

1. CALL TO ORDER

2. INVOCATION AND PLEDGE OF ALLEGIANCE

3. PRESENTATIONS

- a. Proclamation — 8U Softball Coach Pitch Allstars
- b. Proclamation — National Senior Citizens Day

4. APPROVAL OF AGENDA

5. PUBLIC COMMENTS

Individuals wishing to speak during the Public Comment proceedings are encouraged to be prepared, and individuals will be limited to three (3) minutes. Written comments are welcome and should be given to the Town Clerk before the start of the meeting.

6. CONSENT AGENDA

All items on the Consent Agenda are considered routine, to be enacted by one motion without discussion. If a Board Member requests discussion of an item, the item will be removed from the Consent Agenda and considered separately.

- a. Minutes July 21, 2026
- b. Resolution to Reintroduce Legislation for a Unique Zip Code For Rolesville, North Carolina
- c. Roadway Reimbursement Developer Agreement (Merritt Reserve) - Fowler Road Extension

7. BOARD LIAISON REPORTS

8. STAFF REPORT

- a. Economic Development Update (paper report only) — Mical McFarland, Economic Development Manager
- b. Capital Projects and Infrastructure Update — Eric L. Marsh, Town Manager

- c. Planning Department Update (paper report only) — Stephen Wensman, Planning Director

9. BUSINESS

- a. Rolesville Chamber of Commerce MOU - Mical McFarland, Economic Development Manager
- b. Personnel Policy Amendments — Chandra Wright, HR Director

10. LEGISLATIVE HEARING

- a. REZ-25-06, GovWell REZ-25-0001 & ANX-26-0002 WakeMed Rezoning and Annexation -- Stephen Wensman, Planning Director
- b. ANX-26-0001 - 825 Averette Road Annexation — Stephen Wensman, Planning Director
- c. TA-26-0006 & REZ-26-0004 Downtown Overlay — Stephen Wensman, Planning Director

11. COMMUNICATIONS

- a. Eric L. Marsh, Town Manager
- b. David J. Neill, Town Attorney

12. CLOSED SESSION

Personnel matters pursuant to Chapter 143, Sections 318.11(a)(3) and (6) of the North Carolina General Statutes

13. ADJOURN

Proclamation of the Town of Rolesville

Recognizing The 2026 Rolesville 8U Coach Pitch Softball Team



WHEREAS, the 2026 Rolesville 8U Coach Pitch Softball Team earned the title of Runner-Up in the District 4 (Capital & Northern Piedmont Region) Tar Heel League Tournament through outstanding teamwork, determination, and sportsmanship; and

WHEREAS, the team qualified to compete in the 2026 Tar Heel League Softball State Tournament, held in Laurinburg, North Carolina, from July 16–19, 2026, proudly representing the Town of Rolesville on the state stage; and

WHEREAS, although the team did not capture the State Championship, the players demonstrated exceptional teamwork, perseverance, positive character, and community pride throughout the tournament, serving as outstanding ambassadors for the Town of Rolesville; and

WHEREAS, the Town of Rolesville proudly recognizes the members of the 2026 Rolesville 8U Coach Pitch Softball Team—Ava Alford, Reagan Brown, McKenna Calame, Maisie Gallo, Josie Garris, Evelyn Heming, Bianca Ihander, Aubree Lesine, Nevaeh Logan, Charlotte Poole, Sheppard Williams, and Elodie Zoller—along with their dedicated coaching staff, Head Coach Paul Ihander and Assistant Coaches Savannah Alford, Chris Brown, and Christina Gallo, for their commitment, teamwork, sportsmanship, and outstanding representation of the Town of Rolesville throughout the 2026 season; and

WHEREAS, the volunteer coaches dedicated countless hours of their time, leadership, and encouragement to developing the skills, confidence, teamwork, and sportsmanship of these young athletes, making a lasting impact both on and off the field; and

WHEREAS, the Town of Rolesville recognizes and celebrates the accomplishments of the players, coaches, families, and supporters whose dedication and commitment contributed to an unforgettable season and exemplified the values of youth athletics.

NOW, THEREFORE, BE IT PROCLAIMED, that the Mayor and Board of Commissioners of the Town of Rolesville hereby commend and congratulate the 2026 Rolesville 8U Coach Pitch Softball Team for an outstanding season, their District 4 Runner-Up finish, and their qualification for the 2026 Tar Heel League Softball State Tournament. The Town expresses its sincere appreciation to the players, coaches, parents, and supporters for representing Rolesville with integrity, teamwork, perseverance, and pride. Their accomplishments have brought honor to our community and serve as an inspiration to future generations of young athletes.

ADOPTED THIS 18th DAY OF AUGUST, 2026.

Ronnie I. Currin, Mayor

ATTEST:

Christy Frazier, Town Clerk



Day Proclamation of the Town of Rolesville

National Senior Citizens Day

WHEREAS, older Americans have contributed immeasurably to the strength, vitality, and character of our Nation through their wisdom, experience, and sacrifices; and

WHEREAS, National Senior Citizens Day was established in 1988 by President Ronald Reagan to honor the achievements and ongoing contributions of our senior citizens and to raise awareness of issues that affect their quality of life; and

WHEREAS, today's seniors are active, engaged, and making significant contributions to their families, communities, and the economy, serving as volunteers, caregivers, mentors, and leaders; and

WHEREAS, as we celebrate the achievements of senior citizens, we also reaffirm our commitment to supporting their dignity, independence, and well-being through quality health care, accessible services, and community involvement; and

WHEREAS, it is fitting to recognize and express our deepest gratitude to the senior citizens who have helped shape our communities and continue to enrich our lives;

WHEREAS, we are committed to fostering a community where people of all ages are valued, supported, and empowered to live healthy, meaningful, and fulfilling lives;

NOW, THEREFORE, Ronnie I. Currin, Mayor, and the Board of Commissioners do hereby proclaim August 21, 2026 as;

“National Senior Citizens Day”

and encourage all residents to honor the older adults in our community by expressing gratitude, spending time with senior family members, friends, and neighbors, and recognizing the lasting impact they have made on our lives and our future.

Adopted the 18th day of August 2026.

Ronnie I. Currin, Mayor

ATTEST:

Christy Frazier, Town Clerk



MINUTES

PRESENT:

Michael Paul, Dan Alston, Ronnie Currin, April Sneed, Jenn Bernat, Lenwood Long

1. CALL TO ORDER

The Mayor called the Town of Rolesville Board of Commissioners Work Session to order on Tuesday, July 21, 2026, at 6:30 PM. The Mayor welcomed those in attendance and those watching online.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

- a. Jason Byler, Pastor of Lighthouse Baptist Church

Pastor Jason Byler of Lighthouse Baptist Church delivered the invocation. The Pledge of Allegiance followed.

3. PRESENTATIONS

- a. Resolution Honoring Herbert Spencer Holding, III

Mayor Currin read Resolution 2026-R-14 honoring the life and legacy of Herbert Spencer Holding III, a lifelong Rolesville resident who served in law enforcement, including as Police Chief, and on the Rolesville Fire Department Board, where he contributed to the Town's Fire Service Unification Initiative. Family representative Ellen Holding accepted the resolution. Town Manager Eric Marsh shared personal remarks about Mr. Holding's mentorship and his pivotal role in bridging relationships during the fire unification process. Board members offered condolences and praised Mr. Holding's decades of public service. The resolution was entered into the official records of the Town.

4. APPROVAL OF AGENDA

Motion to approve the agenda as presented was made by Mayor Pro Tem Alston and seconded by Commissioner Paul. The motion carried unanimously.

5. PUBLIC COMMENTS

Individuals wishing to speak during the Public Comment proceedings are encouraged to be prepared, and individuals will be limited to three (3) minutes. Written comments are welcome and should be given to the Town Clerk before the start of the meeting.

Two residents and two business owners addressed the Board:

Steven Thomas and Dr. Jennifer Hummel, co-owners of Rolesville Veterinary Hospital at 300 Batten Road, noted that changes to the Main Street corridor have created access challenges for their practice. They expressed interest in acquiring a portion of the adjacent town-owned property slated for Habitat for Humanity development to expand parking and, in the future, potentially build.

Jaden Walker, a resident of 521 Big Willow Way, asked how much it costs to maintain Rolesville's local government and what the sources of revenue are. Mayor Currin directed him to the publicly available FY2026–27 budget on the Town's website, noting that property (ad valorem) taxes constitute the largest revenue source and that over 50% of expenditures go toward public safety.

Aisha Barnes, a Wake Forest resident served by Rolesville, proposed that an adult recreation area be incorporated into the planned park on North Main Street/US-401.

6. CONSENT AGENDA

All items on the Consent Agenda are considered routine, to be enacted by one motion without discussion. If a Board Member requests discussion of an item, the item will be removed from the Consent Agenda and considered separately.

Commissioner Lenwood Long requested clarification on the Lease Agreement for 216–220 Southtown Circle before proceeding. Town Manager Marsh confirmed the lease is for a suite adjacent to the Police Department at a monthly rate of approximately \$4,300, inclusive of Common Area Maintenance (CAM) charges, with a credit of approximately \$22,000 applied toward the tenant upfit. The term is three years with an option to extend. The space will co-locate the Engineering and Planning Department, which has already been funded in the current budget. Commissioner Long was satisfied, and the item was not pulled.

A motion to approve all items on the Consent Agenda was made by Commissioner Long and seconded by Commissioner Bernat. The motion carried unanimously.

- a. FY26-27 Budget Amendment
- b. Adoption of Minutes June 16, 2026
- c. Lease Agreement for 216-220 Southtown Circle

- d. ANX-26-0001 - 825 Averette Road - Call for Legislative Hearing
- e. ANX-26-0002 - WakeMed Lot 2 - Call for Legislative Hearing
- f. Amendment to FY26-27 Schedule of Fees

7. BOARD LIAISON REPORTS

Commissioner Michael Paul (Senior Citizens Liaison) reported that residents of The Grande senior facility continue to experience unresolved maintenance issues under new hedge-fund ownership, with Fitch Eric as the property manager. He noted that the Senior Center Without Walls is growing steadily under Parks and Recreation Director June Green and new hire Quincy Williams. Upcoming events include the Golden Years Expo on August 19th at Rolesville Baptist Church (10 AM–1 PM) and the Senior Network's 3rd Annual Charity Golf Tournament on September 10th.

Mayor Pro Tem Dan Alston (Veterans Liaison) reported on the Town's July 4th semi-quincentennial celebration at Redford Park Place, the ribbon cutting for The Joel Fund's new facility at 115 W. Young Street, and the first-ever Veterans Connection Luncheon in collaboration with VFW Post 9133. He highlighted the inaugural posting of colors by the Rolesville High School Navy National Defense Cadet Corps at the Class of 2026 graduation. He also noted an upcoming July 30th virtual meeting of the Veterans Memorial Committee to discuss designs for a trifecta memorial that incorporates a piece of the Twin Towers, a veteran's memorial, and a tribute to George Taylor.

Commissioner April Sneed (Parks & Recreation Liaison) reported that the July 4th event drew lower attendance than prior years, attributed to a heat advisory. She announced that July is Parks and Recreation Month. She described the annual Trail Art Exhibition this year featuring artist Megan Sabba's seashell bird sculptures displayed along greenways at Main Street Park and Mill Bridge Nature Park.

Commissioner Long (Planning Board Liaison) noted that upcoming agenda items include the WakeMed Emergency Department rezoning request, involving a change from residential low to commercial high. He stated that WakeMed has indicated that 95% of EMS arrivals occur without sirens and only 5–10 ambulance trips per day are expected. He also welcomed new Planning Board attorney Kimberly Sullivan, who has replaced the previous assistant town attorney in that role.

Commissioner Jenn Bernat (Public Safety Liaison) reported on the June 24th quarterly safety meeting, which focused heavily on logistics for the July 4th celebration. She commended Police and Fire personnel for managing the event without major incidents and noted there are currently 7 vacancies in the Police Department and 4 open positions in Fire. She also recognized the successful

completion of Camp KIDDS in July.

8. STAFF REPORT

a. FYI Report (informational only)

Staff reports were provided in writing in the agenda package, in accordance with the Board's summer schedule of one meeting per month.

b. Finance Department Update (paper report only)

The Finance Department update was provided only as a paper report; no oral presentation was made.

a. FYI Report (informational only)

b. Finance Department Update (paper report only)

9. BUSINESS

Mical McFarland, Economic and Development Manager, introduced Patricia Burch, the CEO of Habitat for Humanity of Greater Raleigh. A presentation was provided as part of the update. The draft site plan was discussed with the board.

a. Habitat for Humanity of Greater Raleigh Update— Patricia Burch, CEO

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Patricia Burch, CEO of Habitat for Humanity of Greater Raleigh (formerly Habitat for Humanity Wake County), provided an update on the Burlington Mills Road affordable housing project on the 6.5-acre town-owned parcel behind Town Hall.

Key points included:

- Environmental due diligence, soil borings, and preliminary surveying are substantially complete. Rock was found on site but is not expected to impede construction significantly.
- The proposed unit count has increased from 20 to 29 townhomes (single-family attached, for-sale units) at a density of 4.5 units per acre, based on more thorough engineering analysis.
- The site is currently zoned commercial and will require rezoning to residential.
- Habitat is in early conversations with the Town's Planning Director regarding buffering adjustments that could potentially accommodate additional parking for Rolesville Veterinary Hospital without reducing the unit count.
- The project remains in the MOU stage. Once the pro forma is finalized and pre-construction meetings with Town staff are complete, rezoning — to be led by the Town — would follow.
- Ms. Burch estimated that rezoning and entitlement approval could be achieved by year-end, with horizontal construction beginning within 3–5 months thereafter and vertical construction starting approximately 12 months from now.
- The Town's financial contribution is limited to the donation of the land; no

additional funding is being requested currently.

- Town Attorney David J. Neill advised that any surplus portion of the property not required for the affordable housing project would need to be disposed of at market value through the statutory surplus property process; it could not be dedicated directly to the veterinary clinic, though the clinic would likely be the most interested buyer.

Financial Impact & Community Benefit: The Town's sole financial contribution is the donation of the 6.5-acre parcel; no appropriation of Town funds is required at this stage. The project will deliver 29 for-sale affordable townhomes, expanding the housing stock for the workforce and low- to moderate-income households. An MOU-To-Definitive Agreement transition is the immediate next step that will formalize obligations for both parties. As the project advances, a portion of the parcel that may not be needed for housing could be sold at market value through the statutory surplus process, generating revenue for the Town.

b. Rolesville Chamber of Commerce Report and Request for Funding—
Malcolm Allen, Executive Director

b. Rolesville Chamber of Commerce Report and Request for Funding— Malcolm Allen, Executive Director

Malcolm Allen, Executive Director of the Rolesville Chamber of Commerce, presented a report on the Chamber's progress over the past year and requested continued financial partnership with the Town via a Memorandum of Understanding (MOU) for FY2026–27.

Allen reported that since taking leadership approximately 10 months ago, the Chamber has achieved a valid 501(c)(6) status, moved from operating in the red to operating in the black, achieved a \$40,000 revenue increase, grown membership by 33% to over 150 paying members, and built a stronger working relationship with the Town. The Barbecue & Bands event grew from 20 vendors to over 150 vendors with 6,700 attendees.

Looking ahead, the Chamber plans to relaunch the welcome wagon program, youth leadership program, Launch Rolesville entrepreneurship program, and Healthy Rolesville initiative, and to add an ambassador program and a quarterly lunch-and-learn series targeting both retail and professional service businesses.

Commissioner Paul expressed concern that the Chamber has historically focused more on self-promotion and events than on directly supporting its broad membership base of existing businesses, noting that member turnover has resulted from this. Allen acknowledged this criticism, using the analogy of putting on one's own oxygen mask first, and agreed that the Chamber must now pivot to more direct business support. Commissioner Long requested that future MOU deliverables explicitly identify the number of Rolesville businesses assisted, the number of new chamber members within Town limits, a business retention visit plan, and metrics on technology advancement. Commissioner Bernat requested that historical and proposed financial statements be provided. Town Attorney Neill confirmed that

while 501(c)(6) organizations are not legally required to make financials public, the proposed MOU does include a statutory requirement for quarterly financial reports to be delivered to the Town. Allen committed to providing financial statements within 30–45 days, pending the appointment of a new treasurer.

The Board noted that the apparent 21.5% increase in the MOU funding amount is largely attributable to the Town transferring the youth leadership program — which had been run internally — back to the Chamber and reallocating approximately \$5,000 from existing program expenditures. Town Manager Marsh confirmed that the youth leadership program was brought in-house the prior year solely to ensure continuity of the program during the delay in executing the executive director's contract, and is now being returned to the Chamber.

The draft MOU was presented for review. Town Attorney Neill clarified that proper procedure calls for the Chamber's Board of Directors to execute the MOU first, after which it will return to the Board of Commissioners for formal approval — anticipated at the August meeting.

Financial Impact & Community Benefit: The proposed MOU represents a recurring annual investment in economic development and community programming, with the actual increase in new Town dollars modestly \$2,000 — above the prior year, as the remainder reflects the reallocation of the youth leadership program budget. The Town's contribution is disbursed on a milestone- or reimbursement-based basis and is tracked by the Economic Development Director. In exchange, residents benefit from community events (including the Barbecue & Bands festival, which drew 6,700 attendees), youth entrepreneurship programming, business support services, and economic activity that generates local sales and ad valorem tax revenue. In the future, quarterly financial reporting to the Town will serve as the primary accountability mechanism.

10. LEGISLATIVE HEARING

Recess from 8:04 pm until 8:10 pm.

Michael Elabarger, Assistant Planning Director, provided the backdrop for the rezoning.

a. REZ-26-0002 - 1101 Averette Road Rezoning

a. REZ-26-0002 - 1101 Averette Road Rezoning

Assistant Planning Director Michael Elabarger presented staff findings on the request to rezone 16.5 acres at 1101 Averette Road from Residential Medium Conditional Zoning (RMCZ) to Residential High Conditional (RH-CZ) and General Commercial Conditional (GC-CZ). The Comprehensive Plan designates the area as a Mixed Residential Community, and the Planning Board unanimously recommended approval (6–0) at its May meeting. Staff also recommended approval. The applicant, David Gorman, Principal of Lock 7 Development, presented the project alongside Emily Bosman of Garman Homes, the home builder partner. The

proposal calls for a maximum of 76 single-family attached dwelling units in a paired villa (two-unit) configuration, with no building exceeding three attached units. Anticipated pricing is mid-\$400,000s to mid-\$500,000s. The project also includes up to 5,000 square feet of general commercial space on approximately 1.5 acres at the front of the site, a pollinator garden, a greenway connection to existing trails in Perry Farms and Meadows at Jones Dairy, sidewalks on both sides of the internal street, and a \$25,000 donation to the Town's affordable housing fund. Seventeen commercial uses otherwise permitted under the LDO were voluntarily self-restricted by the applicant. A Traffic Impact Analysis was performed by DRMP and included in the packet; the development generates an estimated 772 daily trips on weekdays.

The Board raised substantive discussion on two primary issues:

Commercial Development Certainty: Board members expressed concern, based on prior experience with similar projects, that the commercial parcel could be graded and stubbed but never developed into an actual building. Gorman acknowledged this and explained that lender financing for commercial construction requires a committed tenant, making a pre-construction commitment infeasible. He committed that the commercial parcel would be graded, cleared, and utilities stubbed to it concurrent with residential construction, and that he — as the developer, not the homebuilder — would retain ownership of the commercial parcel and develop it upon securing tenants. His firm has prior experience owning and developing retail and mixed-use properties.

