



**Agenda  
Planning Board  
Monday, November 22, 2021  
7:00 PM**

<b>ITEM</b>	<b>TOPIC</b>
1.	Call to Order
2.	Pledge of Allegiance
3.	Invocation
4.	MA 20-03 Broughton Townhomes
5.	LDO Amendments Round 1
6.	LDO Amendments Round 2
7.	Planning Director's Report <ul style="list-style-type: none"><li>a. Planning Department Updates</li><li>b. Development Activity Report</li><li>c. Planning Board Meeting Date and Time Discussion</li></ul>
8.	Town Attorney's Report
9.	Other Business
10.	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.



**Planning Board Meeting  
October 25, 2021- 7:00 PM  
502 Southtown Circle, Rolesville, NC 27571**

## **MINUTES**

**PRESENT:** Mark Powers, Chairman  
Donnie Lawrence, Board Member  
Renorda Pryor, Board Member  
Steve Hill, Board Member  
Meredith Gruber, Planning Director

Mike Moss, Vice-Chairman  
Davion Cross, Board Member  
Jim Schwartz, Board Member  
Dave Neil, Town Attorney  
James Carter, Planner I

**ABSENT:** Michelle Medley, Mayor Pro-Tem

### **1. CALL TO ORDER**

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

### **2. PLEDGE OF ALLEGIANCE**

The board collectively recited the Pledge of Allegiance.

### **3. INVOCATION**

Vice-Chairman Moss gave the invocation.

### **4. APPROVAL OF MINUTE**

**Moved by Board Member Donnie Lawrence and second by Board Member Jim Schwartz, the motion to approve the minutes of September 27, 2021, with a date correction on the September minutes from September 28 to September 27 carried by unanimous vote.**

## **5. MA 21-05 Preserve at Moody Farm**

Ms. Gruber spoke on the rezoning case for the Preserve at Moody Farm from R-30 WC to R-3-CZ.

Applicants Barbara Todd, Brad Haertling, Jay Gilleece, and Matt Peach all provided clarifying information to the Planning Board about the residential project and the associated traffic study.

**Mr. Allen Moody 5425 Amazon Trail Rolesville, NC 27587** shared his support for the residential development, and he approves the development that will be built around his home.

**Donnie Lawrence made a motion to recommend approving rezoning case MA 21-05 Preserve at Moody Farm with consideration of adding a condition that the applicant completely address TRC comments and that construction will not start until Rolesville rd is widened to three lanes. Second by Jim Schwartz, carried unanimously.**

## **6. Planning Director's Report**

### **a. Planning Department Updates**

Planning Director Gruber informed the Planning Board that the staff has extended an offer to an Senior Planner applicant.

Meredith also spoke on upcoming LDO technical amendments and scheduling for the amendment package.

### **b. Development Activity Report**

Ms. Gruber delivered the September development report to the Planning Board.

## **7. Town Attorney's Report**

Dave Neil applauded the Planning Board for asking questions that will help improve the LDO, and finished by saying the law should change.

## **8. Other Business**

Ms. Gruber announced that the cases Broughton Townhomes, and Tucker Wilkins Property will be coming before the board in later meetings.

## 9. ADJOURN

There being no more business before the board, upon a motion by Board Member Mike Moss and second by Board Member Donnie Lawrence, the motion to adjourn carried by unanimous vote. The meeting adjourned at 8:03 PM.

ATTEST:

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Mark Powers, Planning Board Chairman

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James Carter, Planner I



# Memo

**To:** Planning Board  
**From:** Meredith Gruber, Planning Director  
**Date:** November 18, 2021  
**Re:** MA 20-03 Broughton Townhomes

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## Background

An application was received by the Town of Rolesville Planning Department in October 2020 for a 7.21-acre property located on N. Main Street with Wake County PIN 1769-02-9362; the property is owned by Columbia Park East MHP-KB, LLC. The applicant is requesting to change the zoning from Residential-1 (R-1) to Residential-3 Conditional District (R-3-CZ) to accommodate 57 townhomes. Based on the timing of the application, the review falls under the Unified Development Ordinance (UDO).

## Applicant Justification

The narrative below was provided by the applicant; it has been updated since the initial application.

The Broughton tract is a vacant, half wooded-half agricultural parcel located in Downtown Rolesville. The existing zoning is RL (R-1, UDO) and the tract is bounded by existing residential to the north which is zoned RL and RM-CZ, existing residential to the east which is zoned RL and RM-CZ, and existing residential to the south which is zoned RM and RL. The requested rezoning to R-3 (UDO per initial submittal) is highly compatible with the Main Street Vision Plan, the Economic Development Strategic Plan and the Comprehensive Plan. The proposed Broughton Townhome Development meets key recommendations within the Main Street Vision Plan and Comprehensive Plan such as creating a place that is walkable, promoting the development of mixed income residential with a diversity of residential product types, and creating a close-knit system of secondary streets. The plans go on to recommend more open spaces, particularly active open spaces, which Broughton plans on providing an excess of. The Economic Development Strategic Plan recommends streetscape improvements and a community that supports pedestrian mobility among a variety of uses including residential, retail and commercial – which Broughton Townhomes is supplying through construction of a new West Young Street Section and pedestrian connectivity through the site and to public rights-of-way adjacent to the Cobblestone Development. The Main Street Vision Plan presents concept drawings reflecting dense residential on the Broughton parcel with alley loaded units that front on public streets. The rezoning site plan presents a similar concept which takes advantage of compact building design in keeping with the Vision Plan. With the Broughton Townhomes site being the first new residential to be proposed within and adjacent to the Cobblestone Development in the Town Center Core, a unique opportunity is provided to

encourage urban growth in a fashion that will support pedestrian connectivity to retail and commercial, support residential migration, and be a catalyst for additional Downtown Town Center growth. The Proposed Rezoning is completely compliant with the UDO requirements for R-3 Zoning and will not require any zoning conditions.

### **Neighborhood Meeting**

A neighborhood meeting was held on February 11, 2021, and about 30 people attended the meeting. Minutes are included as an attachment to this report.

### **Comprehensive Plan**

#### ***Land Use***

The future land use designation of the subject property is Medium Density Residential. This classification is predominately single family residential with portions of duplex, townhouse, or multifamily residential. These are lots or tracts at a density range of three to five units per acre. While townhomes are a housing type included in the Medium Density Residential future land use classification, the requested density of nearly eight units per acre is higher than what is included in the Medium Density Residential designation. At the Board of Commissioners' work session August 2021, Planning Department staff gave a presentation on townhomes, and Town Board members discussed their preferences for townhome development in Rolesville. It was noted that locating townhomes in the center of town near major transportation corridors and transit access is preferred over locations on the edges of town.

#### ***Traffic and Transportation***

According to Rolesville's Community Transportation Plan Thoroughfare Recommendations, Young Street is planned as an eighty-foot right-of-way two-lane road with a two way left turn lane, curb and gutter, bike lanes, and sidewalks. The sketch plan included with this rezoning request shows dedication of ten additional feet of right-of-way to accommodate one-half of the needed eighty-foot right-of-way.

A traffic impact analysis was required as part of this rezoning application. Ramey Kemp Associates prepared the study. Based on coordination with NCDOT, the following items will likely be required prior to issuance of a driveway permit for the subject property:

#### **Main Street and Site Drive 1**

- Construct the southbound approach (Site Drive 1) and provide right-in/right-out access configurations for the driveway. Left-turn movements to and from Site Drive 1 will be restricted through on-site concrete islands, signage, and pavement markings.
- Provide stop-control for the southbound approach.

#### **Young Street and Site Drive 2/Scarboro Street**

- Construct the westbound approach (Site Drive 2) aligning with Scarboro Street.
- Provide a stop-control for the westbound approach.
- Provide a northbound (Young Street) right-turn deceleration lane with a minimum length of 50 feet to separate right-turning traffic from vehicles continuing through the intersection.

### **Development Review**

The Technical Review Committee (TRC) has reviewed the Broughton Townhomes sketch plan

twice. The applicant has addressed comments related to site circulation and showing additional information on the plans such as topography, landscaping, and a sample of exterior features of the proposed structures.

**Preliminary Staff Recommendation**

Downtown Rolesville is a preferred location for townhome development. Medium to higher density housing in this location allows residents to walk to current and future businesses and Main Street Park. Staff's preliminary recommendation is for approval of the rezoning request.

**Attachment**

MA 20-03 Application

MA 20-03 Neighborhood Meeting Minutes

MA 20-03 Sketch Plan



Case No. \_\_\_\_\_

Date \_\_\_\_\_

## Map Amendment Application

### Contact Information

Property Owner Columbia Park East MHP-KB LLCAddress 8480 Honeycutt Road, Suite 200City/State/Zip Raleigh, NC 27615Phone 585-465-0099Email kburnha2@u.rochester.eduDeveloper KDM Development CorporationContact Name Kenyon BurnhamAddress 1080 Pittsford Victor RoadCity/State/Zip Pittsford, NY 14534Phone 585-465-0099Email kburnha2@u.rochester.edu

### Property Information

Address 0 N. Main StreetWake County PIN(s) 1769-02-9362Current Zoning District R-1Requested Zoning District R-3-CZTotal Acreage 7.21

### Owner Signature

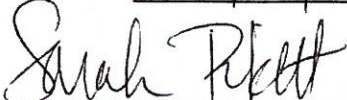
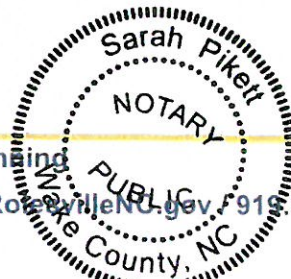
I hereby certify that the information contained herein is true and completed. I understand that if any item is found to be otherwise after evidentiary hearing before the Town Board of Commissioners, that the action of the Board may be invalidated.

