



**Planning Board Meeting**  
**June 24, 2023 - 7:00 PM**  
**502 Southtown Circle, Rolesville, NC 27571**

**MINUTES**

**PRESENT:** Mike Moss, Chair  
Jim Schwartz, Board Member  
Derek Versteegen, Board Member  
Meredith Gruber, Planning Director  
Michele Raby, Planning Board Clerk/Planner I  
Donnie Lawrence, Board Member  
Steve Hill, Board Member  
Erin Catlett, Deputy Town Attorney  
Mike Elabarger, Senior Planner

**ABSENT:** Davion Cross, Vice-Chair, Tisha Lowe, Board Member, Michelle Medley, Commissioner/ Planning Board Liaison

**A. CALL TO ORDER**

Chair Moss called the meeting to order at 7:01 p.m.

**A.1. PLEDGE OF ALLEGIANCE**

The Board collectively recited the Pledge of Allegiance.

**A.2. INVOCATION**

Chair Moss delivered the invocation.

**A.3. APPROVAL of May 22, 2023, Planning Board meeting minutes.**

Moved by Board Member Versteegen and Seconded by Board Member Lawrence. The motion to approve the minutes of May 22, 2023, was carried by unanimous vote.

**B. REGULAR AGENDA**

**B.1. TA-23-05 – LDO Sections 3.4.E.2.a., 3.4.1, 3.4.2, 3.4.3., 5.1.2.B.5., 6.4.4.A.9, 9.2.1.A.1., 9.2.1.B.5.e., 9.2.3.D., and 11 (Definitions) – Applicant Initiated Text Amendment**

Mr. Elabarger gave the board a presentation of the proposed applicant-initiated text amendment to change the Land Development Ordinance (LDO) to allow 'Dwelling, Single Family, Attached' zoning use (commonly referred to as 'Townhomes/Townhouses') when at the Subdivision stage of development, to have the Lots be able to take lot frontage from private access easements as opposed to the currently required (and only option) of public right-of-ways (ie, public streets, roads). The Zoning use of (Townhomes) is permitted by right in the following zoning districts: Residential High Density (RH) and the three varieties of Mixed-Use District: Town Center (TC), Activity Center (AC), and Neighborhood Center (NC).

Keith Robins-Strong Rock Engineering and Jason Pfister-Ellis Development Group represented the applicant and answered questions of the board regarding if there will be an HOA, maintenance concerns, easement language, covenant language to include "public safety may utilize private access easements" and to add the maximum private access easement length of no more than 150-feet.

There were no public speakers.

Moved by Board Member Schwartz and Seconded by Board Member Hill. The motion to recommend approval of TA-23-05 – Applicant-Initiated Text Amendment to LDO Sections 3.4.E.2.a., 3.4.1, 3.4.2, 3.4.3., 5.1.2.B.5., 6.4.4.A.9, 9.2.1.A.1., 9.2.1.B.5.e., 9.2.3.D., and 11 (Definitions) with the additional recommendation of a limit in length to the private access easement of one hundred fifty feet (150-feet) or less to the Town Board of Commissioners. The motion carried with a 3-1 vote; Ayes: Board Member Lawrence, Board Member Schwartz, and Board Member Hill; Nays: Board Member Versteegen.

## **B.2. REZ-23-03-Hills at Harris Creek Rezoning Map Amendment**

Mr. Elabarger described the proposed Map Amendment application from Wake County's R-30 Zoning District to the Town's Land Development Ordinance (LDO) zoning district of Neighborhood Center (NC) as a Conditional Zoning (CZ) District and Residential High (RH) as a Conditional Zoning (CZ) District.