Street Connectivity: The concept plan shows an internal road (Street A) running northward to the property line shared with Elizabeth Springs subdivision. Town Attorney Neill and Toby Coleman, the applicant's attorney, clarified that the LDO requires stub-outs to adjoining properties, whether undeveloped or developed, which is why the road extends to the property line. However, a 60-foot-wide flag lot of HOA-owned common area belonging to the Meadows at Jones Dairy separates this project from Elizabeth Springs, making an immediate vehicular connection functionally impossible without acquiring that parcel — which, being HOA common area, is highly unlikely. Coleman further confirmed that the development does not require a second access point given its size, so the connection is a planning-forward stub only. Nearby residents Randy Kerr (1121 Averette Road) and Sarah Owen (255 Shingle Oak Road, Elizabeth Springs) spoke in opposition during the public hearing, raising concerns about the road potentially becoming a cut-through and about the enforceability of the developer's commercial commitments. The current property owner, Pastor Andrew Kessel of Journey Church of the Nazarene, spoke in support, explaining that economic conditions make building a church on the property no longer feasible, and that the sale proceeds would allow the congregation to purchase an existing facility.

Following the close of the public hearing, the Board indicated a desire for additional conditions to be developed, particularly regarding street connectivity and how rental restrictions would be reflected in the initial HOA declaration. The Board also noted the importance of the commercial component to the Town's strategic goal of

strengthening its commercial tax base.

Motion to continue REZ-26-0002 to the September 1, 2026, Board of Commissioners meeting was made by Commissioner Long and seconded by Commissioner Bernat. The motion carried 3–2.

Ayes: Commissioner Paul, Commissioner Sneed, Commissioner Bernat

Nays: Mayor Pro Tem Alston, Commissioner Long

The Board directed that, before the September 1st meeting, members would individually communicate to Town Attorney Neill their preferences regarding the street connectivity condition — specifically, whether they prefer a condition mandating a connection, prohibiting a connection, or leaving it to future development — and that Town staff would share those positions with the applicant.

11. COMMUNICATIONS

a. Eric Marsh, Town Manager

Eric Marsh, Town Manager, provided updates on the authorization to execute the purchase of property for the Main Street expansion and presented a year-in-review highlighting the Town's progress in delivering on its commitments.

i. Authorization to Execute Agreement for Purchase of Property (204, 206, and 208 S Main Street) – Main Street Park Expansion

i. Authorization to Execute Agreement for Purchase of Property (204, 206, and 208 S Main Street) – Main Street Park Expansion

Town Manager Marsh reported that, pursuant to prior Board authorization to negotiate, the owner of three parcels adjacent to Main Street Park — formerly an industrial monuments company — has accepted the Town's offer of \$965,000 for the combined purchase of 204, 206, and 208 South Main Street. The Town Manager requested authorization to execute a purchase agreement. The agreement provides a 45-day due diligence period, with \$28,000 in earnest money that would be forfeited if the Town elects not to proceed, followed by a 15-day closing period.

Engineers and surveyors are already engaged and prepared to complete the required survey and Phase I environmental assessment within the due diligence window. Town Attorney Neill confirmed that the seller has already signed the offer and that it requires only the Town Manager's countersignature.

Financial Impact & Community Benefit: This is a one-time capital expenditure of \$965,000, funded from previously allocated Town resources discussed in closed session. The purchase would expand Main Street Park, Rolesville's primary community gathering space, providing additional frontage, recreational acreage, and long-term flexibility for park improvements including adult recreation amenities. The 45-day due diligence period and the Phase I environmental

assessment provide fiscal safeguards before the Town is committed to closing. Should significant issues arise during due diligence, the Board would be informed before closing.

A motion to authorize Town Manager Eric Marsh to execute the purchase agreement for 204, 206, and 208 South Main Street for \$965,000 was made by Commissioner Paul and seconded by Commissioner Long. The motion carried unanimously.

ii. Year In Review 2025/2026 — Delivering On Our Commitments

Town Manager Marsh presented the Town's Year in Review report for FY2025–26. He highlighted that the Town delivered on its budget commitments without going over budget, received an exceptional state audit finding, and achieved several milestones, including securing \$3,800,000 in tourism grant funding, advancing economic development initiatives, launching the Downtown Development Association facade program, onboarding a new Town Engineer, and completing year two of the fire department unification. Marsh credited all Town staff for maintaining tier-one financial stewardship and committed to publishing annual reports in the future to provide residents with transparency on how tax dollars are being used. The Board indicated consensus support for continuing the annual review process and directed staff to proceed with the formal evaluation report.

b. David J. Neill, Town Attorney

Town Attorney Neill also provided a legislative update on General Assembly actions in its final session before recess, including: elimination of municipal minimum off-street parking requirements (the "parking lot bill"), now signed by the Governor; limitations on regulation of home-based businesses; clarification of stormwater impervious surface rules; a new fee on building permits to fund a state building codes interpretations bureau; imposition of civil liability and mandatory attorneys' fees against municipalities for illegal land use decisions; new limitations on local government economic development expenditures; an increase in the formal public construction bidding threshold from \$500,000 to \$1.5 million; express statutory authorization for municipalities to regulate e-bikes (now defined in three categories); and elimination of the Historically Underutilized Business (HUB) office and associated local government HUB contracting goals. Staff was directed to bring each item back in greater detail as implementation timelines become clearer. Town Attorney Neill also advised the Board that a complaint was filed in Superior Court on this date regarding an illegal home-based business on Sandaway Lane in the Crooked Creek neighborhood. The Town is seeking a temporary restraining order and permanent injunction. He noted this is the first time in his six years as Town Attorney that legal action of this nature has been necessary, and that the Town initiated the enforcement action independently as part of its obligation to enforce its ordinances equally and with appropriate due process.

i. Preview of the Non-Discrimination ILA Amendment

Town Attorney Neill reviewed the status of the Wake County Non-Discrimination Ordinance (NDO) Interlocal Agreement, first adopted by the Town in August 2021. Rolesville is now 1 of 10 municipalities participating in the program with Wake County. The agreement — which carries no financial obligation and requires no commitment from Town staff — routes discrimination complaints through Wake County to Campbell Law School for voluntary mediation. The Town has never received a complaint under the program. Neill noted that the legal authority for the program remains untested but that five years without a legal challenge has de facto validated it. He advised the Board that extending the agreement is a policy judgment and that 2 of the original participating municipalities (Fuquay-Varina and Zebulon) have since withdrawn.

Motion to approve the second amendment to the Non-Discrimination Interlocal Agreement was made by Commissioner Long and seconded by Mayor Pro Tem Alston. The motion carried unanimously.

12. ADJOURN

The motion to adjourn was made by Commissioner Paul and seconded by Commissioner Bernat. The motion carried unanimously.
The Meeting adjourned at 10:17 PM.

2026-R-15

RESOLUTION SUPPORTING FEDERAL LEGISLATION TO ESTABLISH A UNIQUE ZIP CODE FOR ROLESVILLE, NORTH CAROLINA

WHEREAS, the Town of Rolesville has experienced sustainable growth since 2012, reflected in construction activity, rising business and personal property values, and consistently high registered motor vehicle totals; and

WHEREAS, the Town of Rolesville is currently divided between two ZIP Codes, leading to frequent association with the neighboring Town of Wake Forest, complicating service delivery and support, and resulting in confusion that affects public safety, tax administration, community identity, and economic opportunity; and

WHEREAS, continued growth is expected within the Town, including plans for new residential and commercial development, and without a unique ZIP Code, a majority of Rolesville residents could ultimately be associated with neighboring jurisdictions; and

WHEREAS, shared ZIP Codes have created a variety of issues for residents and businesses, including potential delays in emergency response, voter registration and election confusion, tax revenue directed to the wrong jurisdiction, and diminished community identity; and

WHEREAS, correcting this ZIP Code issue promotes the geographic integrity of the Town of Rolesville, enhances public safety and fiscal accuracy, reduces the practice of using neighboring municipality addresses, and strengthens community identity; and

WHEREAS, during the 118th Congress, H.R. 860 was introduced, and H.R. 8753 later passed the House of Representatives, both seeking to establish single, unique ZIP Codes for specified communities; and

WHEREAS, H.R. 8753 was received in the Senate on December 12, 2024, but did not advance before the conclusion of the 118th Congress; and

WHEREAS, during the 119th Congress, H.R. 3095 passed the House of Representatives on July 21, 2025, and was referred to the Senate Committee on Homeland Security and Governmental Affairs; and

WHEREAS, S. 4505, introduced on May 12, 2026, would require the United States Postal Service to designate ZIP Codes for certain communities and was reported by the Senate Committee on Homeland Security and Governmental Affairs with an amendment on August 6, 2026; and

WHEREAS, S. 3175, the Community Involvement in Zone Improvement Plans Act of 2025, would establish a pilot program for ZIP Code boundary changes and was ordered favorably reported by the Senate Committee on Homeland Security and Governmental Affairs on August 6, 2026; and

WHEREAS, Rolesville is not currently included in these measures, and the Town supports federal efforts to establish unique ZIP Codes and requests that Rolesville be added to H.R. 3095, S. 4505, or other applicable legislation.

NOW, THEREFORE, BE IT RESOLVED, that I, Ronnie L. Currin, as Mayor of the Town of Rolesville, and on behalf of the Board of Commissioners, hereby express the Town's support for H.R. 3095, S. 4505, S. 3175, and related federal efforts, and respectfully urge the North Carolina Congressional Delegation to secure a single, unique ZIP Code for the Town of Rolesville through inclusion in applicable legislation.

BE IT FURTHER RESOLVED, that copies of this Resolution shall be transmitted to the members of the North Carolina Congressional Delegation, the sponsors of H.R. 3095, S. 4505, and S. 3175, the Senate Committee on Homeland Security and Governmental Affairs, and the United States Postal Service.

Adopted on this 18th day of August 2026.

Ronnie I. Currin, Mayor

ATTEST:

Christy Frazier, Town Clerk



Board of Commissioners

Item Memo

To: Ronnie Currin, Mayor
From: Eric Marsh, Town Manager
Date: Tuesday, August 18, 2026
Re: 6.c. Roadway Reimbursement Developer Agreement (Merritt Reserve) - Fowler Road Extension

Background

This Development Agreement (DA) is with Merritt LV1 Owner, LLC (the developer of the Merritt Reserve Community) and the Town of Rolesville. This DA was presented at the Town Board during the April 7, 2026 Board Meeting. The Town Board authorized the Town Manager to work with the Town Attorney to execute a developer agreement for the Fowler Rd ROW acquisition into final form. Attached to this MEMO is the finalized Development Agreement.

Importance of this Fowler Road

The acquisition of this ROW will support the Rolesville Moves Community Transportation Plan (CTP), a community-driven effort that identifies transportation needs and recommendations for multimodal facilities. The plan provides the framework for creating a holistic transportation network and an accessible community for the Town of Rolesville. The development of the Rolesville Moves CTP began in the winter of 2020. CTP was completed in 2021.

The analysis of existing conditions and the development of the CTP were initiated by understanding existing and future travel conditions, identifying current and future land uses, creating guiding statements, and reviewing previously completed plans and studies. The completed CTP made recommendations divided into the basic categories:

- Thoroughfare Recommendations
- Collector Recommendations
- Intersection Recommendations

As development progresses, the Town works with developers, builders, and community partners to advance the CTP's vision—planning for future growth in accordance with the overarching Town strategic plan. This acquisition is one such example.

The Fowler Rd Ext is a thoroughfare established by the CTP. The future cross-section is

a 4-lane divided thoroughfare with a raised median, curb & gutter, bike lanes, and sidewalks. Only two lanes of travel are required to meet Merritt Development's capacity. So, the acquired ROW would account for the median and the additional two lanes of travel to be built at a future date. The estimated cost of the ROW is \$496,944. The cost will be paid via fee credits—more specifically, transportation fees.

Recommended Action

Make a motion to execute the finalized Developer Agreement for the Fowler Rd ROW acquisition with Merritt LV1 Owner, LLC (Developer of Merritt Reserve Community).

Fiscal Impact

The estimated cost of the ROW is \$496,944. The cost will be paid via fee credits—more specifically, transportation fees. The maximum available Credits shall be \$596,332.80 (the "Maximum Available Credit"), which represents the total Estimated Costs plus a factor of twenty percent (20%) to cover any *actual* cost that may exceed the estimate.

Attachment

Merritt Roadway Reimbursement - Developer Signed

STATE OF NORTH CAROLINA

COUNTY OF WAKE

ROADWAY REIMBURSEMENT AGREEMENT

THIS ROADWAY REIMBURSEMENT AGREEMENT ("**Agreement**") is entered into and made effective this ____ day of April, 2026 (the "**Effective Date**") by and between the Town of Rolesville, a North Carolina municipal corporation ("**Town**"), and Merritt LV1 Owner, LLC, a Delaware limited liability company ("**Developer**"). The Town and Developer are sometimes referred to herein as a "party" individually and as the "parties" collectively.

RECITALS:

WHEREAS, the Developer has the following parcels of real property under contract to purchase, (collectively, the "**Property**") which are subject to this Agreement:

- (i) that certain tract of land containing approximately 12.996 acres, located in the corporate limits of the Town, and being a portion of current Wake County Real Estate ID 0105864 and PIN 1768328863;
- (ii) that certain tract of land containing approximately 98.166 acres, located in the corporate limits of the Town, and having a current Wake County Real Estate ID 0046995 and PIN 1768236815;
- (iii) that certain tract of land containing approximately 37.367 acres, located in the corporate limits of the Town, and being a portion of current Wake County Real Estate ID 0042125 and PIN 1758928330; and

WHEREAS, the Developer wishes to develop the Property into a mixed-use community with up to 505 age restricted residential units and commercial uses (the "**Development**") as permitted by REZ-24-01, Merritt Property Rezoning, approved by the Town Board of Commissioners on November 7, 2024 (the "**Zoning**"); and

WHEREAS, Chapter 160A, Section 309 of the North Carolina General Statutes authorizes North Carolina cities to enter into intersection and roadway improvement agreements with a developer or property owner for public intersection or roadway improvements that are adjacent or ancillary to a private land development project; and

WHEREAS, Chapter 52 of the Rolesville Town Code (the "**Code**") sets forth the authority and procedures and terms under which the Town Manager may negotiate and the Town may approve reimbursement agreements; and

WHEREAS, pursuant to Section 52.04 of the Code, reimbursements under roadway agreements may be provided in the form of fee credits against required transportation impact fees when a developer installs roadway improvements of a type that generally would be paid by the Town out of a capital reserve account funded by transportation impact fees (collectively "**Credits**").

WHEREAS, the Town has established certain impact fees for transportation due and payable upon building permit approval for residential dwellings on all residential lots within the Town to assist in the funding of new improvements to the Town transportation system, including roads (the "Fees"); and

WHEREAS, in accordance with the provisions of the Zoning, the Developer has agreed to extend Fowler Road (SR 2308) across the Property as a two lane divided street with a sidewalk and side path with the right-of-way as shown on EXHIBIT A and the Fowler Road improvements as described on EXHIBIT B, both attached hereto and incorporated herein (the "Improvements"); designed, approved, and constructed to ensure movement of traffic for the residences of the Development, adjacent parcels, and the general public; and

WHEREAS, a portion of the intersection and roadway improvements and Fowler Road right-of-way being made by Developer in furtherance of the Development exceed the scope of what would otherwise be necessitated by the Development and the Zoning (the "Project"); and

WHEREAS, the Town desires the Project to be designed and constructed to serve the Development, adjacent properties, and the general public and Developer is capable of, and desires to design and construct the Project for such purpose in accordance with the Design and Construction Requirements (as defined below); and

WHEREAS, Developer agrees to fund the design and construction and any right-of-way and/or easement acquisition associated with the Project in accordance with the terms of the Code, Town of Rolesville standards, and this Agreement; and

WHEREAS, the Town agrees to participate financially in the Project solely through fee reimbursement, as described in this Agreement, to further the goals and purposes of the Town; and

WHEREAS, the Code and NC Gen. Stat. § 160A-309 require developers seeking total Credit reimbursements exceeding \$250,000 under a roadway improvements agreement to comply with the provisions of Article 8 of Chapter 143 of the North Carolina General Statutes ("Approved Bidding Process"); and

WHEREAS, as shown on Exhibit C to this Agreement, the roadway improvements for which Developer is seeking credit do not exceed \$250,000; and

WHEREAS, the Town finds the Project serves a public purpose, that the public cost will not exceed the Maximum Available Credit (as defined below) for the Improvements, and that the coordination of public roadway improvements separately from the Developer's private land improvements would be impracticable; and

WHEREAS, the parties desire to enter into this Agreement in order to fully set forth the terms and conditions as to the Project to be required of the Developer and the cost participation agreed to by the Town.

NOW, THEREFORE in consideration of the mutual promises and covenants contained herein, the Town and Developer agree as follows:

1. **Recitals and Code Incorporated.** The recitals to this Agreement and references to the Code, as amended from time to time, are incorporated into this Agreement.
2. **Construction; Costs.** The engineering plans for required improvements for the Project shall be in accordance with all Town and design and construction

requirements of applicable governmental authorities (collectively "**Design and Construction Requirements**"). The Developer shall construct the improvements portion of the Project in accordance with all Design and Construction Requirements and shall pay all costs incurred in connection with the design and construction of those improvements. "**Reimbursable Costs**" shall mean all those direct Project costs and expenses of design, engineering, surveying, construction, required inspections and testing, right-of-way acquisition costs, and professional fees for the Project.

3. **Estimated Cost, Revisions, Rights of Way, Easements and Credits.**

3.1 Estimated Costs and Automatic Revisions. The estimate of the Reimbursable Costs of the Project including additional right-of-way is **\$496,944.00** as described in attached Exhibit C (the "**Estimated Costs**"). If the Reimbursable Costs of the Project are (a) less than the Estimated Costs, or (b) more than the Estimated Costs but do not cause the Estimated Costs to exceed the Maximum Available Credit (as defined below), then such change shall be automatically approved ("**Automatic Approval**"). Developer shall send a notice of Automatic Approval to Town, but failure to send such a notice shall have no effect on the Automatic Approval. If in the course of the Project change orders or easement or right-of-way acquisition costs cause the total Reimbursable Costs to exceed the Maximum Available Credit, then Developer may elect to proceed under this Agreement and pay the overage or negotiate an amendment to this Agreement.

3.2 Reimbursement Credit.

3.2.1 Documentation. Within thirty (30) days of completion of construction of the Improvements, Developer shall submit the information described below. The Documentation shall be submitted in such form and detail as may be reasonably requested by the Town (collectively the "**Documentation**"):

- 3.2.1.1 The certified statement of an engineer licensed in the State of North Carolina and selected by Developer, regarding the construction costs of the Project, with a breakdown of unit and quantity costs, and such other expenses and descriptions of the Project as the Town may reasonably request.
- 3.2.1.2 A verified statement from an authorized signatory of the Developer identifying the individual(s) or firm(s) that performed the engineering, design, professional, and administrative work for the Project, the portions of the Project for which each was responsible, and the amounts paid to such individual(s) and/or firm(s).
- 3.2.1.3 For legal work, one or more signed statements from a responsible attorney with the firm(s) doing such work summarizing the costs paid by Developer for legal work performed after the Effective Date on those portions of the Project for which Reimbursable Costs may be incurred.
- 3.2.1.4 For property acquisition, including easement acquisition, (i) a verified statement from an officer of Developer of amounts paid in connection with acquisition of off-site real property interests; (ii) copies of the deeds and/or easements for such

real property interests; (iii) a signed statement by a licensed North Carolina attorney on a list of approved attorneys for a title insurance company authorized to sell title insurance in North Carolina.

3.2.1.5 Developer's final accounting for the Project's actual, documented Reimbursable Costs.

3.2.2 Retention of Documents Regarding Costs. Developer shall maintain all contracts associated with the design, engineering, construction, and administration of the Project, and legal work and property acquisition for the Project, and the payment records and invoices for the Project, for five (5) years following completion of the Project and shall produce such records and any other information related to the work upon Town request.