Signature  Date 09/29/21

STATE OF NORTH CAROLINA

COUNTY OF Wake

I, a Notary Public, do hereby certify that Kenyon Burnham  
personally appeared before me this day and acknowledged the due execution of the foregoing instrument. This  
the 29<sup>th</sup> day of September 2021.

My commission expires 6/27/2026.Signature  Seal

Town of Rolesville Planning

PO Box 250 / Rolesville, North Carolina 27571 / Rolesville, NC 919.554.6517



## Metes and Bounds Description of Property

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

DESCRIPTION OF ELIZABETH S. BROUGHTON HEIRS PROPERTY – PIN: 1769029362

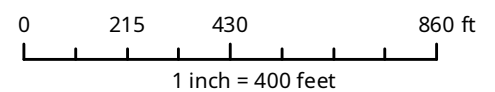
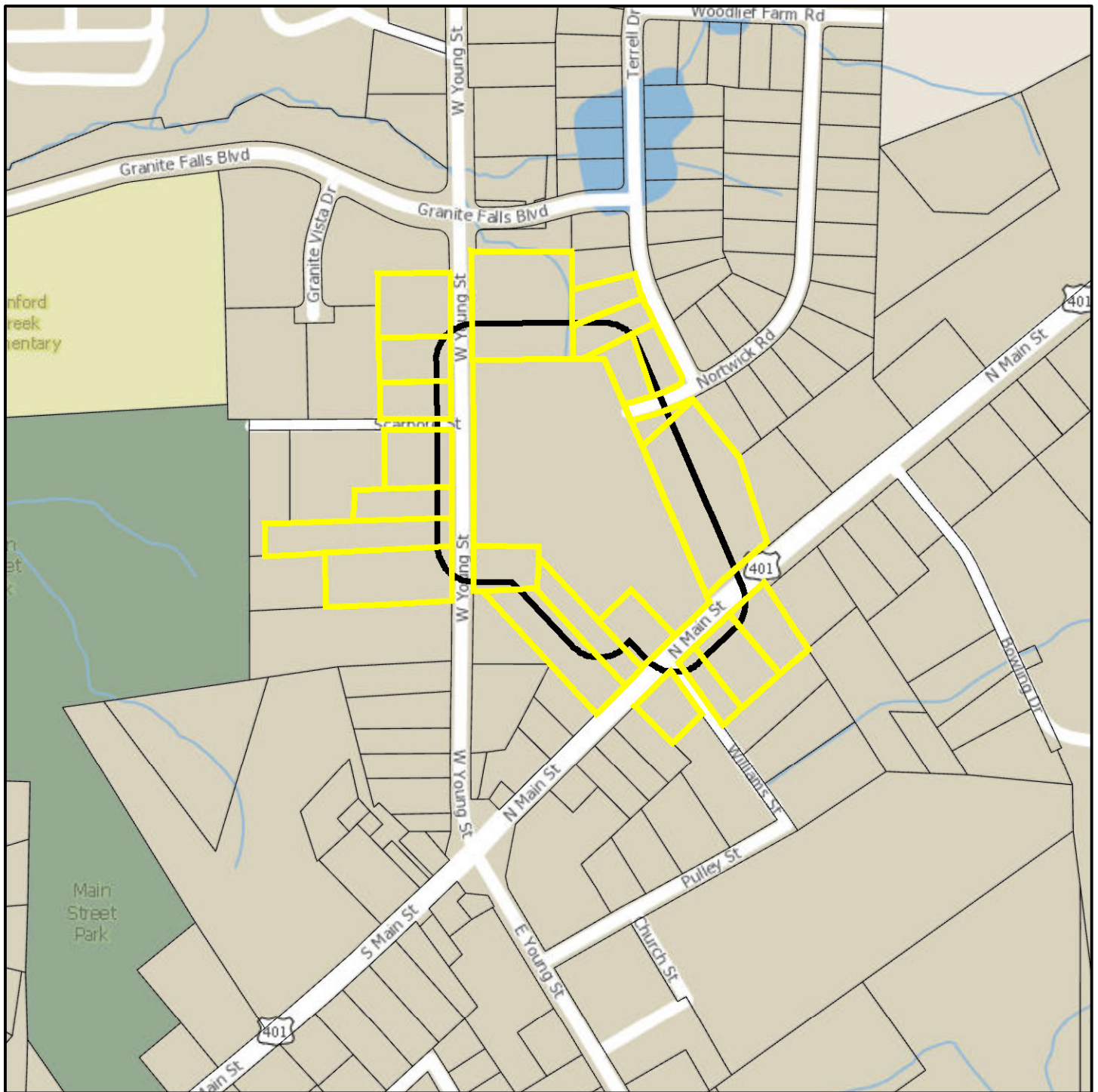
BEGINNING AT AN EXISTING IRON PIPE IN THE EASTERN RIGHT-OF-WAY OF WEST YOUNG STREET, A 60 FT. PUBLIC RIGHT-OF-WAY, SAID PIPE BEING THE NORTHWEST CORNER OF TRACT 1 AS REFERENCED IN BOOK OF MAPS 2002, PAGE 1740, AND BEING THE SOUTHWEST CORNER OF THE MARY C. PERRY PROPERTY AS REFERENCED IN DEED BOOK 2022, PAGE 249, SAID PIPE ALSO HAVING N.C. GRID NAD '83 COORDINATES OF N=792765.4848 FEET AND E=2160643.6612 FEET; THENCE LEAVING THE SAID RIGHT-OF-WAY AND WITH THE COMMON LINE OF THE SAID PERRY PROPERTY, N89°30'10"E A DISTANCE OF 364.35 FEET TO A POINT IN THE LINE OF LOT 52 OF THE TERRELL PLANTATION AS REFERENCED IN BOOK OF MAPS 2012, PAGE 158; THENCE S23°18'36"E A DISTANCE OF 730.70 FEET TO A POINT IN THE NORTHWESTERN RIGHT-OF-WAY OF NORTH MAIN STREET - US 401, A VARIABLE PUBLIC RIGHT-OF-WAY; THENCE WITH THE SAID NORTH MAIN STREET RIGHT-OF-WAY, S47°04'48"W A DISTANCE OF 13.22 FEET TO A POINT; THENCE S46°17'02"W A DISTANCE OF 75.48 FEET TO A POINT; THENCE S45°42'52"W A DISTANCE OF 44.33 FEET TO A POINT BEING THE SOUTHEAST CORNER OF THE PROPERTY OF LITTLE HOUSE, LLC AND REFERENCED IN DEED BOOK 14739, PAGE 2454; THENCE WITH THE COMMON LINE OF THE SAID LITTLE HOUSE, LLC PROPERTY, N43°20'26"W A DISTANCE OF 175.10 FEET TO AN EXISTING IRON PIPE; THENCE S45°18'24"W A DISTANCE OF 124.99 FEET TO AN EXISTING IRON PIPE IN THE LINE OF THE PROPERTY OF MILDRED F. MATHENY, HEIRS AS REFERENCED IN DEED BOOK 614, PAGE 245; THENCE WITH THE SAID MATHENY HEIRS LINE, N43°20'12"W A DISTANCE OF 239.77 FEET TO AN EXISTING IRON PIPE IN THE LINE OF THE PROPERTY OF DENISE BROWN AS REFERENCED IN DEED BOOK 17010, PAGE 41; THENCE WITH THE COMMON LINE OF THE SAID BROWN PROPERTY, N01°16'09"E A DISTANCE OF 31.03 FEET TO AN EXISTING IRON PIPE; THENCE N89°00'59"W A DISTANCE OF 181.74 FEET TO A POINT IN THE AFOREMENTIONED RIGHT-OF-WAY OF WEST YOUNG STREET; THENCE WITH THE SAID WEST YOUNG STREET RIGHT-OF-WAY, N00°12'54"E A DISTANCE OF 81.17 FEET TO A POINT; THENCE N00°08'34"E A DISTANCE OF 101.84 FEET TO A POINT; THENCE N00°09'08"W A DISTANCE OF 102.45 FEET TO A POINT; THENCE N00°47'19"W A DISTANCE OF 104.25 FEET TO A POINT; THENCE N00°49'13"W A DISTANCE OF 122.35 FEET TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 314,148 SQUARE FEET OR 7.2118 ACRES.

