2 and 3 construction plans approved
Stonewater Phase 5	55 single-family lots	Final plat pending

In Review and/or Approved

Table 2

Project	Description and Case Numbers	Status
101 and 115 Redford Place Dr.	3-story retail space and medical offices MA 19-04 (R-1 to CO-CZ) SP 19-03 1.62 acres	Map Amendment (Rezoning) approved 9/3/19 Site Plan approved 11/4/19
515 S Main St.	Single Family Home MA 19-05 (R-1 to CO-CZ)	Map Amendment (Rezoning) approved 10/1/19
A-Master Team Townhomes	Vacant Land on Rogers Road MA 19-03 (R&PUD to CO-SUD) SUP 19-02 7.44 acres; 47 townhomes	Planning Board meeting complete 11/25/19 Public Hearing scheduled for 1/7/20
Townes at Carlton Pointe	Vacant Land adjacent to ABC Store MA 18-05 (OP-SUD to R&PUD) SP 19-02 5.8 acres; 53 townhomes	Map Amendment (Rezoning) approved 4/16/19 Site Plan approved 10/1/19
Chandlers Ridge	Proposed Subdivision off Averette Road MA 18-01 171.53 acres; 90 single-family lots	Map Amendment (Rezoning) approved 6/4/19 Development agreement pending

Elizabeth Springs (Elizabeth Heights)	Planned Unit Development off Averette Road SUP 19-03 for phasing of road improvements SP 19-01 82.4 acres 89 single-family lots; 98 townhomes	Special Use Permit approved 11/4/19 Site Plan approved 11/4/19
Kalas Falls, Rogers Farm, and Watkins Property	Planned Unit Development off Rolesville Rd MA 19-02 (R1 & R2-SUD to R&PUD-CZ) SUP 19-01 for PUD Master Plan 216.99 acres 484 single-family lots; 108 townhomes	Map Amendment (Rezoning) approved 11/19/19 Special Use Permit approved 11/19/19
The Point (Young St. PUD/Shearon-Byrum-Williams)	Planned Unit Development off Rolesville Rd SUP 18-09 309.01 acres 320 single-family lots; 631 townhomes 15 acres commercial	Map Amendment (Rezoning) approved 8/20/19 Special Use Permit approved 8/20/19
The Preserve at Jones Dairy Road Central	Planned Unit Development off Averette Rd SUP 18-06 90.2 acres 261 single-family lots; 173 townhomes	Special Use Permit approved 8/6/19
The Preserve at Jones Dairy Road North	Planned Unit Development off Averette Rd SUP 18-07 49.6 acres 141 single-family lots; 65 townhomes	Special Use Permit approved 8/6/19
The Preserve at Jones Dairy Road South	Planned Unit Development off Averette Rd MA 18-04 (R1 & R2-SUD to R&PUD) SUP 18-05 54.01 acres 221 single-family lots	Map Amendment (Rezoning) approved 9/17/19 Special Use Permit approved 9/17/19
Regency at Heritage	Subdivision off Forestville Road S 18-03 17.72 acres 27 single-family lots	Preliminary Plat approved 4/2/19
Thales Academy	Proposed Planned Unit Development at Averette Rd and Wait Ave. 87.7 acres for 143 single-family lots 31.42 acres for school	Annexation approved 3/6/18 Map Amendment (Rezoning) approved 4/20/18 Special Use Permit approved (6/5/18) Preliminary Plat not submitted School site plan TRC review pending

Permitting Activity

The Town of Rolesville issued 18 single-family dwelling permits in October and 10 in November 2019. In October and November 2018, the Town issued 10 and 11 respectively. Averette Ridge, Carlton Pointe, Granite Ridge, Perry Farms, Stonewater, and Willoughby subdivisions received building permits in October and Barrington, Carlton Pointe, and Willoughby received building permits in November. The Town also issued 12 Certificates of Occupancy for single-family homes in October and 17 in November. The Town of Rolesville has experienced a decline in permitting activity since January 2019. From January 2018 to November 2018, the Town issued 168 permits. During that corresponding period in 2019, the Town issued 137 permits, a 19% decrease so far this calendar year.

There are significant developments in the review process that have a large number of units. These developments could increase permitting activity in coming months.

Availability

Table 3 shows lots available for permits by subdivision.

Table 3

Subdivision	Total Lots	Platted Lots	Issued Permits October	Issued Permits November	Lots Available for Permits
Averette Ridge	158	158	1	0	30
Barrington (Phase 1)	34	34	0	3	9
Carlton Pointe	292	272	3	5	34
Cedar Lakes	163	163	0	0	0
Drayton Reserve	156	156	0	0	0
Granite Falls (Phases 1A, 1B, and 2)	80	80	0	0	0
Granite Falls (Phases 3&4, 3&4 Section 3, and 6)	101	101	0	0	65
Granite Ridge Townhomes	82	62	10	0	10
Perry Farms	115	41	3	0	11
Stonewater	208	153	1	0	10
Willoughby	88	88	2	2	27



January 2020 Development Activity Status Report



Developments

The tables below list Rolesville's commercial and residential developments currently under construction, in review, and/or approved.