3.2.3 Determination of Credits. Within thirty (30) days of receipt of the Documentation, the Town Manager shall either affirm Developer's final calculation of the total Reimbursable Costs and notify Developer of the total available credit (the "Final Credit Amount") or notify Developer in writing (the "Notice") of any additional required Documentation in which case Developer shall have thirty (30) days from receipt of the Notice to provide the additional Documentation in writing (the "Additional Documentation") in which case the Town Manager shall finalize the Final Credit Amount within ten (10) days of receipt of the Additional Documentation. Notwithstanding this Section 3 and any other provision of this Agreement to the contrary, under no circumstance shall the Final Credit Amount exceed the Maximum Available Credit.

3.3 Rights-of-Way and Easements. The Developer shall offer for dedication all of the right-of-way and easements necessary for the Project, but such dedication shall not be accepted by the Town until the Improvements have been inspected and approved by the Town. Prior to the acceptance by the dedication by the Town, the right-of-way and easements necessary for the Project and the Improvements shall be under the ownership and control of the Developer.

3.4 Credits.

3.4.1 The maximum available Credits shall be \$596,332.80 (the "Maximum Available Credit") which represents the total Estimated Costs plus a factor of twenty percent (20%) to cover any actual costs that exceed the Estimated Costs. Developer and Town agree that any Credits for a residential unit in the Development shall equal the Fees due for such residential unit, as such Fees may be amended from time to time by the Town. Prior to completion of the Project and before the Final Credit Amount is determined, Developer may utilize the available balance for Credits for any lot in any phase of the Development with the available balance being limited to the right-of-way cost of \$496,944.00 as shown on Exhibit C ("Credit Amount"). Developer may utilize the Credit Amount but said amount shall be subject to adjustment should the Final Credit Amount be less than the Credit Amount as provided in Section 3.4.3 below. In addition, Developer cannot utilize the available balance for Credits until Developer has recorded a final plat for the lot(s) for which Developer is

requesting Credits.

- 3.4.2 The Fees for a lot in the Development shall be due upon building permit approval and prior to the issuance of a building permit for a lot in the Development. Credits may be used only to offset the Fees accruing for lots in the Development. Town shall maintain an electronic record of the outstanding balance of the Credit Amount available to Developer (the "Record"), which shall be delivered to Developer upon written request. Developer shall be responsible for maintaining its own records of available Credits.
- 3.4.3 Developer may obtain building permit approval for lots prior to the completion of the Improvements and determination of the Final Credit Amount. The Town agrees that the Developer may use Credits up to the Credit Amount in Section 3.4.1 to offset Fees until the Town determines the Final Credit Amount. Once the Town determines the Final Credit Amount, if the Developer has obtained more Credits than the Final Credit Amount, the Developer agrees to reimburse the Town for any excess Credits received.
- 3.4.4 To use Credits, Developer or Developer's designee must request the Credit at the time of application for a building permit directing that Credits be applied to the permit application or group of permit applications. Credits will only be accepted for an amount equal to the Fees due for the residential single- and two-family dwellings and/or townhome dwellings referenced in the permit application for the lots in the Development. The Credits may be utilized on a first come, first serve basis at the time of building permit issuance for the homes that are constructed within their respective portion of the Development. The Town has no obligation to remind Developer of the availability of Credits. The Town's only obligation under this section 3.5.3 shall be to apply the Credits to Fees for lots in the Development on a first come, first serve basis based on permit applications submitted to Town.
- 3.4.5 Developer shall not be entitled to any refund or cash payment for unused Credits or for Credits applied to subsequently expired building permits.

3.5 Eligible Cash Reimbursements. There are no eligible cash reimbursements for the Project.

- 4. Review and Consent Required. The Developer shall submit the engineering plans and drawings for the Project to the Town for review and receive approval of the same.
- 5. Permits. The Developer shall obtain all applicable permits for the Project.
- 6. Approved Bidding Process; Developer Responsibilities. Not required because the roadway improvements for which Developer is seeking credit do not exceed \$250,000.
- 7. Required Protections for City in Developer's Contracts. Developer shall ensure that all contracts for engineering, design, construction, or construction management for the Project include specific language that provides the following required protections: (i) the contract does not limit any warranties provided under operation of statute or common law concerning the engineering, design, construction,

adequacy, or performance of the Improvements; (ii) the contract does not limit or shorten any statute of limitations provided by law regarding claims concerning the engineering, design, construction, adequacy, or performance of the Improvements; and (iii) the Town is named a third-party beneficiary of the contract for the purpose of making any claims regarding the engineering, design, construction, adequacy, or performance of the Improvements after their completion and acceptance by the Town; and (iv) all warranties available to the Developer under the contract are, in addition, available and assignable to the Town. Should the Town approve a particular contract, the terms therein shall be deemed sufficient to satisfy the requirements of this Section 7.

8. Schedule. The Developer shall submit a schedule to the Town Manager for the initiation and completion of the Project, including dates for other key events of the Project designated on the schedule ("**Schedule**").
9. Inspection. The Town may inspect Project construction as Town deems appropriate.
10. Developer Representations and Warranties. Developer represents and warrants that Developer shall design and construct Project in a good and workmanlike manner, and in strict conformance with the Design and Construction Requirements and all federal, state, and local laws, regulations, ordinances and other requirements. Developer shall commence construction of the Project in accordance with the Schedule and shall diligently pursue such construction to completion, subject to any delays or other force majeure events that are outside of Developer's control. Developer shall provide a one-year warranty for the Improvements following acceptance of the Dedication of the Improvements as set forth in Section 11 below, provided the Project complies, in all material respects, with the version of the Design and Construction Requirements that was in effect at the time of plan approval.
11. Maintenance. Following completion of construction of the Improvements in accordance with the Design and Construction Requirements, Developer shall request, and the Town will accept, Dedication of the Improvements, which includes the obligation to maintain the Improvements.
12. Default. In the event Developer defaults in any material respect in the performance of its obligations hereunder, and provided Town delivers due notice, which notice shall clearly and concisely alert Developer as to the reason for the notice of default, Town may immediately suspend the application of Credits and may terminate this Agreement upon thirty (30) days written notice to Developer and Developer's failure to cure the default unless such default cannot reasonably be cured within said thirty (30) day period, in which case Developer shall have an additional amount of time to cure said default, not to exceed sixty (60) days, provided that Developer initiates the cure during the initial thirty (30) day cure period and diligently pursues the cure thereafter. In the event of Developer's default beyond any applicable cure period, Town may pursue any remedy available to it at law or in equity subject to any defenses that may be asserted by Town. The failure of Town to enforce any provision of this Agreement will not be deemed a waiver or consent to a subsequent default or breach by Developer.
13. Indemnification. The Developer shall defend, indemnify, and hold harmless the Town from and against any and all claims, demands, liabilities, costs, damages, and causes of action of every kind and character made by third parties (collectively "**Claims**") for damage to property or injury to or death of persons arising out of the Developer's wrongful design, construction or maintenance of the Project, except to the extent any such Claims arise out of the negligence or willful misconduct of the

Town or its agents, employees or contractors. This indemnification as to Claims arising out of Developer's maintenance of the Project shall expire upon Acceptance of the Dedication by Town as to Claims arising out of incidents that occur after the date of Acceptance of Dedication to the Town. The indemnification as to Claims arising out of Developer's wrongful design or construction arising prior to Acceptance of Dedication shall be effective as of the date of this Agreement and shall expire on the date that is one (1) year after Acceptance of Dedication to the Town.

14. Termination. This Agreement shall terminate at any time by mutual consent of both parties or upon the earlier of the date (i) of Developer's exhaustion of Credits and (ii) fifteen (15) years from the Effective Date.

15. Notice.

- 15.1 All notices, reports, and other communications ("Notice") under this Agreement shall be given to the following:

For the Developer: Larry D. Caruthers
Freehold Communities
4400 Leeds Avenue, Suite 175
Charleston, SC 29405

With a copy to: Williams Mullen
Thomas H. Johnson, Jr.
301 Fayetteville Street, Suite 1700
Raleigh, NC 27601

For the Town: Town of Rolesville
Attention: Kelly Arnold
502 Southtown Circle
Rolesville, NC 27571

With a copy to: Fox Rothschild LLP
David J. Neill
434 Fayetteville Street, Suite 2800
Raleigh, NC 27601

- 15.2 Notice given pursuant to this Agreement shall be in writing and shall either be mailed by first class mail, postage prepaid, personal delivery or any method of service specified under Rule 4 of the NC Rules of Civil Procedure. Notice sent by mail shall be effective three days after the date of mailing. Notice given in any other maimer shall be effective upon actual receipt by the addressee.

- 15.3 Each party is responsible for notifying the other in writing in the event of an address change.

16. General Provisions.

- 16.1 Entire Agreement: Modification. This Agreement contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed in writing. This Agreement

may be modified or amended only by a written document executed by the parties with the same formalities required for the execution of this Agreement.

- 16.2 Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.
- 16.3 Electronic Version of Agreement. Town may convert a signed original of the Agreement to an electronic record pursuant to a North Carolina Department of Natural and Cultural Resources approved procedure and process for converting paper records to electronic records for record retention purposes. Such electronic record of the Agreement shall be deemed for all purposes to be an original signed Agreement.
- 16.4 Authority. The individual signing Agreement on behalf of Developer has the right and power to do so and bind Developer to the obligations set forth herein and such individual does so represent and warrant that he has such authority. The Town represents and warrants that the North Carolina General Assembly has authorized the Town to execute this Agreement. Developer covenants that it will take no legal action against Town in which it is alleged that Town lacks authority to enter into any part of this Agreement.
- 16.5 Assignment. This Agreement may not be assigned without the consent of the Town which consent may not be unreasonably withheld, conditioned or delayed. To obtain the Town's consent to an assignment, Developer shall provide a written Request for Approval of Assignment, specifying with particularity the person or entity to whom assignment is proposed and such other information as the Town deems pertinent. Assignee shall execute a document in form acceptable to Town pursuant to which Assignee agrees to assume all the duties of Developer under this Agreement, including indemnification of Town. If assigned, then this Agreement shall be binding on the assignee, and its heirs, successors and approved assigns. Notwithstanding the foregoing, Developer may permit any builders or other third-party purchaser (each, a "**Purchaser**") of any lot in the Development to use Credits against the Fees due from such Purchaser for any such lot at the time of building permit application by such Purchaser.
- 16.6 Severability. If any term of this Agreement is to any extent illegal, otherwise invalid or incapable of being enforced, such term shall be excluded to the extent of such invalidity or unenforceability; all other terms hereof shall remain in full force and effect; and, to the extent permitted and possible, the invalid or unenforceable term shall be deemed replaced by a term that is valid and enforceable and that comes closest to expressing the intention of such invalid or unenforceable term.
- 16.7 Applicable Law and Venue. This Agreement shall be construed in accordance with the laws of the State of North Carolina, and it shall be binding upon, and inure to the benefit of, the Town and Developer and their respective successors and assigns. Any and all suits or

actions related to this Agreement shall be brought exclusively in Wake County, North Carolina.

- 16.8 Dates. If any date set forth in this Agreement shall fall on, or any time period set forth in this Agreement shall expire on, a day which is a Saturday, Sunday, federal or state holiday such date shall automatically be extended to, and the expiration of such time period shall automatically be extended to, the next day which is not a Saturday, Sunday, federal or state holiday. The final day of any time period under this Agreement or any deadline under this Agreement shall be the specified day or date and shall include the period of time through and including such specified day or date.
- 16.9 Exhibits. Each and every exhibit referred to or otherwise mentioned in this Agreement is attached to this Agreement and is and shall be construed to be made a part of this Agreement by such reference or other mention at each point at which such reference or other mention occurs, in the same manner and with the same effect as if each exhibit were set forth in full and at length every time it is referred to or otherwise mentioned.
- 16.10 Counsel. Each party hereto warrants and represents that each party has been afforded the opportunity to be represented by counsel of its choice in connection with the execution of this Agreement and has had ample opportunity to read, review and understand the provisions of this Agreement.
- 16.11 No Construction against Preparer. No provision of this Agreement shall be construed against or interpreted to the disadvantage of any party by any court or other governmental or judicial authority by reason of such party's having or being deemed to have prepared or imposed such provision.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date set forth above.

"Town":

TOWN OF ROLESVILLE,
a North Carolina municipal corporation

By: _____

Name: _____

Title: _____

Approved as to form:

This instrument has been pre-audited to the extent and in the manner required by the "Local Government Budget and Fiscal Control Act."

By: _____

“Developer”:

Merritt LV1 Owner, LLC

By: 
Name: Jesse R. Baker
Title: Authorized Signatory

LIST OF EXHIBITS

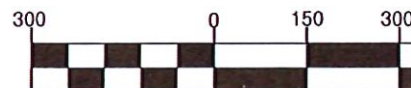
EXHIBIT	A:	Map and Legal Description of Property
EXHIBIT	B:	The Improvements
EXHIBIT	C:	Cost Estimate 2 Lane Fowler Road Extension Project Cost Breakdown

EXHIBIT A

Map and Legal Description of Property



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EXHIBIT B
The Improvements

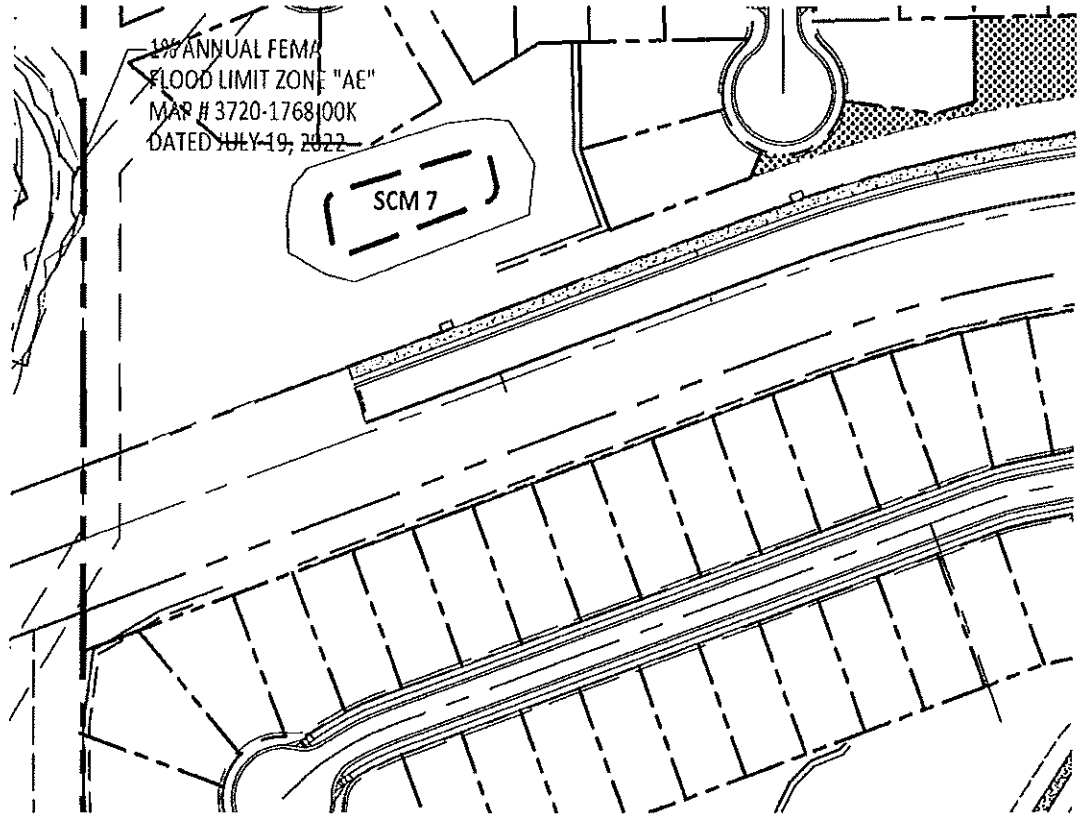


EXHIBIT C

Project Cost Breakdown



Exhibit C

Project Design Cost

Engineering Design & Permitting		\$ 121,500.00
Prepare and Public Bid Project		\$ 25,000.00
Construction Management		\$ 45,000.00
Geotechnical		\$ 140,000.00
Surveying		<u>\$ 52,000.00</u>
	Subtotal	\$ 383,500.00
Prorated Cost of 2B		<u>0.15</u>
	Total	<u>\$ 57,525.00</u>
Right-of-Way Cost (4.06 ac. x \$ 122,400.00)		\$ 496,944.00

The total estimated project cost is \$554,469.00.



Board of Commissioners

Item Memo

To: Mayor Currin and Town Board

From: Mical McFarland, Manager

Date: Tuesday, August 18, 2026

Re: 8.a. Economic Development Update (paper report only) — Mical McFarland, Economic Development Manager

Background

While my previous report focused on attracting new businesses, I wanted to take a moment here to mention the resources and economic development partners available to Rolesville's existing local businesses.

- **Small Business & Technology Center at N.C. State University** – offers management counseling and educational services.
<https://sbtdc.org/locations/raleigh>
- **Wake Tech Small Business Center** — provides free help to people starting and building businesses, serving any resident or small business in Wake County.
<https://www.waketech.edu/programs-courses/non-credit/build-business/small-business-center>
- **Economic Development Partnership of NC** – their team of Small Business Advisors connect clients with information they need from state and local resources.
<https://edpnc.com/get-business-support/start-a-business/>
- **Capital Area Workforce Development** — empowers businesses by helping them build qualified workforces; and oversees NCWorks Career Centers that help jobseekers obtain vital skills and access resources that lead to rewarding careers.
<https://capitalareancworks.com/>

Recent Grand Openings/Ribbon Cuttings:

- Ideal Dental – April
- Essential Dermatology – May
- The Joel Center – June
- North Wake Eye Care – June

- Ironworks Foot, Ankle & Wound Center — July

Enclosed please find the following materials:

1. New non-residential projects under construction.
2. Hotel Feasibility Study Summary. The entire study (84 pages) can be provided upon request.
3. Triangle Business Journal article regarding balancing the tax base and highlighting neighboring communities like Rolesville experiencing fast growth.

Recommended Action

N/A

Attachment

Non residential under construction, Summary - Hotel Market-Feasibility Study - Rolesville, TBJ Article

GUIDING COMMUNITY GROWTH NON-RESIDENTIAL PROJECTS UNDER CONSTRUCTION (PERMIT ISSUED)



841 S Main St.
1,900 sf w/ drive-thru
Issued April 14, 2026



748 S Main St.
4,824 sf w/ 8 fuel pumps
Issued February 10, 2026



735 S Main St.
3,333 sf w/ drive-thru
Issued May 27, 2026



811 S Main St.
9,636 sf
Issued April 1, 2026



INDIAN GRILL & BAR
110 Bluestone Crossing
5,309 sf
Issued December 6, 2024



414 S Main St.
12,953 sf
Issued April 15, 2026



725 S Main St.
2,350 sf w/ drive-thru
Issued April 2, 2026



643 S Main St.
4,383 sf
Issued November 04, 2025



101 Redford Pl. Unit 202
1,738 sf
Issued May 20, 2026



831 S Main St.
11,900 sf
Issued October 31, 2025



801 S Main St.
7,8925 sf
Issued November 12, 2025



The Butcher Shop- 420 S Main St.
990 sf commercial upfit
Issued on March 12, 2026



6000 Rogers Rd.
10,207 sf, 5 suites,
1 drive-thru, 2 patios
Issued on February 10, 2026

**Market & Feasibility Study of
Proposed Hotel**
Rolesville, North Carolina

Prepared For
Mr. Mical McFarland
Economic Development Manager
Town of Rolesville
PO Box 250
502 Southtown Circle
Rolesville, NC 27571

Date of Visit
May 15, 2026

Date of Report
June 22, 2026

Report Prepared By:
Hotel and Club Associates, Inc.
3717-D West Market Street
Greensboro, NC 27403
Phone: (336) 379-1400
www.hotelandclub.com



APPRAISAL AND CONSULTING SERVICE

June 22, 2026

Mr. Mical McFarland
Economic Development Manager
Town of Rolesville
PO Box 250
502 Southtown Circle
Rolesville, NC 27571

RE: ***Market & Feasibility Study for
Proposed Hotel***
Rolesville, North Carolina

Dear Mr. McFarland:

This study details lodging demand in and around Rolesville to assess the feasibility of constructing a hotel within the trade area. The accompanying report details the scope of the study and analyses for the resulting conclusions. Existing lodging demand in Rolesville is currently accommodated in Raleigh, Wake Forest, or other surrounding markets due to the lack of lodging options in Rolesville. While there is some hotel demand in Rolesville, the small employment base and lack of other significant demand generators like an interstate highway, presents a notable challenge in terms of financial feasibility from the prospective of a private hotel developer.