## Rezoning Justification

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## Property Owner Information

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**Disclaimer**

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PIN	Owner	Mail Address 1	Mail Address 2	Mail Address 3		
1769018978	RAT PROPERTIES LLC	400 WATKINS FARM RD	ROLESVILLE NC 27571-9449			
1769023248	PEARCE, CHARLES EDWARD PEARCE, LINDA WILLIAMS	1100 SILENT BROOK RD	WAKE FOREST NC 27587-7138			
1769024116	WOODLIEF, DONNIE LEE WOODLIEF, PATSY EDDINS	6609 FOWLER RD	ZEBULON NC 27597-8303			
1769024347	HESS, LESTER W III HESS, LORI ANN	6624 RIDGE SPRING RD	ZEBULON NC 27597			
1769024499	PRIVETTE, RODNEY M	1225 LOUISBURG RD	WAKE FOREST NC 27587-6891			
1769024676	EDDINS FAMILY LLC	6105 HOPE FARM LN	WAKE FOREST NC 27587-8426			
1769024777	ALFORD, LOIS	1013 MINGO PL	KNIGHTDALE NC 27545-9223			
1769024971	VIA, JOSH VIA, TASHA	207 W YOUNG ST	ROLESVILLE NC 27571-9561			
1769027139	BROWN, DENISE	721 DINEHART CROSS RD	MIDDLESEX NY 14507-9793			
1769027985	PERRY, MARY C	204 W YOUNG ST	ROLESVILLE NC 27571-9517			
1769029063	MATHENY, MILDRED F HEIRS	C/O DAWN HENDERSON SHAF	7909 RIVER RIDGE RD	WAKE FOREST NC 27587-9355		
1769029362	BROUGHTON, ELIZABETH S HEIRS	2281 COLUMBIA DR	AUBURN AL 36830-4275			
1769111881	WOOD, MATTHEW DAVID WOOD, MISTY LEE	112 N MAIN ST	ROLESVILLE NC 27571-9643			
1769112896	COOK, ALICE FAULKNER	PO BOX 124	ROLESVILLE NC 27571-0124			
1769113963	WALL, EDWARD ANTHONY WALL, SHELBY	202 N MAIN ST	ROLESVILLE NC 27571-9645			
1769120094	LITTLE HOUSE LLC	PO BOX 239	ROLESVILLE NC 27571-0239			
1769120764	DC & EC HOLDINGS LLC	129 NORTWICK RD	ROLESVILLE NC 27571-9247			
1769120825	DICKENS, STEPHEN DICKENS, ANTOINETTE	1201 GRAEDON DR	RALEIGH NC 27603-3986			
1769120903	RIVERA, REBECCA	111 TERRELL DR	ROLESVILLE NC 27571-9223			
1769121549	LAWRENCE, DONALD H III	205 N MAIN ST	ROLESVILLE NC 27571-9646			
1769121756	PURVIS, ERIC L PURVIS, TONIA L	133 NORTWICK RD	ROLESVILLE NC 27571-9247			
1769123307	LAWRENCE, DONALD H III	205 N MAIN ST	ROLESVILLE NC 27571-9646			
1769124062	STROMAN, BEVERLY B	204 N MAIN ST	ROLESVILLE NC 27571-9645			

PROPERTY NAME: PIN #1769029362  
VACANT LAND  
7.21 Acres  
Rolesville, NC 27571

SELLER: Broughton, Eliz and Heirs  
2281 Columbia Drive  
Auburn, AL 36830

**AMENDMENT TO AGREEMENT OF PURCHASE AND SALE**

An Agreement of purchase as sale was executed with an effective date of August 1, 2019 for parcel #1769029362 in the Town of Rolesville between Purchaser and Sellers.

Purchaser and Seller hereby agree to amend said Agreement to set the closing date of the transaction as January 12, 2021.

Seller agrees that Purchaser may, as agent for the Seller make the necessary applications to the Town of Rolesville Planning and Zoning Board to allow and approve the use of the parcel for Townhome development.

**EXECUTED IN MULTIPLE COUNTERPARTS**, each of which shall have the force and effect of an original, by the Seller this \_\_\_\_\_ day of \_\_\_\_\_, 2020, and by the Purchaser this 15<sup>th</sup> day of September, 2020.

**SELLER:** Attached signature pages

Roy Broughton 09-29-2020  
Roy M Broughton

Deborah Broughton 09-29-2020  
Deborah Broughton

Kathryn Ann Broughton 09-15-2020  
Kathryn Ann Broughton

Mark Martin 09-29-2020  
Mark Martin

**PURCHASER:**

Very truly yours,

A handwritten signature in black ink, appearing to read "Ken Burnham". The signature is written in a cursive, flowing style. It is positioned below the text "Very truly yours," and above a horizontal blue line.

Kenneth C Burnham





BASS, NIXON & KENNEDY, INC., CONSULTING ENGINEERS  
6310 CHAPEL HILL ROAD, SUITE 250, RALEIGH, NC 27607  
919/851-4422 FAX 919/851-8968 [www.bnkinc.com](http://www.bnkinc.com)

## **Summary of Electronic Neighborhood Meeting Discussion**

### Broughton Property Rezoning

**Question #1:** Will HOA have parking on the street?

**Response:** Yes, most likely. The residents will decide the standards through the new HOA.

**Question #2:** What will be the square footage of the new townhomes?

**Response:** That is yet to be determined. The builder is leaning toward a 2-story product and possibly a 3 story.

**Question #3:** Is there a plan for off-street parking for guests?

**Response:** Yes, there will be a guest parking lot.

**Question #4:** Would you consider leaving zoning as is for single family homes?

**Response:** The Town of Rolesville plan calls for mixed use

**Question #5:** What will be the value of the new townhomes?

**Response:** That will be determined later.

**Question #6:** Will there be a postal kiosk installed?

**Response:** Yes, this will need to get approval from the USPS per their requirements

**Question #7:** Is there a traffic survey being done?

**Response:** Yes, a comprehensive traffic analysis is being done.

**Question #8:** Will the current traffic analysis be valid after people start returning to work and school after COVID restrictions end?

**Response:** The traffic analysis takes into account pre-COVID conditions and current conditions and adjusts for post-COVID traffic. The Town of Rolesville is widening intersections and improving road ways to help with traffic backup. The traffic analysis will be made public.

**Question #9:** Can you email the analysis to residents when it is published?

**Response:** Yes, and it will also be on the town's website.

**Question #10:** Is the connection to Northwick Road necessary for the development?

**Response:** Yes, the town requires it for the subdivision

**Question #11:** Will there be an attempt to stop the cut through traffic?

**Response:** Developers also do not want a lot of cut through traffic. This may come up in the review process.

**Question #12:** Are home valuations done before or after the town approval?

**Response:** These are done after town approval

**Question #13:** Will there be a buffer perimeter?

**Response:** Yes, there will be a landscaped perimeter according to the town's requirements. It will along all sides of property based on adjoining use.

**Question #14:** Would you be willing to put in a traffic light at Great Falls Blvd and Young St.?

**Response:** The developer and the traffic analysis will determine.

**Question #15:** The Main Street Project has proposed townhomes also. Why do we need these also?

**Response:** The Town of Rolesville is no longer doing that project.

**Question #16:** How will this development impact our home values

**Response:** These developments typically cause an increase in adjoining home values

**Question #17:** Will there be speed bumps installed on the cut through?

**Response:** This will be determined later

**Question #18:** Why are you taking the dead end of Northwick Road back to Young Street

**Response:** This plan is dictated by the town's Main Street Vision Plan.

**Question #19:** Do we have to take this cut through matter up with the town?

**Response:** Yes, you can voice your concerns over variance issues to the Board of Commissioners.

**Question #20:** Will there be an impact on the water pressure?

**Response:** The City of Raleigh will be responsible for the water pressure requirements.

**Question #21** How soon will the project begin if approved?

**Response:** July at earliest after permits and approvals

**Question #22:** Is there a prototype of the townhomes for us to view?

**Response:** Not at this time. The builder is Dan Ryan Builders.

**Question #23:** Why were there only 3 people notified in the subdivision?

**Response:** All the property owners within a distance of 200 ft should be notified. We apologize for anyone left out.

**Question #24:** How many will be single family homes?

**Question #25:** Question about Northwick Road: Why is the lower end not put through to West Young?

**Response:** Two intersections would be too close together

**Question: #26:** How can you say our property values will increase if you can't say how much the townhomes will cost?

**Response:** The townhomes will be high end product.

**Question #27:** How does this project cause an increase in our home values? Are these low-income housing?

**Response:** These townhomes will be higher cost (\$300-\$350K).

**Question #28:** How big are the buffers and where will the storm water be drained?

**Response:** Runoff cannot exceed pre-development rate. An area has been reserved for runoff. No landscaping plans yet. The buffer ordinances are very specific. These will be part of the review process. It will be approximately 45 ft. from property line to back of the building.

**Question #29:** Will there be a mosquito issue with the run-off pond?

**Response:** No, these are designed to be OK if properly maintained.

**Question #30:** What is the next step?

**Response:** February 22, 2021 is the Planning Board meeting for rezoning.

**Question 31:** Can you guarantee that you will let us know when the meetings take place?

**Response:** Yes, email and on website. Michelle will pass on information also.

**Question #32:** Would you consider downsizing the number of townhome units being proposed?

**Response:** There are no back up plans at this time. The number proposed is below the maximum density of 12 units/acre.

