



**Agenda  
Planning Board  
Monday, May 17, 2021  
7:00 PM**

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**PLEASE NOTE:**

Persons who wish to comment on an agenda item may do so by submitting the Cognito form via the link provided by **Monday, May 17, 2021, at 3:00 PM.**

<https://www.cognitoforms.com/TownOfRolesville/townofrolesvillepubliccommentmissionform>. Submitted comments will be delivered to the Planning Board members before the meeting for review.

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ITEM	TOPIC
1.	Call to Order
2.	Pledge of Allegiance
3.	Invocation
4.	Planning Director Introduction
5.	Approve April 26, 2021, Planning Board meeting minutes
6.	UDO TA 21-04 Land Development Ordinance
7.	MA 21-04 Zoning Map
8.	Planning Director's Report
	a. Development Activity Report
9.	Town Attorney's Report
10.	Other Business
11.	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.



**Joint Board of Commissioners and  
Planning Board Virtual Work Session**

April 22, 2021 – 1:00 PM  
502 Southtown Circle, Rolesville, NC  
27571

**Minutes**

**PRESENT:** Mayor Ronnie Currin  
Commissioner Jacky Wilson  
Commissioner Sheilah Sutton  
Town Clerk Robin Peyton  
Town Attorney Dave Neill  
PB Chairman Mark Powers  
Board Member Renorda Pryor  
Board Member Jim Schwartz  
Board Member Frank Pearce  
Kimley Horn Consultant Kelly Klepper  
Planner II Julie Spriggs  
Mayor Pro Tem Michelle Medley  
Commissioner Paul Vilga  
Commissioner April Sneed  
Town Manager Kelly Arnold  
Economic Dev. Mgr. Mical McFarland  
PB Co-Chairman Mike Moss  
Board Member Donnie Lawrence  
Board Member Davion Cross  
Kimley Horn Consultant James Ehrman  
Planning Dev. Specialist Shelly Raby

**ABSENT:**

- | <b>ITEM</b> | <b>TOPIC</b>   |
|-------------|--|
| 1.          | Call to Order<br>Mayor Currin called the virtual meeting to order at 1:00 p.m.; Planning Development Specialist Shelly Raby took a roll call of those present.   |
| 2.          | LDO Project Review<br>Ms. Spriggs and Mr. Klepper reviewed the working draft of the proposed LDO, conversations ensued about the following. <ul style="list-style-type: none"><li>• Cluster Subdivisions</li><li>• Food Trucks</li><li>• Open Space Regulations</li><li>• Tattoo establishments</li><li>• Adult Business and Gaming</li><li>• Trees and Preservation</li><li>• Masonry Regulations</li></ul> |
| 3.          | Adjournment<br>No decisions were made. An additional meeting is needed to cover the remaining items for review. A new meeting date and time will be sent along with an agenda. The meeting adjourned at 5:00 p.m.  |

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Mark Powers, Chairman

ATTEST:

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Shelly Raby, Planning Board Clerk



**Planning Board Meeting**  
**April 26, 2021- 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  
Mical McFarland, Econ.Dev.Mgr.  
Julie Spriggs, Interim Planning Director Planner II  
Shelly Raby, Development Specialist

Mike Moss, Vice-Chairman  
Donnie Lawrence, Board Member  
Davion Cross, Board Member  
Dave Neill, Town Attorney

**ABSENT:** Renorda Pryor, Board Member

**1. CALL TO ORDER**

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

**\* Important note- The Pledge of Allegiance and Invocation were removed during the virtual meetings and reinstated at tonight's in-person meeting.**

**PLEDGE OF ALLEGIANCE**

The board collectively recited the Pledge of Allegiance.

**INVOCATION**

Board Member Moss gave the invocation.

**2. APPROVAL OF MINUTES**

**Moved by Board Member Donnie Lawrence and second by Board Member Frank Pearce the motion to approve the minutes of March 22, 2021, carried by unanimous vote.**

**3. PR 21-03 Granite Crest Preliminary Plat Amendment**

Planning Staff Julie Spriggs presented the amendment and pointed out the note on the plat. **\* Note- Lot 132 shall not be developed until such time that access to a public**

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**1 | Planning Board Meeting Minutes**  
April 26, 2021

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right-of-way is provided to PIN 1759744853 (N/F Meyers, James & Meyers, Terri G) and the existing 50' COR Pump Station access easement (BM2008 PG1173) can be abandoned.

Moved by Board Member Donnie Lawrence and second by Board Member Jim Schwartz the motion to approve as presented PR 21-03 Granite Crest Preliminary Plat Amendment carried by unanimous vote.