It is anticipated that the facility would be comparable to an upper midscale to upscale hotel and include amenities which are typical for these potential brand affiliations. As the design and financial details of any hotel development in Rolesville are considered, it may be appropriate to revisit some of the basic assumptions utilized within this report. We are available for questions and/or follow-up conversations.

The feasibility analysis of the study considers three potential scenarios of room counts (65, 80, and 90 rooms) to test feasibility. Given the limited amount of room night demand, the 65-room scenario is the most feasible option. However, getting this approved by a franchisor could prove challenging as franchisors tend to state preferences for 80+ rooms.

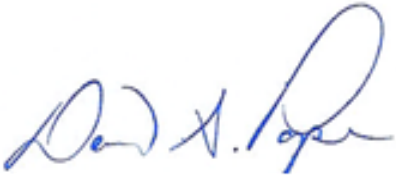
Market/Feasibility Study Conclusions			
No. of Rooms	65	80	90
Opening Date	Q2 2028	Q2 2028	Q2 2028
Stabilized Date	Q2 2030	Q2 2030	Q2 2030
Year 1			
Occupancy	50.6%	44.5%	39.6%
ADR	\$135.00	\$135.00	\$135.00
RevPar	\$68.28	\$60.10	\$53.42
Room Revenue	\$1,620,000	\$1,755,000	\$1,755,000
Year 2			
Occupancy	54.8%	47.9%	42.6%
ADR	\$140.00	\$140.00	\$140.00
RevPar	\$76.71	\$67.12	\$59.67
Room Revenue	\$1,820,000	\$1,960,000	\$1,960,000
Year 3			
Occupancy	59.0%	51.4%	45.7%
ADR	\$145.00	\$145.00	\$145.00
RevPar	\$85.56	\$74.49	\$66.21
Room Revenue	\$2,030,000	\$2,175,000	\$2,175,000
IRR Projections - 6.5% w/ 25 Yr Amort.			
Unleveraged	5.60%	2.76%	0.39%
Leveraged - 60% LTV	4.43%	-3.32%	-11.66%
Leveraged - 65% LTV	4.17%	-4.90%	-15.64%
Leveraged - 70% LTV	3.82%	-7.12%	-22.51%

The feasibility portion of this study requires basic assumptions relative to project costs, financing terms and/or availability, and various other specific project inputs that are not fully defined as of this time. It may be appropriate to re-examine these inputs as planning and development progress.

Conclusions of the Study: The IRR results of this study fall considerably short of investor appetite in today's economic climate. The primary pitfall for Rolesville is the lack of weekday corporate demand generators in the market. Though population is booming relative to historical numbers, there has not been large scale employment growth in Rolesville thus far. Rolesville is functioning primarily as a bedroom community, and employment and related hotel demand is largely concentrated in Raleigh, Wake Forest, and Knightdale. Should the market area see notable industry developments and/or expansions, the potential for feasibility improves. Alternatively, feasibility could be improved if there were economic incentives available to the developers to reduce their cost basis.

Though there is no specific hotel development site used within this analysis, this analysis assumes development near US 401 and/or US 401 Bypass. Please review the enclosed report, and if you have any questions or need additional information, please contact us. We appreciate the opportunity to be of service to the Town of Rolesville.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "David G. Pope".

David G. Pope, CRE, MAI, SRA, SGA

A handwritten signature in blue ink, appearing to read "Spencer L. Brown".

Spencer L. Brown, MAI, CHIA

FOR THE EXCLUSIVE USE OF MMC FARLAND@ROLESVILLENC.GOV

From the Triangle Business Journal:

<https://www.bizjournals.com/triangle/news/2026/07/02/surge-of-homes-creates-tax-base-scramble.html>

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COMMERCIAL REAL ESTATE

TAX BASE SCRAMBLE

Regional communities look to balance the growth of homes by luring businesses as well

Towns and counties seek to land balance between homes and businesses.

TBJ ILLUSTRATION



By Ben Tobin – Reporter, Triangle Business Journal
Jul 2, 2026 **Updated** Jul 2, 2026 10:01am EDT

Listen to this article 11 min



Story Highlights



- Johnston County spends \$1.43 in services for every \$1 in residential tax revenue.
- Fast-growing Triangle communities pursue balanced tax bases with more commercial and industrial development.
- New housing remains essential because residents attract retailers, employers, and additional investment.

Johnston County has added roughly 90,000 residents over the past 15 years, transforming farmland into subdivisions and rural crossroads into shopping centers.

But for one of North Carolina's fastest-growing communities, a recent cost-of-services study suggests that growth comes with a challenge.

For every \$1 Johnston County receives from residential development, it spends roughly \$1.43 providing services, according to findings presented to county commissioners in June.

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These numbers crystallize a quandary that many of North Carolina's boomtowns can no longer ignore. As thousands of new homes rise across counties like Johnston and Chatham, local leaders are racing to attract the commercial and industrial tax base needed to keep pace with growth and help fund the roads, public safety, parks and other services that growth requires.

The issue is particularly acute in communities surrounding Raleigh, where rapid population growth and soaring housing demand have transformed once-rural towns into booming suburban centers. While new neighborhoods expand the

property tax base, residential development typically costs local governments more in services than it generates in tax revenue. Commercial and industrial development, by contrast, generally produces more revenue relative to the cost of serving it.

New residents create the customer base that attracts retailers, restaurants and employers. But they also increase demand for schools, parks, police officers, firefighters, water and sewer infrastructure, roads and other public services.

Local officials aren't arguing against new homes. In fact, many say housing is critical to attracting employers, retailers and investment. The challenge, they say, is ensuring job growth and commercial investment keep pace with the rooftops.

Johnston County Commissioners spent more than 45 minutes probing this issue during a June 15 board meeting, a discussion that is likely to continue as growth reshapes the county. Even Commissioner April Stephens, who owns a local real estate firm, emphasized the importance of other real estate growing along with homes.

"This is what keeps us up at night," Stephens said during the meeting. "What we do all day, every day, is try to figure out what the balance of this looks like."



April Stephens, broker/owner of The April Stephens Group.

TAYLOR MCDONALD

Johnston County isn't alone.

Across the Triangle's fastest-growing communities, local leaders are increasingly asking the same question: Can commercial and industrial growth keep pace with the thousands of new rooftops appearing every year?

The result is a growing focus on a metric that can determine whether a community's growth remains financially sustainable: the balance between residential and non-residential property in its tax base.

More residential, more costs

There's an old adage in real estate that "retail follows rooftops."

Developers have long understood that population growth eventually attracts shopping centers, restaurants and employers. The more residents a community has, the more businesses it can support.

The challenge for local governments is timing. In many fast-growing communities, homes are being built faster than the commercial and industrial development needed to support them.

"The subdivisions and rooftops sprout up at a much more rapid clip than the commercial and industrial developments that are needed to pay the freight," said Jonathan Morgan, a professor at the UNC School of Government.

"Residential development tends to not generate a sufficient amount of tax revenue to pay for the cost of local government services that residential development demands," Morgan said. "... For bedroom communities, their tax base can get out of whack because they're so heavily skewed residential that they don't have the commercial and industrial tax base to offset the cost."

One reason is that residential and commercial properties place different demands on public infrastructure. A big-box retailer may generate substantial tax revenue while placing relatively modest demands on water, sewer and other local services. A subdivision, by contrast, can bring hundreds of new households that require additional capacity across multiple systems.

Scott Mooneyham, communications consultant for the North Carolina League of Municipalities, pointed to a simple example: While a big-box store may only have eight toilets, a neighborhood will likely have hundreds, placing greater demand on water and sewer capacity.

"It's difficult for purely residential development to pay the bills," Mooneyham said.

"When you're a user of the service, you don't always think about using it," he added.

"When you drive down your streets, you don't think about the cost. When you have fire protection and how that affects your homeowners insurance rates, you don't think about those things. But they all are part of what's going on in the background of that government service mix and how they're financed."

Growth will only continue for the Triangle and North Carolina as a whole. The state's current population of 11.2 million is expected to add around 2.5 million additional residents over the next 25 years, according to estimates from the North Carolina State Demographer's Office.

That growth poses challenges for the tax base balance, according to policy experts.

"Those communities that have 90% of their tax base as residential do not have a long-term sustainable revenue stream for the public services that they are offering citizens,"

Crystal Morphis, founder and CEO of Creative Economic Development Consulting, said during the Johnston County Board of Commissioners meeting on June 15.

“That’s why you need the mix of residential and commercial and agricultural.”

Commissioner Bill Stovall replied: “What is the appropriate balance to ensure we, preferably, have net positive revenue?”

The answer varies from community to community. But across the Triangle, many local leaders have begun pursuing the same goal: to increase the share of commercial and employment-generating development within their tax base.

Solutions to tax-base balance

If any Triangle community illustrates the opportunities and challenges that come with rapid growth, it may be Clayton. Once a small Johnston County town, Clayton has emerged as one of the region’s fastest-growing communities, more than doubling its population from 2010 to today.

“We’re sitting here basically putting 500-plus homes a year down on the ground,” Clayton Town Manager Rich Cappola said. “A family of five, like mine, moves into town every single day. That’s a great opportunity. But it comes with its challenges.”

As a result of myriad home construction, Clayton’s tax base skews heavily residential: roughly 80% residential to 20% non-residential, according to Cappola. He said his goal is to get closer to a 70-30 breakdown.

“We want to build ourselves into that full service economic center, so that we can support everything right here in Clayton,” Cappola said.

Communities across the Triangle, like Pittsboro, are pursuing similar goals.

The Chatham County town is at the center of one of North Carolina’s largest master-planned communities, Chatham Park, a development expected to eventually include thousands of homes and a plethora of commercial space.

Despite the residential growth underway, Pittsboro Town Manager Jonathan Franklin said the town is focused on avoiding a future where housing outpaces job creation and commercial investment.

“As Pittsboro grows, we are being very intentional about not becoming just a bedroom community,” Franklin said.

Pittsboro’s tax base is currently about 67% residential and 33% non-residential, according to Franklin. While he said there is no perfect ratio, he would like to see the town move closer to a 60-40 split over time.

“The goal is not simply to hit a number,” Franklin said. “The goal is to create a more fiscally balanced community where the tax base can support public safety, infrastructure, parks, public facilities and municipal services without placing too much of that burden on residential taxpayers.”

To accomplish that, Pittsboro is pursuing a mix of strategies, including mixed-use planning, downtown redevelopment and support for small businesses. Franklin said the town's objective is to ensure commercial and employment-generating uses grow alongside residential development rather than lag behind it: "The broader lesson is that growth should be planned and evaluated in a way that supports both quality of life and fiscal sustainability," he said.

Holly Springs, for many local officials, represents one of the clearest examples of what a balanced growth strategy can look like, as it has steadily added investments.

Holly Springs officials said the town's ratio is 70-30 residential to non-residential, with the goal of getting that to 60-40 in the coming years. With billions of dollars of investments from Genentech, Amgen and Fujifilm Biotechnologies, Holly Springs has emerged as a biotech hub.

"The more balanced our tax base is, the less we are reliant upon residential taxes," Mayor Mike Kondratich said. "And so that allows us to be able to plan for and expand existing services and add new services, without having to go back and raise residential tax rates."

Balancing those budgets with needs of citizens is always a challenge, regardless of the amount. Budget amounts vary greatly by municipality and county, depending on size and if they have to manage water/sewer and electric funds. Pittsboro, a town of around 5,000, recently adopted a budget that totals \$13.9 million for the 2026-2027 fiscal year.

The budgets for Clayton and Holly Springs sit at around \$140 million each. Johnston County's budget is roughly \$435 million.

Why new housing still matters

For all the concern surrounding residential growth, local officials say that new housing remains essential to economic development.

"It's really important to recognize that it is a balance and one doesn't come without the other," Patrick Harris, chairman of the Johnston County Board of Commissioners, said during the June 15 meeting. "We're getting the Targets and the BJ's and all these things now because we have enough people to support those things. There was a time that they would not come to this area because you didn't have enough people to shop there."

Local leaders say that reality explains why communities are unlikely to abandon residential growth while seeking commercial development. New residents provide the workforce employers need, the customers retailers seek and the demand that supports additional investment.

The challenge is not whether to grow, but how.

"The wave is coming," Cappola said. "You can either ride it or you get run over by it."

TBJ reporter Zac Ezzone contributed to this story.