**Question #33:** If the townhomes are not allowed, what would be put in their place?

**Response:** There are no other plans at this time. It would stay residential single-family homes.

**Question #34:** How many homes would be built on the 7 acres as the zoning stands now?

**Response:** We don't have a layout for that at this time.

**Question #35:** Are you looking into building single family detached homes?

**Response:** No, we are following the Main Street plans

**Question #36:** Is there a map of the division/proposal?

**Response:** Yes, Town of Rolesville online: Main Street Vision.



ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CURRENT TOWN OF ROLESVILLE STANDARDS AND SPECIFICATIONS

SYMBOLS AND ABBREVIATIONS

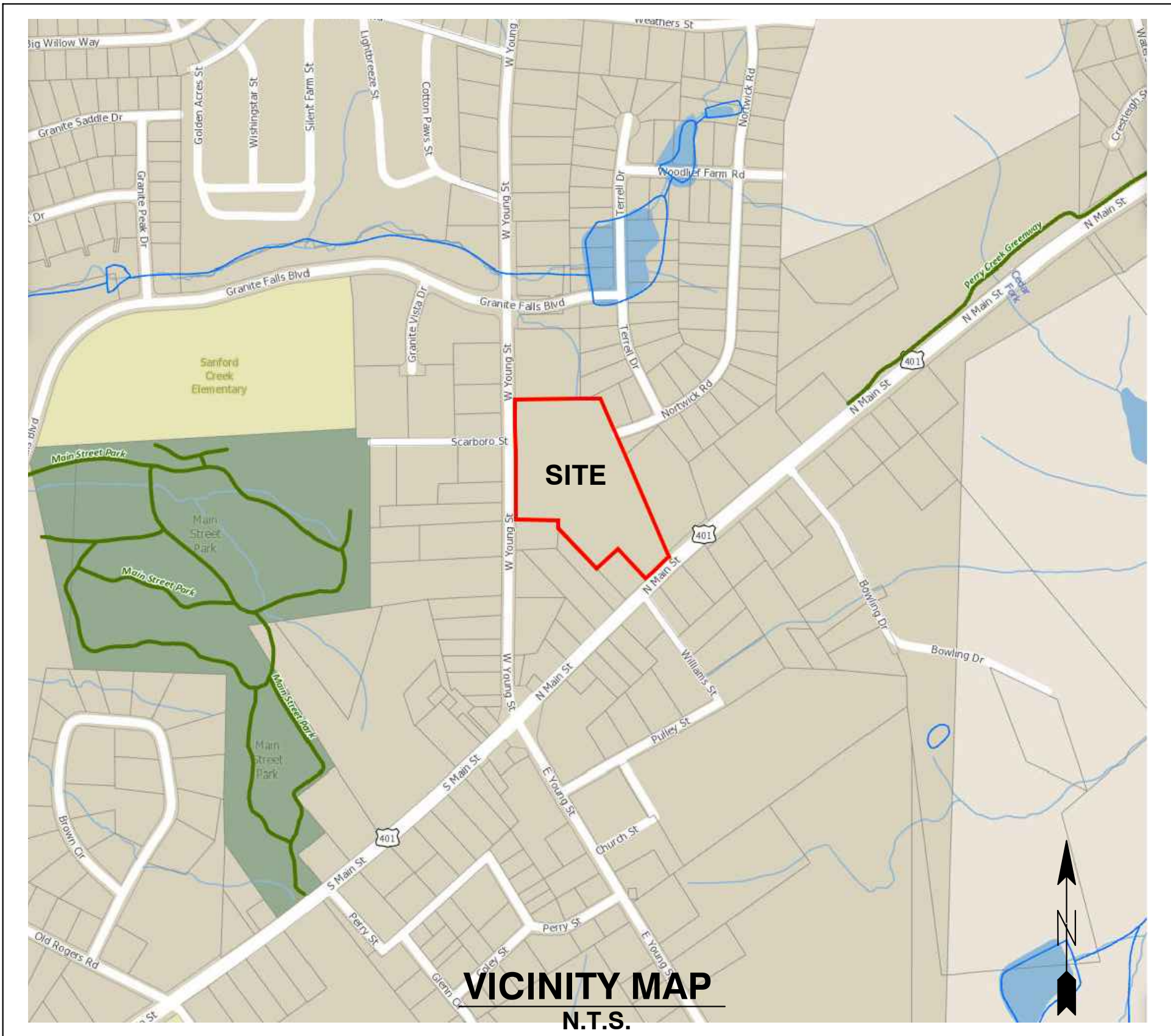
ABC	AGGREGATE BASE COURSE		EXISTING CURB INLET
ALUM	ALUMINUM		EXISTING GRATE INLET/YARD INLET
AST2	ALUMINIZED STEEL - TYPE 2		EXISTING FLARED END SECTION
B-B	BACK TO BACK		EXISTING FIRE HYDRANT
BOA	BLOW-OFF ASSEMBLY		EXISTING BLOW-OFF ASSEMBLY
C&G	CURB AND GUTTER		EXISTING GATE VALVE
CFS	CUBIC FEET PER SECOND		EXISTING REDUCER
CI	CURB INLET		EXISTING WATER METER
CL	CENTER LINE		EXISTING SAN SEWER MANHOLE
CMP	CORRUGATED METAL PIPE		EXISTING CLEAN OUT
CO	CLEAN OUT		EXISTING POWER POLE
COM	COMMUNICATION		EXISTING TELEPHONE PEDESTAL
CONC	CONCRETE		EXISTING AREA LIGHT
DCV	DOUBLE CHECK VALVE		EXISTING SIGN
DDCV	DOUBLE DETECTOR CHECK VALVE		NEW CURB INLET
DI	DROP INLET		NEW GRATE INLET/YARD INLET
DIP	DUCTILE IRON PIPE		NEW FLARED END SECTION
EASE	EASEMENT		NEW FIRE HYDRANT
ELEC	ELECTRIC		NEW BLOW-OFF ASSEMBLY
EX	EXISTING		NEW GATE VALVE
FES	FLARED END SECTION		NEW REDUCER
FH	FIRE HYDRANT		NEW WATER METER
FM	FORCE MAIN		NEW TEE
FT	FEET		NEW PLUG
FT/SEC	FEET PER SEC		NEW MANHOLE
GALV	GALVANIZED		NEW CLEAN OUT
GV	GATE VALVE		NEW SIGN
HDPE	HIGH DENSITY POLYETHYLENE		IRON PIPE
L	LENGTH		BENCHMARK
LF	LINEAR FEET		
MH	MANHOLE		
PAVE	PAVEMENT		TEMP SILT FENCE
PE	FINISHED PAD ELEVATION		TEMP TREE PROTECTION FENCE
PP	POWER POLE		TEMP COMBINATION SILT/TREE PROTECTION FENCE
PVC	POLYVINYL CHLORIDE		TEMP DIVERSION DITCH
R	RADIUS		DISTURBED LIMITS
R/W	RIGHT-OF-WAY		
RED	REDUCER		STREAM
RCP	REINFORCED CONCRETE PIPE		EXISTING GAS LINE
RPZ	REDUCED PRESSURE ZONE		EXISTING COMMUNICATIONS LINE
SS	SANITARY SEWER		EXISTING UNDERGROUND TELEPHONE
STA	STATION		EXISTING UNDERGROUND ELECTRIC
TDD	TEMPORARY DIVERSION DITCH		EXISTING OVERHEAD ELECTRIC
TELE	TELEPHONE		EXISTING WATER LINE
TSB	TEMPORARY SEDIMENT BASIN		EXISTING SANITARY SEWER FORCE MAIN
UG	UNDERGROUND		EXISTING SANITARY SEWER
WCR	WHEELCHAIR RAMP		EXISTING STORM DRAINAGE
W/L	WATER LINE		NEW STORM DRAINAGE
WM	WATER METER		NEW WATER LINE
YI	YARD INLET		NEW SANITARY SEWER
			NEW SANITARY SEWER FORCE MAIN
			NEW GAS MAIN
			HANDICAPPED ACCESSIBLE ROUTE
			EXISTING TREELINE

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

BROUGHTON TOWNHOMES  
REZONING SUBMITTAL

TOWN OF ROLESVILLE, WAKE COUNTY, NORTH CAROLINA

TOWN OF ROLESVILLE  
PROJECT NO. MA 20-03



SHEET INDEX

	COVER
C1.0	REZONING SKETCH PLAN
C2.0	ALLEY LOADED TOWNHOME RENDERINGS
C2.1	PUBLIC STREET LOADED TOWNHOME RENDERINGS

OWNER:

COLUMBIA PARK EAST MHP-KB LLC  
8480 HONEYCUTT RD STE 200  
RALEIGH NC 27615-2261

CONTACT: KENYON BURNHAM  
PHONE: (585) 465-0099  
EMAIL: kburnha@u.rochester.edu

DEVELOPER:

KDM DEVELOPMENT CORPORATION  
1080 PITTFORD VICTOR RD  
PITTSFORD, NC 14534

CONTACT: KENYON BURNHAM  
PHONE: (585) 465-0099  
EMAIL: kburnha@u.rochester.edu

ENGINEER:



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

CONTACT: LEWIS HARDEE  
EMAIL: LEWIS.HARDEE@BNKINC.COM

SITE DATA:

PROJECT AREA:	7.21 ACRES
EXISTING ZONING:	R-1
PROPOSED ZONING:	R-3-CZ
PROPOSED 3 BR UNITS:	57
PROPOSED DENSITY:	7.9 UNITS/ACRE
OPEN SPACE REQUIRED:	7.21 AC x 15% = 1.08 ACRES
ACTIVE OPEN SPACE REQUIRED:	1.08 x 35% = 0.38 ACRES
ACTIVE OPEN SPACE PROVIDED:	0.87 ACRES
LANDSCAPE BUFFERS:	0.21 ACRES
LANDSCAPE BUFFERS:	0.75 ACRES
EMP AREA:	0.31 ACRES
TOTAL OPEN SPACE PROVIDED:	2.14 ACRES (29.7%)

REQUIRED PARKING:

2 SPACES PER UNIT (2 X 57): PROVIDED IN DRIVEWAY & GARAGE	
1/2 SPACE PER BR OVER 2 BR (.5 X 57): PROVIDED IN PARKING LOTS	
1 VISITOR SPACE PER 4 UNITS (.25 X 57): PROVIDED IN PARKING LOTS	
3 CBU SPACES FOR 53-78 UNITS (1 H/G SPACE): PROVIDED IN PARKING LOTS	
TOTAL PARKING REQUIRED:	160 SPACES

