



**Planning Board Regular Meeting**  
Monday, November 23, 2020 - 7:00 PM  
502 Southtown Circle, Rolesville, NC 27571

**Notice:**

Please refer to COVID-19 instructions for this meeting:

<https://www.rolesvillenc.gov/agendas-minutes>

If you wish to join us via Zoom to watch a live broadcast of our meeting, please click here:

<https://us02web.zoom.us/j/81789380951?pwd=OG9uc3laSnpzcy9DVWo2dmhLb1VIUT09>

Meeting ID: 817 8938 0951      Passcode: 175664

**AGENDA**

**A. CALL TO ORDER**

1. Pledge of Allegiance
2. Invocation
3. Approve Planning Board meeting minutes
  - a. October 13, 2020, Planning Board Special Called Meeting
  - b. October 26, 2020, Planning Board Meeting
4. UDO TA 20-04 Town Center Zoning District Text Amendment continued review
  - a. Memo TA 20-04 Town Center
  - b. Updated Proposed TC Text Amendment
  - c. Comments from Bass, Nixon & Kennedy, Inc.
5. Planning Director's report
  - a. Development Activity Report
6. Town Attorney's report
7. Other business
8. Adjournment

The Town of Rolesville is committed to providing accessible facilities, programs and services for all people in compliance with the American with Disabilities Act. Should you need assistance or a particular accommodation for this meeting please contact the ADA Coordinator.



**Special Planning Board Meeting  
Tuesday October 13, 2020- 7:00 PM  
502 Southtown Circle, Rolesville, NC 27571**

## **MINUTES**

**PRESENT:** Mark Powers, Chairman  
Jim Schwartz, Board Member  
Davion Cross, Board Member

Mike Moss, Vice-Chairman  
Donnie Lawrence, Board Member  
Michelle Medley, Mayor Pro-Tem/  
Planning Board Liaison

Kelly Arnold, Town Manager  
Town Attorney, Dave Neill  
Julie Spriggs, Planner II

Danny Johnson, Planning Director  
Mical McFarland, Econ. Dev. Mgr.  
Shelly Raby, Development Spec.

**ABSENT:** Frank Pearce, Board Member

## **CALL TO ORDER**

Chairman Mark Powers called the meeting to order at 7:00 p.m.

## **PLEDGE OF ALLEGIANCE**

The board collectively recited the Pledge of Allegiance.

## **INVOCATION**

Vice-Chairman Moss gave the invocation.

## **UDO TA 20-04 TOWN CENTER ZONING DISTRICT TEXT AMENDMENT**

**Planning Director Danny Johnson** gave a brief overview of the purpose for tonight's meeting.

**Mayor Pro-Tem Medley** asked for a side by side comparison chart or a before and after comparison chart going forward.

**Mr. Johnson**-Ms. Spriggs will provide going forward

**Vice-Chairman Moss** asked in the coverage section, does it refer to the over all building or just the site development, and why do we have a minimum coverage?

**Mr. Johnson**- This is not just the building, this is pavement/everything. The consultants recommended we follow a form based code system, and Stormwater would still have to apply. We are trying to avoid a big open gap, with more of a street effect. A building must occupy at least 50% of the frontage.

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The Town of Rolesville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act. Should you need assistance or a particular accommodation please contact the ADA Coordinator.

**Board Member Schwartz** asked about putting murals on the buildings?

**Mr. Johnson** will look into it, but thought that would fall under signs.

**Mr. Neill** reviewed the definition for a blank wall area. A blank wall area shall refer to portions of an exterior façade that does not include windows, doors, columns, pilasters, architectural features greater than one foot in depth or a substantial material change and is displayed. Paint shall not be a significant material change. Blank wall area applies in both a vertical and horizontal direction of the building façade and applies to ground floors and the upper floors. Unless the board wishes to change the ordinance, currently the answer would be no on a mural.

**Mr. Johnson** moved on to buildings, noting that under the current UDO the town restricts square footage. The maximum square footage of a building is 15,000 square feet.

-The proposed change would increase the square footage to 35,000 square feet and this only applies to single use. Multiple-use or mixed-use has no maximum square footage, with the exception for the limitation of how many stories high you can go without obtaining special approval from the town board of commissioners, to go higher than five stories. Developers have by right the ability to go three stories high without approval from the commissioners other than the normal planning processes.

- Restaurants with a drive thru would need to be placed to the side or the rear of the building, you cannot have it in the front.

**Commissioner Medley** asked about a rooftop restaurant?

**Mr. Johnson**-Yes that is permitted

**Mr. Johnson** moved on to streetwalls stating the object is to create a separation between the public sidewalk and the parking lot.

**Planning Board Member Lawrence** asked if a streetwall will be required anywhere there is traffic?

**Mr. Johnson**- Yes to the street, not to the interior, this is dealing with the street.

**Planning Board Member Schwartz** questioned what if it's an interior private street to a parking lot?

**Mr. Johnson** will check the definition when we get to it.

**Mr. Johnson**- lets focus on the building form and placement and less on the use. He then reviewed the recommendation to exempt section 5 as a redundant section. We are not repealing it, we are just saying it doesn't apply to the town center. It is just a simple exemption, so we do not have a duplication in our code.

**Mr. Johnson** reviewed section 6, parking and loading requirements. An alternate parking plan option could go through the board of commissioners. Parking standards will be unique to the town center.

**Planning Board Member Schwartz** asked if the parking lot could be a parking garage/deck.

**Mr. Johnson**- Yes, subject to approval by the town board of commissioners.

**Mr. Johnson** continued with on street parking and encouraging that to a degree, credit of up to ten percent of parking based on spaces being credited towards a project. Parking has to be within one-thousand feet to be credited.

**Vice-Chairman Moss** asked how that would be accounted for?

**Mr. Johnson**-You could only credit the spaces in front of a building that goes to them. They will be accounted for in the plans.

**Mr. Arnold** noted Vice-Chairman Moss' point is a good one. As it is not clearly stated in the rewrite, and that may be something to talk with the consultants about; what is the process for accessing existing off street parking? It doesn't look beyond first generation. Maybe you need an applicant to come in with the second or third generation to conduct a parking study or something to show that there is availability so it is reflective in their parking plan.

**Planning Board Member Lawrence** questioned prior presentations and the ability to use the overflow lot in the park.

**Mr. Johnson**- We will wait and see when we get the plan.

**Planning Board Jim Schwartz** questioned the use of a designated ride share/ drop-off area?

**Mr. Johnson**- That is referred to as loading and unloading spots, and would be considered along with other methods of transportation, such as transit and the availability of a bus stop. There will not be a park and ride, but possibly a designated location for Uber, etc which goes back to the details and design. We will share this with the consultants.

**Mr. Arnold** asked Mr. Schwartz- Are you talking about an on street drop-off location? Mr. Schwartz replied yes.

**Mr. Johnson**- The difficulty will be who will be monitoring the parking and clarifying the signage.

**Mr. Johnson** moved on to Section 7 Open Space Types and Buffering.

**Chairman Powers** noted from the previous description, the tree and fence should be reversed in the drawing. **Mr. Johnson** will let the consultants know to correct that.

**Planning Board Member Lawrence** asked for a list of fence materials that can be used for clarification.

**Mr. Johnson**- It should be in the ordinance.

**Mr. Johnson** moved on to Section 8 Definitions.

**Mr. Johnson** revisited Commissioner Medley's earlier question of rooftop restaurants and habitable space, he will check on if the mechanical's must be screened.

**Vice-Chairman Moss** questioned the building height definition.

**Mr. Johnson**- The sixty-foot maximum is because the fire ladder trucks can only reach sixty feet high.

**Mr. Johnson** revisited **Mr. Schwartzs'** earlier question regarding streetwalls and reviewed the definition for clarification.

**Planning Board Member Cross** asked about lighting in the open spaces.

**Mr. Johnson-** Yes, and lighting is already addressed in the original UDO. We will refine what we already have.

**Planning Board Member Cross** noted he would like to see two residential parking spaces per unit, and the non-residential have 3 parking spaces per unit. Get rid of min and max.

**Mr. Johnson-** This is still open for discussion.

**Chairman Powers** noted keep in mind, this is intended to be styled after other downtown's with mixed use.

**Mr Johnson** pointed out Mr. Cross' thought that based off the three spaces, you have given no flexibility and eliminated a range. Mr. Cross replied that's why we have the alternative parking plan correct? Mr. Johnson replied he does not want to make that a protocol, and instead use that as a last resort option. That would result in a town commissioner request with a study every time. Mr. Arnold noted this is an important discussion as it sets the standards for parking in the rest of the UDO. The consultants have a very specific rationale for minimum and maximum, but that doesn't mean they are right. He suggested the consultant come back with a rationale in writing, so you have the ability to understand why they chose these numbers. Vice-Chairman Moss agreed he would like to hear the reasoning. Mr. Johnson noted parking spaces do not add to your tax base, buildings do.

**Mr. Johnson** reviewed how the proposed text amendment is consistent with our land use plan as required by state law. Our comprehensive land use plan has a designated town center, and shows how all five goals are met as stated in Ms. Spriggs' memo in the agenda packet.

- The objective tonight is for the planning board to make a recommendation as required prior to the consideration by the board of commissioners for public hearing and adoption. After a recommendation is made and the text amendment is adopted, after the town center zoning district is approved, there will be a map amendment case to rezone the town's property at the northwestern corner on Main and Young to the town center district. This will include only the town's property, with the exception of the property where the cell towers are located and the question of keeping that out will be discussed later. Included in the map amendment case is the town center overlay and commercial industrial districts, which will be removed so they don't overlap and will no longer apply. If you adopt the town center district for these properties, the overlay and the existing zoning will be removed and the town center zoning district will take its place.

**Vice-Chairman Moss** asked if we can limit design alternatives, and what other things can be asked for in a design alternative?

**Mr. Johnson** will ask the consultants to clarify. **Mr. Neill** noted there are thirteen references to suggest design alternatives. Mr. Moss noted he thinks having a lot of design adjustments may be a burden on the commissioners. Mr. Neil noted the design alternative would require a quasi-judicial setting, and there would need to be standards set as to guide the board of adjustment or the commissioners as how to grant the design alternatives. Staff is considering this now.

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The Town of Rolesville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act. Should you need assistance or a particular accommodation please contact the ADA Coordinator.

**Vice- Chairman Moss** noted with the zero front setbacks, the footings would extend into the right of way, could we have an allowance for an encroachment for footings?

**Mr. Johnson-** Thank you for bringing that up and we will bring it to the consultants attention.

**Planning Board Member Lawrence** asked about the easement going back to the cell tower.

**Mr. Johnson-** That has to be addressed still.

**Vice- Chairman Moss** asked how the number came about for the open space area noting maximum density could not be achieved on a small site.

**Mr. Johnson** will ask the consultant to explain where the number came from noted in section d.

**Planning Board Member Schwartz** questioned the lack of churches and places of worship in the permitted use table. Can we extend the town center to include the Baptist Church area?

**Mr. Johnson** will follow up with the consultant.

**Town Attorney Mr. Neill** pointed out we must include churches. They cannot be excluded.

**Planning Board Member Schwartz** questioned why drop-off day cares were not permitted.

**Mr. Johnson** will ask the consultants to add them.

**Planning Board Member Cross** questioned the Food Trucks vs Food Truck Uses.

**Mr. Johnson-** That came from the original UDO and we requested a clarification from the consultant.

**Mr. Arnold** raised the question about Farmer's Markets.

**Mr. Johnson-** Currently, a Special Use Permit needs to be applied for, which includes a TRC review, site plan, approval from the town board etc., even just for a seasonal sales. Do we want to make those permitted by right? Mr. Arnold noted that is what this UDO rewrite addresses; who is responsible for what approval wise? He is not a big advocate of requiring a farmer to have to come before the town board to request a special use permit for a stand.

**Mr. Neill** noted the traditional zoning term is Itinerant Merchant. We could add that as a new line in the permitted use table to define the difference between the farmers market and the pop-up produce stand. We can clarify that and avoid the special use permit.

**Mr. Arnold** asked the board how they liked the format of the proposal, or was it hard to read?

**Mr. Johnson-** Going forward Ms. Spriggs will mark bold and blue for addition, not bold and red with a strike-through to remove wording.

**Mr. Arnold** asked for clarification of a design alternative (roughly 13 found).

**Mr. Neill-** it is special treatment from the general law through a special use permit.

**Mr. Arnold** asked if the consultant will bring forth the design alternatives in other zoning districts, or is it a unique part that will only apply to the town center district?