#### 4. Land Development Ordinance Topics

Ms. Spriggs presented the following:

- a) **Greenways** Discussion ensued, a 50-foot easement may be too restrictive for smaller projects. A variable easement size may be a better approach of 30 feet to 50 feet was suggested and well received. More discussion will follow.
- b) **Sidewalks** The board collectively discussed safety concerns, cul de sacs, and the length of the streets to determine the need for a sidewalk on one or both sides.

**Mr. Hugh Largey and Mrs. Laura Largey 421 Lindsays Run Rolesville, NC 27571** spoke of their concerns regarding the lack of sidewalk on Burlington Mills Rd as they turn left out of Barrington and walk down to Main Street. Ms. Spriggs explained the Burlington Mills realignment project. She will email them the documentation requested regarding this project. Mr. Largey also requested snowflakes in the winter be placed along the portion of Burlington Mills to help those residents feel as though they belong as part of the town.

- c) **Construction Trailers**  
The need for construction trailers and or sales trailers will require further discussion. Board members made various points of how long a trailer should be allowed, site plan requirements, phasing possibilities, and if temporary cargo or shipping containers should be included? Ms. Spriggs noted they are currently only allowed under the special use category in the Industrial district.
- d) **Street Buffers**- No trees between the curb and sidewalk
- e) **Telecommunication Towers**- Allow as SUP in all zoning districts
- f) **Food Trucks** A lengthy discussion ensued. Further discussion is needed. Ms. Spriggs reviewed the work that goes into approving a food truck permit, and why if the town continues permitting them, they need to be charged a fee to recoup staff time. The options discussed were doing away with a permit all together or charging a fee to continue, and what that fee needs to be to cover the cost currently covered by the town.

#### 5. PLANNING DIRECTOR'S REPORT: Interim Planning Director Ms. Spriggs reviewed-

##### a. Development Activity Report

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2 | Planning Board Meeting Minutes  
April 26, 2021

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**TOWN ATTORNEY’S REPORT:** Mr. Neill spoke regarding the House Bills currently circulating in the General Assembly and what they potentially mean for our boards. He will pass along more information as it becomes available.

**OTHER BUSINESS:** None

**ADJOURN**

There being no more business before the board, upon a motion by Board Member Frank Pearce and second by Board Member Donnie Lawrence, the motion to adjourn carried by unanimous vote. The meeting adjourned at 8:47 p.m.

ATTEST:

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**Mark Powers, Chairman**

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**Shelly Raby, Planning Development Specialist**



## Memorandum

**TO:** Rolesville Planning Board  
**FROM:** Julie Spriggs, GISP, CFM, CZO, Planner II  
**DATE:** May 13th, 2021  
**RE:** Item 6 UDO TA 21-04 Land Development Ordinance

### **Background**

The process for updating our development ordinances began in January of 2020. The town's code must comply with changes in state legislation, known as Chapter 160D, by July 1, 2021. Over the past 18 months, the board has held many workshops on the proposed changes and updates to the town's code. This workshop will present the final draft, appendices, and zoning map to the board for consideration and review before the public hearing on June 1, 2021.

The final draft of the Land Development Ordinance (LDO) can be found online at <https://www.rolesvillenc.gov/planning/whats-new-plans-progress>.

### **Board Options**

The board will receive a staff presentation on the final draft of the LDO, appendices, and zoning map. The board may direct staff with any final changes before the public hearing on June 1<sup>st</sup> or motion to recommend approval to the Board of Commissioners.

### **Relationship to Current Budget/Goals**

#### *Comprehensive Plan*

Goal LU1: Encourage a walkable, connected Town in the face of rapid growth.

Goal LU2: Address multifamily housing demands in terms of location and quantity, emphasizing design quality.

Goal LU3: Establish a form based code/revise UDO to implement a complete street policy (design approach for streets to be planned for safe and convenient travel for all users) and design code that ensures that development retains a walkable scale in keeping with the small town character of Rolesville. Address intersection areas around new Rolesville Bypass to maximize fiscal returns; the Town needs to harness the energy that will be created by the new Rolesville Bypass interchanges to ensure quality development and preserve roadway capacity.

Goal LU5: The existing plan review system should be revised to provide more expedient development review for by-right proposals by administrative action, particularly for nonresidential development proposals.

### *Strategic Plan*

Goal 12: Develop a unified and coordinated vision for land use that emphasizes diverse housing options and beautification.

### **Recommended Action**

Receive the final draft of the LDO documents, direct staff with any changes to be made before the June 1<sup>st</sup> Public Hearing, and recommend approval to the Board of Commissioners.

### **Suggested Motion**

I motion to recommend approval of UDO TA 21-04 to the Board of Commissioners. The Planning Board concludes the proposed amendment is reasonable and in the public interest because it brings the local ordinances into compliance with applicable North Carolina law. Additionally, the proposed ordinance amendment supports the following policies and goals in the Town's adopted Comprehensive Plan: Goals LU1, LU2, LU3, and LU5.