TOTAL PARKING PROVIDED: 160 SPACES

TOTAL PHASES: 1

SETBACKS:

FRONT:	15'
REAR:	15'
SIDE:	0'/30'
CORNER:	10'
HEIGHT:	35' MAX

UNIT FRONTAGES AND LOADING:

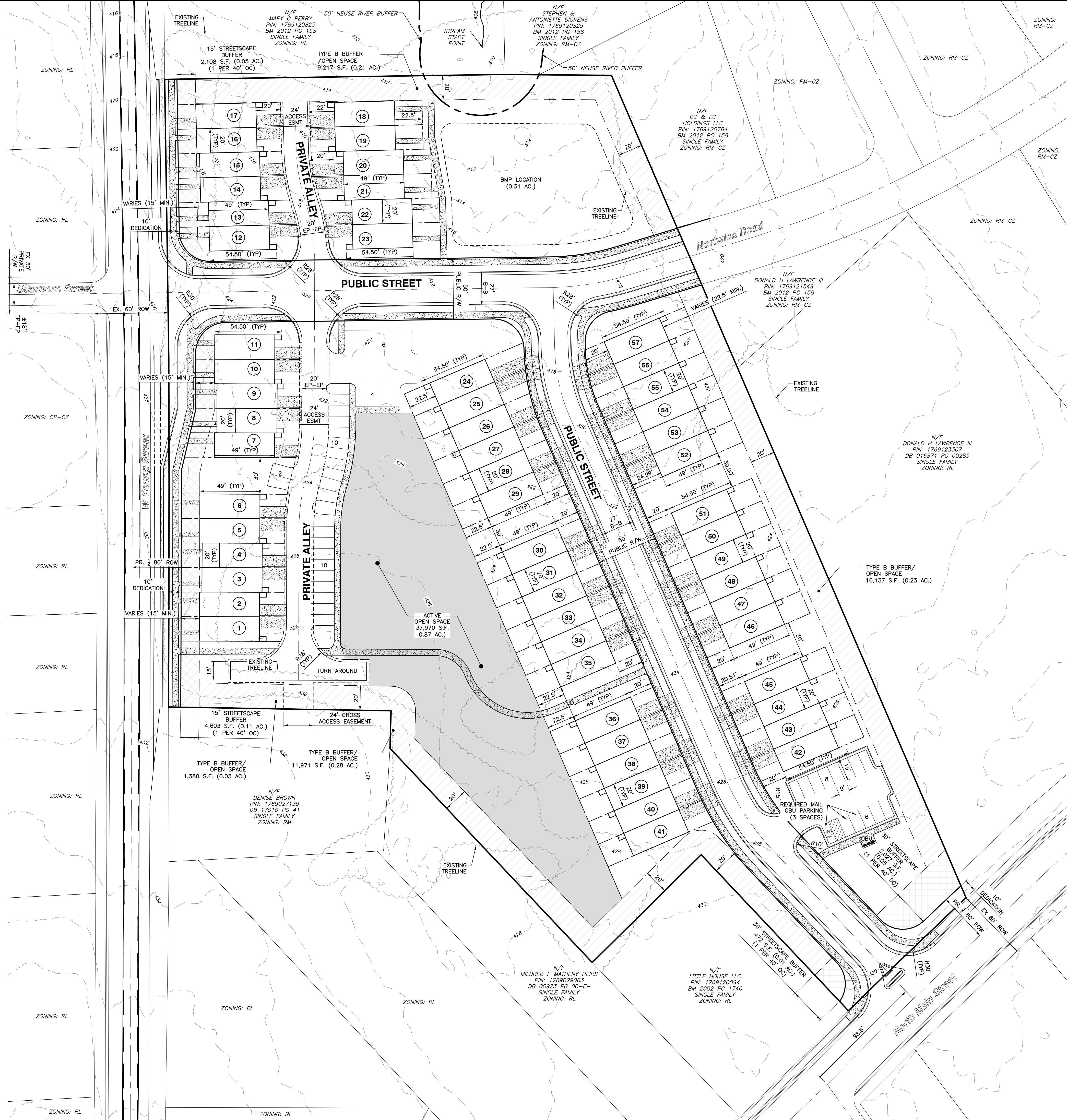
UNITS 1-17:	FRONT ON W. YOUNG STREET LOAD FROM THE PRIVATE ALLEY
UNITS 18-23:	FRONT TOWARD OPEN SPACE LOAD FROM THE PRIVATE ALLEY
UNITS 24-57:	FRONT ON THE PUBLIC STREET LOAD FROM THE PUBLIC STREET

GENERAL NOTES:

- CURB AND GUTTER SHALL BE INSTALLED ON ALL PUBLIC STREETS.
- PROPOSED CONTOURS SHALL BE PROVIDED DURING CONSTRUCTION DRAWING REVIEW.
- THE EXISTING TREELINE HAS BEEN SHOWN FOR REFERENCE. A TREE SURVEY INCLUDING SIGNIFICANT TREES SHALL BE PROVIDED TO MEET THE SUBSTANTIATE USAGE IN PERIMETER BUFFER (IF NECESSARY TO MEET THE REQUIREMENT) DURING CONSTRUCTION DRAWING REVIEW.
- LOTS SHALL FRONT AND LOAD ACCORDING TO THE PROVIDED TABLE.
- IN KEEPING WITH THE URBAN NATURE OF THIS DEVELOPMENT, THE COMPREHENSIVE PLAN, AND THE MAIN STREET VISION PLAN, A 15' STREETSCAPE BUFFER HAS BEEN PROVIDED ON W. YOUNG STREET. THE BUFFER SHALL BE PLANTED IN ACCORDANCE WITH SECTION 14.4.3 OF THE UDO.
- PROPOSED UNITS SHALL BE A MAXIMUM OF 35' IN HEIGHT.
- A FEE-IN-LIEU FOR MAIN STREET IMPROVEMENTS WILL BE PROVIDED TO THE TOWN OF ROLESVILLE.
- R-11 ZONING PERMITS TOWNHOME DENSITY UP TO 8.0 UNITS PER ACRE. BROUGHTON TOWNHOMES IS PROPOSING 7.9 UNITS PER ACRE.
- ACTIVE OPEN SPACE HAS BEEN SHOWN TO MEET THE MINIMUM PERCENTAGE REQUIREMENT FOR THIS SITE. THE PROGRAMMING AND SIZE OF THE ACTIVE OPEN SPACE SHALL BE PROVIDED FOR REVIEW WITH SITE PLAN SUBMITTAL.
- THE PROPOSED PLAN CONFORMS TO THE STANDARDS AND REQUIREMENTS FOR R-3 ZONING IN THE UDO WITH NO EXCEPTIONS. NO ZONING CONDITIONS ARE REQUIRED FOR THIS REZONING.