Under Construction

Table 1

Project	Description	Status
Barrington Townhomes Phase 2	32 townhomes	Final site plans reviewed Final plat approved 11/19/19 Building Permits pending
Carlton Pointe Phase 3B	2 single-family lots	Final plat approved
Elizabeth Springs (Heights) Tract A	89 single-family lots	Tract A construction plans approved
Granite Falls Phase 6	2 single-family lots	Final plat approved
Granite Ridge Townhomes Phase 5	10 townhomes	Phase 5 construction plans approved
Perry Farms Phase 1	74 single-family lots	Phase 1 recorded Phases 2 and 3 construction plans approved
Stonewater Phase 5	3 single-family lots	Final plat pending
Townes at Carlton Pointe	37 Townhouse lots	Site Plan approved, under construction

In Review and/or Approved

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Project	Description and Case Numbers	Status
101 and 115 Redford Place Dr.	3-story retail space and medical offices MA 19-04 (R-1 to CO-CZ) SP 19-03 1.62 acres	Map Amendment (Rezoning) approved 9/3/19 Site Plan approved 11/4/19
515 S Main St.	Single Family Home MA 19-05 (R-1 to CO-CZ)	Map Amendment (Rezoning) approved 10/1/19
A-Master Team Townhomes	Vacant Land on Rogers Road MA 19-03 (R&PUD to CO-SUD) SUP 19-02 7.44 acres; 47 townhomes	Planning Board meeting complete 11/25/19 MA 19-03 approved 01/07/2020 SUP 19-02 pending

Townes at Carlton Pointe	Vacant Land adjacent to ABC Store MA 18-05 (OP-SUD to R&PUD) SP 19-02 5.8 acres; 53 townhomes	Map Amendment (Rezoning) approved 4/16/19 Site Plan approved 10/1/19
Chandlers Ridge	Proposed Subdivision off Averette Road MA 18-01 171.53 acres; 90 single-family lots	Map Amendment (Rezoning) approved 6/4/19 Development agreement pending
Elizabeth Springs (Elizabeth Heights)	Planned Unit Development off Averette Road SUP 19-03 for phasing of road improvements SP 19-01 82.4 acres 89 single-family lots; 98 townhomes	Special Use Permit approved 11/4/19 Site Plan approved 11/4/19
Kalas Falls, Rogers Farm, and Watkins Property	Planned Unit Development off Rolesville Rd MA 19-02 (R1 & R2-SUD to R&PUD-CZ) SUP 19-01 for PUD Master Plan 216.99 acres 484 single-family lots; 108 townhomes	Map Amendment (Rezoning) approved 11/19/19 Special Use Permit approved 11/19/19
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Regency at Heritage	Subdivision off Forestville Road S 18-03 17.72 acres 27 single-family lots	Preliminary Plat approved 4/2/19 Construction Plan pending approval
Thales Academy	Proposed Planned Unit Development at Averette Rd and Wait Ave. 87.7 acres for 143 single-family lots 31.42 acres for school	Annexation approved 3/6/18 Map Amendment (Rezoning) approved 4/20/18 Special Use Permit approved (6/5/18) Preliminary Plat not submitted School site plan TRC review pending

Permitting Activity

The Town of Rolesville issued nine single-family dwelling and ten townhome permits in January 2020. In January 2019, the Town issued 10 permits. Carlton Pointe, Granite Falls, Granite Ridge, Stonewater, and Willoughby subdivisions received building permits in January. The Town also issued eight Certificates of Occupancy for single-family homes in January. The Town of Rolesville has experienced an increase in permitting activity since January 2019. From January 2019 to December 2019, the Town issued 140 permits, a 23.91 % decrease for the calendar year.

There are significant developments in the review process that have a large number of units. These developments could increase permitting activity in coming months.

Availability

Table 3 shows lots available for permits by subdivision.

Table 3

Subdivision	Total Lots	Platted Lots	Issued Permits January	Lots Available for Permits
Averette Ridge	158	158	0	29
Barrington (Phase 1)	34	34	0	9
Barrington (Phase 2)	32	0	0	34
Carlton Pointe	292	272	3	31
Cedar Lakes	163	163	0	0
Drayton Reserve	156	156	0	0
Granite Falls (Phases 1A, 1B, and 2)	80	80	0	0
Granite Falls (Phases 3&4, 3&4 Section 3, and 6)	101	101	2	63

Granite Ridge Townhomes	82	82	10	0
Perry Farms	115	41	0	11
Stonewater	208	208	3	62
Willoughby	88	88	1	26

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