### **Attachments:**

<https://www.rolesvillenc.gov/planning/whats-new-plans-progress>



## Memorandum

**TO:** Rolesville Planning Board  
**FROM:** Julie Spriggs, GISP, CFM, CZO, Planner II  
**DATE:** May 13th, 2021  
**RE:** Item 7 MA 21-04 Zoning Map

### **Background**

Due to our ordinance update, we are changing the names of the zoning districts. The zoning map has been updated with the new zoning classifications. The process is to convert all existing zoning districts into new zoning districts. This map amendment is for the label change only. The zoning map does not change the zoning for parcels; it only renames the zoning district to match the new classifications in the Land Development Ordinance.

The final draft of the Land Development Ordinance (LDO) can be found online at <https://www.rolesvillenc.gov/planning/whats-new-plans-progress>.

### **Board Options**

The board will receive a staff presentation on the final draft of the LDO, appendices, and zoning map. The board may direct staff with any changes before the public hearing on June 1<sup>st</sup> or motion to recommend approval to the Board of Commissioners.

### **Relationship to Current Budget/Goals**

#### *Comprehensive Plan*

The new zoning classifications are consistent with the Comprehensive Plan Future Land Use Classifications.

### **Recommended Action**

Receive the final draft of the LDO documents, direct staff with any changes to be made before the June 1<sup>st</sup> Public Hearing, and recommend approval to the Board of Commissioners.

### **Suggested Motion**

I motion to recommend approval of MA 21-04 to the Board of Commissioners. The Planning Board concludes the proposed amendment is reasonable and in the public interest because it updates the existing zoning map classifications to match the new Land Development Ordinance zoning districts. Additionally, the proposed ordinance



amendment is consistent with the future land use classifications in the Town's adopted Comprehensive Plan.

**Attachments:**

<https://www.rolesvillenc.gov/planning/whats-new-plans-progress>



## **APRIL 2021 DEVELOPMENT REPORT**

### **HIGHLIGHTS**

1. Legislative Hearing: ANX 20-05- Ashton Raleigh Residential, LLC- Approved
2. Legislative Hearing: ANX 20-08- Preserve at Jones Dairy Road (South)- Approved
3. Legislative Hearing: ANX20-06- 2005 and 2033 Wait Avenue- Continued
4. Legislative Hearing UDO MA20-04 Rezoning 2005 and 2033 Wait Avenue- Continued

### **New Business**

1. Law Office of Michael Paul, PLLC 511 S Main St.
2. Rolesville Physical Therapy, LLC 418 Southtown Circle
3. Osborne Chiropractic Clinic- relocating to 112 Southtown Circle

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)

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## Developments

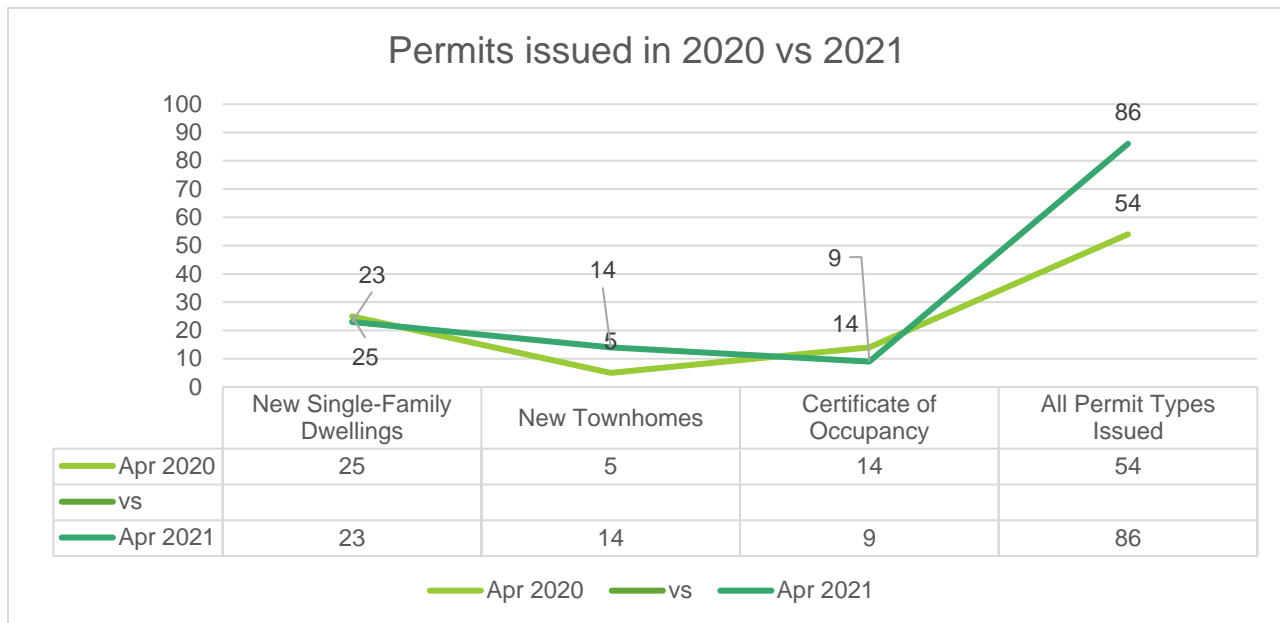
### CURRENT RESIDENTIAL DEVELOPMENTS WITH PERMITS ISSUED Summary of Activity by Subdivision