**Mr. Johnson-** Hard to say. Quasi-judicial proceedings still occur, and there would have to be a finding, with some type of expertise, guidance or reasonings.

**Mr. Arnold** asked if it is important for all here to know what those design alternative are? Should staff provide each one for discussion?

**Mr. Neill-** Our board would be well served to start thinking of special use permits as a necessary evil, and instead redraft the UDO to say whatever we really want. Lets write it that way. Staff can use a checklist of sorts. How big, how wide, etc. Give a min and a max for allowance. Use a text change to edit the list, and update the vision as needed.

**Vice-Chairman Moss** would like to look at the design alternatives individually.

**Planning Board Member Lawrence** would like a side by side comparison to easily view the old and new. Also clarification on design alternatives, building heights, parking, setbacks, fencing materials, single-family homes, food trucks and churches in the town center.

## **ADJOURN**

There being no more business before the board, upon a motion by Board Member Donnie Lawrence and second by Vice-Chairman Mike Moss, the motion to adjourn carried by unanimous vote. The meeting adjourned at 9:13 p.m.

ATTEST:

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**Mark Powers, Chairman**

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**Shelly Raby, Development Specialist**

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**Planning Board Regular Meeting**  
**October 26, 2020- 7:00 PM**  
**502 Southtown Circle, Rolesville, NC 27571**

**MINUTES**

**PRESENT:** Mark Powers, Chairman  
Frank Pearce, Board Member  
Jim Schwartz, Board Member  
Michelle Medley, Mayor Pro-Tem/  
Planning Board Liaison

Mike Moss, Vice-Chairman  
Donnie Lawrence, Board Member  
Davion Cross, Board Member

Dave Neill, Town Attorney  
Danny Johnson, Planning Director  
Julie Spriggs, Planner II

Kelly Arnold, Town Manager  
Mical McFarland, Econ.Dev.Mgr  
Shelly Raby, Development Specialist

**CALL TO ORDER**

Chairman Mark Powers called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

The board collectively recited the Pledge of Allegiance.

**INVOCATION**

Board Member Moss gave the invocation.

**APPROVAL OF MINUTES**

**Moved by Board Member Frank Pearce and second by Board Member Donnie Lawrence the motion to approve the minutes of September 28, 2020, carried by unanimous vote.**

**UDO TA 20-04 Town Center Zoning District Text Amendment continued review.**

**2.1 Section-** Amend the section of the board of commissioners, added sections F and G.

Section F has changed completely.

Section G- design alternative shall be reviewed in accordance with section 3.6.2 Quasi-Judicial evidentiary hearings.



## Permitted Uses Table

- **Ms. Spriggs** -daycares and churches have been added. Single-family dwellings are not permitted except that legally existing detached single-family residential at the time of this amendment shall be permitted to remain under section 3.10 vested rights.

## Building Heights

- **Ms. Spriggs** - removed the use of the word “stories”, and put everything back into feet.

## Density

- **Ms. Spriggs**- this did not change, we kept it at twenty units per acre.

## Building Placement

- **Ms. Spriggs** asked if the board wished to make a policy decision change making the front, side, and rear setback to two feet or five feet? **Mr. Moss**- leave it at zero and just call it out, and maybe make a note that encroachment will not be allowed in public rights of way without written authorization from whoever owns the public right of way. Mr. Powers noted that would keep it consistent with a lot of older downtown areas. Mr. Johnson noted it would also include second-level balconies to include power easements.

## Lot standards

- **Ms. Spriggs** asked if the board would like to keep the text as written, or make any changes? Mr. Moss- would like to keep it as is, and Mr. Cross agreed.
- **Blank Walls**- No current provisions. Mr. Cross asked if the art be allowed on the front, or just on the sides? Ms. Spriggs replied that is up for discussion. Mr. Powers questioned if we should hold off until we can discuss it with the commissioners and the public. Mr. Moss agreed. Mr. Moss asked if we could require a percentage of coverage such as 50%, so we are not tied to square footage. Mr. Lawrence questioned if 30% may be a good starting point.

## Buildings

- **Mr. Schwartz** asked if we could do anything on an occupancy level? Mr. Johnson replied it would be difficult to dictate occupancy because of the market.
- **Mr. Neill** asked **Ms. Spriggs** to clarify- Is the measurement that we are talking about here measured at the building and that is a mixed-use building (singular) or is it measured at the site or the approved site plan development such that it's a mixed-use development which may have commercial, residential or mixed-use buildings? Ms. Spriggs replied that is part of this discussion of what do we want to see and how do we want to enforce this? Mr. Johnson noted it will depend on the project and the number of buildings. Ms. Spriggs will bring this section back to the consultants to get clarification. Mr. Neill would also like us to add a definition for “mixed-use”. Mr. Johnson would like to add residential and non-residential in mixed-use to the definition.

## Streetwalls

- **Mr. Johnson** noted the streetwall purpose is to give Main and Young street more of a downtown feel. Streetwalls will not be located in the interior, other than for a drive-through. In the parking standards, you would usually have a hedge wall to stop vehicles from jumping over. Ms. Spriggs noted we will leave the streetwalls and drive-through's in and let the design dictate. Mr. Moss asked Ms. Spriggs to confirm that drive-throughs will only be allowed on the side and the rear of a building. Ms. Spriggs verified that is correct, side and rear only, not adjacent to the street.

## Masonry

- **Ms. Spriggs** review the language that has been added. Questions were raised about brick versus stone, or other facades material and also restricting colors. Mr. Neill suggested the board eliminate things they do not want in the UDO. For example state no black brick or no vinyl siding, or no painted brick. Write what you want and be sure to include the primary and secondary façade's. Ms. Spriggs will request clarification from the consultants on brick versus stone exteriors, add and define the primary and secondary façade's outside of this paragraph, and confirm the prohibition of fluorescent colors is already in the UDO. Mr. Moss asked for clarification on natural vs man-made, and stone and/or brick. Can it be both? Ms. Spriggs will get clarification.

## Parking

- **Ms. Spriggs** reviewed the changes. Mr. Lawrence, Mr. Moss, and Mr. Cross all voiced acceptance of the changes. Mr. Moss stated he is good with the off-street parking. Mr. Schwartz asked about designating rideshare spaces. Mr. Johnson replied it is not feasible to designate spaces since this is not a high traffic area. He would rather leave it up to the owner of the building to manage their parking. Ms. Spriggs pointed out it is also an enforcement issue. Mr. Cross asked about buses. Mr. Johnson stated yes they would work with transit. Mr. Neill asked Ms. Spriggs why structured parking is treated differently? Ms. Spriggs replied she thinks it gives the board of commissioners a chance to review separately in a quasi-judicial hearing. Mr. Neill suggested clarification for consistency with the parking standards. For shared parking, Ms. Spriggs will request clarification of b and e, and clarification of how to review and enforce. Mr. Neill would like this reworded to state what the board wants, and not left up to the consultant.

## Open Space

- Mr. Cross noted he is okay with this section. Mr. Moss noted his concern for smaller lots and lower densities and meeting the requirements, and suggested maybe use a percentage instead. Mr. Neill noted that may create an inefficiency of space. Mr. Moss asked if maybe instead of a percentage they pay a fee in lieu? Mr. Johnson noted that might be too close to the recreation fee we already charge. The question is how to encourage outdoor space. We will send this back to the consultants for clarification.

## Buffering

- **Ms. Spriggs**-this needs to be easier to read and understand, and we will send this back to the consultants. Mr. Johnson suggested moving the graphic to another spot.

## Town Center

- **Ms. Spriggs** noted We removed stories and replacing with feet. Nothing else changed.

**What's next?** Mr. Johnson suggested after taking all the above information back to the consultants and they give him a draft, he would like to speak with the chairman about possibly scheduling a special meeting if there is time. Mr. Arnold suggested including the developer in our next discussion. Mayor Pro-Tem asked if we could invite the consultant to answer questions next time as well.

## PLANNING DIRECTOR'S REPORT

### a. Development Activity Report

**TOWN ATTORNEY'S REPORT:** Mr. Neill reminded the board to please let him know if they have any questions.

**OTHER BUSINESS:** Mr. Johnson will give Mr. Pearce contact information for the DOT regarding the tree concerns he raised prior.

## ADJOURN

There being no more business before the board, upon a motion by Board Member Frank Peace and second by Board Member Donnie Lawrence, the motion to adjourn carried by unanimous vote. The meeting adjourned at 9:39 p.m.

ATTEST:

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**Mark Powers, Chairman**

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**Shelly Raby, Planning Development Specialist**

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# Memo

**To:** Rolesville Planning Board

**From:** Julie Spriggs, GISP, CFM, CZO, Planner II

**Date:** November 19, 2020

**Re:** Item 4. UDO Text Amendment: TA-20-04 Town Center

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## Summary Information

The Planning Board has participated in two joint work sessions with the Board of Commissioners on a text amendment for the Town Center District. Meetings were held on August 25, 2020, and September 22, 2020. The Town's consultant for the Unified Development Ordinance rewrite, Kimley-Horn, presented at both meetings.

On August 25, 2020, Kelley Klepper of Kimley-Horn introduced the project and gave a presentation on the topics that are included in the text amendment, such as a new Mixed-Use Zoning District, amending the Table of Permitted Uses and masonry ordinance, and creating parking, landscaping, buffering, and compatibility requirements, and updating the definitions.

On September 22, 2020, meeting Kelley Klepper of Kimley-Horn continued discussing the proposed text amendment and provided a draft. He reviewed proposed changes to Articles 2, 4, 5, 9, 10, 14, and 16 of the current Unified Development Ordinance.

On October 13, 2020, the Planning Board met to discuss UDO TA 20-04 Town Center text amendment. Staff was directed to clarify language, provide a comparison chart, and provide an easier to read document format.

On October 26, 2020, the Planning Board met to review the requested changes and have follow-up discussions on policy changes. The Planning Board gave further directions to staff for items of clarification and discussion. Provided as attachments are updates to the text amendment based upon guidance given to staff. The ordinance is now color-coded for easier reading. The green text reflects new changes to the text based on the Planning

Board meeting's feedback on October 26, 2020. Red text that is struck through reflects deletions from the text amendment. Below is a summary of those changes to assist in your review:

- 5.11.B – clarifies design alternatives require an evidentiary hearing
- 5.11.E – adds language on the timing of commercial development based upon residential development
- Table 5.11 – Lot Coverage minimum is removed, and the maximum is reduced, Frontage Encroachment require a written authorization, consistent terminology use, Single-Use buildings clarified, language moved to the earlier section, streetwall requirements clarified
- 9.14.6.A – clarification of exterior materials
- 10.1.11.A – clarification on parking requirements
- 14.13.1 – clarification on open space requirements
- Table 14.13.2 – clarification on fences/walls with required landscaping placement
- 14.3.3 – clarification of compatibility areas, requirements, and removed graphic
- 16.4 – clarification of streetwall definition

The Rolesville Comprehensive Plan encourages revisions to the Unified Development Ordinance when the current standards do not follow current demands and practices of the community's needs. The proposed text amendment will address such a condition of the UDO and will serve in the public interest. The change is consistent with the Rolesville Comprehensive Plan to create a new zoning district to increase the potential for vertical and horizontal mixed-use in key activity areas across Town and apply form-based code elements in the current zoning language to ensure quality construction standards and design. The determination of consistency is based on the following goals stated in the 2017 Rolesville Comprehensive Plan:

Goal D1. Enhance existing and build new strong and livable neighborhoods that support a walkable, mixed-use downtown.

Goal D2. Identify and enhance connections between downtown and neighborhoods.

Goal D3. Create a vital mix of uses that provide a place for people to live, work, and play while supporting regional employment and office opportunities.

Goal D4. Plan a system of open spaces, traffic circulation, public and private parking, and pedestrian infrastructure to ensure users can easily find their way, park, and walk to their destinations.

Goal D5. Create a human-scale streetwall and development consistent with a walkable environment. Provide appropriate regulation on the size and form of buildings to create a unique identity for downtown that will attract investment and opportunity.

### **Comments from Bass, Nixon & Kennedy, Inc.**

Included in your packet is a letter addressed to Community and Economic Development Manager Mical McFarland. This letter is shared with the Planning Board along with an exhibit of a proposed development for the new Town Center District. The letter requests the Planning Board to revise Section 14.3.3.B.3.a. This section includes requirements for the setback along the TC district's perimeter that abuts a residential zone. The exhibit is a preliminary site sketch that has not been submitted nor approved by the Town. The exhibit shows a possible site layout where this setback would hinder the proposed development.