Planning Recap January – June 2026



Planning

QUICK FACTS

GovWell
Applications

94

GovWell Fees
Collected

\$250,283.15

Commercial
Permits Issued

10

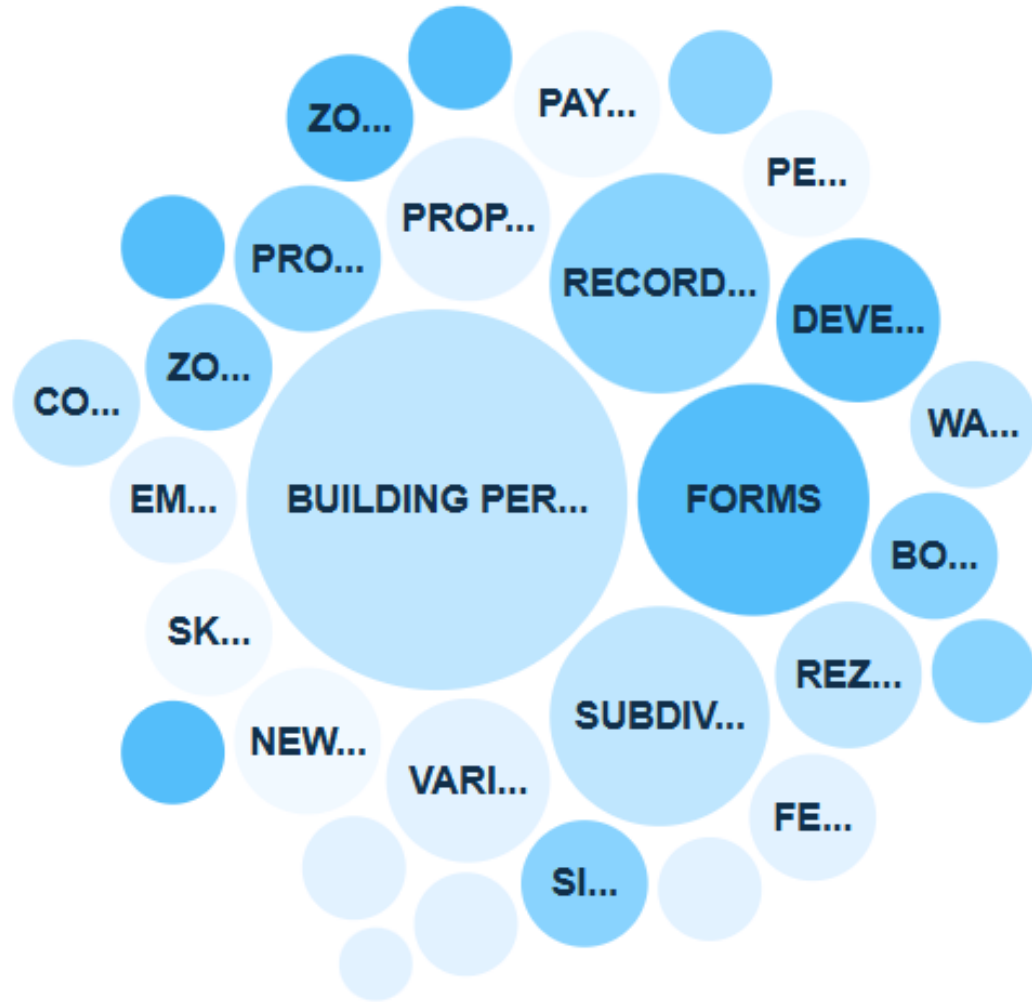
Commercial Permit
Fees Collected

\$139,824.05

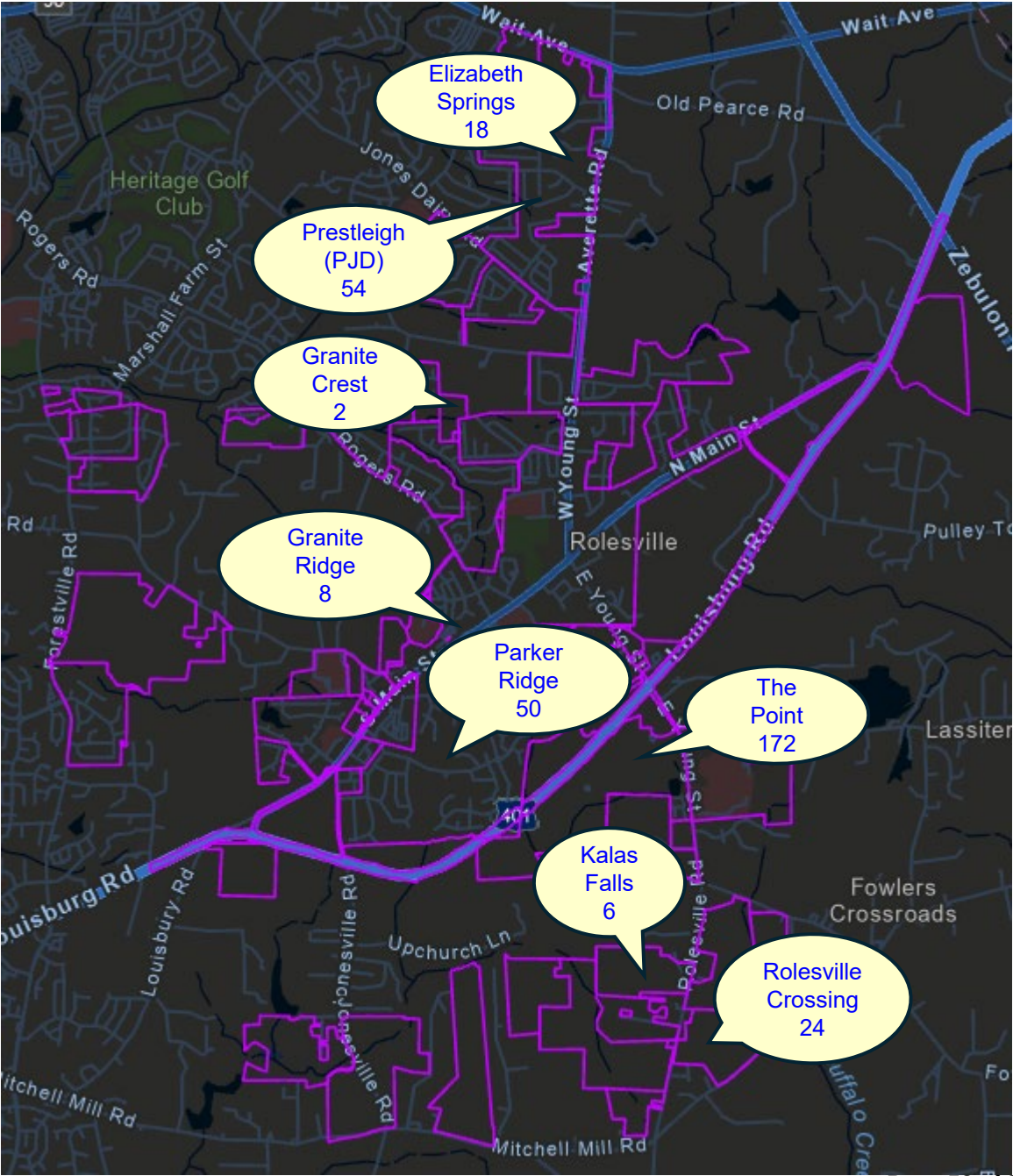
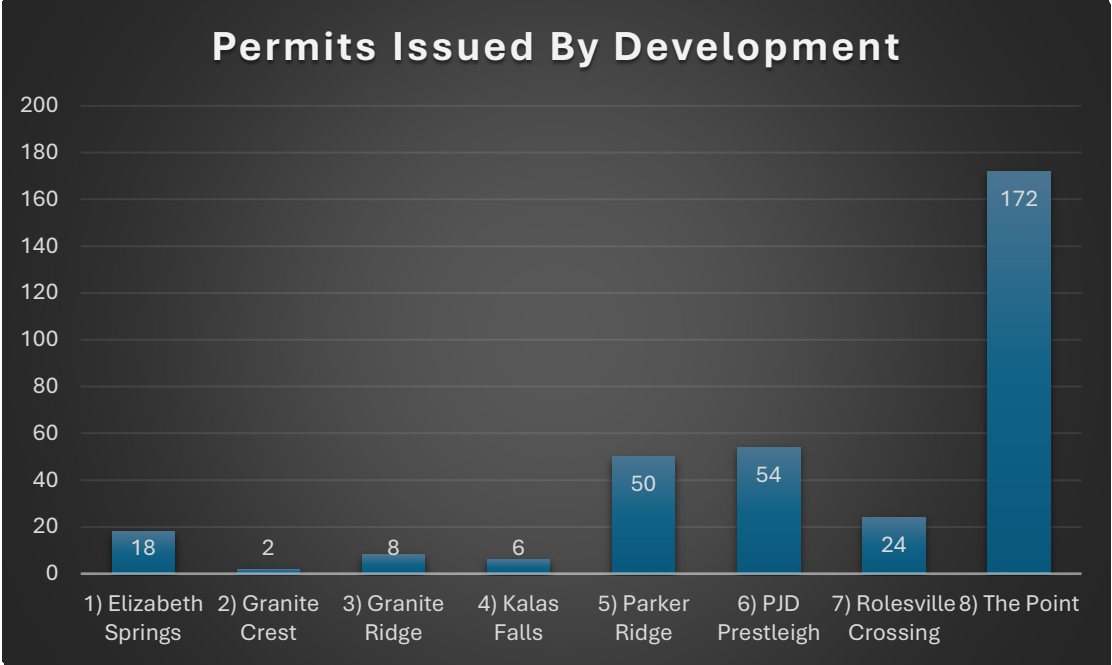
Residential Certificates
of Occupancy

367

TOP AI TOPICS ASKED IN GOVWELL



Topic	Number of times asked	Topic	Number of times asked
Building Permits	29	Wallbrook	3
Forms	10	Fee Estimates	3
Records Requests	9	Peddlers	3
Subdivision Plats	9	Employment	3
Property Owner Notification	5	Construction	3
Variance Hearings	5	Zoning Verification Letter	3
Development Projects	5	Fence Permits	2
Rezoning	4	Utility Drawings	2
New Businesses	4	Planning Board	2
Property Records	4	Accessory Structures	2
Paying Invoices	4	Driveways	2
Sign Permits	3	Pools	2
Sketch Plan Meetings	3	Town Contact Information	2
Zoning Permits	3	Files	1
Board of Adjustment	3		



GUIDING COMMUNITY GROWTH

NON-RESIDENTIAL PROJECTS UNDER CONSTRUCTION (PERMIT ISSUED)



841 S Main St.
1,900 sf w/ drive-thru
Issued April 14, 2026



811 S Main St.
9,636 sf
Issued April 1, 2026



725 S Main St.
2,350 sf w/ drive-thru
Issued April 2, 2026



831 S Main St.
11,900 sf
Issued October 31, 2025



The Butcher Shop- 420 S Main St.
990 sf commercial upfit
Issued on March 12, 2026



748 S Main St.
4,824 sf w/ 8 fuel pumps
Issued February 10, 2026



INDIAN GRILL & BAR
110 Bluestone Crossing
5,309 sf
Issued December 6, 2024



643 S Main St.
4,383 sf
Issued November 04, 2025



801 S Main St.
7,8925 sf
Issued November 12, 2025



6000 Rogers Rd.
10,207 sf, 5 suites,
1 drive-thru, 2 patios
Issued on February 10, 2026



735 S Main St.
3,333 sf w/ drive-thru
Issued May 27, 2026



414 S Main St.
12,953 sf
Issued April 15, 2026



101 Redford Pl. Unit 202
1,738 sf
Issued May 20, 2026

WHO DOES WHAT IN PLANNING?

(As shown in the photo from left to right)



SHARON HOPE ADMINISTRATIVE ASSISTANT	MICHAEL ELABARGER ASSISTANT PLANNING DIRECTOR	VACANT PERMIT TECHNICIAN	TANNER HAYSLETTE PLANNER I	MICHELE RABY PLANNER II	STEPHEN WENSMAN PLANNING DIRECTOR	MEREDITH GRUBER SENIOR PLANNER
984-251-2430 shope@rolesvillenc.gov	984-251-2364 melabarger@rolesvillenc.gov	984-251-2366 permits@rolesvillenc.gov	984-251-2431 thayslette@rolesvillenc.gov	984-251-2365 mraby@rolesvillenc.gov	984-251-2431 swensman@rolesvillenc.gov	984-251-2363 mgruber@rolesvillenc.gov
Customer Service/ Receptionist	Manage all Development (ANX/ REZ/ VAR) and TRC (CD/FSP/PSP/SDP) reviews	Permit Invoicing, Permit Issuance, and COC, CO, TCO Issuance	Long Range Planning	GovWell Management Intake/ Invoice/ Process Applications	Manage all Development (ANX/ REZ/ VAR) and TRC (CD/FSP/PSP/SDP) reviews	Agenda and Memo Preparation for Board of Adjustment, Planning Board and Board of Commissioners' meetings
Board of Adjustment & Planning Board Clerk	Billing & Payment Management	Attend Pre-Construction Meetings, Lead on Permitting	Mobility/ Pedestrian review (greenways/ side paths/ bike lanes)	Website design & maintenance	Board of Adjustment/ Board of Commissioners/ Planning Board presenter and representative	TRC primary LDO review
Contract/ ERP Invoicing & Reconciliation	Board of Adjustment, Board of Commissioners & Planning Board		Permit Lead for Change of Tenant/ Food Trucks/ Home Occupation/ Signs/ Temporary Uses	All Development (ANX/REZ/VAR) and TRC (CD/FSP/PSP/SDP) reviews	LDO Enforcement	Text Amendments
	Energov (Permits) & GovWell (Development Project) Management		Campo Representative	Certified Plat Review Officer (PROC)- Primary Plat review and official signer	Report a concern	All Development (ANX/REZ/VAR) and TRC (CD/FSP/PSP/SDP) reviews
	Text Amendments			Certified Zoning Officer (CZO)	Staff Management	
	Manage website design & maintenance			GIS	Text Amendments	



Board of Commissioners

Item Memo

To: Mayor Currin and Rolesville Town Board
From: Mical McFarland, Manager
Date: Tuesday, August 18, 2026
Re: 9.a. Rolesville Chamber of Commerce MOU - Mical McFarland, Economic Development Manager

Background

Each year, the Town of Rolesville and Chamber of Commerce enter into a Memorandum of Understanding (MOU) highlighting the partnership and coordination of activities and events between the two entities. The MOU also states the agreed upon financial contribution from the Town to the Chamber to support small businesses, entrepreneurship, and economic development. Attached herein is a summary of Chamber activities, a financial statement showing the previous year's expenses, and the draft MOU for this upcoming fiscal year.

The increase in this year's request for funding is mostly attributed to the addition of the Youth Leadership Program coming under the Chamber (and not being run by the Town), as well as the expansion of annual events such as the Christmas Parade and BBQ & Bands events.

Recommended Action

Staff recommends approval of the MOU to continue partnering with and supporting the Chamber of Commerce and programs that promote economic development and a good business climate in Rolesville.

Attachment

Rolesville Chamber 2026-27 MOU Letter, 2025-26 RCC Fiscal Year P&L, DRAFT
Rolesville Chamber-Town MOU 2026-2027.Aug.10

August 5, 2026

Board of Commissioners
Town of Rolesville
502 Southtown Circle
Rolesville, NC 27571

RE: 2026-2027 MOU

Dear Board of Commissioners,

The Rolesville Chamber of Commerce greatly appreciates the partnership and support from the Town of Rolesville. We look forward to the continued relationship as we work diligently to support local businesses and provide opportunities for education, increased exposure, and development for those we serve. As the Chamber of Commerce continues as a vital connection between local businesses and residents, we are excited to see growing participation from businesses and engagement throughout the Rolesville community. We remain committed to bringing together valuable resources, expertise, and insight to meet the needs of our businesses and community while serving as trusted advisors, advocates, and champions.

At the start of the last fiscal year, there were about 100 active business memberships. To date we have 165 active business memberships comprising of 199 active members. Sixty-seven (67) active business memberships have a Rolesville address. We added a quarterly New Member Orientation/Member Benefits Refresher to provide an opportunity for new and current members to learn about everything their membership entails to ensure they can take full advantage of our support. Our plan for business retention includes the activation of the Ambassador Program which will keep members aware of how to take advantage of their benefits, services and programs being offered, as well as doing our best to add or adjust programming based on feedback from member surveys or direct member suggestions.

We have worked to continue the programs that were in place, such as the monthly Morning Grind and Business After Hours; while adding the Mingle on Main series that connects businesses with the residents they serve and celebrates Rolesville's growing and thriving community, the Rolesville Runs 5K and Healthy Rolesville Wellness Expo; enhancing marketing, execution, and participation within the other Chamber annual events; and plans underway to bring back the Awards Gala, Business Expo, Youth Leadership, Welcome Wagon, and Ambassador Programs.

The Rolesville Chamber of Commerce is seeking to continue its partnership with the Town of Rolesville through the MOU while we use the foundation that has been laid this past year to build toward financial independence. The requested financial support will enable us to continue to provide the services, events, and programs that promote businesses and business growth until the goal of financial independence is achieved.

A financial report for the 2025-2026 fiscal year is attached. The Chamber will provide quarterly financial reports to the Town for the 2026-2027 fiscal year. The first report can be expected in October for July-September.

Please see the below list of annual Chamber events and programs with explanations. Let us know if you have any questions. We appreciate the Town of Rolesville for its support of the Chamber and its business community.

Thank you,

Malcolm Allen, Executive Director
Sanchia Allen, Membership Services Director
Rolesville Chamber of Commerce

Events and Programs Explained:

1. **Mingle on Main** - downtown Rolesville event series consisting of live music, food, shopping, and a pop-up bar where vendors and chamber member businesses come together at the intersection of Young and Main Street and in Cobblestone Village. There is a business scavenger hunt and raffle giveaway to foster community engagement and awareness of local businesses offerings.

This event is free to the public and chamber member businesses not located in the immediate area can participate free of charge as a pop-up business, giving them the opportunity to interact with the community and make them aware of their locations and offerings.

2. **RCC Golf Tournament** - foursome golf teams come together for a morning/afternoon of golfing, competitions, awards luncheon and prizes.

This is a fundraiser for the Chamber that allows businesses to gain exposure through sponsorship opportunities and networking.

3. **Rolesville BBQ and Bands Festival** - community wide festival with kids zone, VIP zone, BBQ competition, food trucks, live music by national and local artists, and tons of vendors

This event promotes tourism, supports local businesses and vendors by providing exposure and an opportunity to sell their good and services, while also serving as a fundraiser for the Chamber.

4. **Military Appreciation Luncheon** - free luncheon to honor our veterans and active-duty military to show appreciation for their service and sacrifice

This event is simply a way to give back and honor our military. There is limited opportunity for sponsorship and vendors who are veteran-owned or focused on services catering to the needs of military personnel.

5. **Rolesville Runs 5K** - Community run that serves as the kickoff to the wellness expo

6. **Healthy Rolesville Wellness Expo** - opportunity for the community to come together and learn about the 5 pillars of health and the businesses in the area that provide health and wellness goods and services

This event is free to the public and provides support and exposure to local businesses in the health and wellness industry. Our goal is for this event to be the annual culmination of several smaller programs or initiatives centered around a “healthy Rolesville” population. These would be implemented throughout the year in partnership with other community businesses, schools and organizations.

7. **Senior Showdown** – themed costume party for seniors with music and activities

This event is free for all seniors and will include music from the 1920s-1980s.

8. **Community Business Expo** - free event for business owners in Rolesville and surrounding towns to showcase their goods and services to the communities they serve

This event is free to the public and provides support and exposure to local businesses while promotes community and connection

9. **Awards Gala** - formal attire event where chamber and community members are presented with awards for business achievements, volunteerism, and engagement

This event is a ticketed fundraiser that also serves as a method to honor deserving chamber members for their activism and various contributions to the community

10. **Christmas Parade** - parade down Main Street held the first Sunday in December where businesses and community members can enter professional or homemade floats

This event promotes tourism, community, and provides an opportunity for business exposure and sponsorships. It is our goal to provide a creative and unique attendee experience each year. Last year, we added grandstands for concentrated seating and a flash mob that created a “grand finale” experience to the parade.

11. **Breakfast with Santa** - breakfast held the Saturday after the parade centered around children and families coming together for breakfast, crafts, and time with Santa

Last year we added a second session and sold out of both so we plan to add a third this year to accommodate the demand for this event. It serves as a fundraiser connected to the parade that offers business sponsorship and exposure opportunities.

12. **Launch Rolesville** - entrepreneurship program facilitated in partnership with the Wake Forest Rotary and Wake Tech Community College that takes selected entrepreneurs through a 3-month class series covering all topics pertaining to properly structuring and maintaining their businesses for long-term success

This program is free for entrepreneurs and serves as one of the business education opportunities that helps foster successful economic development.

13. **Youth Leadership** - mentorship program for Rolesville high school juniors and seniors that introduces them to business and leadership principles, as well as community and civic engagement.

Our goal is to increase the number of student participants this year and help several of them exit the program with actual businesses. We plan to provide a youth entrepreneur section to our BBQ and Bands Festival.

14. **Chamber Ambassadors** - program to establish chamber representatives that engage with assigned membership and potential members in specific locations on a monthly basis as a means of supporting Rolesville businesses, establishing consistent chamber presence with business owners and managers, and ensuring needs and concerns are heard

Recruitment has begun for this program and calls are being made to check on each chamber member business until this program is fully operational. There is also a member survey sent out today for us to gather information about member satisfaction, benefits and programs that are most impactful, and suggestions on how we can better serve them.

15. **Welcome Wagon** - swag bags comprised of items, coupons, flyers, business cards, etc. from chamber businesses given to new residents and new chamber members

Items have been collected from several member businesses to be included in the welcome bags and contact has been made with several residential communities to help us stay informed of new Rolesville residents. We are adding a new resident form back to our website and finalizing systems for this program to maximize efficiency.

16. **Lunch and Learn Workshops/Seminars** - one-off workshops or seminars typically held by chamber members surrounding topics related to their area of expertise that would be of benefit to the general community, their target market, or business owners specifically.

We plan to actively increase the number of Lunch and Learns provided throughout the year in order to provide regular opportunities for continued education for local business owners. We have one scheduled for September and are in communications with another member business about another one in either October or November. We plan to seek out technology, cybersecurity, and AI specialists for the upcoming year to help keep Rolesville business owners relevant and protected.

Additionally, we have worked to revive the **Roseville Chamber of Commerce Foundation**, the charitable arm of the Chamber, that will allow receipt of grants and other funding that the Chamber is not eligible for. The foundation has already received its first grant for the **Storm Shield for Small Businesses** program being offered each Tuesday in September in a Lunch and Learn

format. This program will educate small business owners on storm preparedness and resilience which protects the local economy and ensures continued access to essential goods and services should a natural disaster or damaging severe weather occur. Cybersecurity and protecting physical and digital assets will be covered in the program. The Chamber is the entity that promotes and executes the program so it is essentially allowing us another avenue to provide educational support and programming to our local businesses.

17. **Morning Grind** – A monthly networking event held on the second Tuesdays of each month from 8-9 AM that provide business support and exposure by allowing member businesses to host and give information about their business
18. **Business After Hours** – A monthly networking event held on the fourth Thursdays of each month from 5:30-7 PM that provide business support and exposure by allowing member businesses to host and give information about their business

July 2025- June 2026 Events:	Income	MOU	Expenses	Net Profit
Christmas Parade	\$10,185.00		\$9,756.01	\$428.99
Breakfast with Santa	\$1,566.00		\$790.52	\$775.48
Golf Tournament	\$12,345.60		\$8,001.78	\$4,343.82
BBQ & Bands	\$57,565.72	\$7,500	\$48,853.20	\$8,712.52
Military Appreciation Luncheon- MOU	\$1,150.00	\$1,000	927.08	\$222.92
Fall Fest			\$16.93	-\$16.93
Duck Hunt	\$1,300.00		\$764.16	\$535.84
Sip and Shop Event at Granite Falls	\$1,748.48		\$602.91	\$1,145.57
5K & Healthy Rolesville Wellness Expo	\$2,980.00	\$1,000	\$629.33	2350.67
Mingle on Main		\$2,500.00	\$2,608.71	-\$108.71
Total Events Income	\$88,840.80		\$76,611.21	\$18,390.17
Other Income:				
Membership	\$56,525.33			
Rental Income	\$2,250			
Facility Rental	\$500.00			
Total Other Income	\$59,275.33			
Other MOU:				
Launch Rolesville	\$5,000			
Lunch and Learn	\$1,500			
Ambassador Program	\$1,000			
Welcome Wagon	\$1,500			
Website, Technology, and Marketing	\$500			
Total Other MOU	\$9,500.00			
Total Income	\$ 157,616.13			
Expenses:				
Christmas Parade	\$9,756.01			
Breakfast with Santa	\$790.52			
Golf Tournament	\$8,001.78			
BBQ & Bands	\$48,853.20			
Military Appreciation Luncheon- MOU	927.08			
Fall Fest	\$16.93			
Duck Hunt	\$764.16			
Sip and Shop Event at Granite Falls	\$602.91			
5K & Healthy Rolesville Wellness Expo	\$629.33			
Launch Rolesville	\$4,693.22			
Mingle on Main	\$2,608.71			
Operations Bills and Expenses	\$17,878.86			
Website, Technology, and Marketing	\$11,592.82			
Payroll and Payroll Processing	\$38,339.94			
Bank and Merchant Fees	\$4,046.73			
Insurance	\$1,909.00			
Total Expenses	\$151,411.20			
Total Net Income	\$6,204.93			

Memorandum of Understanding (MOU)
Between the Town of Rolesville and the Rolesville Chamber of Commerce
Fiscal Year 2026-2027

This memorandum of understanding, made between the Town of Rolesville (hereinafter referred to as “the Town”) and the Rolesville Chamber of Commerce (hereinafter referred to as “the Chamber”), hereinafter referred to as the “agreement”.