Keith Robins-Strong Rock Engineering and Jason Psister-Ellis Development Group represented the applicant and answered questions of the board stating a proposed pollinator garden will be in the unimproved open space due to the Duke Power lines and highlighted the topographical constraints of the wetlands, both of which make the property unique. Regarding greenways, Mr. Pfister noted Hopper Communities- 5109 Mitchell Mill and Kalas Falls are believed to be less than 1 mile from this project, and the greenway gap will close when the parcels in between are built in the future ensuring connectivity. Regarding proposing Townhomes in this location, Board Member Versteegen shared opinion that he is not in favor, nor believes the Town Board of Commissioners would be. The Applicant noted that both the 5109 Mitchell Mill and Kalas Falls projects are approved and include Townhomes, and both are further in the development process.

There were no public speakers.

**Moved by Board Member Lawrence and Seconded by Board Member Schwartz. The motion to recommend approval of REZ-23-03 Hills at Harris Creek Rezoning Map Amendment carried with a 3-1 (Lowe and Cross absent) vote; Ayes: Board Member Lawrence, Board Member Schwartz, and Board Member Hill; Nays: Board Member Versteegen.**

## **B.3. TA-22-01 – LDO Sections 5.1.2.J. and 3.1.3.B. – Applicant-initiated Text Amendment**

Ms. Gruber gave the board a presentation of the proposed applicant-initiated text amendment to change the Land Development Ordinance (LDO) to expand the descriptions of the three varieties of 'Residential Care Facilities' currently described in LDO Section 5.1.2.J., amend the means of calculation for the density of Residential Care Facility rooming units, and amend the maximum building height for 'Residential Care Facilities' within the Residential High (RH) zoning district.

Mathew Carpenter-Parker Poe and Jim Lindsey-Arden Active Living represented the applicant and answered questions of the board including defining low-end clientele (\$1k per month) versus high-end (\$3k per month+) or middle market (\$2k per month+). This facility targets the middle market. The height of surrounding buildings, senior definition (age), veteran housing, and convalescent care were all discussed, as well as the height of the commercial building maximum height.

There were no public speakers.

**Moved by Board Member Hill and Seconded by Board Member Versteegen. The motion to recommend approval of TA-22-01 – LDO Sections 5.1.2.J. and 3.1.3.B. – Applicant-initiated Text Amendment carried with a unanimous vote (3-1, Lowe and Cross absent).**

## **B.4. MA-22-10 – 4724 Burlington Mills Rd (Arden at Rolesville) - Rezoning Map Amendment**

Ms. Gruber described the proposed Map Amendment application to change the zoning from General Commercial Conditional Zoning District (GC-CZ) to Residential High Conditional Zoning District (RH-CZ).

Mathew Carpenter-Parker Poe and Jim Lindsey-Arden Active Living represented the applicant and answered questions of the board including guest limitations, concerns about students from Rolesville Middle School, fencing, a crosswalk with a signal light to cross Main Street and Rolesville Middle School Drop-off and Pick-up traffic.

**Moved by Board Member Hill and Seconded by Board Member Lawrence. The motion to recommend approval of MA-22-10- 4724 Burlington Mills Rd (Arden at Rolesville) - Rezoning Map Amendment carried with a unanimous vote (3-1, Lowe and Cross absent).**

## **C. COMMUNICATIONS**

### **C.1. Planning Director's Report**

#### **a. Update on Previous Planning Board Recommendations**

On July 6, 2023, the Town Board continued the Public Hearing on MA 22-05-1216 Rolesville Road to the August 1, 2023, Town Board Meeting.

**b. May and June Development Report**

In May there were twenty-one (21) total dwelling unit permits issued and in June there were seven (7) total dwelling unit permits issued. Permits are down compared to this time last year.

**C.2. Town Attorney's Report**

Deputy Town Attorney Catlett noted nothing at this time.

**C.3. Other Business**

None at this time.

**C.4. Adjournment**

Board Member Lawrence made a motion to adjourn and Seconded by Board Member Schwartz. The motion was carried by unanimous vote. The meeting was adjourned at 9:20 p.m.



Mike Moss, Planning Board Chairman



Michele Raby, Planning Board Clerk/Planner