### **Planning Staff Recommendation**

Staff recommends approval of the UDO TA 20-04, Town Center Text Amendment, as presented by staff without the requested change from BNK and to make the necessary statutory findings and recommendations to the Town Board of Commissioners.

### **Suggested Planning Board Motion:**

I make a motion to favorably recommend to the Town Board of Commissioners to approve the requested UDO Text Amendment 20-04, Town Center Text Amendment as presented by staff. The request is consistent with the Rolesville Comprehensive Plan to create a new zoning district to increase the potential for vertical and horizontal mixed-use in key activity areas across Town and to apply elements of form-based code in the current zoning language to ensure quality construction standards and design of five stated goals of the Rolesville Comprehensive Plan.

### **Attachments:**

TA 20-04 Ordinance UDO TA 20-04 Town Center  
BNK letter to Town of Rolesville with Exhibit

**PROPOSAL TO AMEND  
THE CODE OF ORDINANCES,  
TOWN OF ROLESVILLE, NORTH CAROLINA  
Case Number UDO TA 20-04**

WHEREAS, North Carolina General Statute Section NC Chapter 160A; Article 19, Part, Zoning; Section 160A-381, Grant of power; authorizes local governments by ordinance to regulate and restrict the height, number of stories and size of buildings and other structures, the percentage of lots that may be occupied, the size of yards, courts and other open space, the density of population, the location and use of buildings, structures, and land; and

WHEREAS, the Town of Rolesville Board of Commissioners firmly believes that it is in the public interest to amend the Town's Unified Development Ordinance described below.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF  
COMMISSIONERS OF THE TOWN OF ROLESVILLE, NORTH CAROLINA:**

**SECTION 1. That Article 2: General Administration; Section 2.1 Board of Commissioners; Subsection 2.1 (2), be amended to read as follows:**

- Addition
- Deletion
- ✓ Alteration (additions are underlined and deletions are ~~struck through~~)

2.1(2) To review, hear, consider and approve, approve with conditions, or disapprove as appropriate:

- (a) The adoption of an ordinance to amend the Rolesville Official Zoning Map (rezoning); provided, however, the final action by the Town Commissioners shall include the adoption of a statement describing whether its action is consistent with the Comprehensive Plan and any other applicable town-adopted plan(s) and explaining why the Commissioners considers the action taken to be reasonable and in the public interest).
- (b) Applications for special use permits.
- (c) Applications for site plans.
- (d) Applications for master subdivision plans.
- (e) Applications for preliminary subdivision plats.
- (f) Alternative Parking Plans. Alternative Parking Plans shall be reviewed in accordance with Section 3.6.2, Quasi-Judicial Evidentiary Hearings, and shall include all required items defined in Section 10.1.11: Town Center Parking Requirements.
- (g) Design Alternatives, where permitted in this UDO. Design Alternatives shall be reviewed in accordance with Section 3.6.2, Quasi-Judicial Evidentiary Hearings.

**SECTION 2. That Article 4: Zoning Districts; Section 4.1 Establishment of Purposes of Districts, subsection 4.1.1 be added to read as follows:**

- ✓ Addition
- Deletion
- Alteration (additions are **green text** and deletions are **~~struck through~~**)

A. Purpose and Intent. The Town of Rolesville recognizes the importance of compact and urban forms of development centered on a mix of uses, residential and nonresidential, with specific design and development related standards. The Town's adopted comprehensive plan identifies recommended mixed-use neighborhoods, including the Town Center area, each with its representative and unique standards. Standards applicable to development within the Town Center (TC) shall apply to all parcels designated as Town Center (TC) on the Official Zoning Map. Standards are defined in Section 5.11.

**SECTION 3. That Article 5: Use and Dimensional Standards; Section 5.1 Table of Permitted Uses, be amended to read as follows:**

- ✓ Addition
- Deletion
- ✓ Alteration (additions are **underlined** and deletions are **~~struck through~~**)

[illegible]



Animal hospital or veterinary clinic												X	X	S			<u><b>X</b></u>
Animal service facility												S	S	S		S	<u><b>S</b></u>
Art, dance, or photo studios												S	S	S	S		<u><b>X</b></u>
Automobile carwash (use of recycled water only and UDO Article 8 standards)													S	S			
Automobile detailing												X	X	S			
Automobile parts and accessories manufacturing																X	
Automobile repair garages (UDO Article 8)												S	X	S			
Automobile service stations												S	S	S			
Banks												X	X	S	X		<u><b>X</b></u>
Bar/tavern/nightclub												S	S	S			<u><b>S</b></u>
Barber and Beauty shops												X	X	S	X		<u><b>X</b></u>



Dwelling - multi family					s	s	s	s									<u><b>x</b></u>
Dwelling - manufacture d home									x	x	x						
Dwelling - manufacture d home park									x		s						
Drugs, medicines, and cosmetic manufacturin g																x	
Eating establishmen t												x	x	s			<u><b>x</b></u>
Eating establishmen t-no drive thru															x		<u><b>x</b></u>
Electronic equipment manufacturin g																x	
Electronic gaming operation (see 8.3.10 fo r additional standards)												s	s	s			
Event venue												s	s	s	s	s	<u><b>s</b></u>
Farm machinery assembly, repair, and sales																x	
Farming and trucking	x	x	x		x	x	x		x	x	x						

Food truck												X	X	S		X	<u>X</u>
Food truck uses												X	X	S		X	<u>X</u>
Fitness center												S	S	S	S		<u>S</u>
Funeral home and crematory												X	X	S	X		
Furniture manufacturin g																X	
Golf courses and driving range													S	S			
Government al facilities	S	S	S	S	S	S	S		S	S	S	X	X	S	X		<u>X</u>
Group care homes (defined by §168 for handicap persons, UDO Articles 3 and 16)	X	X	X	X	X	X	X		X	X	X						
Group housing projects (UDO Article 8.3)			S			S	S	S									
Hardware and housewares manufacturin g																X	
Home occupations	X	X	X		X	X	X	X	X	X	X		X	S			<u>X</u>

[illegible]

[illegible]

(associated with §160A-385.1)																	
Schools (public and private)	x	x	x		x	x	x		x	x	x		x	s			<u>s</u>
Shopping centers (provided use is listed within this table)												x	x	s			<u>x</u>
Signs	x	x	x	x	x	x	x	x	x	x	x	x	x	s	x	x	<u>x</u>
Storage (provided not visible from street and opaque wall/fence with height of six feet)																x	
Storage (provided not visible from street)												x	x	s	x		<u>s</u>
Uses and buildings customarily accessory to the permitted use (UDO Article 5.5)												x	x	s	x	x	<u>x</u>
Uses in accessory buildings (UDO Article 5.5)	x	x	x	x	x	x	x	s	x	x	x	x	x	s	x	x	<u>x</u>

Temporary uses (with development standards)			S		S	S	S	S	S	S	S	S	S	S	S	X	<u>S</u>
Textiles and cordage manufacturing																X	
Vehicle sales lots (parking areas for vehicles are paved with asphalt or concrete)												X	S				
Wrecker service and vehicle storage												S	S			S	

**SECTION 4. That Article 5: Use and Dimensional Standards; Section 5.11 Town Center (TC) Standards be added to read as follows:**

✓ Addition

Deletion

Alteration (additions are **green text** and deletions are **struck through**)

**5.11. TOWN CENTER (TC) STANDARDS**

- A. Standards. District development standards are defined for the TC district via a district development standards table and apply to all properties within the TC district.
- B. Measurement of Development Standards. The measurement of development standards included within the TC district are defined in various Sections of this UDO. Each standard within the district development standards table provides a reference to the applicable Section where measurements of the standard are provided. Design alternatives may be requested, **where permitted in this UDO**, consistent with Section 2.1(2). **Design alternatives shall require a quasi-judicial evidentiary hearing by the Board of Commissioners.**
- C. Permitted Uses. Uses permitted shall be as identified in Table 5.1: Table of Permitted Uses.
- D. TC District Development Table. District development standards are defined for the TC district via Table 5.11: TC District Development Standards.



- E. **Timing of Development.** To ensure compliance with the intent and standards for a mix of uses within the TC District, a maximum 50 percent of the residential units may be permitted until at least 25 percent of the approved non-residential square footage is permitted (issue of a building permit). The remaining residential units may be permitted upon approval (permit) of at least 50 percent of approved non-residential square footage. The percentage may be modified as part of an approved development agreement.

**Table 5.11. TC District Development Standards**

STANDARDS		TC REQUIREMENTS
Building Height (See Section 16.4)		<p><b>Max: 35 Feet (By Right)</b></p> <p><b>Five Stories Permitted By Design Alternative, Reviewed By Board Of Commissioners</b></p> <p><b>Maximum 60 Feet In Height With An Interior Sprinkler Or Fire Suppression System Is Required. If No Sprinkler Or Fire Suppression System Is Provided, The Building Shall Not Exceed 35 Feet in Height</b></p> <p><b>Building Heights Above 35 Feet Require Additional Compatibility Standards Per Section 14.13.3</b></p>
Density		<p><b>20 Units/Acre (Single-Use Residential Building)</b></p> <p><b>(No Density Standard For Upper Story Residential When Part Of A Mixed-Use Building, And / Or Live-Work Unit)</b></p>
<b>Building Placement (see Section 16.4) (Min/Max)*<sup>1</sup> *<sup>2</sup> *<sup>3</sup> *<sup>4</sup></b> <b>See Also Streetwalls</b>	Front/Street	<b>0'/20'</b>
	Side	<b>0'/15'</b>
	Rear	<b>0'/45'</b>
Lot (See Section 16.4)	Length (min)	<b>50'</b>
	Width (min)	<b>25'</b>
	Coverage ( <del>min</del> /max)	<b>25%+100%75%</b>
Frontage (See Section 16.4)	% Requirement	<b>50%</b>
	Active Use Areas	<p><b>Permitted; Maximum Length: 25' or 75% of Building Frontage (Whichever is Less)</b></p> <p><b>Maximum AUA Depth: 10'</b></p>
	Encroachments (Upper Story Only; Only Where Clear Of Public Utilities)	<p><b>Maximum Length: 50% of Building Frontage</b></p> <p><b>Maximum Encroachment: 6'</b></p> <p><b>Minimum Clearance: 8'</b></p> <p><b>Balconies, Awnings, And Porches Are Permitted Encroachments</b></p> <p><b>Encroachments Are Only Permitted With Written Authorization From the Town, NCDOT, and/or Any</b></p>

		<b>Other Appropriate Legal Entity Which May Have An Easement/Ownership Or Similar</b>
	<b>Entrances</b>	<b>Front (Primary Street-Facing); Corner Lots May Orient Entrances To The Corner Or Provide An Additional Entrance Oriented To The Secondary Street)</b>
<b>Landscaping (See Section 14.13)</b>		<b>Property Perimeter, Parking Perimeter And Vehicle Use Areas And Service Areas; Foundation Plantings</b>  <b>Permitted Open Space Types: Green, Commons, Square, Plaza</b>
<b>Building and Site Design</b>		
<b>Architectural Standards (see Section 16.4)</b>		<b>Blank Walls Not Permitted Facing Any Public Street Frontage Or <del>Traditional</del> Non-Mixed-Use Zoning District</b>
<b>Maximum Single-Use/<del>Single-Tenant</del> Building Size (Excluding Residential Only Structures)</b>		<b>35,000 Square Feet</b>  <b>No Size Limits For Mixed-Use Buildings</b>  <b><del>Maximum 50% Of Residential Units May Be Permitted Without Construction Of At Least 25% of the Approved Commercial Component</del></b>
<b>Maximum Blank Wall (See Section 16.4)</b>		<b>Maximum 50 Square Feet Blank Wall Area Or 15% Of The Total Wall Area (Not to Exceed 50 Square Feet)</b>  <b>A Maximum 25' In Length Without A Compliant Design Feature</b>
<b>Minimum Transparency % (By Story) (See Section 16.4)</b>		<b>40% Transparency On First Story, 35% Transparency For Each Story Above</b>
<b>Drive-Through Locations</b>		<b>Side Or Rear Only; Not Adjacent To The Primary Street</b>
<b>Streetwalls Required (See Section 16.4) *<sup>5</sup></b>		<b>Drive-Throughs</b>  <b>Parking Areas (Excluding On-Street Parking) Fronting Public Streets</b>  <b>May Be Utilized To Meet The Building Frontage Requirements</b>
<b>Rooflines *<sup>6</sup></b>		<b>Only Flat And Gable Roofs Are Permitted; Parapets May Extend 36" Above The Roofline; Mansard Roofs Are Prohibited</b>

Table 5.11. Additional Standards:

\*1 = Subject to Compatibility/Perimeter Standards provided in Section 14.13.3.