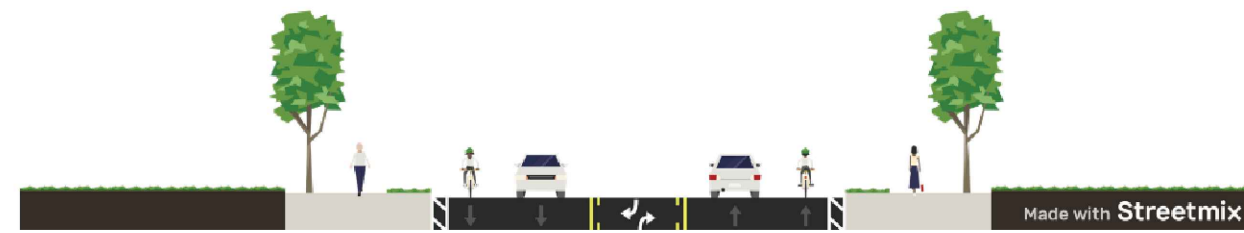




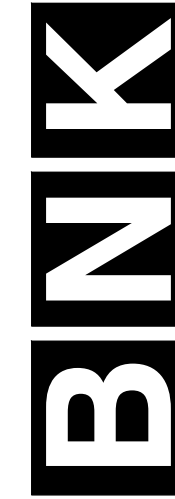
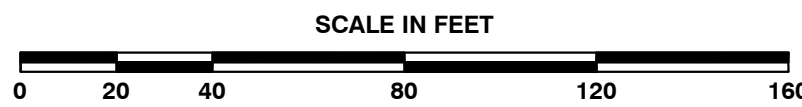
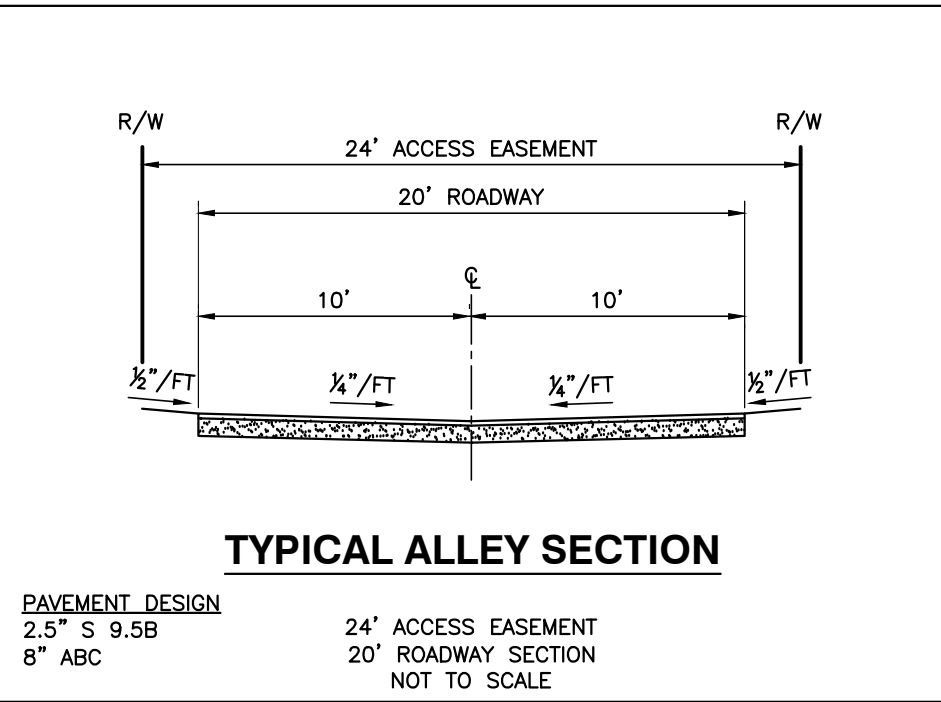
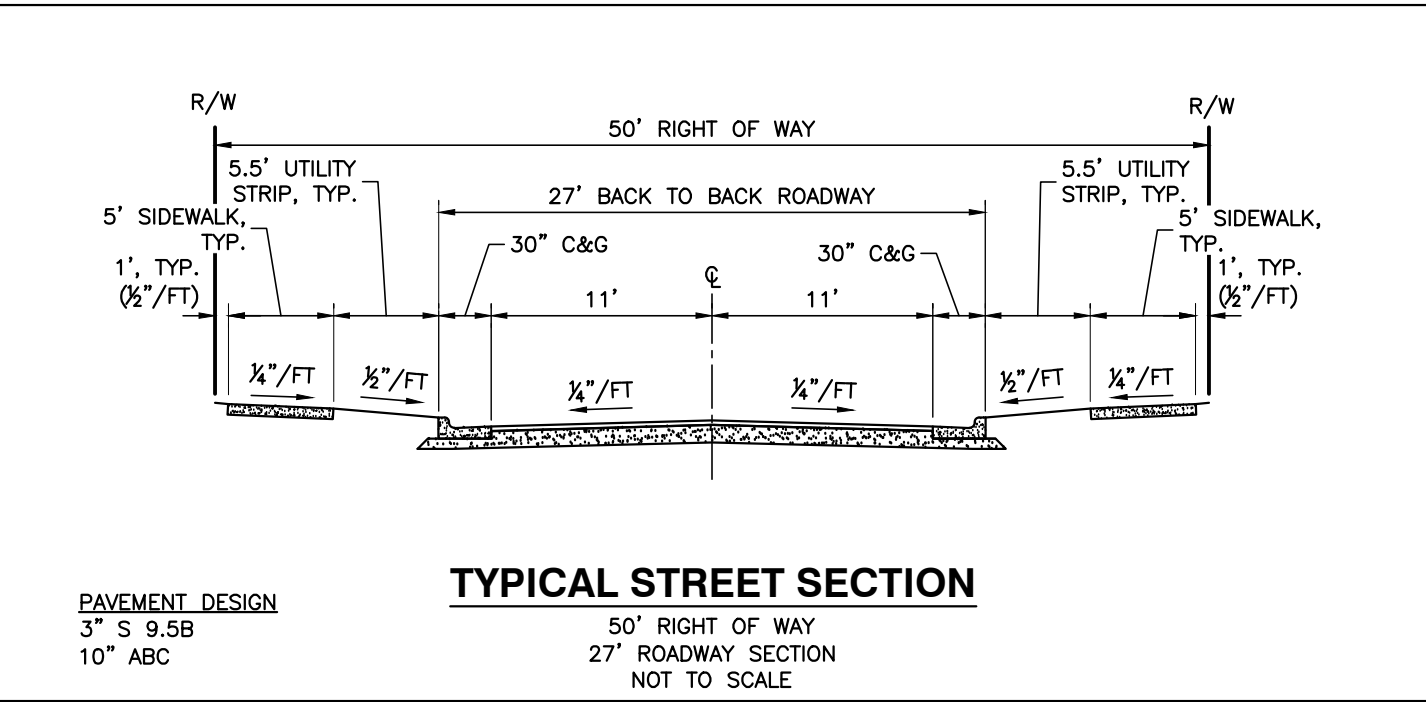


### Young Street Typical Section

2-Lane with Two Way Left Turn, Curb & Gutter, Bike Lanes, and Sidewalk



Total ROW: 80 feet



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CERTIFICATION NUMBERS: NCBELS (C-0110); NCBOLA (C-0267)

GPW 10-02-20  
JOB NO. DATE  
**REZONING SKETCH PLAN**  
NO. DATE DESCRIPTION REVISIONS  
CHK BY: MDB  
SCALE: 1" = 40'

**BROUGHTON TOWNHOMES**  
**NORTH MAIN STREET**  
TOWN OF ROLESVILLE, WAKE COUNTY, NORTH CAROLINA

**SHEET C1.0**





SHEET  
**C2.0**

**BROUGHTON TOWNHOMES**  
**NORTH MAIN STREET**  
TOWN OF ROLESVILLE, WAKE COUNTY, NORTH CAROLINA

03-19203 10-02-20 CPW  
JOB NO. DATE DRAWN BY  
**ALLEY LOADED**  
**TOWNHOME RENDERINGS**  
SCALE: N.T.S. CHK BY: MDB

NO.	DATE	DESCRIPTION	BY

**BASS, NIXON & KENNEDY, INC.**  
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TELEPHONE: (919) 851-1442 FAX: (919) 851-8868  
CERTIFICATION NUMBERS: NCBELS (C-0110), NCBOLA (C-0267)







ELEVATION 5

TOWN OF ROLESVILLE, WAKE COUNTY, NORTH CAROLINA

[illegible]

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





# Memo

**To:** Planning Board  
**From:** Meredith Gruber, Planning Director  
**Date:** November 18, 2021  
**Re:** LDO Amendments Round 1

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## Schedule

Following is the schedule of meetings for LDO Technical Amendments Round 1:

- Town Board Work Session – Feedback and Discussion, October 19, 2021
- Planning Board Meeting – Report from Town Board Work Session, October 25, 2021
- Planning Board Meeting – Presentation and Recommendation, November 22, 2021
- Town Board Meeting – Presentation, Public Hearing, and Decision, December 7, 2021

## Background

Development regulations are designed to foster the creation of vibrant neighborhoods and a strong business community, while preserving the community's character. Amendments are necessary to continue the effective administration of the LDO. Such amendments are brought forward for public hearing and Town Board consideration for a variety of reasons; some amendments will result in updates to development regulations while others address technical details or procedures. Going forward, the Town Board of Commissioners can expect to consider technical amendments to the LDO approximately twice a year.

## Proposed Land Development Ordinance Amendments

The table below includes a summary of the proposed LDO technical amendments. The complete amendment text follows the summary table.

LDO Technical Amendments Round 1			
	LDO Section	Current Status	Proposed Amendment
1	2.1.2. Planning Board	The Planning Board provisions are contained within the Town Code, rather than the LDO. The current Town Code provides for a Planning Board of 7 Members with 3 from the ETJ.	Recommend amending the LDO to incorporate the provisions of Sec. 32.01 of the Town Code with modifications as necessary to conform to current law.

<b>LDO Technical Amendments Round 1</b>			
	<b>LDO Section</b>	<b>Current Status</b>	<b>Proposed Amendment</b>
<b>2</b>	2.1.2. Planning Board	The LDO does not address ETJ member voting rights.	Recommend amending the LDO to provide for the voting rights of ETJ members per NC Gen Stat 160D.
<b>3</b>	2.1.3. Board of Adjustment	The LDO does not provide for the number of members of the Board of Adjustment. The LDO does not expressly provide for the appointment of alternates	Recommend establishing a Board of Adjustment size of five members (two from ETJ) plus two alternates.
<b>4</b>	Table 3.2.1. General Commercial Development Standards	The ability to reduce setbacks is not defined in the LDO.	Recommend allowing a setback reduction up to sixty-five (65) percent within the Main Street Corridor if certain criteria are met.
<b>5</b>	3.4.2.C. Activity Center Minimum Size	An AC district development must be a minimum of twenty-five (25) acres in size.	Recommend decreasing minimum size to five to ten (5 – 10) acres.
<b>6</b>	3.4.3.C Neighborhood Center Minimum Size	An NC district development must be a minimum of twenty (20) acres in size.	Recommend decreasing minimum size to zero to five (0 – 5) acres.
<b>7</b>	4.2.3. Permitted and Special Uses in Watershed Overlay	Item A, Watershed Overlay, lists allowed uses.	Recommend adding Public Facilities to the list of allowable uses.
<b>8</b>	Table 5.1 Permitted Principal Use Table	“Public Facilities” is not defined in the Permitted Principal Use table.	Recommend adding Public Facilities under Civic Uses to the following zoning districts: GC, CH, OP, GI, and BT.
<b>9</b>	Table 5.1 Permitted Principal Use Table	“Recreation, Indoor” and “Recreation, Outdoor” are not permitted in the OP zoning district.	Recommend adding “Recreation, Indoor” and “Recreation, Outdoor” as permitted uses in the OP zoning district.
<b>10</b>	6.1.2.N. Temporary Signs	The temporary signs section of the UDO (11.4) was inadvertently left out of the LDO.	Recommend re-inserting the temporary signs section to the LDO minus windblown feather signs, portable A-frame or yard poster signs, and sandwich boards. (Sandwich board signs are covered in LDO section 6.1.5.B.7.)
<b>11</b>	Table 6.2.2.2. Required Perimeter Buffer by District	RM is listed twice in the required perimeter buffer	Recommend replacing the second “RM” with “MH.”