WHEREAS, the Town and the Chamber both value and support the businesses in the Rolesville community; and

WHEREAS, the Town realizes the importance of the Rolesville Chamber of Commerce in supporting, networking, and promoting businesses in the Rolesville community; and

WHEREAS, the Town desires to support the efforts of the Chamber of Commerce in bringing the business community together by organizing and holding events.

NOW, THEREFORE, in consideration of the mutual obligations and promises set forth below, the parties hereto agree as follows:

The Town agrees to:

1. Remain a member of the Chamber of Commerce and pay annual dues for the Community Leader level in the amount of \$500.
2. Contribute to the Chamber **\$34,750** throughout the fiscal year. Attached is a chart showing the fiscal participation by the Town per line item.
3. Provide offices for the Chamber to conduct business at 200 E. Young Street, a property owned by the Town (which equates to a current value of approximately \$[REDACTED] per market rate lease). This will be an in-kind donation by the Town absorbing the cost.
4. Provide sponsorships and police officers at community-wide events such as Mingle on Main and the Christmas Parade. The Chamber will be responsible for covering the cost of police officers for Chamber events (e.g., BBQ and Bands, etc.).
5. Share use of/access to EastWakeTV to support and promote the Town and Rolesville businesses.

The Chamber agrees to:

1. Complement the Town’s economic development efforts through:
 - a. Launch Rolesville, a program which supports and promotes entrepreneurship and small business development in Rolesville.
 - b. The Youth Leadership Program, a program which educates our youth about our business community, encourages them to assume leadership roles in our schools, and to become more involved in Rolesville’s civic, cultural and economic development, as well as philanthropic organizations and groups.
 - c. Local Business Retention and Expansion (BRE) in partnership with the Town’s Economic Development Manager to engage and support the local business community and promote economic development.

- d. Participation with the Town to organize activities and events that market Rolesville as a great place to do business, promote tourism, help recruit new business, and create a good business climate in Rolesville. Events include Mingle on Main, BBQ and Bands, Christmas Parade, etc.
 - e. Development of resources to promote the Town and business community, such as online marketing and a “Welcome Wagon” packet of information for new residents.
- 2. Per the provisions of N.C. General Statute 55A-16-24, provide quarterly financial statements to the Town, as well as a report of activities showing how the funds received from the Town of Rolesville are being used. Documents are to be received prior to the signing of the subsequent fiscal year’s MOU.
 - 3. The Town of Rolesville’s funding is to be used solely for the purposes identified by this MOU in the direct support of Rolesville-based businesses.

This agreement is effective from the date of execution until June 30, 2027. At any point in time, either party may request that the responsibilities be amended. This agreement can be cancelled at any time throughout the term by either party with 30 days prior written notice to the other party.

Agreed upon this ____ day of _____ by the Town of Rolesville Board of Commissioners

Town of Rolesville
Mayor

Rolesville Chamber of Commerce
Chair

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer

Date

***Town of Rolesville Contribution to the Rolesville Chamber of Commerce
Fiscal Year 2026-27***

Programs	Contribution	Description
Launch Rolesville	\$4,000	Program that educates new entrepreneurs about the various aspects needed to be successful; Venue and food
Lunch and Learn Series	\$1,000	Program that offers various workshops to business owners on topics that will keep them relevant with best-business practices; Workshop facilitators, materials, and food
Ambassador Program	\$500	Program that educates and commissions a team of chamber members to cover a certain geographical area of businesses in Rolesville to serve as physical presence of support and a representative voice for any concerns; Badges, supplies, training
Youth Leadership	\$5,000	Program to give high school students a well-rounded overview of leadership skills, entrepreneurial experiences, and community awareness; Materials, supplies, food
Event Sponsorships		
BBQ & Bands	\$10,000	Community event that fosters community engagement, tourism, and supports small businesses; Production
Christmas Parade	\$5,000	Community event that highlights the town and fosters tourism; Bleachers, production
Mingle on Main	\$2,500	Brings attention specifically to downtown Rolesville and supports local businesses; Musicians, marketing, signage
Military Appreciation Luncheon	\$1000	Appreciation event for veterans and active-duty military; Food, venue, marketing
Seniors Showdown	\$500	Free Senior Dance Party; Marketing, prizes for contest winners
Healthy Rolesville Wellness Expo	\$1,000	Community event to promote and bring awareness to the 5 pillars of health while supporting local businesses that provide services in those areas; Production, marketing
Community Business Expo	\$1,000	Community event that will be free for businesses to showcase their goods and services and serve as a job fair. Will include youth entrepreneur section; Venue, signage, marketing
Operational Expenses		
Website, Technology & Marketing	\$2,250	Website fees, CRM platform, marketing services; to promote local businesses and networking
Welcome Wagon	\$1,000	Swag, flyers, coupons, and information provided to new Rolesville residents on behalf of the town; Materials
Total Monetary Allocation	\$34,750	
Value of in-kind Contribution (office space)	\$	Office and meeting space at 200 E. Young Street
Total Allocation Value		



Board of Commissioners

Item Memo

To: Mayor Currin and Rolesville Board of Commissioners

From: Chandra Wright
Human Resources Director

Date: Tuesday, August 18, 2026

Re: 9.b. Personnel Policy Amendments — Chandra Wright, HR Director

Background

The Town of Rolesville Personnel Policy is the abiding document that sets forth a uniform system of personnel administration for all employees. The current version of the Personnel Policy was adopted in July 2018. The Board has approved various amendments over the years; the last approved amendment was made in June 2025. That amendment included an increase in vacation accrual leave for employees with 15-19 years of service as well as a modification decreasing the promotion percentage from 10% to 5%.

The personnel policy is a dynamic document that requires ongoing updates and maintenance as Federal, State and Local laws change. Amendments and updates are also needed as the organization and labor market, both global and local, change.

Recommended Action

Action 1. Remove eligibility for regular, part-time employees to receive prorated medical insurance, vacation accrual and retirement benefits.

- Aligns more strategically with neighboring local government organizations.
- More closely matches current labor conditions of the part-time labor market.
- Protects the Town from increasing insurance cost by focusing benefit eligibility on full-time employee base.
- Current regular, part-time employees grandfathered in. They will continue to remain benefit eligible.

Action 2. Removal of compensatory time. Any overtime will be reconciled in monetary payment or time-off during the pay period in which it occurs.

- Allowing employees to “bank” comp time transfers today’s financial liability into the future where it will cost the Town more.

- Reconciling overtime per pay period encourages better management of staffing hours.

Action 3. Increase tuition reimbursement from \$1,000 to \$3,000 per fiscal year.

Action 4. Discontinue practice of adjusting the salaries of new employees at the conclusion of their first six months of employment. Rather, the Town will continuously monitor salary ranges, making competitive Day One offers of employment.

- Changing Local Government statutes have made this practice unnecessary.
- Employees will benefit from more competitive pay from Day One of hire.

Attachment

August 2026 Tracked Personnel Policy Changes, Personnel Policy 2026 18 Aug Amend Discontinue PT Benefits, Personnel Policy 2026 18 Aug Amend Increase Tuition Reimbursement, Personnel Policy 2026 18 Aug Amend Remove Comp Time, Personnel Policy 2026 18 Aug Amend Probationary Pay Increases, PERSONNEL POLICY updates through 082026

Tracked Personnel Policy Changes

Article I.

Section 8. Definitions

- **Regular Employee** – Expanded definition to include “**for which continuous, year-round employment is anticipated**”
- **Permanent** Position – Language changed to “Regular” in multiple areas of the policy document.
- Moniker **Department Head** changed to **Department Director** in multiple areas of the policy document.

Article III.

Section 5. Probationary Pay Increases.

- **Removed.** These increases are no longer needed as a result of immediate entry into the LGERS retirement system. We are offering competitive salaries from Day 1.

Renumbered remaining Sections

Section 11. Overtime Pay Provisions

- Compensation over the FLSA limit will be in the form of payment (Not Comp Time)
- Removed language about compensatory leave (approval, balances, etc)
- Added paragraph about hour-for-hour time off being scheduled by the department in lieu of overtime pay.

Multiple Sections. Part-time, Regular employees and Benefits/Accrued Leave

- Removed Part-time employees from those sections of policy outlining benefits. *Section 15. Longevity* for instance, no longer states that part-time employees are eligible for longevity pay.
- Provision added that regular, part-time employees hired on or before August 1, 2026 retain eligibility.

Section 16. Interim Pay

- The percentage paid for “acting pay” has been reduced from 10% to 5%.
- Language added that acting pay begins 10 days after an employee has worked in the higher classification.

Article V. Conditions of Employment

Section 4. Dual Employment

Removed. Employees should not hold two or more roles with the Town.

Article VI. Employee Benefits

Removed Part-time employees from those sections of policy outlining benefits.

- For example, Section I removed “part-time employees” from the sentence that refers to benefit eligibility.
- A provision has been added identifying part-time regular employees hired prior to August 1, 2026 as eligible for pro-rated benefits.
- Cleaned up the tables that show which employees are eligible for post-retirement medical coverage.

Section 8. Workers’ Compensation

- Human Resources assist employees with WC, not Department Directors

Section 10. Tuition Assistance

- Reimbursement amount updated to \$3,000 instead of \$1,000

Section 15. Bereavement Leave

- Employees may use vacation leave, not sick leave.

Section 18. FMLA

- Identifies the way the Town calculates FMLA as the rolling year looking backward

Article IX. Unsatisfactory Job Performance and Detrimental Personal Conduct

Section 1. Progressive Disciplinary/Corrective Action Program

- Added this to clearly explain the stages of corrective action.
- Added that stages may be utilized as needed and may not always follow a strict order

Article X. Grievance Procedure

Section 4. Grievance Procedures

Cleaned up language defining what can be grieved

Cleaned up language about the steps in the grievance process

RESOLUTION MAKING TECHNICAL CHANGES TO THE PERSONNEL POLICY

BE IT RESOLVED by the Board of Commissioners of the Town of Rolesville that the Personnel Policy adopted on May 1, 2018 be amended as follows:

Effective Date: August 1, 2026

Approved by Board of Commissioners: August 18, 2026

Revise ARTICLE III. THE PAY PLAN, Section 15

Section 15. Longevity Pay

Regular, full-time employees of the Town are compensated for years of service by payment of a longevity supplement based on the following table:

<u>Years of Service</u>	<u>Longevity Amount</u>
1 - 4	\$100
5 - 9	\$300
10 -14	\$500
15 -19	\$750
20 plus	\$1000

Years of service are calculated on a calendar year basis as of June 30 of each year.

Longevity pay will be issued on the last regular pay period in November or on a date in November designated by the Town Manager.

Regular, Part-time employees hired on or before August 1, 2026 will be eligible for longevity pay.

Revise ARTICLE VI. EMPLOYEE BENEFITS, Section 1

Section 1. Eligibility

All full-time, regular employees of the Town are eligible for employee benefits as provided for in this Article. Benefit eligibility is subject to change at the Town's discretion.

Regular, part-time employees hired on or before August 1, 2026 are eligible for Town benefits at a pro-rated cost. A pro-rated amount of the cost of coverage paid for a full-time employee shall be paid by the Town with the remainder of the cost being paid by the employee. This pro-rated amount shall be based on regularly scheduled hours.

Coverage options include: medical, dental, vision, life insurance and pension coverage. Regular, part-time employees hired after August 1, 2026 are ineligible for benefit coverage.

Temporary employees are eligible only for workers' compensation and Social Security.

Approved this 18th day of August 2026

Ronnie I. Currin
Mayor

Christina M. Frazier
Town Clerk

RESOLUTION MAKING TECHNICAL CHANGES TO THE PERSONNEL POLICY

BE IT RESOLVED by the Board of Commissioners of the Town of Rolesville that the Personnel Policy adopted on May 1, 2018 be amended as follows:

Effective Date: August 1, 2026

Approved by Board of Commissioners: August 18, 2026

Revise ARTICLE VI. EMPLOYEE BENEFITS, Section 10

Section 10. Tuition Assistance Program

Full-time employees who have completed initial probation may apply for tuition reimbursement for courses taken on their own time, which will improve their skills for their current job or prepare them for promotional opportunities within the Town service. Tuition, registration, fees, laboratory fees, and student fees are eligible expenses. Employees may be reimbursed eligible expenses up to a total of three thousand dollars (\$3000) per fiscal year. Satisfactory completion (achieving a grade of at least "C" or a grade high enough to receive course credit, whichever is higher) of the courses will be required for reimbursement. Requests for tuition assistance shall be submitted to the department director prior to course registration and are subject to the review and approval of Town Manager, subject to availability of funds.

Approved this 18th day of August 2026

Ronnie I. Currin
Mayor

Christina M. Frazier
Town Clerk

RESOLUTION MAKING TECHNICAL CHANGES TO THE PERSONNEL POLICY

BE IT RESOLVED by the Board of Commissioners of the Town of Rolesville that the Personnel Policy adopted on May 1, 2018 be amended as follows:

Effective Date: August 1, 2026

Approved by Board of Commissioners: August 18, 2026

Revise ARTICLE III. THE PAY PLAN, Section 11.

Section 11. Overtime Pay Provisions

Employees of the Town may be requested or required to work in excess of their regularly scheduled hours as necessitated by the needs of the Town and determined by the department director. Overtime must be approved in advance by the department director.

To the extent that local government jurisdictions are so required, the Town will comply with the Fair Labor Standards Act (FLSA). The Town Manager shall determine which jobs are "non-exempt" and are therefore subject to the Act in areas such as hours of work and work periods, rates of overtime compensation, and other provisions.

Non-exempt employees will be compensated at a straight time rate for hours up to the FLSA-established limit for their position (usually 40 hours in a 7-day period; 171 hours for police personnel in a 28-day cycle; and 212 hours for fire personnel in a 28-day cycle). Hours worked beyond the FLSA-established limit will be compensated at the appropriate overtime rate. In determining eligibility for overtime in a work period, only hours actually worked shall be considered; in no event will vacation, sick leave, or holidays be included in the computation of hours worked for FLSA purposes.

Whenever practicable, departments will schedule time off on an hour-for-hour basis within the applicable work period for non-exempt employees, instead of paying overtime. When time off within the work period cannot be granted, overtime worked will be paid in accordance with the FLSA.

Effective August 1, 2026, employees will no longer earn compensatory or "comp time" leave. Employees with accrued compensatory leave may continue to use it. Accumulated compensatory leave must be used before the use of sick or vacation leave.

In emergencies, where employees are required to work long and continuous hours, the Town Manager may approve compensation at time and one-half for those hours worked and/or grant time off with pay for rest and recuperation to ensure safe working conditions.

Employees in positions determined to be exempt from the FLSA (as Executive, Administrative, or Professional staff) will not receive pay for hours worked in excess of their normal work periods.

Approved this 18th day of August 2026

Ronnie I. Currin
Mayor

Christina M. Frazier
Town Clerk

RESOLUTION MAKING TECHNICAL CHANGES TO THE PERSONNEL POLICY

BE IT RESOLVED by the Board of Commissioners of the Town of Rolesville that the Personnel Policy adopted on May 1, 2018 be amended as follows:

Effective Date: August 1, 2026

Approved by Board of Commissioners: August 18, 2026

Remove ARTICLE III. The Pay Plan, Section 10

Section 5. Probationary Pay Increases

~~Upon successful completion of the probationary period, or six months of satisfactory performance, a newly hired employee shall become eligible for an increase of up to 5%, not to exceed the maximum salary for the pay range. Employees serving a twelve-month probationary period may be considered for this increase after six months of employment. This provision shall not apply to employees who were promoted into their position.~~

Approved this 18th day of August 2026

Ronnie I. Currin
Mayor

Christina M. Frazier
Town Clerk

Personnel Policy

BE IT RESOLVED by the Board of Commissioners of the Town of Rolesville that the following policies apply to the appointment, classification, benefits, salary, promotion, demotion, dismissal, and conditions of employment of the employees of the Town of Rolesville.

Effective Date: July 1, 2018

Approved by Board of Commissioners: May 1, 2018

As Amended through: August 1, 2026

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Personnel Policy

ARTICLE I. GENERAL PROVISIONS

Section 1. Purpose of the Policy

It is the purpose of this policy and the rules and regulations set forth to establish a fair and uniform system of personnel administration for all employees of the Town under the supervision of the Town Manager and Board of Commissioners. This policy is established under the authority of Chapter 160A, Article 7, of the General Statutes of North Carolina.

Section 2. At-Will Employment

The Town of Rolesville is an “at will” employer. Nothing in this policy creates an employment contract or term between the Town and its employees. No person has the authority to grant any employee any contractual rights of employment. The Town reserves the right to modify the provisions of the Personnel Policy at any time. Notwithstanding any of the provisions within this Personnel Policy, employment may be terminated at any time by either party, with or without cause and with or without advance notice.

Section 3. Merit Principle

All appointments and promotions shall be made solely on the basis of merit. All positions requiring the performance of the same duties and fulfillment of the same responsibilities shall be assigned to the same class and the same salary range. No applicant for employment or employee shall be deprived of employment opportunities or otherwise adversely affected as an employee because of such individual's race, color, religion, sex, national origin, age, disability, genetic information, military status, or political affiliation.

Section 4. Responsibilities of the Board of Commissioners

The Board of Commissioners shall be responsible for establishing and approving personnel policies, the position classification and pay plan, and may change the policies and benefits as necessary. They also shall make and confirm appointments when so specified by the general statutes.

Section 5. Responsibilities of the Town Manager

The Town Manager shall be responsible to the Board of Commissioners for the administration and technical direction of the personnel program. The Town Manager shall appoint, suspend, and remove all Town employees except those whose appointment is otherwise provided for by law. The Town Manager shall make appointments, dismissals, and suspensions in accordance with the Town Charter and other policies and procedures spelled out in other Articles in this Policy.

The Town Manager shall supervise or participate in:

- 1) Recommending rules and revisions to the personnel system to the Board of Commissioners for consideration;
- 2) Making changes as necessary to maintain an up-to-date and accurate position classification plan;
- 3) Preparing and recommending necessary revisions to the pay plan;
- 4) Determining which employees shall be subject to the overtime provisions of FLSA;

Personnel Policy

- 5) Establishing and maintaining a roster of all persons and authorized positions in the municipal service, setting forth each position and employee, class title of position, salary, any changes in class title and status, and such data as may be desirable or useful;
- 6) Developing and administering such recruiting programs as may be necessary to obtain an adequate supply of competent applicants to meet the needs of the Town;
- 7) Developing and coordinating training and educational programs for Town employees;
- 8) Reviewing the operation and effect of the personnel provisions of this policy; and
- 9) Performing such other duties as may be assigned by the Board of Commissioners not inconsistent with this Policy.

Section 6. Application of Policies, Plan, Rules, and Regulations

The personnel policy and all rules and regulations adopted pursuant thereto shall be binding on all Town employees. The Town Manager, Town Attorney, members of the Board of Commissioners and advisory boards and commissions will be exempted except in sections where specifically included. An employee violating any of the provisions of this policy shall be subject to appropriate disciplinary action, as well as prosecution under any civil or criminal laws which have been violated.

Section 7. Departmental Rules and Regulations

Because of the particular personnel and operational requirements of the various departments of the Town, each department is authorized to establish supplemental written rules and regulations applicable only to the personnel of that department. All such rules and regulations shall be subject to the approval of the Town Manager, and shall not in any way conflict with the provisions of this Policy, but shall be considered as a supplement to this Policy.

Section 8. Definitions

For the purposes of this policy, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Full-time employee. An employee who is in a position for which an average work week equals at least 40 hours and continuous employment of at least 12 months are required by the Town.

Part-time employee. An employee who is in a position for which an average work week of at least 20 hours and less than 40 hours and continuous employment of at least 12 months are required by the Town.

Regular employee. An employee appointed to a full or part-time position for which continuous, year round employment is anticipated who has successfully completed the designated probationary period.

Probationary employee. An employee appointed to a full or part-time position who has not yet successfully completed the designated probationary period.