\*2 = Measured from the edge of the public right-of-way or existing public sidewalk if not located within the right-of-way.

\*3 = Building placement dimensions may be varied administratively, by the Planning Director.

\*4 = An administrative exception may be granted for side building placement that utilize fire-rated separation walls within 10 feet of side property lines, per compliance with 601 NCSBC-2018, Table 601 and Table 602.

\*5 = Streetwalls shall be constructed of brick, masonry, stone, wrought iron/**aluminum**, or other ~~solid~~ decorative materials **and shall be designed with the same building materials and architectural appearance as the primary structure.** Wood, fencing, and chain link are prohibited materials for a streetwall. Streetwalls shall be a minimum of three (3) feet and a maximum of four (four) feet in height. Breaks in streetwalls are permitted to allow for pedestrian or vehicular access, recessed storefront entrance, plazas, or for tree protection. **Streetwalls may be a maximum of 50 feet. Breaks must be provided through the use of columns or offsets, including landscaping/trees, of at least 10 feet in width, up to a maximum of 20 feet in width.** On corner parcels, the corner of the building may be recessed from the front and side property lines on a diagonal. ~~A design alternative, reviewed by the Board of Commissionres, may be requested for a continuous hedge.~~ Streetwalls or combination of streetwalls and canopy trees (~~no with hedge not to exceed three (3) feet in height or opaque walls~~) **are required where buildings do not front a public ROW, may be substituted for a continuous streetwall. Streetwalls shall constitute at least two-thirds (2/3) of the frontage where a streetwall/tree/hedge design is used.**

\*6 = Building rooflines that face a street shall not exceed a linear distance of 35 feet without the introduction of a physical articulation of no less than one (1) foot in the vertical direction.

**SECTION 5. That Article 9: Additional Development Standards; Section 9.14 Masonry Ordinance, subsection 9.14.6 be added to read as follows:**

✓ Addition

Deletion

Alteration (additions are **green text** and deletions are ~~struck-through~~)

**9.14.6 TOWN CENTER**

A. The Town Center district shall require brick exterior wall construction, **either natural or man-made brick or stone (or a combination),** for any nonresidential structure that is approved after the effective date of this Ordinance. The primary façade material used in construction shall compose, as a minimum, **sixty (60)** percent of the non-glass wall surface. For the purpose of this Section, primary façade shall be defined as any façade facing a street right-of-way or drive aisle that serves as a connection; secondary facades shall be defined as any façade which does not face a street right-of-way or drive aisle that serves as a connection. **Section 9.14.2 through 9.14.5 shall apply to the Town Center district and** the following standards shall also apply:

1. Wood or concrete shake siding is prohibited.
2. Vinyl siding is prohibited.
3. **Painted brick is prohibited.**

4. Split or smooth faced concrete block is prohibited.
5. Metal siding may be permitted up to a maximum five (5) percent of the non-glass wall surface, trim and accents.
6. Exterior insulation finishing system (EIFS) may be permitted on secondary facades.

**SECTION 6. That Article 10: Parking and Loading Requirements; Section 10.1 Off-Street Parking Requirements be added to read as follows:**

- ✓ Addition
- Deletion
- Alteration (additions are **green text** and deletions are **struck-through**)

10.1.11 TOWN CENTER PARKING REQUIREMENTS. The following shall be the allowable range of off-street parking spaces provided for uses within the Town Center District. The following standards shall be applied to uses, as illustrated on a concept plan, site plan or similar document.

USES	NUMBER OF REQUIRED OFF-STREET PARKING SPACES	
	MINIMUM REQUIRED	MAXIMUM ALLOWED
MIXED-USE RESIDENTIAL	Two spaces per dwelling unit <sup>*1</sup>	Three spaces per dwelling unit
MIXED-USE NONRESIDENTIAL	Three spaces for each 1,000 square feet of gross floor area	Five spaces for each 1,000 square feet of gross floor area
Notes *1: Includes guest parking		

A. Town Center Parking. It is understood that due to its nature, the TC district shall allow for lower off-street parking requirements than traditional zoning districts. Parking within this district may allow for on-street parking, parking structures, and alternative parking plans. The numbers above assume a mixed-use development. For developments not of a mixed-use nature **that exclusively have single-use buildings**, the standard parking rates per Section 10.1.10 shall apply. **The following standards for mixed-use development shall apply:**

1. On-Street Parking. Up to five (5) percent of the required off-street parking may be provided through on-street parking. On-street parking shall be located within five-hundred (500) feet walking distance of the building for which it is used, along an improved path, sidewalk, or similar constructed facility, and **may be is permitted to be** counted toward the required off-street parking requirements.
2. Parking Structures. Parking structures may be permitted **but shall require approval by the Board of Commissioners** as part of a site plan per the review process defined in Section 2.1 and the standards defined in Section 14.2.1.

Parking structures shall utilize the same elements as those found within the principal building. Such features shall not exceed fifty (50) percent of the façade, to allow for increased light and ventilation. Glazing standards are not required.

3. Shared Parking. The following shared parking standards shall be required in the TC district. Shared parking shall reduce the overall required minimum off-street parking by fifteen (15) percent. An applicant shall submit a shared parking analysis to the **Planning-Director Board of Commissioners** as a means of reducing the total number of required off-street parking spaces required. Shared parking analysis, at minimum, shall include and comply with the following:
  - a. Identification of proposed uses within the development.
  - b. Calculation of the fifteen (15) percent shared parking reduction which will be applied, per proposed use.
  - c. Proposed uses served by the shared parking arrangement shall have different peak parking demands or otherwise operate in a manner that the uses sharing parking have access to the required minimum number of off-street parking spaces when in operation. Narrative and calculations shall be prepared by a Professional Engineer or Certified Land Use Planner and provided as part of the shared parking analysis, explaining the merit of the shared parking arrangement.
  - ~~d. Cross access agreements (i.e. legal instruments), if required for the principal property and adjacent properties to ensure shared parking can function, shall be provided to the Planning Director.~~
  - ~~e. Shared parking arrangements shall be a formal legal instrument and be provided to the Planning Director.~~
4. Alternative Parking Plan (APP). An applicant may propose an alternative parking plan (APP) if off-street parking requirements cannot be met consistent with Section 2.1.2(g). The Board of Commissioners shall accept an APP in place of the parking requirements for a proposed use, only if the below requirements are met:
  - a. A parking study must be submitted that is prepared by a registered Professional Engineer or Certified Land Use Planner.
  - b. The study must include the size, type, and proposed use(s) of the development; anticipated peak parking; anticipated normal parking amounts; and a narrative and data as to why the parking requirements of the proposed development are unique in nature.
  - c. An APP shall be granted only where the narrative and data provided by the registered Professional Engineer or Certified Land Use Planner clarify the need for the APP, the context of the APP, consequences of the APP, and that the APP will not constitute a public nuisance or detriment to the Town, including but not limited to parking in non-designated areas, blocking of traffic, restriction of access (both vehicular and pedestrian), and public safety.

**SECTION 7. That Article 14: Landscape and Appearance Standards; Section 14.13 Town Center Landscaping, Buffering, and Compatibility be added to read as follows:**

✓ Addition

Deletion

Alteration (additions are **green text** and deletions are ~~struck-through~~)

**14.13 TOWN CENTER LANDSCAPING, BUFFERING, AND COMPATIBILITY**

**14.13.1 TOWN CENTER OPEN SPACE**

- A. Intent. Open space provides and serves the Town Center (TC) district with active and passive recreational opportunities. Open space shall be provided at all levels to ensure an appropriate mix. Stormwater management practices, such as storage and retention facilities, may be integrated into open space types and utilized to meet stormwater requirements for surrounding parcels per this Section.
- B. Stormwater Features. Stormwater features may be designed as formal or natural amenities with additional uses other than stormwater management, such as an amphitheater, sports field, or a pond as part of the landscape design. Where stormwater features are used for open space purposes of this Section, stormwater features shall not be fenced and shall not impede public use of the land they occupy. Stormwater features may be counted towards a percent of the required open space based on the criteria noted in Table 14.13.1.2.
- C. Open Space Size/Acreage. For the purposes of this Section, open space sizes are identified in Table 14.13.1.1. The sizes may be modified by a design alternative, approved by the Board of Commissioners based on the location, facilities/ amenities provided, or similar. The following shall apply **to the development as a whole based on the site plan:**
  - 1. Mixed-Use and Non-Residential Development: Shall set aside ten (10) percent of the total development as open spaces uses.
  - 2. Residential Development: Shall set aside one (1) acre for each fifty (50) residential units provided. **For residential developments less than fifty (50) units, ten (10) percent of the total development shall be set aside as open space. This shall not apply to individual lots or residential development that are not a subdivision.**
- D. Additional Open Space Standard. Development or redevelopment shall provide the following: Development shall provide one or more of the open space sizes and corresponding open space types meeting the set-aside standards above. For development greater than ten (10) acres, at least one (1) medium and at least one (1) large open space size type shall be provided. This standard may be modified by a design alternative, approved by the Board of Commissioners based on the type and

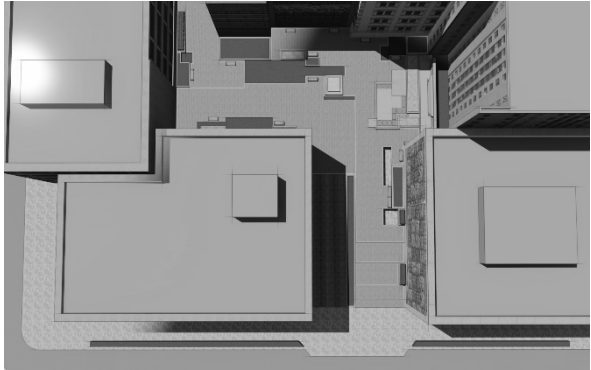
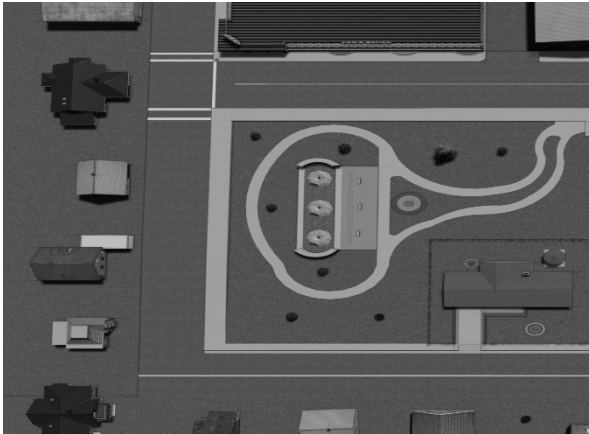
size of the open space proposed, provided there is no decrease in open space provided. Open space types and requirements are identified in Table 14.13.1.1 and Table 14.13.1.2.

Table 14.13.1.1. Open Space (Size/Acreage)

<b>Open Space Size</b>	<b>Acreage (range)</b>
<b>Small</b>	<b>0.25 – 1.5</b>
<b>Medium</b>	<b>1.5 – 5.0</b>
<b>Large</b>	<b>5 or greater</b>



Table 14.13.1.2. Open Space Types

Open Space Type	Illustrative
<p data-bbox="225 309 300 338">Plaza</p> <p data-bbox="225 344 387 374">Description:</p> <p data-bbox="225 380 671 853">Plazas are generally small to medium scale; serves as a gathering place for civic, social, and commercial purposes. The Plaza may contain a greater amount of impervious coverage than any other open space type. Typically located in the front or sides of a building or group of buildings; plazas may not be located in the rear of the building or property except as approved as part of a zoning permit.</p> <p data-bbox="225 896 399 925">Components:</p> <p data-bbox="225 931 501 960">Size: Small, Medium</p> <p data-bbox="225 1003 671 1182">Features: Shade structures, seating/benches, tables, including gaming tables; Special features, such as fountains and public art, are encouraged.</p>	 A grayscale architectural rendering of a plaza. It shows a central open area with a small, dark, rectangular structure in the middle. The plaza is surrounded by buildings of varying heights and styles. The perspective is from a slightly elevated angle, looking down at the plaza.
<p data-bbox="225 1189 384 1218">Pocket Park</p> <p data-bbox="225 1225 387 1254">Description:</p> <p data-bbox="225 1261 671 1480">Pocket parks are generally small in scale; primarily landscaped active or passive recreation and gathering space within a one-quarter mile walking distance of a majority of residents.</p> <p data-bbox="225 1523 399 1552">Components:</p> <p data-bbox="225 1559 373 1588">Size: Small</p> <p data-bbox="225 1630 671 1886">Features: Shade structures, gazebo, seating areas, multi-purpose lawn space, playground/play space, trail; may also be formed around and include an environmental feature such as a stream, creek, or wetland.</p>	 A grayscale architectural rendering of a pocket park. It shows a small, rectangular area with a winding path or stream running through it. There are several small, dark, rectangular structures scattered throughout the area, possibly representing seating or shade structures. The park is surrounded by buildings and a street.