LDO Technical Amendments Round 1			
	LDO Section	Current Status	Proposed Amendment
12	6.8.C. Design Standards Exemptions	The standards of this section shall not apply to new non-residential buildings less than five thousand (5,000) square feet.	Recommend applying design standards to all new buildings.
13	Chapter 6 Development Standards	Administrative Minor Modifications are not defined in the LDO.	Recommend adding authority for administrative minor modifications to be made by the Land Development Administrator.
14	11.7. Definitions	There is no definition for Public Facility.	Add a definition for Public Facilities: A facility housing government offices, shops, maintenance and repair centers, equipment, and outdoor storage yards.
15	Appendix A – LDO Handbook, Section 2.3 Rezoning (Zoning Map Amendment)	Neighborhood Meeting is not mentioned.	Recommend adding procedures/requirements for Neighborhood Meeting for all proposed rezonings.

## Items 1 and 2

### 2.1.2. PLANNING BOARD

- A. **Purpose and Intent.** The Planning Board exercises its authority consistent with N.C. Gen. Stat. § 160D-301. The Planning Board shall have the ability to exercise the powers and duties granted under this LDO.
- B. **Powers and Duties.** Consistent with N.C. Gen. Stat. § 160D-301, the Planning Board:
  1. Prepares, reviews, maintains, monitors, and periodically updates and recommends to the Board of Commissioners a comprehensive plan, and such other plans as deemed appropriate, and conduct ongoing related research, data collection, mapping, and analysis.
  2. Facilitates and coordinates citizen engagement and participation in the planning process.
  3. Develops and recommends policies, ordinances, development regulations, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner.
  4. Advises the Board of Commissioners concerning the implementation of plans, including, but not limited to, review and comment on all zoning text and map amendments as required by N.C. Gen. Stat. § 160D-604.

5. Exercises any functions in the administration and enforcement of various means for carrying out plans that the governing board may direct.
  6. Provides a preliminary forum for review of quasi-judicial decisions, provided that no part of the forum or recommendation may be used as a basis for the deciding board.
  7. Performs any other related duties that the Board of Commissioners may direct.
  8. The Planning Board shall review and recommend to the Board of Commissioners the following:
    - a. Rezoning (Zoning Map Amendment); and
    - b. Text Amendments (LDO)
    - c. Development Agreements
- C. **Membership.** Membership will comply with N.C. Gen. Stat. § 160D-302 and N.C. Gen. Stat. § 160D-307.
1. The Planning Board shall consist of seven members. Four members shall be citizens living within the corporate limits of the municipality, and three members shall be residents of the county living within the extraterritorial jurisdiction. The members residing within the municipality shall be appointed by the Board of Commissioners, and the members residing within the extraterritorial jurisdiction shall be appointed by the Board of County Commissioners upon receipt of a resolution from the Board of Commissioners of Commissioners requesting that those appointments be made. In the event the Board of County Commissioners fails to make the appointments requested within 90 days of receipt of the resolution, the Board of Commissioners shall make the appointments.
  2. Members' successors shall be appointed for terms of three years. Vacancies occurring for reasons other than expiration of terms shall be filled for the period of the unexpired term. Vacancies shall be filled by the legislative body responsible for the original appointment.
- D. **By-Laws and Rules of Procedure.** The Planning Board shall maintain by-laws which shall be updated once a year. By-laws shall be consistent with N.C. Gen. Stat. § 160D-308.
- E. **Conflicts of Interest.** The Planning Board shall abide by N.C. Gen. Stat. § 160D-109.
- F. **Oath.** Members of the Planning Board, before entering their duties, shall qualify by taking an oath as required by N.C. Gen. Stat. § 160D-309.
- G. **Voting Rights.** Members appointed from the extraterritorial jurisdiction shall have equal rights, privileges, and duties with the other members of the Planning Board, regardless of whether the matters at issue arise within the city or within the extraterritorial area.

### Item 3

#### 2.1.3. BOARD OF ADJUSTMENT

- A. **A. Purpose and Intent.** The Board of Adjustment exercises its authority consistent with N.C. Gen. Stat. § 160D-302.
- B. **B. Powers and Duties.** The Board of Adjustment shall review and decide:
  - 1. Appeals; and
  - 2. Variances.
- C. **Membership.** Membership will comply with N.C. Gen. Stat. § 160D-302 and N.C. Gen. Stat. § 160D-307.
  - 1. The Board of Adjustment shall consist of five members. Three members shall be citizens living within the corporate limits of the municipality, and two members shall be residents of the county living within the extraterritorial jurisdiction. The members residing within the municipality shall be appointed by the Board of Commissioners, and the members residing within the extraterritorial jurisdiction shall be appointed by the Board of County Commissioners upon receipt of a resolution from the Board of Commissioners of Commissioners requesting that those appointments be made. In the event the Board of County Commissioners fails to make the appointments requested within 90 days of receipt of the resolution, the Board of Commissioners shall make the appointments.
- D. **By-Laws and Rules of Procedure.** The Board of Adjustment shall maintain by-laws which shall be updated once a year. By-laws shall be consistent with N.C. Gen. Stat. § 160D-308.
- E. **Decisions and Appeals.** Quasi-judicial (evidentiary) decisions shall be in accordance with N.C. Gen. Stat. § 160D-405 and 160D-406.
- F. **Conflicts of Interest.** The Board of Adjustment shall abide by N.C. Gen. Stat. § 160D-109.
- G. **Oath.** Members of the Board of Adjustment, before entering their duties, shall qualify by taking an oath as required by N.C. Gen. Stat. § 160D-309.
- H. **Voting Rights.** Members appointed from the extraterritorial jurisdiction shall have equal rights, privileges, and duties with the other members of the Planning Board, regardless of whether the matters at issue arise within the city or within the extraterritorial area.

### Item 4

#### 3.2.1. GENERAL COMMERCIAL (GC)

- C. **Setback Reductions.** Setback reductions of up to sixty-five (65) percent shall be allowed within the Main Street Corridor if all of the following are provided:

1. Buildings and community gathering spaces define no less than two-thirds of street frontage;
2. Vehicular surface areas are limited to no more than one-third of property frontage; and
3. A minimum ten-foot wide sidewalk or multi-use trail is provided along Main Street.

In addition to the foregoing, at least two of the following shall be provided:

4. Enhanced landscaping, visible from the public right-of-way, that exceeds LDO standards by at least twenty-five (25) percent;
5. A privately maintained community gathering space or green space, at least one-thousand two hundred (1,200) square feet, that is publicly accessible;
6. Art installations visible from the public right-of-way.

#### **Item 5**

##### **3.4.2. ACTIVITY CENTER (AC)**

- C. **Minimum Size.** An AC district development shall be a minimum ~~twenty-five (25)~~ three (3) acres in size. A maximum fifty (50) percent of gross acreage can be dedicated to residential uses.

#### **Item 6**

##### **3.4.3. NEIGHBORHOOD CENTER (NC)**

- C. **Minimum Size.** An NC district development shall ~~be a minimum twenty (20) acres in~~ have no minimum size. A maximum seventy-five (75) percent of gross acreage can be dedicated to residential uses.

#### **Item 7**

##### **4.2.3. PERMITTED AND SPECIAL USES IN WATERSHED OVERLAY**

- A. **Watershed Overlay:** Only the following uses are allowed in the Watershed Overlay:
  1. Agricultural Uses.
  2. Single Family Uses.
  3. Assembly/Church.
  4. Lodge or Private Club.
  5. Family Care Facility.
  6. Home Occupations.
  7. Schools.
  8. Day Care.

9. Medical Facility.
10. Parks/Public Recreation Facilities.
11. Minor and Major Utility.
12. Residential Care.
13. Signs
14. Uses and buildings customarily accessory to the above-permitted uses in accordance with Section 5.5 of this LDO.
15. Market and sales of produce and seasonal goods.
16. [Public Facilities.](#)

#### **Item 8**

##### **Table 5.1. Permitted Principal Use Table**

Add [Public Facilities](#) under Civic Uses and identify as “[P](#)” in the following zoning districts: GC, CH, OP, GI, and BT.

#### **Item 9**

Add “[P](#)” for “Recreation, Indoor” and Recreation, Outdoor” under the OP zoning district.

#### **Item 10**

##### **6.1.2. GENERAL STANDARDS**

***Note:** The standards for temporary signs were copied from the previous Unified Development Ordinance (UDO) and will be re-visited with the next round of LDO amendments.*

- N. **Temporary Signs.** Temporary signs may be permitted in any district for a maximum thirty (30) days. Temporary signs shall be limited to six (6) square feet. [The following temporary signs are permitted in addition to any allowed sign above and such temporary sign requires a sign permit.](#)

1. [Street banners. The Town Manager or his designee may issue a permit for the placement of a street banner in conjunction with a special event permit approved by the Board of Commissioners of Commissioners. The lowermost portion of the street banner shall not extend below 15 feet above the grade of the right-of-way. Street banners shall be limited in size 110 square feet per face. The applicant shall provide proof of coordination with the owner\(s\) of the pole\(s\) to which the banner will be attached and shall accept any and all liability associated with the street banner and its means of attachment. Street banners are to be maintained in connection with an approved special event. As such, a street banner may be hung no more than 15 days prior to the event, and shall be removed no later than 72 hours following the conclusion of the event. Such street banner is subject to an encroachment agreement or](#)



other license from the governmental authority having control of such right-of-way.