Temporary employee. An employee appointed to a position for which either the average work week

Personnel Policy

required by the Town over the course of a year is less than 20 hours, or continuous employment required by the Town is less than 12 months.

Trainee. An employee status when an applicant is hired (or employee promoted) who does not meet all of the requirements for the position. During the duration of a trainee appointment, the employee is on probationary status.

Regular position. A position authorized for the budget year for a full twelve months and budgeted for twenty or more hours per week. All Town positions are subject to budget review and approval each year by the Board of Commissioners and all employees' work and conduct must meet Town standards.

Personnel Policy

ARTICLE II. POSITION CLASSIFICATION PLAN

Section 1. Purpose.

The position classification plan provides a complete inventory of all regular, authorized positions in the Town service, and an accurate description and specification for each class of employment. The plan standardizes job titles, each of which is indicative of a definite range of duties and responsibilities.

Section 2. Composition of the Position Classification Plan

The classification plan shall consist of:

- 1) A grouping of positions in classes which are approximately equal in difficulty and responsibility which call for the same general qualifications, and which can be equitably compensated within the same range of pay under similar working conditions;
- 2) Class titles descriptive of the work of the class;
- 3) Written specifications for each class of positions; and
- 4) An allocation list showing the class title of each position in the classified service.

Section 3. Use of the Position Classification Plan

The classification plan is to be used:

- 1) As a guide in recruiting and examining applicants for employment;
- 2) In determining lines of promotion and in developing employee training programs;
- 3) In determining salary to be paid for various types of work;
- 4) In determining personnel service items in departmental budgets; and
- 5) In providing uniform job terminology.

Section 4. Administration of the Position Classification Plan

The Town Manager shall allocate each position covered by the classification plan to its appropriate class, and shall be responsible for the administration of the position classification plan. The Town Manager shall periodically review portions of the classification plan and recommend changes to the Board of Commissioners.

Section 5. Adoption of the Position Classification Plan

The position classification plan shall be adopted by the Board of Commissioners and shall be on file with the Town Clerk. Copies will be available to all Town employees for review upon request. New positions shall be established upon recommendation of the Town Manager and approval of the Board of Commissioners after which the Town Manager shall either allocate the new position into the appropriate existing class, or revise the position classification plan to establish a new class to which the new position may be allocated.

Personnel Policy

ARTICLE III. THE PAY PLAN

Section 1. Definition

The pay plan includes the basic salary schedule and the assignment of classes to grades as adopted by the Commissioners. The salary schedule consists of the hiring, minimum, mid-point, and maximum rates of pay for all classes of positions, and a designation of the standard hours in the work week for each position.

Section 2. Administration and Maintenance

The Town Manager shall be responsible for the administration and maintenance of the pay plan. All employees covered by the pay plan shall be paid at a rate within the salary range established for the respective position classification, except for employees in trainee status or employees whose existing salaries are above the established maximum rate following transition to a new pay plan.

The pay plan is intended to provide equitable compensation for all positions, reflecting differences in the duties and responsibilities, the comparable rates of pay for positions in private and public employment in the area, changes in the cost of living, the financial conditions of the Town, and other factors. To this end, each budget year the Town Manager shall make comparative studies of all factors affecting the level of salary ranges including the consumer price index, anticipated changes in surrounding employer plans, and other relevant factors, and will recommend to the Board of Commissioners such changes in salary ranges as appear to be pertinent. Such changes shall be made in the salary ranges such that the hiring rate, the maximum rate, and all intervening rates change according to the market.

Periodically, the Town Manager shall recommend that the salary plan be studied and adjusted as necessary to maintain market competitiveness. Such adjustments will be made by increasing or decreasing the assigned salary grade for the class and adjusting the rate of pay for employees in the classes when the action is approved by the Board of Commissioners.

Section 3. Starting Salaries

All persons employed in positions approved in the position classification plan shall be employed at the hiring rate for the classification in which they are employed; however, well-qualified applicants with education or experience which surpasses the minimum requirements of the position may be employed above the hiring rate of the established salary range upon approval of the Town Manager.

Section 4. Trainee Designation and Provisions

Applicants being considered for employment or Town employees who do not meet all of the requirements for the position for which they are being considered may be hired, promoted, demoted, or transferred by the Town Manager to a "trainee" status. In such cases, a plan for training, including a time schedule, must be prepared by the department director. "Trainee" salaries may be no more than two grades below the hiring rate salary established for the position for which the person is being trained. A new employee designated as "trainee" shall be regarded as a probationary employee.

If the training is not successfully completed to the satisfaction of the Town Manager, the trainee shall be transferred, demoted, or dismissed. If the training is successfully completed, the employee shall be paid at least at the hiring rate established for the position for which the employee was trained.

Personnel Policy

Section 5. Performance Pay

Upward movement within the established salary range for an employee is not automatic, but rather based upon specific performance-related criteria. Procedures for determining performance levels and performance pay increases or other performance-related movement within the range shall be established in procedures approved by the Town Manager.

Section 6. Performance Pay Bonus

Employees who are at the maximum of the salary range for their position classification are eligible to be considered for a Performance Bonus at their regular performance evaluation time. Performance bonuses shall be awarded based upon the performance of the employee as described in the performance evaluation and in the same amounts as employees who are within the salary range. Performance bonuses shall be awarded in lump sum payments and do not become part of base pay.

Section 7. Salary Effect of Promotions, Demotions, Transfers, and Reclassifications

Promotions. When an employee is promoted, the employee's salary shall normally be advanced to the hiring rate of the new position, or to a salary which provides an increase of at least approximately 5% over the employee's salary before the promotion, provided, however, that the new salary may not exceed the maximum rate of the new salary range. The purpose of the promotion pay increase is to recognize and compensate the employee for taking on increased responsibility.

Demotions. When an employee is demoted to a position for which qualified, the salary shall be set at the rate in the lower pay range which provides a salary commensurate with the employee's qualifications to perform the job and is internally equitable with other employees' performance in that job, when the demotion is not the result of discipline. If the current salary is within the new range, the employee's salary may be retained at the previous rate if appropriate. If the demotion is the result of discipline, the salary shall be decreased at least approximately 5% and may be no greater than the maximum of the new range.

Transfers. The salary of an employee reassigned to a position in the same class or to a position in a different class within the same salary range shall not be changed by the reassignment.

Reclassifications. An employee whose position is reclassified to a class having a higher salary range shall receive a pay increase of approximately 5% or an increase to the hiring rate of the new pay range, whichever is higher. If the employee has completed probation, the employee's salary shall be advanced to at least the minimum rate in the new range. If the position is reclassified to a lower pay range, the employee's salary shall remain the same. If the employee's salary is above the maximum established for the new range, the salary of that employee shall be maintained at the current level until the range is increased above the employee's salary.

Section 8. Salary Effect of Salary Range Revisions

When a class of positions is assigned to a higher salary range, employees in that class shall receive a pay increase of at least approximately 5%, or to the hiring rate of the new range, whichever is higher. If the employee has passed probation, the employee's salary shall be advanced at least to the minimum rate in the new range. When a class of positions is assigned to a lower salary range, the salaries of employees in that class will remain unchanged. If this assignment to a lower salary range results in an

Personnel Policy

employee being paid at a rate above the maximum step established for the new class, the salary of that employee shall be maintained at that level until the employee's salary range is increased above the employee's current salary.

Section 9. Transition to a New Salary Plan

The following principles shall govern the transition to a new salary plan:

- 1) No employee shall receive a salary reduction as a result of the transition to a new salary plan.
- 2) All employees being paid at a rate lower than the hiring rate established for their respective classes shall have their salaries raised to the new hiring rate for their classes.
- 3) All employees being paid at a rate below the maximum rate established for their respective classes shall be paid at a rate in the designated salary range.
- 4) All employees being paid at a rate above the maximum rate established for their respective classes shall be maintained at that salary level until such time as the employees' salary range is increased above the employees' current salary.

Section 10. Effective Date of Salary Changes

Salary changes approved after the first working day of a pay period shall become effective at the beginning of the next pay period, or at such specific date as may be provided by procedures approved by the Town Manager.

Section 11. Overtime Pay Provisions

Employees of the Town may be requested or required to work in excess of their regularly scheduled hours as necessitated by the needs of the Town and determined by the department director. Overtime must be approved in advance by the department director.

To the extent that local government jurisdictions are so required, the Town will comply with the Fair Labor Standards Act (FLSA). The Town Manager shall determine which jobs are "non-exempt" and are therefore subject to the Act in areas such as hours of work and work periods, rates of overtime compensation, and other provisions.

Non-exempt employees will be compensated at a straight time rate for hours up to the FLSA-established limit for their position (usually 40 hours in a 7-day period; 171 hours for police personnel in a 28-day cycle; and 212 hours for fire personnel in a 28-day cycle). Hours worked beyond the FLSA-established limit will be compensated at the appropriate overtime rate. In determining eligibility for overtime in a work period, only hours actually worked shall be considered; in no event will vacation, sick leave, or holidays be included in the computation of hours worked for FLSA purposes.

Whenever practicable, departments will schedule time off on an hour-for-hour basis within the applicable work period for non-exempt employees, instead of paying overtime. When time off within the work period cannot be granted, overtime worked will be paid in accordance with the FLSA.

Effective August 1, 2026, employees will no longer earn compensatory or "comp time" leave. Employees with accrued compensatory leave may continue to use it. Accumulated compensatory leave must be

Personnel Policy

used before the use of sick or vacation leave.

In emergencies, where employees are required to work long and continuous hours, the Town Manager may approve compensation at time and one-half for those hours worked and/or grant time off with pay for rest and recuperation to ensure safe working conditions.

Employees in positions determined to be exempt from the FLSA (as Executive, Administrative, or Professional staff) will not receive pay for hours worked in excess of their normal work periods.

Section 12. Call-back and Stand-by Pay

The Town provides a continuous twenty-four-hour-per-day, seven-day-a-week service to its residents. Therefore, it is necessary for certain employees to respond to any reasonable request for duty at any hour of the day or night. One of the conditions of employment with the Town is the acceptance of a share of the responsibility for continuous service, in accordance with the nature of each job position. If an employee fails to respond to reasonable calls for emergency service, either special or routine, the employee shall be subject to disciplinary actions up to and including dismissal by the Town Manager.

Call-back. Non-exempt employees will be guaranteed a minimum payment of two hours' wages for being called back to work outside of scheduled working hours. "Call-back" provisions do not apply to scheduled overtime work.

Stand-by. Non-exempt employees required to be on "stand-by" duty will be paid for five hours of work for each week (approximately 128 hours, excluding work time) of stand-by time they serve. Stand-by compensation for less than one full week shall be determined by the ratio of .04 hours of pay per one hour of stand-by time. Hours actually worked while on stand-by are calculated beginning when the employee reports to the work site and are added to the regular total of hours worked for the week. Stand-by time is defined as that time when an employee must carry a communication device and must respond immediately to calls for service.

Standby time is normally assigned in seven-day increments. Employees designated for standby time must be fit for duty (not under the influence of any alcohol or drugs) and able to respond within 15 minutes. Standby schedule changes must be approved by the department director.

Section 13. Payroll Deduction

Deductions shall be made from each employee's salary, as required by law. Additional deductions may be made upon the request of the employee on determination by the Town Manager as to capability of payroll equipment and appropriateness of the deduction.

Section 14. Hourly Rate of Pay

Employees working in a part-time or temporary capacity with the same duties as full-time employees will work at an hourly rate comparable to the minimum salary range as the full-time, regular employees. The hourly rate for employees working other than 40 hours per week, such as police officers working an average 42 hours per week, will be determined by dividing the average number of scheduled work hours per year into the annual salary for the position.

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Section 15. Longevity Pay

Regular, full-time employees of the Town are compensated for years of service by payment of a longevity supplement based on the following table:

<u>Years of Service</u>	<u>Longevity Amount</u>
1 - 4	\$100
5 - 9	\$300
10 -14	\$500
15 -19	\$750
20 plus	\$1000

Years of service are calculated on a calendar year basis as of June 30 of each year.

Longevity pay will be issued on the last regular pay period in November or on a date in November designated by the Town Manager.

Regular, Part-time employees hired on or before August 1, 2026 will be eligible for longevity pay.

Section 16. Pay for Interim Assignment to a Higher Level Classification

An employee who is formally designated to perform the duties of a job that is assigned to a higher salary grade than that of the employee's regular classification shall receive an increase for the duration of the interim assignment. The employee shall receive an increase of 5% after 10 days worked in the higher classification. The salary increase shall be temporary, and the employee shall go back to the salary he or she would have had if not assigned in the interim role upon completion of the assignment.

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ARTICLE IV. RECRUITMENT AND EMPLOYMENT

Section 1. Equal Employment Opportunity Policy

It is the policy of the Town to foster, maintain, and promote equal employment opportunity. The Town shall select employees on the basis of the applicant's qualifications for the job and award them, with respect to compensation and opportunity for training and advancement, including upgrading and promotion, without regard to race, color, religion, sex, national origin, age, disability, genetic information, military status, or political affiliation. Applicants with physical disabilities shall be given equal consideration with other applicants for positions in which their disabilities do not represent an unreasonable barrier to satisfactory performance of duties with or without reasonable accommodation.

Section 2. Implementation of Equal Employment Opportunity Policy

All personnel responsible for recruitment and employment will continue to review regularly the implementation of this personnel policy and relevant practices to assure that equal employment opportunity based on reasonable, job-related requirements is being actively observed to the end that no employee or applicant for employment shall suffer discrimination because of race, color, religion, sex, national origin, age, disability, genetic information, military status, or political affiliation. Notices with regard to equal employment matters shall be posted in conspicuous places on Town premises in places where notices are customarily posted.

Section 3. Recruitment, Selection and Appointment

Recruitment Sources. When position vacancies occur, department directors shall publicize these opportunities for employment, including applicable salary information and employment qualifications. Information on job openings and hiring practices will be provided to recruitment sources, including organizations and news media available to minority applicants. In addition, notice of vacancies shall be posted at designated conspicuous sites within departments. Individuals shall be recruited from a geographic area as wide as necessary to ensure that well-qualified applicants are obtained for Town service. The North Carolina Department of Commerce, Division of Employment Security shall normally be used as a recruitment source.

Job Advertisements. Jobs will be advertised in local newspapers, professional publications, and other relevant publications in order to establish a diverse and qualified applicant pool. Employment advertisements shall contain assurances of equal employment opportunity and shall comply with Federal and State statutes.

Application for Employment. All persons expressing interest in employment with the Town shall be given the opportunity to file an application for employment for positions which are vacant during the established recruitment period.

Application Reserve File. Applications shall be kept in an inactive reserve file for a period of two years, in accordance with Equal Employment Opportunity Commission guidelines.

Selection. Department directors shall make such investigations and conduct such examinations as necessary to assess accurately the knowledge, skills, and experience qualifications required for the position. All selection devices administered by the Town shall be valid measures of job performance. Once a conditional offer has been made, the Town may conduct a pre-employment background check, credit check, criminal history, and drug screen prior to final approval.

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Appointment. Before any commitment is made to an applicant, either internal or external, the department director shall make recommendations to the Town Manager with a recommendation of the position to be filled, the salary to be paid, and the reasons for selecting the candidate over other candidates. The Town Manager shall approve appointments and the starting salary for all applicants.

Section 4. Probationary Period

An employee appointed or promoted to a regular position shall serve a probationary period. Employees shall serve a six-month probationary period, except that emergency personnel such as sworn police and fire personnel and department directors shall serve a twelve-month probationary period. During the probationary period, supervisors shall monitor an employee's performance and communicate with the employee concerning performance progress. Employees serving a twelve-month probation shall have a probationary review at the end of six months as well as before the end of twelve months.

Before the end of the probationary period, the supervisor shall conduct a performance evaluation conference with the employee and discuss accomplishments, strengths, and needed improvements. A summary of this discussion should be documented in the employee's performance record. The supervisor shall recommend in writing whether the probationary period should be completed, extended, or the employee transferred, demoted, or dismissed. Probationary periods may be extended for a maximum of six additional months.

Disciplinary action, including demotion and dismissal, may be taken at any time during the probationary period of a new hire without following the steps outlined in this policy. A promoted employee who does not successfully complete the probationary period may be transferred or demoted to a position in which the employee shows promise of success. If no such position is available, the employee shall be dismissed. Promoted and demoted employees who are on probation retain all other rights and benefits such as the right to use the grievance procedures.

Section 5. Promotion

Promotion is the movement of an employee from one position to a vacant position in a class assigned to a higher salary range. It is the Town's policy to create career opportunities for its employees whenever possible. Therefore, when a current employee applying for a vacant position is best suited of all applicants, that applicant shall be appointed to that position.

The Town will balance three goals in the employment process: 1) the benefits to employees and the organization of promotion from within; 2) providing equal employment opportunity and a diversified workforce to the community; and 3) obtaining the best possible employee who will provide the most productivity in that position.

Therefore, except in rare situations where previous Town experience is essential or exceptional qualifications of an internal candidate so indicate, the Town will consider external and internal candidates for selection rather than automatically promote from within. Candidates for promotion shall be chosen on the basis of their qualifications and their work records. Internal candidates shall apply for promotions using the same application process as external candidates.

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Section 6. Demotion

Demotion is the movement of an employee from one position to a position in a class assigned to a lower salary range. Demotion may be voluntary or involuntary. An employee whose work or conduct in the current position is unsatisfactory may be demoted provided that the employee shows promise of becoming a satisfactory employee in the lower position. Such disciplinary demotion shall follow the disciplinary procedures outlined in this policy.

An employee who wishes to accept a position with less complex duties and reduced responsibilities may request a voluntary demotion. A voluntary demotion is not a disciplinary action and is made without using the above-referenced disciplinary procedures.

Section 7. Transfer

Transfer is the movement of an employee from one position to a position in a class in the same salary range. If a vacancy occurs and an employee in another department is eligible for a transfer, the employee shall apply for the transfer using the usual application process. The department director wishing to transfer an employee to a different department or classification shall make a recommendation to the Town Manager with the consent of the receiving department director. Any employee transferred without requesting the action may appeal the action in accordance with the grievance procedure outlined in this policy. An employee who has successfully completed a probationary period may be transferred into the same classification without serving another probationary period.

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ARTICLE V. CONDITIONS OF EMPLOYMENT

Section 1. Work Schedule

Department Directors shall establish work schedules, with the approval of the Town Manager, which meet the operational needs of the department in the most cost-effective manner possible.

Section 2. Political Activity

Each employee has a civic responsibility to support good government by every available means and in every appropriate manner. Each employee may join or affiliate with civic organizations of a partisan or political nature, may attend political meetings, may advocate and support the principles or policies of civic or political organizations in accordance with the Constitution and laws of the State of North Carolina and in accordance with the Constitution and laws of the United States. However, no employee shall:

- 1) Engage in any political or partisan activity while on duty;
- 2) Use official authority or influence for the purpose of interfering with or affecting the result of a nomination or an election for office;
- 3) Be required as a duty of employment, or as a condition for employment, promotion or tenure of office to contribute funds for political or partisan purposes;
- 4) Coerce or compel contributions from another employee of the Town for political or partisan purposes;
- 5) Use any supplies or equipment of the Town for political or partisan purposes; or
- 6) Be a candidate for nomination or election to office under the Town Charter.

Any violation of this section shall subject the employee to disciplinary action including dismissal.

Section 3. Outside Employment

The work of the Town shall have precedence over other occupational interests of employees. All outside employment for salaries, wages, or commissions and all self-employment must be reported in advance to the employee's supervisor, who in turn will report it to the department director. The department director will review such employment for possible conflict of interest and then submit a record of the employment and review to the Town Manager for review and filing in the personnel file. Conflicting or unreported outside employment are grounds for disciplinary action up to and including dismissal. Documentation of the approval of outside employment will be placed in the employee's personnel file.