## Square

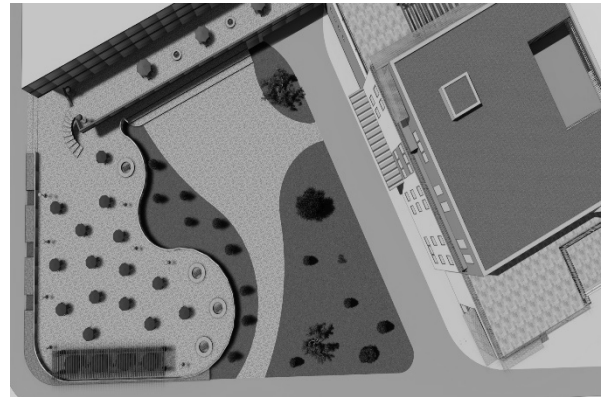
### Description:

Squares are small to medium in scale; serve as a more formal open space for gathering for civic, social, and commercial purposes. Squares are typically rectilinear in shape and are bordered on all sides by a vehicular right-of-way (public and/or private), which, together with building frontages, creates its definition and boundaries.

### Components:

Size: Small, Medium

Features: Shade structures, gazebo, seating areas, multi-purpose lawn space, playground/play space, sidewalks, or other pedestrian facilities.



## Green

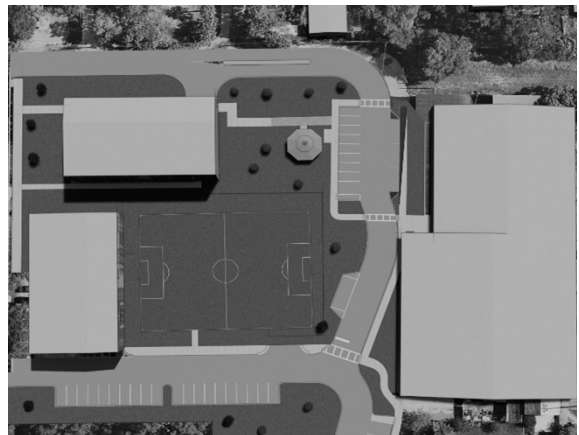
### Description:

Greens are generally small to medium scale; provide more informal spaces supporting active or passive recreation for neighborhood residents within walking distance. Typically bounded by streets and/or the fronts of buildings.

### Components:

Size: Small, Medium

Features: Shade structures, gazebo, seating areas, multi-purpose lawn space, playground/play space, limited/small scale recreational facilities.



### Linear Park

#### Description:

Linear parks are presumed to be medium to large scale; may also be referred to and used as a greenway; may be formalized based on its function (i.e., multimodal trail/connectivity), typically follow a natural feature including but not limited to a stream, wetland system, or man-made feature natural feature; may also follow streets. Linear Parks may connect other open spaces as well as neighborhoods.

#### Components:

Size: Medium, Large

Features: Walking trails, sidewalks, environmental features (wetlands, creeks, streams), shade structures, gazebo, seating areas, multi-purpose lawn space, playground/play space. Human-made lakes and stormwater features are included in this type; however, they must be publicly accessible with a trail or sidewalk. A maximum of twenty-five (25) percent of the area of human-made lakes and stormwater features can be counted as open space.



### Neighborhood Park

#### Description:

Neighborhood parks are generally medium to large scale; provides formal and/or informal active and passive recreational activities to residents and the community.

#### Components:

Size: Medium, Large

Features: Shade structures, gazebo, seating areas, multi-purpose/sports fields, pools and splash pads, great lawn playground/play space, natural



environments, and plantings. Human-made lakes and stormwater features are included in this type; however, they must be publicly accessible with a trail or sidewalk. A maximum of twenty-five (25) percent of the area of human-made lakes and stormwater features can be counted as open space.

#### 14.13.2 TOWN CENTER BUFFERING

- A. Intent. Perimeter Buffer areas shall consist of a landscaped buffer intended to mitigate and screen the property from adjacent properties and public right-of-way.
- B. Perimeter Buffer Area Standards. This Section describes minimum perimeter buffering standards for the TC district.
  - 1. A perimeter buffer (i.e. buffer) area is determined exclusive of any required yard; however, perimeter buffers may be located in required yards.
  - 2. Buffer areas must be located within the outer perimeter of the lot, parallel to and extending to the lot line.
  - 3. Buffers are located and measured from the property line. No buildings, structures, principal or accessory uses are allowed in the buffer. Only the items identified in this Section are permitted within the buffer.
- C. Location. Perimeter buffers begin at the common property line, immediately abutting the adjacent property. Where there is a perimeter easement (such as a drainage or utility easement) that does not allow for the installation of the buffer, then the required buffer shall be placed as close to the property line, adjacent to the easement, as possible.
- D. Permitted Items Within Buffers. Required and additional plant materials, fences, walls, and berms are permitted in a buffer.
- E. Plant Material. Required plant material, including ground cover and lawn grasses, shall be planted within the buffer. Plant material may be planted parallel to the buffer perimeter or may be meandered for aesthetic purposes. Required plant material may not be clustered and shall be planted in accordance with this Section and Article 14: Landscape and Appearance Standards. Buffers may incorporate greater width and additional plant materials. Perimeter buffer types standards are defined and illustrated in this Section.

- F. Fences and Walls. Required fences and walls shall be installed in accordance with Section 14.6.9: Existing Vegetation, Fences, Walls, and Berms. Required fences and walls shall be inside the buffer, not along the outer perimeter and boundary line. Required plant material shall be installed in front of any required fence, so the required plant material is completely visible from the adjacent property or right-of-way.

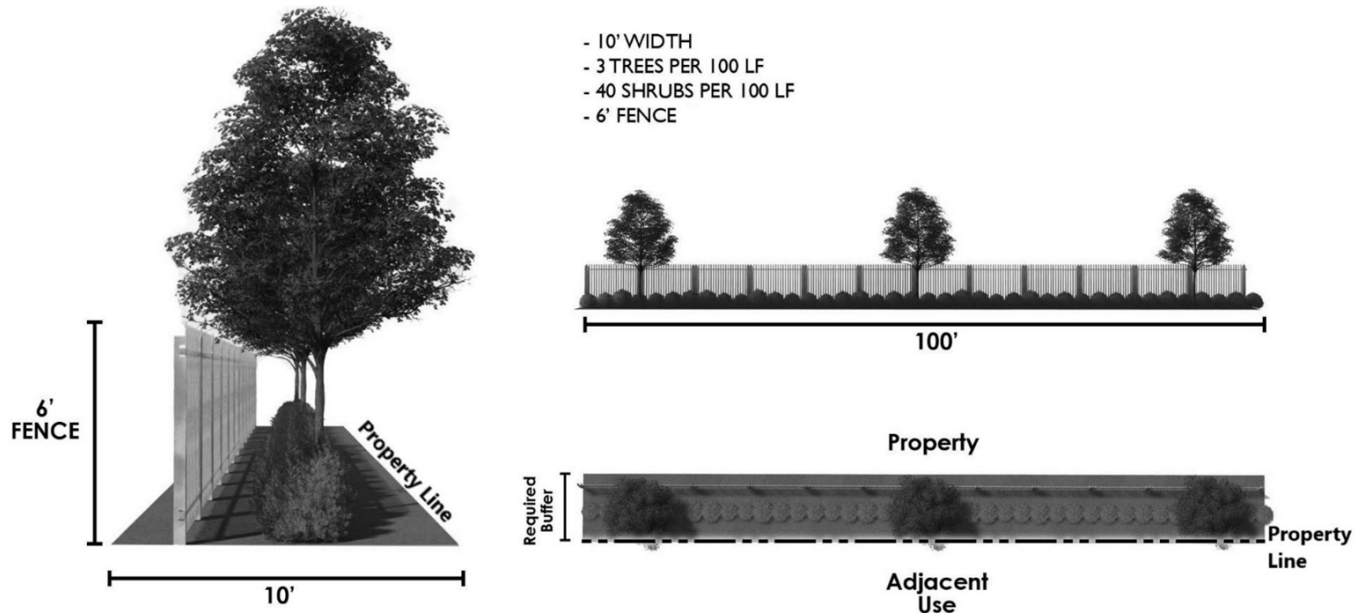
Perimeter Buffer Types. The TC district shall require the minimum perimeter buffer defined in Table 14.13.2.

Table 14.13.2. TC Perimeter Buffer Type Table

Standard	Measurement
Minimum Width	10'
Minimum Canopy Trees	3
Minimum Understory Trees	N/R
Minimum Shrubs	40
Minimum Fence	6'
Minimum Wall	N/R
Minimum Berm	N/R
<p>Key:</p> <ul style="list-style-type: none"> <li>N/R = Not Required</li> </ul> <p>Notes:</p> <ul style="list-style-type: none"> <li>Measurements provided are per 100 linear feet.</li> <li>Fences and walls are measured in height consistent with this UDO.</li> <li>Trees and plants may not be clustered to achieve requirements; a maximum allowable 10' gap may be permitted.</li> <li>Minimum shrubs may be double staggered.</li> <li>Canopy trees may be on both sides of a wall as long as a minimum one-half of the required canopy trees are in front.</li> <li>Required parking area buffers and standard buffers between lots are still required in addition to required buffer types per Article 14.</li> <li><b>Where a fence or a wall are provided, the required landscape materials (i.e. canopy trees, understory trees and shrubs) shall be placed between the fence/wall and the perimeter property line. Additional materials may be placed between the fence/wall and the internal use.</b></li> </ul>	

TC Perimeter Buffer Illustration. The following image shows an example of a TC perimeter buffer. The image is for illustrative purposes only.

#### TC Perimeter Buffer



#### 14.13.3 TOWN CENTER COMPATIBILITY

A. Compatibility Standards. Recognizing that ~~mixed-use districts feature a unique mixture of uses and that~~ the TC district abuts non-mixed-use districts, this Section intends to ~~promote~~ **provide techniques to enhance** compatibility between ~~these~~ districts. ~~Note:~~ These standards apply ~~to those only~~ to uses and buildings located at the perimeter of the TC district and not internal to the district. ~~There are no additional buffering requirements if a public right-of-way of at least fifty (50) feet in width separates the uses.~~ This Section identifies "compatibility transition areas" which are intended to ~~provide greater predictability by minimizing~~ **minimize** potential incompatibilities. **The following standards shall also apply:**

1. ~~The area of~~ Compatibility transition areas shall be provided within the TC district.
2. The standards/dimensions provided in this Section may be modified as part of a design alternative **where permitted, and be** approved by the Board of Commissioners, provided that the ~~intent of this Section is retained and all requirements of Section 2.1(2)(g) are met.~~
3. ~~Furthermore, the standards in this Section may be modified based on the type of lot in which the standard is being applied (i.e., shallow lot).~~ **There are no additional buffering requirements if a public right-of-way of at least fifty (50) feet in width separates the uses.**



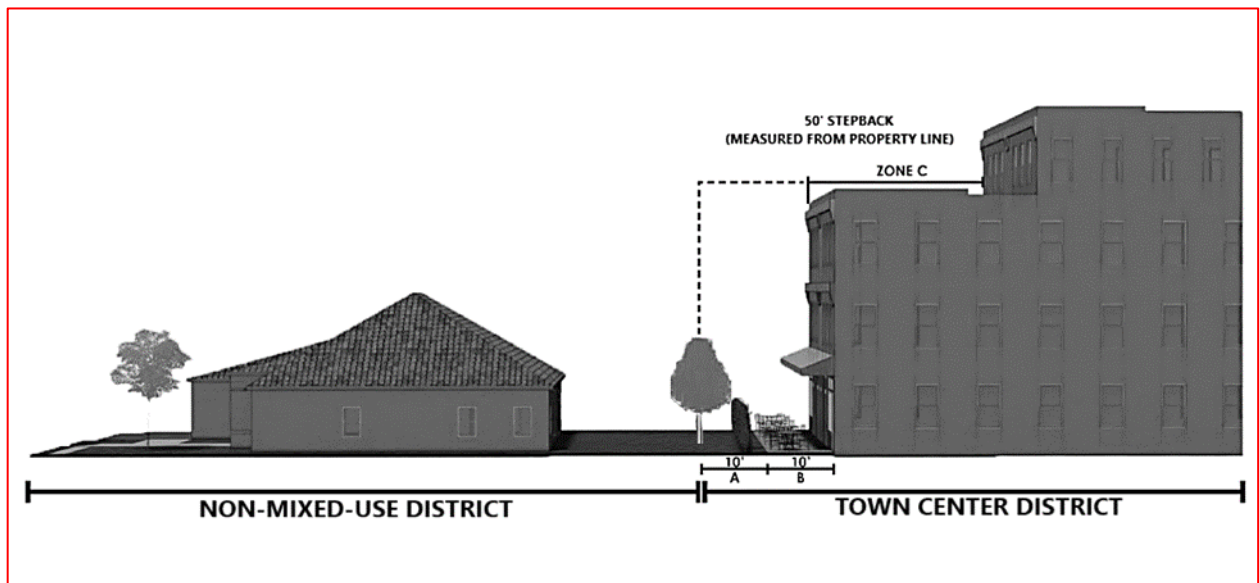
- B. Compatibility Transition Areas. ~~Figure 14.13.3 illustrates the locations of the TC district "compatibility transition areas", and a non-mixed-use district. Note: The dimensions noted in these figures are for illustrative purposes only;~~ The specific dimensions and requirements for each area are provided in the following Sections.