2. Construction site identification signs. Naming the project, developer, contractors, and others connected with the construction, sale or lease of structures, and related information, are permitted. Not more than one such sign may be erected per site, and it may not exceed 32 square feet in area or six feet in height. Permits for such signs shall be limited to 18 months, with an 18-month permit renewable option. Permits for such signs shall be limited to a maximum of three years which includes the original permit time period provided:
  - a. Such signs are not erected prior to development permit approval of the project identified;
  - b. That such permit has not expired and;
  - c. The signs are maintained in good condition and appearance as determined by the Planning Director.
  - d. Any such sign shall be removed within ten days after the issuance of the final occupancy permit or where a site, development permit approval has expired. A one-year permit renewal beyond the three-year maximum time period may be granted only in limited instances if the Planning Director finds conditions such as extreme financial hardships, changes in project ownership status, or similar issues are preventing the sale or completion of the project.
3. Special events signs. Signs or banners advertising special events must be on private property and shall not be permitted within public rights-of-way. Permits for such banners or signs shall be limited to 30 days and no more than three times each year. Any such banner or sign shall be removed within ten days after the event was advertised, and it shall not exceed 32 square feet in area or six feet in height.
4. Temporary Directional Signs. A temporary directional sign, provided to direct vehicular or pedestrian traffic to a location on premise or off-premise shall be permitted in any zoning district in accordance with the following standards:
  - a. Sign Surface Area. A temporary directional sign shall not exceed six square feet.
  - b. Setback. In compliance with this Article, no sign shall be located in a public right-of-way. Further, temporary directional sign shall be located a minimum of five feet from the back of a sidewalk, or ten feet from the edge of pavement or back of curb where no sidewalk exists and shall not interfere with clear sight triangles at driveways or intersections.

- c. Maximum Height. The maximum height of a temporary directional sign shall be 42 inches.
  - d. Duration of Display. Temporary directional sign shall be permitted from 5:00 p.m. on Friday through 9:00 a.m. on the following Monday. Where a sign is not erected in compliance with these provisions, such sign(s) is subject to forfeiture to the Town. The Town is not responsible for loss or damage to such signs.
  - e. Anchoring. A temporary directional sign shall be temporarily secured to prevent such sign from creating a hazard due to high winds or storms. It is the responsibility of the sign owner to secure such sign.
  - f. Maximum Quantity. No more than six temporary directional sign shall be permitted at any time.
  - g. Prohibited Use. Use of appurtenances with temporary directional sign is prohibited.
  - h. Permit expiration. Permits for such temporary directional sign shall be issued up to maximum of 12 months and shall expire on December 31 of each year. Permits for such signs shall be subject to an annual renewal beginning January 1 of each year as a new permit.
  - i. Sign Location. The provisions of this section shall only apply along the major streets or road maintained by the NC Department of Transportation and Town maintained, Granite Falls Blvd. All other areas not along these listed street shall be subject to the following:
    - i. Sign Surface Area. A temporary directional sign shall not exceed six square feet.
    - ii. Setback. In compliance with this Article, sign may be located in a public right-of-way of any Town maintain street. Further, temporary directional sign shall be located a minimum of three feet from the back of any sidewalk, or from the edge of pavement or back of curb where no sidewalk exists and shall not interfere with clear sight triangles at driveways or intersections.
    - iii. Maximum Height. The maximum height of a temporary directional sign shall be 42 inches.
    - iv. Prohibited Use. Use of appurtenances with temporary directional sign is prohibited.
5. The application for a permit under the above noted sections and the enjoyment of the rights to display signage pursuant to this section constitute an authorization by the owner of the sign that the Town may remove and destroy the sign if the owner fails to remove the sign within ten days of the

expiration of the last permit issued for the sign. If the sign is located on private property, the application for the permit for the sign and the enjoyment of the right to display such signage constitutes authorization for the Town to enter upon such private property to remove the sign pursuant to the above noted sections.

#### **Item 11**

##### **Table 6.2.2.2. Required Perimeter Buffer by District**

Replace the second “~~RM~~” with “MH”.

#### **Item 12**

##### **6.8. DESIGN STANDARDS**

###### **6.8.1 PURPOSE, INTENT AND APPLICABILITY**

C. **Exemptions.** The standards of this section shall not apply to the following:

- ~~1. New non-residential buildings less than five thousand (5,000) square feet.~~
2. Development located in the Industrial zoning district (see Section 6.8.7: Industrial Design Standards).
3. Conversion of a building from one (1) permitted principal use to another permitted principal use.

#### **Item 13**

##### **6.9. ADMINISTRATIVE MINOR MODIFICATIONS**

A. **Changes.** After a development approval has been issued, no deviations from the terms of the application or the development approval may be made. Notwithstanding the foregoing, the Land Development Administrator may approve the following minor modifications to development approvals by administrative action:

1. Reconfiguring parking design if number of parking spaces remain the same and internal traffic patterns of the parking areas remain substantially the same;
2. Changing landscape material and arrangements to the extent remaining in compliance with LDO standards and any express conditions of a development approval;
3. Adjusting the location of streets, sidewalks, and lot boundary lines to account for discovered field conditions of rock, topography, riparian areas, or wetlands, which would made the original design impracticable;
4. Changes to residential development phasing lines that do not affect (i) any express conditions of a development approval; or (ii) the timing for construction of development amenities

## Item 14

### 11.7. DEFINITIONS

#### P

Public facilities: A facility housing government offices, shops, maintenance and repair centers, equipment, and outdoor storage yards.

## Item 15

### APPENDIX A – LDO HANDBOOK

#### 2.3. REZONING (ZONING MAP AMENDMENT)

Step 1: Optional Pre-Application Conference

Step 2: Application Submittal

Step 3: Staff Review

Step 4: Neighborhood Meeting

Step ~~4~~<sup>5</sup>: PB Public Meeting

Step ~~5~~<sup>6</sup>: BOC Legislative Hearing

Step ~~6~~<sup>7</sup>: BOC Decision and Notification of Decision

- D. Neighborhood Meeting. The purpose of a Neighborhood Meeting is to be transparent and allow the public to be involved in planning processes. These meetings allow citizens to hear from applicants and review proposals before they are considered by the Planning Board and Board of Commissioners of Commissioners. The Neighborhood Meeting also gives the applicant the opportunity to make adjustments to proposals prior to a case being considered by the Planning Board and Board of Commissioners of Commissioners. An Applicant shall conduct a Neighborhood Meeting prior to the first meeting of the Planning Board at which the application will be considered. Requirements of the meeting are as follows:

1. The Neighborhood Meeting shall be held at a municipal facility or at a location within close proximity to the subject property.
2. The owners of all property within 200 feet on all sides of the subject property (not to include street right-of-way) shall be notified of the Neighborhood Meeting by first class mail. Such notification shall be postmarked not fewer than ten (10) days prior to the date of the meeting.
3. The applicant shall deliver to the Planning Department a letter certifying the list of names, mailing address and Wake County Parcel Identification Numbers of all properties notified of the meeting.
4. A notice of the pending proposal and Neighborhood Meeting information shall be presented to the Planning Department to be posted within seven days before the time meeting:
  - i. In a prominent location in Town Hall; and
  - ii. On the Town of Rolesville website.
5. The Neighborhood meeting will be held on a week day.
6. The applicant will run and manage the meeting making efforts to inform the public of the applicant's intentions.

The applicant shall provide to the Planning Department a list of meeting attendees and minutes at least ten (10) days prior to the first meeting of the Planning Board at which the application will be considered

**Staff Recommendation**

Staff recommends approval of the proposed LDO technical amendments.



# Memo

**To:** Planning Board  
**From:** Meredith Gruber, Planning Director  
**Date:** November 18, 2021  
**Re:** LDO Amendments Round 2

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## Schedule

Following is the schedule of meetings for LDO Technical Amendments Round 2:

- Planning Board Meeting – Presentation and Recommendation, November 22, 2021
- Town Board Meeting – Presentation, Public Hearing, and Decision, December 7, 2021

## Background

On September 23, 2021, a vehicle crashed into Mr. Stacey Pearce's manufactured home, located at 4108 Burlington Mills Road. The accident damaged the home beyond repair. When inquiring to the Town of Rolesville about replacing his home, Mr. Pearce learned that his manufactured home is a nonconforming use in the Residential Low (RL) zoning district. As per the LDO, the nonconforming use may be not replaced. Mr. Pearce sent a letter to the Board of Commissioners requesting they direct staff to draft a potential LDO amendment to allow him to replace his damaged manufactured home with a new manufactured home. At the November 4, 2021 Town Board meeting, staff was asked to prepare an LDO amendment for consideration.

## Proposed Land Development Ordinance Amendment

### 10.4. NONCONFORMING USES

10.4.A.5. If a nonconforming use is damaged by fire, explosion, flood, or other natural cause to the extent of more than seventy-five (75) percent of its current assessed value, it shall not be restored except so as to comply with the use provisions of this LDO. However, a nonconforming single family detached dwelling, double family dwelling, or [manufactured unit dwelling](#) may be restored or replaced in accordance with the Provisions of Section 10.3: Nonconforming Structures.

## Staff Recommendation

Staff recommends approval of the proposed LDO technical amendment.