Subdivision	Total Buildable Lots	Total Permits Issued Per Development	Un-permitted Lots Remaining	Permits Issued in April	Permits Issued YTD
Averette Ridge	159	158	1	3	10
Carlton Pointe	271	264	3		6
Elizabeth Springs	44	13	31	11	13
Granite Falls	101	97	4	3	14
Perry Farms	74	53	21	4	10
Stonewater	208	204	4	1	9
Willoughby	88	86	2		5
<b>TOTAL</b>	<b>946</b>	<b>875</b>	<b>66</b>	<b>22</b>	<b>67</b>

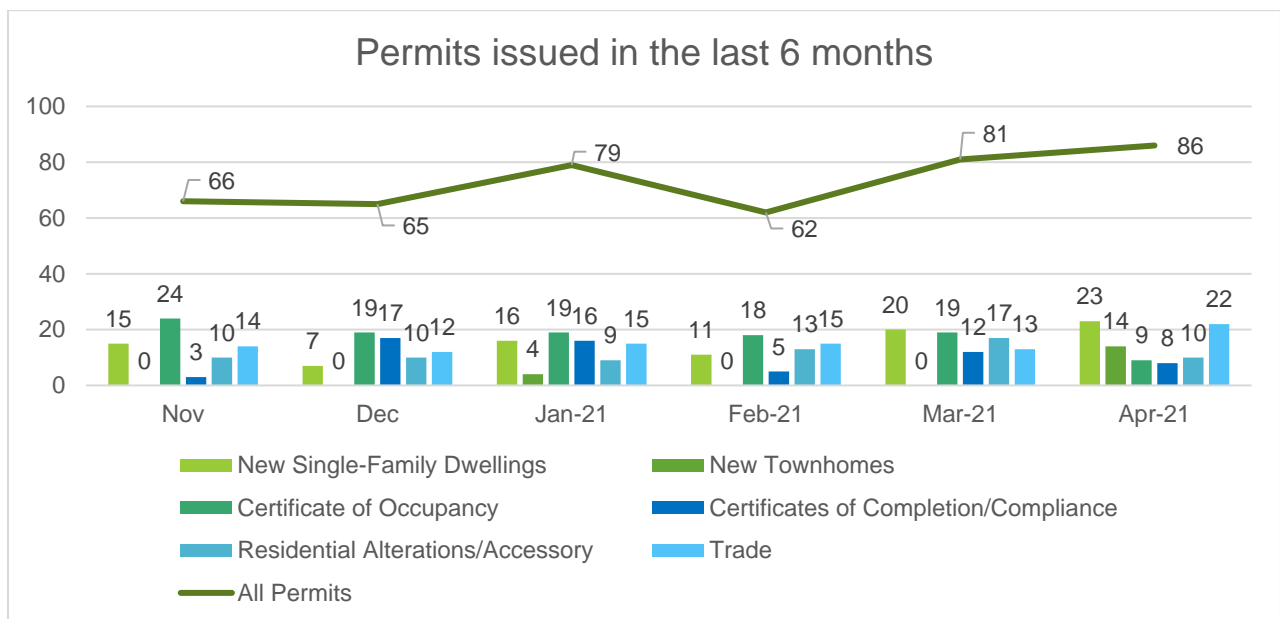
Barrington Townhomes	32	32		9	21
Eliz. Springs Townhomes	54	5	49	5	5
<b>TOTAL</b>	<b>130</b>	<b>37</b>	<b>49</b>		<b>26</b>

<b>Total Residential Permits Issued</b>	<b>1076</b>	<b>912</b>	<b>115</b>	<b>14</b>	<b>93</b>
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## Permitting Activity



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



## Development Projects Summary

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 New Townhomes

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

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

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

**Perry Farms Phase 2**- 33 New Single-Family Homes

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

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

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

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

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

**The Townes at Carlton Pointe**- 53 New Townhomes

**Hopper Community** – 177 New Single-Family Homes & 120 New Townhomes