~~A = "Buffer"~~

~~B = "Use Restriction"~~

~~C = "Height and Form"~~

~~Fig. 14.13.3. Compatibility Transition Areas Graphic~~



1. **Compatibility Transition Area A: Buffer**
  - a. Intent. **Compatibility Transition Area A** consists of a landscaped buffer intended to buffer and screen the non-mixed-use district from the TC district. No buildings, structures, principal or accessory uses are allowed in the buffer other than permitted in this subsection.
  - b. Location. ~~If~~ **Area A** begins at the common property line, immediately abutting the TC district boundary line and the adjacent property.
  - c. Width. Consists of a minimum ten (10) feet landscaped buffer, with one (1) canopy tree per thirty (30) linear feet of the boundary line. A six (6) feet tall masonry wall may be substituted for the hedge and knee wall as part of a design alternative, approved by the Board of Commissioners. The minimum ten (10) feet landscaped buffer shall be maintained **and may not modified as part of a design alternative.**
  - d. Permitted Uses
    - i. Landscaping
    - ii. Open spaces (plazas, parks, commons)
    - iii. Swales, low-impact/ bioretention facilities.

- e. Design and Installation
  - i. Required landscaping in a buffer yard must meet the design and installation requirements of Article 14.
- 2. **Compatibility Transition Area B: Use Restriction**
  - a. Intent. Compatibility Transition Area B shall be occupied by open areas and/or low intensity uses, such as surface parking, alleys, landscaping, active use areas, outdoor dining, and limited service-related structures. Primary uses and accessory uses shall not be permitted in Area B unless expressly permitted in this subsection. ~~If no uses are proposed within Area B, Area B may be combined with Area A for an expanded buffer / green space, including parks, plazas, or similar open spaces.~~
  - b. Location. ~~If~~ **Area B** begins at the edge of the protective yard of Area A and extends towards Area C and / or the primary structure(s).
  - c. Width. Shall be a minimum of ten (10) feet in width.
  - d. Permitted Uses/Activities:
    - i. Yard – one (1) tree every thirty (30) linear feet.
    - ii. Garden, park, open space.
    - iii. Outdoor dining.
    - iv. **Patios.**
    - v. **Enclosed lanai/porches.**
    - vi. **Parking, paths,** walkway, sidewalk, multi-use recreational trail.
- 3. **Compatibility Transition Area C: Height and Form**
  - a. Intent. Provided to mitigate potential visual nuisances that height may bring and is intended to restrict the height and form of development to decrease the potential impact of new mixed-use multi-story structures on ~~non-mixed-use residential~~ **residential** zoning use districts.
  - b. Location. It begins at the edge of Area B and extends inward.
  - c. Width. Measures, from the **edge of Area B**, a minimum of ~~20'~~ **thirty (30) feet** inward subject to the widths of Area A and B. ~~No structure shall be placed within Area A and B except through a design alternative, approved by the Board of Commissioners. Area C permits the by-right height.~~
- C. Form Standards. The sides and rear facade of the building that faces the **non-mixed-use** district shall meet the architectural requirements of Section 5.11: Town Center (TC) Standards, with respect to windows, architectural features, and transparency requirements.
- D. Shallow Lots. Recognizing that existing lots of record **less than one-hundred (100) feet in depth** may not **be able to** meet ~~the proposed lot standards~~ **requirements of this Section, and/or potentially further inhibit and potentially limit a property's development, special considerations may be applied as part of a**



design alternative **may be requested for the existing lots of record less and one-hundred (100) feet in depth**, approved by the Board of Commissioners **to:**

1. The **widths of Compatibility Transition** Area A, Area B, and Area C standards.
2. ~~The Board of Commissioners, through a design alternative, may~~ Allow the combination of Area A and Area B **to a total of ten (10) feet, provided a six (6) feet tall opaque masonry wall and required landscaping is provided.**
3. ~~Design alternatives proposing a reduction of Area A, Area B, and or Area C must still provide, at a minimum, a ten (10) feet Area A including the required canopy trees with a six (6) feet tall opaque masonry wall and be approved by the Board of Commissioners.~~

**SECTION 8. That Article 16: Definitions; Section 16.4 Town Center District Standards Definitions be added to read as follows:**

✓ Addition

Deletion

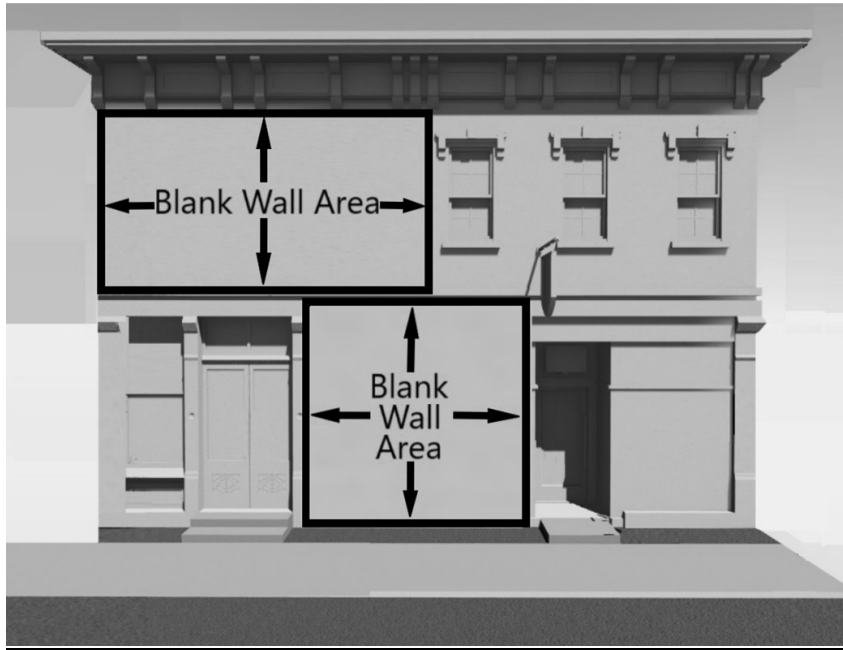
Alteration (additions are **green text** and deletions are ~~struck through~~)

**16.4 TOWN CENTER DISTRICT STANDARDS DEFINITIONS**

The following standards are specific to the Town Center district within the Town of Rolesville. Due to the nature of mixed-use districts, which implement elements of form-based codes, the development standards in this Section have been adopted herein.

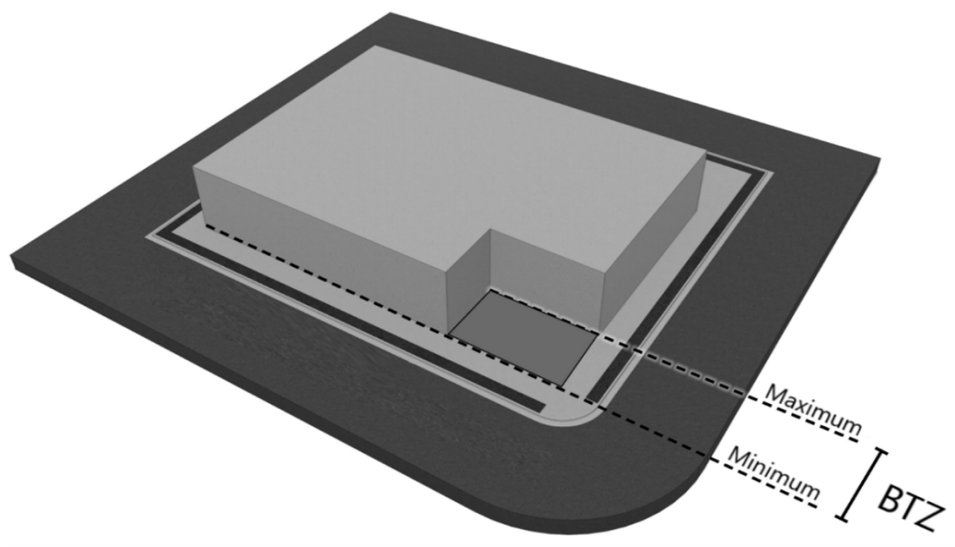
**BLANK WALL AREA.** Blank Wall Area shall refer to portions of an exterior façade that does not include windows, doors, columns, pilasters, architectural features greater than one (1) foot in-depth, or a substantial material change and is displayed. A different color or shade of paint shall not be considered a significant material change. Blank wall area applies in both a vertical and horizontal direction of the building façade and applies to ground floors and upper floors.

Figure 16.4.1. Blank Wall Area



**BUILDING PLACEMENT:** Building Placement shall define standards for building placement in the form of a Build-To Zone (BTZ). The BTZ shall include a range of distances, expressed as a minimum and maximum setback, and as the range at which construction of a building façade is to occur on the lot, running parallel to the property line, ensuring a uniform façade along the street. The BTZ requirements shall include a front/street, side, and rear.

Figure 16.4.2. Building Placement



**DRIVE-THROUGH:** A drive-through is a drive aisle facility which provides service directly to a motor vehicle, or where a costumer drives a motor vehicle onto the premise and

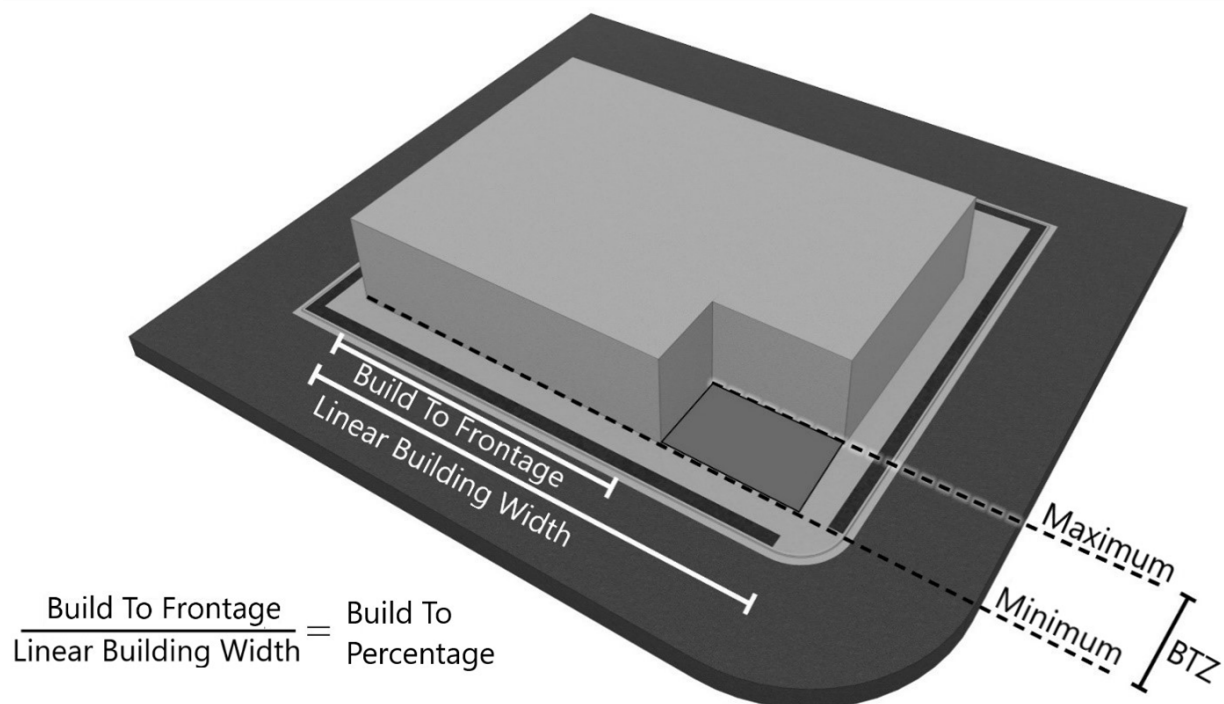
to a window or mechanical device through which the customer is serviced. The customer does not exit the vehicle. Fueling stations and accessory functions of a car wash are not considered a drive-through for the purpose of this definition.

**FAÇADE, PRIMARY:** A primary façade is that portion of the building elevation (wall) facing a street right-of-way or drive aisle that serves as a connection.

**FAÇADE, SECONDARY:** A secondary façade is that portion of the building elevation (wall) shall which does not face a street right-of-way or drive aisle that serves as a connection and faces private interior courts, common lot lines, alleys, and common drives.

**FRONTAGE (BUILD TO PERCENTAGE):** Frontage, also referred to as the Build To Percentage (% Requirement), indicates the percentage of the width of the building in relationship to the width of the lot. Frontage dictates what percentage of the linear distance of the façade of a building must be located along the lot width. Active use areas refer to those areas along a frontage that may provide for active uses such as a forecourt, courtyards, outdoor dining, merchandise display, and shared gardens. Active use areas may be used to achieve frontage requirements.

Figure 16.4.3. Frontage



**MIXED-USE:** The combination of either commercial, office, industrial and residential uses within a single building or within one single development. Mixed-use development may be vertically integrated within a single building or horizontally integrated where a development contains two or more buildings and/or uses.

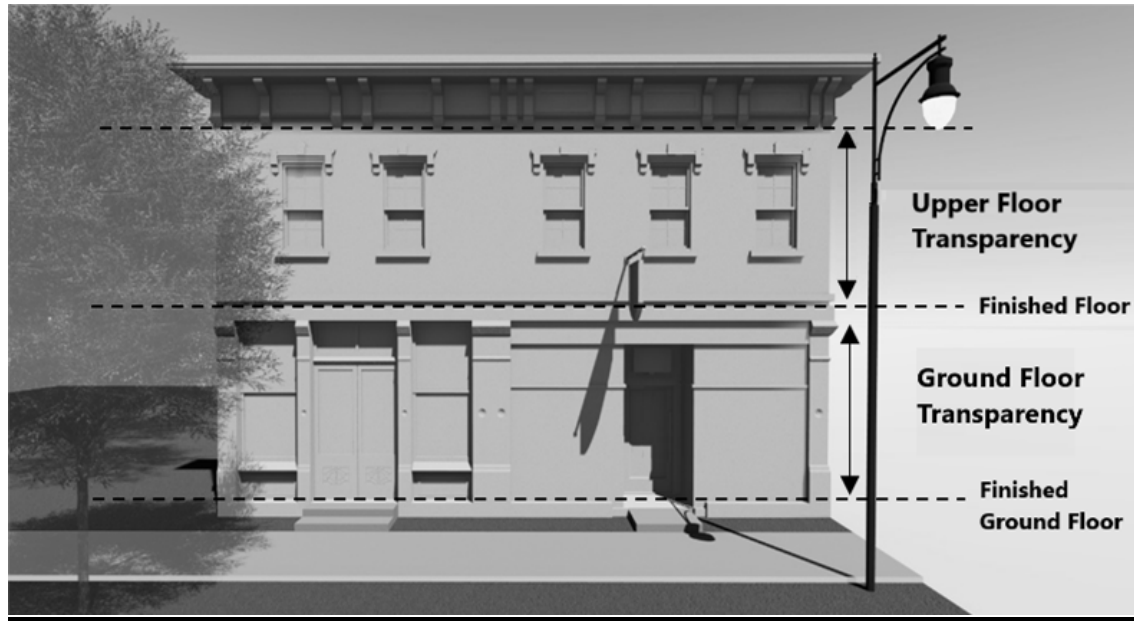
**STREETWALLS:** A streetwall is a consistent and continuous **freestanding** wall that runs parallel ~~to~~ **along** a building frontage and/or property line, along rights-of-way, **parking areas**, or incompatible adjacent uses. Streetwalls provide **privacy**, scale and **strengthen** definition ~~to adjacent rights-of-way and civic spaces~~ **of the public realm**.

Figure 16.4.4. Streetwalls



**TRANSPARENCY AREA:** Transparency Area requirements promote visually appealing building facades. Transparency is the minimum percentage of windows and doors that must make up a ground floor (first story) or upper story façade. A minimum transparency percentage is required for each story of a structure.

Figure 16.4.5. Transparency Area



**SECTION 9. Effective Date.** This ordinance shall become effective on the date of its adoption by the Board of Commissioners.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2020 by the Town of Rolesville Board of Commissioners.

---

Ronnie I. Currin  
Town of Rolesville Mayor

## **CERTIFICATION**

I, \_\_\_\_\_, 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 \_\_\_\_ day of \_\_\_\_\_, 2020.

In witness whereof, I have hereunto set my hand and caused the seal of the Town of Rolesville to be affixed this \_\_\_\_ day of \_\_\_\_\_, 2020.

(seal)

---

Robin Peyton  
Town Clerk

[Return to Agenda](#)



BASS, NIXON & KENNEDY, INC., CONSULTING ENGINEERS  
6310 CHAPEL HILL ROAD, SUITE 250, RALEIGH, NC 27607  
919/851-4422 ■ FAX 919/851-8968 BNK@BNKinc.com

DATE: November 18, 2020

TO: Mical McFarland  
Community and Economic Development Manager  
Town of Rolesville

FROM: Marty D. Bizzell, PE, CPESC

RE: Town Center District – Proposed Text Changes

As a follow-up to our earlier review and discussions regarding the proposed text changes to the Town Center Zoning District, I offer the following comments and request.

- Section 14.13.3 B.3.a – Revise Section to read “The required building stepback shall apply to those portions of the building greater than the maximum ~~by-right~~ height permitted in the district.
- We feel that the maximum building height permitted in the district versus the by “right height” is the appropriate criteria to determine the point where a stepback is required and meets the intent of the Town Center District. For example, a sprinklered 4-story apartment building elevator is permitted a maximum building height of 60’. A non-sprinklered apartment building would be allowed a maximum 35’ “By Right” building height without a required minimum stepback of 30’. In most instances, this 30’ minimum stepback requirement would eliminate a 4-story apartment building and in all practicality, eliminate the elevator option which allows for elderly and residents with accessibility issues (who cannot traverse 4 flights of stairs) to occupy the building.

Please let me know should you have any questions or need any additional information.

Sincerely,

A handwritten signature in blue ink that reads "Marty D. Bizzell".

Marty D. Bizzell, PE, CPESC  
Principal Engineer - Vice President  
Bass, Nixon and Kennedy, Inc.



Return to Agenda



**BASS, NIXON & KENNEDY, INC.**  
**CONSULTING ENGINEERS**  
6310 CHAPEL HILL ROAD, SUITE 250, RALEIGH, NC 27607  
TELEPHONE: (919)851-4422 FAX: (919)851-8968  
CERTIFICATION NUMBERS: NCBELS (C-0110); NCBSOLA (C-0267)

PROGRESS	RAB	DATE	DRAWN BY
05-19157	DATE		
JOB NO.			
SITE PLAN			
NO.	DATE	DESCRIPTION	BY
		REVISIONS	
SCALE: 1" = 40'			
CHK BY: MDB			

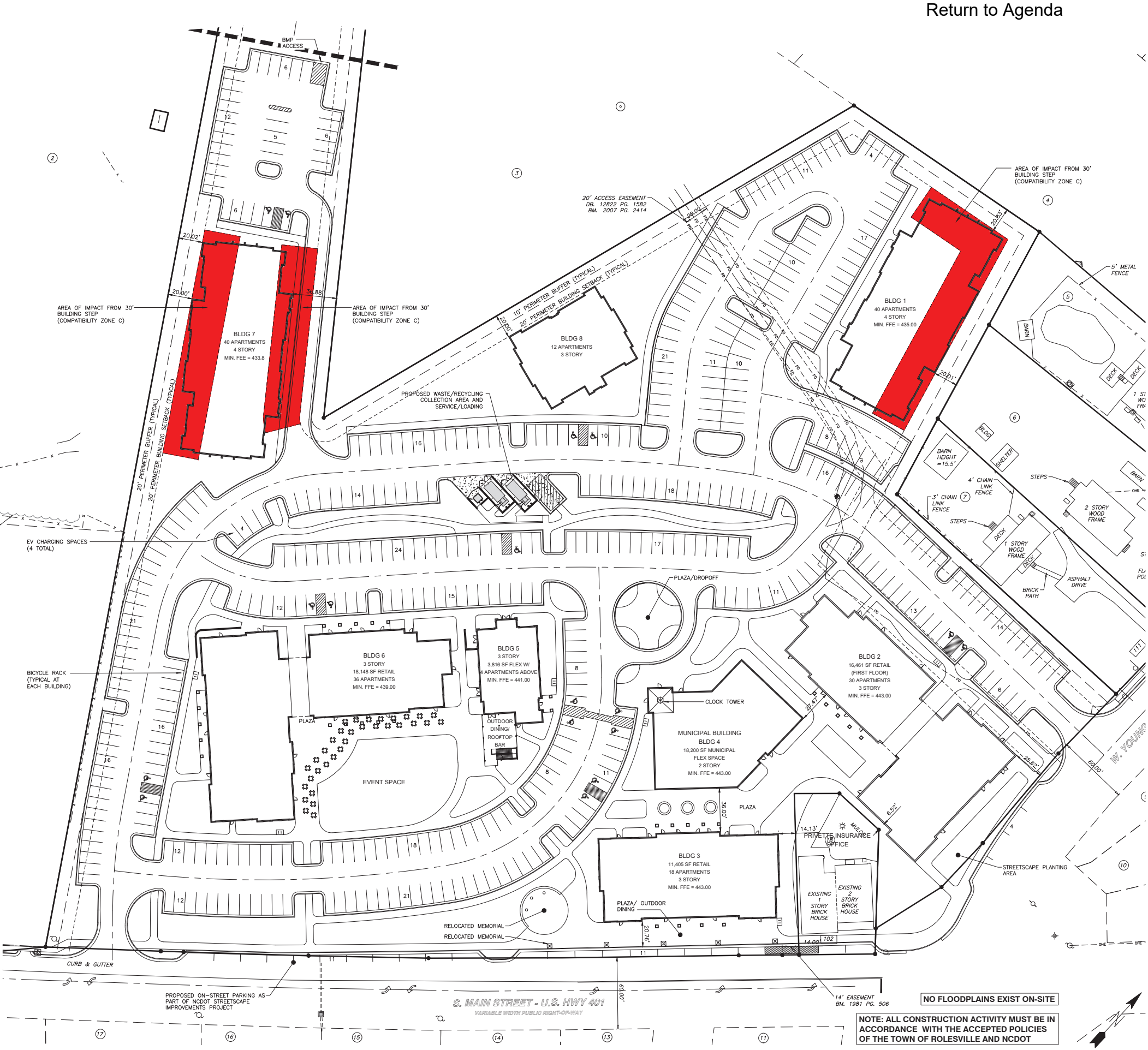
**COBBLESTONE VILLAGE**  
**MIXED USE DEVELOPMENT**  
TOWN OF ROLESVILLE, WAKE COUNTY, NORTH CAROLINA

SHEET  
C1.1

NOT RELEASED FOR CONSTRUCTION OR BID SOLICITATION

OVERALL SITE DATA

SITE AREA (TOWN OF ROLESVILLE)	10.96 AC (477,418 SF±)
P.I.N. (TOWN OF ROLESVILLE)	1769-01-0454, 1769-01-4357, 1769-01-3355 1769-01-3468, 1769-01-2542, 1769-01-3520 1769-01-4654, 1769-01-5454, 1769-01-5408, 1769-01-4576
ZONED:	INDUSTRIAL, COMMERCIAL-CZ, COMMERCIAL (TOWN CENTER OVERLAY)
PROPOSED USE:	RESIDENTIAL, MIXED USE
APARTMENT MIX	
1 BEDROOM	112 UNITS
1 BEDROOM/ LOFT	4 UNITS
2 BEDROOM	64 UNITS
TOTAL APARTMENTS	180 UNITS
RESIDENTIAL DENSITY:	16.4 UNITS/ACRE
RETAIL/COMMERCIAL:	49,830 SQUARE FEET
MUNICIPAL FLEX SPACE:	18,200 SQUARE FEET
TOTAL:	68,030 SQUARE FEET
EVENT SPACE:	0.44 ACRES/ 18,976 SQUARE FEET
PARKING REQUIREMENTS PER TC DISTRICT DEVELOPMENT STANDARDS	
MIXED USE RESIDENTIAL: 2.0 SPACES PER UNIT	180 x 2 = 360 SPACES REQUIRED
MIXED USE NON-RESIDENTIAL: 3 SPACES PER 1000 GSF	68,030/1000 x 3 = 205 SPACES REQUIRED
TOTAL PARKING REQUIRED/PROVIDED:	565 SPACES REQUIRED/ 490 PROVIDED
5% OF ON STREET PARKING MAY BE COUNTED AS REQUIRED PARKING (28 ALLOWED/ 26 PROVIDED)	
15% PARKING REDUCTION ALLOWED FOR SHARED PARKING: 565 x .85 = 481 REQUIRED	
58 ADDITIONAL PARKING SPACES PROVIDED ON TOWN OF ROLESVILLE PROPERTY AND NOT COUNTED TOWARD DEVELOPMENT REQUIRED PARKING	



NOTE: ALL CONSTRUCTION ACTIVITY MUST BE IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF ROLESVILLE AND NCDOT







# OCTOBER 2020 ACTIVITY DEVELOPMENT REPORT

## HIGHLIGHTS

1. MA 20-01 Hopper Communities, UDO Map Amendment  
Recommended by the Planning Board 09.28.2020.  
Town Board Legislative hearing scheduled for 11.17.2020.
2. PR 20-01 The Point- Phases 1-10, & 14 Preliminary Subdivision Plat  
Approved by the Town Board of Commissioners on 10.6.2020
3. PR 20-04 The Preserve at Jones Dairy (Central) Preliminary Subdivision Plat  
Approved by the Town Board of Commissioners on 10.20.2020
4. PR 20-02 The Preserve at Jones Dairy (North) Preliminary Subdivision Plat  
Approved by the Town Board of Commissioners on 10.20.2020

For more information or assistance,  
Please contact:  
Shelly Raby, Planning Development Specialist  
Phone: 919-554-6517  
[shelly.raby@rolesville.nc.gov](mailto:shelly.raby@rolesville.nc.gov)

The Town of Rolesville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act. Should you need assistance or a particular accommodation please contact the ADA Coordinator.

## Developments

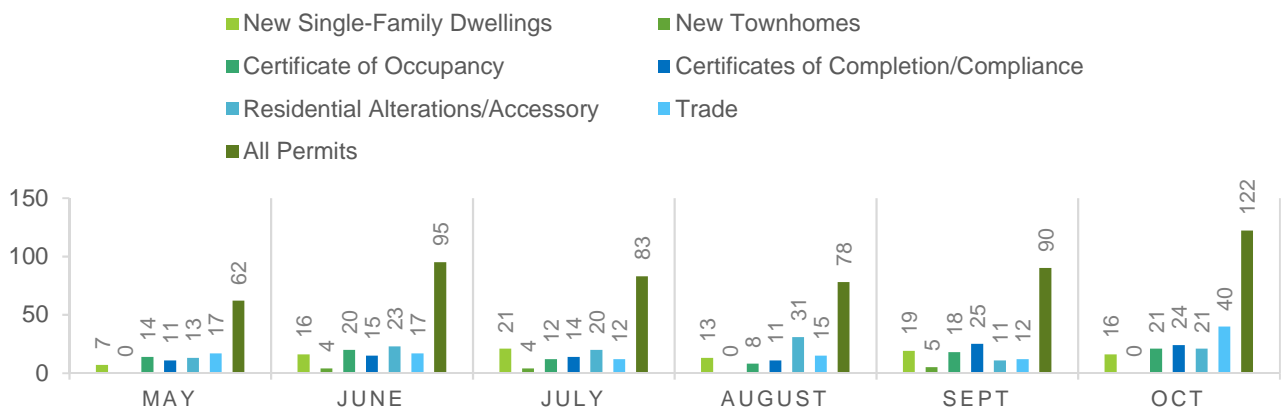
### CURRENT RESIDENTIAL DEVELOPMENTS WITH PERMITS ISSUED Summary of Activity by Subdivision

Subdivision	Total Buildable Lots	Total Permits Issued Per Development	Un-permitted Lots Remaining	Permits Issued in October	Permits Issued YTD
Averette Ridge	159	144	15	4	16
Barrington	33	33	0	1	7
Carlton Pointe	271	260	11	2	21
Granite Falls	101	72	29	4	28
Perry Farms	41	40	1		5
Stonewater	208	185	23	4	34
Willoughby	88	79	9	1	12
<b>TOTAL</b>	<b>901</b>	<b>813</b>	<b>88</b>	<b>16</b>	<b>123</b>

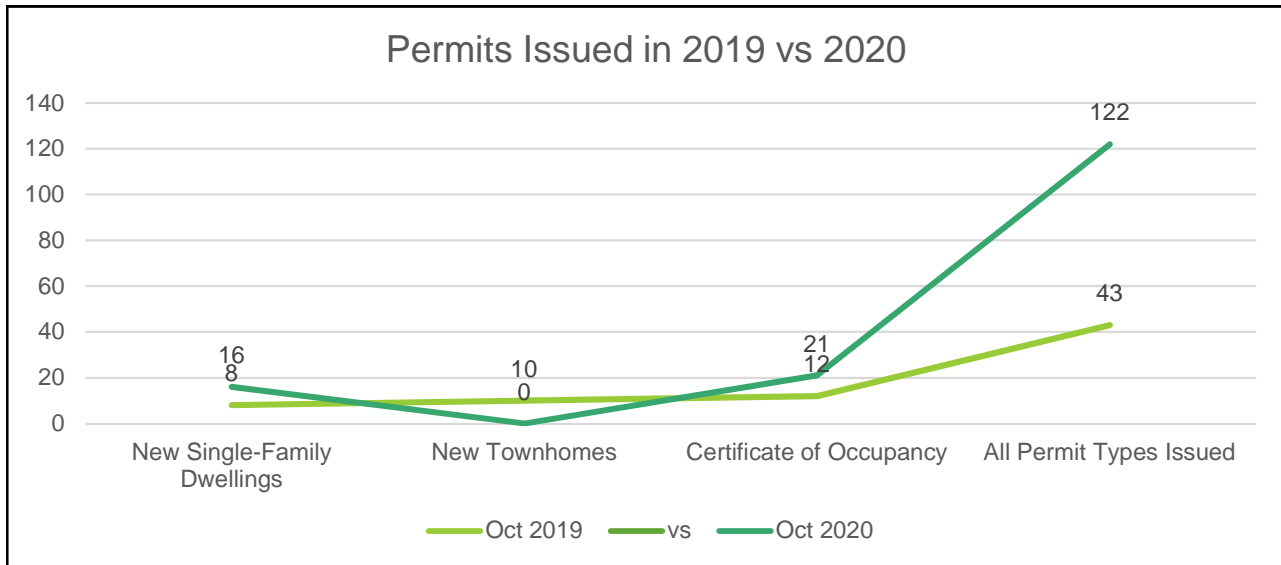
<b>Barrington Townhomes</b>	<b>32</b>	<b>18</b>	<b>14</b>		<b>18</b>
<b>TOTAL</b>	<b>32</b>	<b>18</b>	<b>14</b>		<b>18</b>

<b>Non-Subdivision</b>					
<b>TOTAL Residential Permits Issued</b>	<b>933</b>	<b>831</b>	<b>102</b>	<b>16</b>	<b>141</b>

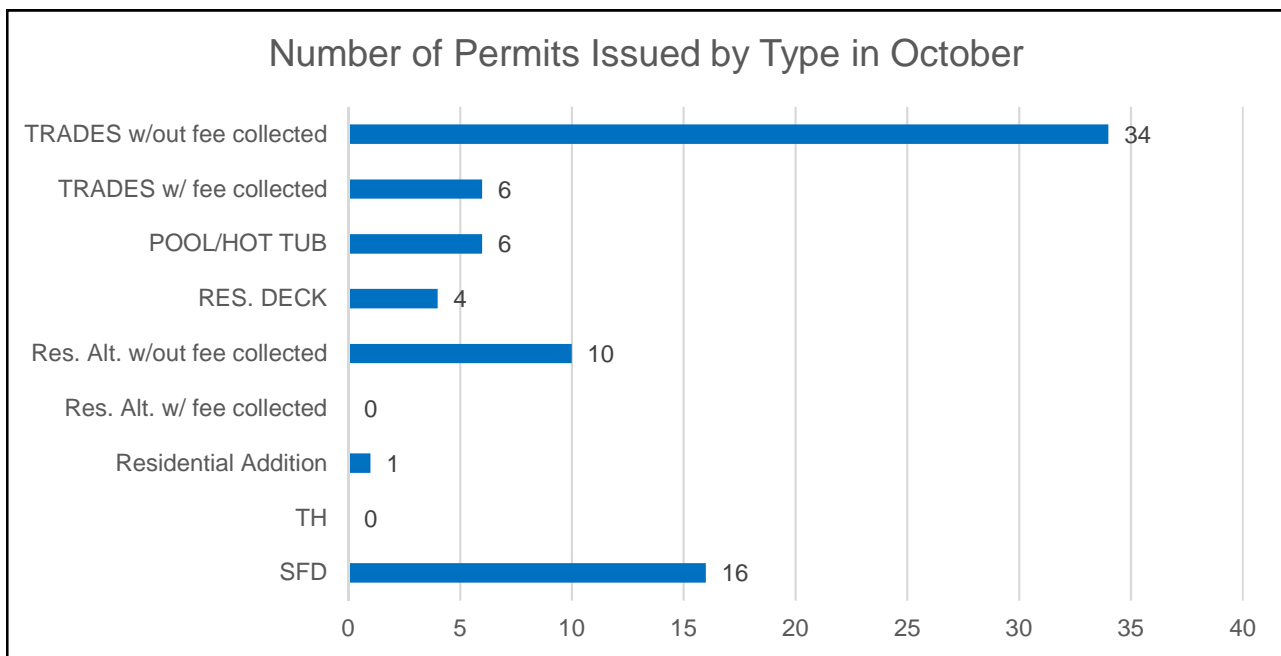
### PERMITS ISSUED IN THE LAST 6 MONTHS



## Permitting Activity



The Town of Rolesville has experienced an overall **increase** in permitting activity compared to this time last year.



## Development Projects in Review

Detailed information regarding these projects can be found by clicking on the link provided <https://www.rolesvillenc.gov/planning/development-projects>

### Commercial/ Other

Carlton Pointe Green Way Trail	Rolesville CrossFit	C4 Investments
101 and 115 Redford Place Drive	1200 Granite Falls Blvd.	515 S. Main St.
Carolina Legacy Volleyball	Rural Fire Dept. Addition	

### Residential

**A-Master Team** Townhomes- 47 Proposed New Townhomes

**Chandlers Ridge**- 90 Proposed New Single- Family Homes

**Elizabeth Springs**- 89 Proposed New Single- Family Homes & 98 Proposed New Townhomes

**Kalas Falls**- 484 Proposed New Single- Family Homes & 108 Proposed New Townhomes

**Preserve at Jones Dairy Road Central**- 261 Proposed New Single- Family Homes & 173 Proposed New Townhomes

**Preserve at Jones Dairy Road North**- 141 Proposed New Single- Family Homes & 65 Proposed New Townhomes

**Preserve at Jones Dairy Road South**- 221 Proposed New Single- Family Homes

**Regency at Heritage**- 27 Proposed New Single- Family Homes

**The Point**- 483 Proposed New Single- Family Homes & 324 Proposed New Townhomes

**The Townes at Carlton Pointe**- 130 Proposed New Townhomes