Examples of conflicts of interest in outside employment *include but are not limited to*:

- 1) Employment with organizations or in capacities that are regulated by the employee or employee's department; or
- 2) Employment with organizations or in capacities that negatively impact the employee's perceived integrity, neutrality, or reputation related to performance of the employee's Town duties.

Section 4. Employment of Relatives

The Town prohibits the hiring and employment of immediate family members within the same work unit. "Immediate Family" is defined in Article VII, Section 12. The Town also prohibits the employment of any person into a regular position who is an immediate family member of individuals holding the following positions: Mayor, Mayor Pro Temp, Board of Commissioners Member, Town Manager, Assistant Town Manager, Town Clerk, Finance Director, or Town Attorney. Otherwise, the Town will consider employing family members or related persons in the service of the Town, provided that such employment does not:

- 1) Result in a relative supervising relatives;
- 2) Result in a relative auditing the work of a relative;
- 3) Create a conflict of interest with either relative and the Town; or
- 4) Create the potential or perception of favoritism.

This provision shall not apply retroactively to anyone employed prior to the provision's adoption by the Town. Should a family member (as defined in Article VII, Section 12) of a current employee be elected to the Town Board, the employee must resign within six months of the relative taking office.

Section 5. Harassment Prohibited

The Town prohibits harassment in any form that is based on race, color, religion, sex, national origin, age, disability, genetic information, military status, or other characteristic protected by federal, state, or local law. Employees are to be protected from harassment by other Town employees (including co-workers, supervisors, and subordinates), as well as non-employees present in the workplace or interacting with Town employees in connection with their duties (including elected officials, advisory board members, contractors, vendors, and citizens).

Harassment includes, but is not limited to, epithets, slurs, jokes, negative stereotyping, threats or intimidation, or any unwelcome similar verbal or physical conduct that denigrates or shows hostility or aversion towards an individual because of any of the legally protected attributes mentioned above. Harassing conduct also includes display or circulation in the workplace of written or graphic material that denigrates or shows hostility or aversion toward an individual or group (including through e-mail). Harassment because of an individual's legally protected attributes which threatens to affect an employee's evaluation, wages, advancement, assigned duties, shifts, or other terms or conditions of employment is also not tolerated.

Sexual harassment is defined by the Equal Employment Opportunity Commission (EEOC) as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when 1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; 2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or 3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Sexual harassment includes repeated offensive sexual remarks, continual or repeated comments about an individual's body and offensive sexual language.

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Petty slights, annoyances, and isolated incidents (unless extremely serious) will not rise to the level of illegality. To be unlawful, the conduct must create a work environment that would be intimidating, hostile, or offensive to reasonable people. Harassment can occur in a variety of circumstances including, but not limited to, the following: 1) The harasser can be the victim's supervisor, a supervisor in another area, an agent of the employer, a co-worker, or a non-employee. 2) The victim does not have to be the person harassed, but can be anyone affected by the offensive conduct. 3) Unlawful harassment may occur without economic injury to, or discharge of, the victim.

Any employee who believes he or she has been subjected to, or has witnessed, unlawful harassment should report the incident as soon as possible to a supervisor, department director, Human Resources Officer, or Town Manager. If an employee makes the Town aware of a possible violation of this policy, the Town is obligated to investigate. All complaints of unlawful harassment will be investigated promptly and impartially, with confidentiality maintained to the greatest extent practical. The employee who brought forth the incident will be notified of the outcome of the investigation.

Employees at any level who are found to have engaged in unlawful harassment of another employee will be subject to disciplinary action up to and including termination. Any employee who knows about a violation of this policy and takes no action to stop it by reporting it may be disciplined as well. No individual will be subject to any form of discipline or retaliation for reporting, in good faith, a claim of discrimination or harassment, or otherwise cooperating in the investigation of a claim.

Section 6. Solicitation and Acceptance of Gifts and Favors

No official or employee of the Town shall solicit or accept any gift, favor, or thing of value that may tend to influence such employee in the discharge of the employee's duties, or grant in the discharge of duty an improper favor, service, or thing of value (normally \$50 value or more in one year from one source).

Section 7. Proper Conduct

All employees of the Town of Rolesville have a responsibility to treat others with dignity and respect at all times. All employees are expected to exhibit conduct that reflects respect during work, at work functions on and off the worksite, and at all other organization-sponsored and participative events.

Employees who believe they have been subjected to incivility, hostility, or disrespect should contact their Supervisor, Department Director, or the Human Resources Director.

To the extent practicable, the Town of Rolesville will keep complaints and the nature of the resolution of complaints confidential. Any form of retaliation against an employee who has complained about a violation of this policy is strictly prohibited. Employees who are concerned about bringing such an allegation to the attention of management in good faith or cooperate in the investigation of a complaint will not jeopardize their employment.

Behavior that violates this policy will not be tolerated. Any employee found to have exhibited any inappropriate conduct or behavior against others will be subject to disciplinary action up to and including termination.

Section 8. Performance Evaluation

Supervisors and/or department directors shall conduct Performance Evaluation conferences with each employee at least once a year. These performance evaluations shall be documented in writing and placed

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in the employee's personnel file. Procedures for the performance evaluation program shall be published by the Town Manager.

Section 9. Safety

Safety is the responsibility of both the Town and employees. It is the policy of the Town to establish a safe work environment for employees. The Town shall establish a safety program including policies and procedures regarding safety practices and precautions and training in safety methods. Department directors and supervisors are responsible for ensuring the safe work procedures of all employees and providing necessary safety training programs. Employees shall follow the safety policies and procedures and attend safety training programs as a condition of employment. Employees who violate such policies and procedures shall be subject to disciplinary action up to and including dismissal.

Section 10. Substance Abuse Policy

The Town may establish policies and procedures related to employee substance abuse in order to ensure the safety and well-being of citizens and employees, and to comply with any state, federal, or other laws and regulations.

Section 11. Use of Town Supplies and Equipment

Town equipment, materials, tools and supplies shall not be available for personal use nor be removed from Town property except to conduct official Town business. Use of electronic equipment including mobile phones and computers are subject to procedures as established by the Town Manager. Town employees shall provide reasonable care for any Town equipment and/or vehicle as a duty and function of their job requirements and will be accountable for the equipment/vehicle.

Vehicles are to be used exclusively for official Town business, except that by special approval by the Manager, an employee may be directed to take the vehicle home when doing so shall serve the best interest of the Town. Use of Town vehicles for commuting to and from work shall usually be limited to an employee who is subject to emergency call-back work. IRS guidelines will dictate any charges which shall accrue to the employee.

No individual shall operate or ride in a Town vehicle except as is required for the conduct of official Town business.

Section 12. Adverse Weather and Emergency Conditions Policy

The Town has responsibility for providing emergency services. Adequate staff is required to operate these critical services seven days per week and 24 hours per day in all weather. Department directors should designate which staff in critical positions are required to report to work regardless of weather or other hazardous conditions. Town offices and departments shall remain open for the full scheduled working day unless authorization for closing or other deviation is received from the Town Manager's office. If the office is open, non-critical personnel who choose to report late or stay home due to concerns over travel conditions must notify their supervisor. The amount of time absent from work will be charged to an employee's vacation leave, compensatory leave, or taken as leave without pay. If the Town Manager closes administrative offices, employees unable to report to the office will not be charged for use of leave or compensatory time. Critical staff are required to report in emergency situations and should make preparations for care of family and personal needs to allow them to report for duty when required. Any employee in a position designated as critical who does not report to work as directed by the Town

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Manager or appropriate department director will be subject to disciplinary action.

Section 13. Viewing or Saving Pornography Prohibited

1. Definitions:
 - i. Appointees shall mean persons appointed by the board of commissioners to serve on any board, commission, committee, authority or similar body created by the board of commissioners or by statute.
 - ii. Device shall mean any cellular phone, desktop or laptop computer, or other electronic equipment capable of connecting to a network.
 - iii. Network shall mean any of the following, whether through owning, leasing, maintaining, or otherwise controlling: the interconnection of communication systems with a computer through remote or local terminals, or a complex consisting of two or more interconnected computers or telephone switching equipment; internet service; and internet access.
 - iv. Pornography shall mean any material depicting sexual activity with material and sexual activity to mean as defined in G.S. 14-190.13.
2. The viewing or saving of pornography by employees, elected officials, or appointees on or to any device owned, leased, maintained, or otherwise controlled by the Town is prohibited.
3. Any employee, elected official, or appointee with pornography saved to a device owned, leased, maintained, or otherwise controlled by the Town shall remove, delete, or uninstall the pornography no later than January 1, 2025.
4. Employees of the Town of Rolesville are prohibited from viewing pornography on any network of the Town.
5. This subsection shall not apply to an official or employee that is engaged in any of the following activities during that official's or employee's official duties:
 - i. Investigating or prosecuting crimes, offering or participating in law enforcement training, or performing actions related to other law enforcement purposes.
 - ii. Identifying potential security or cybersecurity threats.
 - iii. Protecting human life.
 - iv. Establishing, testing, and maintaining firewalls, protocols, and otherwise implementing this section.
 - v. Participating in judicial or quasi-judicial proceedings.
6. Annually, no later than August 1 and in the format required by the State Chief Information Officer, the Town shall report information to the State Chief Information Officer on the number of incidences of unauthorized viewing or attempted viewing of pornography on the Town's network; whether or not the unauthorized viewing was by an employee, elected official, or appointee of the Town; and whether or not any of the unauthorized viewing was on a device owned, leased, maintained, or otherwise controlled by the Town.
7. Any violation of this subsection by an employee who is not an elected official or appointee shall constitute grounds for disciplinary action up to and including termination of employment. Any violation of this subsection by an appointee shall constitute grounds for removal of the appointee from office.

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ARTICLE VI. EMPLOYEE BENEFITS

Section 1. Eligibility

All full-time, regular employees of the Town are eligible for employee benefits as provided for in this Article. Benefit eligibility is subject to change at the Town's discretion.

Regular, part-time employees hired on or before August 1, 2026 are eligible for Town benefits at a pro-rated cost. A pro-rated amount of the cost of coverage paid for a full-time employee shall be paid by the Town with the remainder of the cost being paid by the employee. This pro-rated amount shall be based on regularly scheduled hours.

Coverage options include: medical, dental, vision, life insurance and pension coverage. Regular, part-time employees hired after August 1, 2026 are ineligible for benefit coverage.

Temporary employees are eligible only for workers' compensation and Social Security.

Section 2. Group Health and Hospitalization Insurance

The Town provides group health and hospitalization insurance programs for full-time employees and may pay a portion, all, or none of the cost of health insurance for dependents.

Information concerning cost and benefits coverage shall be available to all employees.

Section 3. Group Life Insurance

The Town may elect to provide group life insurance for each full-time, regular employee subject to the stipulations of the insurance contract. Employees may elect to purchase additional coverage and/or to insure other family members under this plan at their expense subject to the stipulations of the insurance contract.

Section 4. Other Optional Group Insurance Plans

The Town may make other group insurance plans available to full-time, regular employees upon authorization of the Town Manager or Board of Commissioners.

Section 5. Retirement

Each employee who is expected to work for the Town more than 1,000 hours annually shall join the North Carolina Local Governmental Employees' Retirement System when eligible as a condition of employment. New hires who are current members of the NC Local or State Governmental Employees' Retirement Systems shall be covered under the retirement system by the Town on their first day of employment.

Employees hired prior to January 1, 2006 will receive retiree health benefits based on the schedule below, regardless of age at retirement.

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Years of Service to the Town

0 to 10 years
11 - 14 years
15 or more years

Benefit

No benefit
50% cost share
100% paid by Town

Employees hired between January 2, 2006 and June 30, 2018, who obtain service or disability retirement under the provisions of the Local Governmental Employees' Retirement System(LGERS) **AND** who are 55 years of age or older on the date of retirement may be eligible for retiree health insurance as follows:

Years of Service to the Town

0 to 10 years
11 - 14 years
15 or more years

Benefit

No benefit
50% cost share
100% paid by Town

Once a retiree in this group becomes eligible for Medicare, the Town shall provide a Medicare supplement insurance benefit, which will be secondary to Medicare. Such benefit may not exceed the cost of the Town's monthly premium for standard employee health insurance.

Employees hired on or after July 1, 2018 who retire from Town service and qualify for benefits under the provisions of the Local Governmental Employees' Retirement System may be eligible for retiree health insurance as follows:

Years of Continuous Service to the Town

0 to 19 years
20-29 years
30 or more years

Benefit

No benefit
50% cost share
100% paid by Town

At the time of their 65th birthday or Medicare eligibility, coverage for employees in this group will be terminated and the Town will no longer be responsible for providing health insurance for the retiree.

Section 6. Supplemental Retirement Benefits

The Town may provide supplemental retirement benefits for its full and part-time employees. Each law enforcement officer shall receive 401(k) benefits as prescribed by North Carolina State Law. Each general employee may receive supplemental benefits as approved by the Board of Commissioners.

Section 7. Social Security

The Town, to the extent of its lawful authority and power, has extended Social Security benefits for its eligible employees and eligible groups and classes of such employees.

Section 8. Workers' Compensation

All employees of the Town (full-time, part-time, and temporary) are covered by the North Carolina Workers' Compensation Act and are required to report all injuries arising out of and in the course of employment to their immediate supervisors at the time of the injury in order that appropriate action may be taken at once.

Responsibility for claiming compensation under the Workers' Compensation Act is on the injured employee, and such claims must be filed by the employee with the North Carolina Industrial Commission

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within two years from date of injury. Human Resources will assist the employee in filing the claim.

Section 9. Unemployment Compensation

In accordance with Public Law 94-566 and subsequent amendments, local governments are covered by unemployment insurance. Town employees who are terminated due to a reduction in force or released from Town service may apply for benefits through the local Employment Security Commission office, where a determination of eligibility will be made.

Section 10. Tuition Assistance Program

Full-time employees who have completed initial probation may apply for tuition reimbursement for courses taken on their own time, which will improve their skills for their current job or prepare them for promotional opportunities within the Town service. Tuition, registration, fees, laboratory fees, and student fees are eligible expenses. Employees may be reimbursed eligible expenses up to a total of three thousand dollars (\$3000) per fiscal year. Satisfactory completion (achieving a grade of at least "C" or a grade high enough to receive course credit, whichever is higher) of the courses will be required for reimbursement. Requests for tuition assistance shall be submitted to the department director prior to course registration and are subject to the review and approval of Town Manager, subject to availability of funds.

Section 11. Law Enforcement Separation Allowance

Every sworn law enforcement officer, as defined by N.C. Gen. Stat. § 128-21(11b) or N.C. Gen. Stat. § 143-166.50, shall be eligible for a separation allowance, as provided by N.C. Gen. Stat. § 143-166.42, in the amount specified in N.C. Gen. Stat. § 143-166.41(a). The purpose of this allowance is to provide additional income until the law enforcement officer is eligible for social security benefits with the consideration that the law enforcement officer may no longer be able to perform law enforcement work. Given this purpose, eligibility and continuation of these benefits are subject to the following conditions:

- 1) The officer shall have completed 30 or more years of creditable service, or have attained 55 years of age and completed five or more years of creditable service; and
- 2) Not have attained 62 years of age;
- 3) Have completed at least five years of continuous service as a law enforcement officer immediately preceding a service retirement, as defined by N.C. Gen. Stat. §§ 143-166.41(a)(3) and 143-166.41(b); and
- 4) The law enforcement officer, after separation from employment with the Town, notifies the Town of any new law enforcement employment, including the nature and extent of the employment, within five (5) days of the new employment.

Such allowance shall terminate at death, or on the last day of the month in which the officer attains 62 years of age, or upon the first day of re-employment by any State or local law enforcement department, agency or institution, whether in North Carolina or elsewhere.

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ARTICLE VII. HOLIDAYS AND LEAVES OF ABSENCE

Section 1. Policy

The policy of the Town is to provide vacation leave, sick leave, and holiday leave to all full-time, regular employees. For the purposes of this Article, a day shall be defined as follows:

An employee working an average of:

30 hours per week	1 day of earned leave = 6.00 hours
40 hours per week	1 day of earned leave = 8.00 hours
42 hours per week	1 day of earned leave = 8.40 hours
56 hours per week	1 day of earned leave = 11.20 hours

Employees shall accrue leave proportionately with each payroll.

Section 2. Holidays

The Town will follow the holiday schedule for the State of North Carolina, as well as the federal Juneteenth holiday. Prior to the start of each calendar year a holiday schedule will be prepared and posted for employee information.

Section 3. Holidays: Effect on Other Types of Leave

Regular holidays which occur during a vacation, sick or other leave period of any employee shall not be considered as vacation, sick, or other leave.

Employees forfeit their right to holiday pay if they have an unpaid absence on the regularly scheduled workday before or after the holiday.

Section 4. Holidays: Compensation When Work is Required or Regularly Scheduled Off for Shift Personnel

Employees required to perform work on regularly scheduled holidays will be paid at their hourly rate for hours actually worked in addition to any holiday pay to which they are entitled. If a holiday falls on a regularly scheduled off-duty day for shift personnel, the employee shall receive the hours for paid holiday leave.

Section 5. Vacation Leave

Vacation leave is intended to be used for rest and relaxation, and may be used for medical appointments.

Vacation leave may also be used by employees who wish to observe religious holidays other than those granted by the Town. Employees who wish to use leave for religious observances must request leave from their respective department directors. The department director will attempt to arrange the work schedule so that an employee may be granted vacation leave for the religious observance. Vacation leave for religious observance may be denied only when granting the leave would create an undue hardship for the Town.

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Section 6. Vacation Leave: Use by Probationary Employees

Employees serving a probationary period following initial employment may accumulate vacation leave but shall not be permitted to take vacation leave during the probationary period, unless approved by the Town Manager. The Town Manager may advance vacation leave to probationary employees in an amount not to exceed 5 days. If the employee subsequently leaves employment with the Town before the advanced leave has been earned, the employee must repay the Town the value of the unearned vacation leave. Employees shall otherwise be allowed to take accumulated vacation leave after six months of service.

Section 7. Vacation Leave: Accrual Rate

Each full-time, regular employee of the Town shall earn vacation leave at the following schedule

Years of Service	Days Accrued Per Year
0 - 2	12
3 - 9	15
10 - 14	18
15 - 19	21
20 plus	24

Section 8. Vacation Leave: Maximum Accumulation

Vacation leave may be accumulated without any applicable maximum until December 31 of each year. However, if the employee departs from service, payment for accumulated vacation leave shall not exceed 30 days.

Effective after the last payroll in the calendar year which contains December 31, any employee with more than 30 days of accumulated leave shall have the excess accumulation removed so that only 30 days are carried forward to the next calendar year. Employees are not eligible to receive pay for vacation time not taken. Employees may have any excess vacation leave (over 30 days) converted to sick leave.

Employees are cautioned not to retain excess accumulated vacation leave until late in the year. Because of the necessity to keep all functions in operation, large numbers of employees cannot be granted vacation leave at any one time. If an employee has excess leave accumulation during the latter part of the year and is unable to take such leave because of staffing demands, the employee shall receive no special consideration either in having vacation leave scheduled or in receiving any exception to the maximum accumulation.

Section 9. Vacation Leave: Manner of Taking

Employees shall be granted the use of earned vacation leave upon request in advance at those times designated by the department director which will least obstruct normal operations of the Town. Department directors are responsible for ensuring that approved vacation leave does not hinder the effectiveness of service delivery.

Section 10. Vacation Leave: Payment upon Separation

An employee who has successfully completed six months of the probationary period will normally be paid for accumulated vacation leave upon separation not to exceed 30 days, provided notice is given to the

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supervisor at least two weeks in advance of the effective date of resignation. Any employee failing to give the notice required by this section shall forfeit payment for accumulated leave. The notice requirement may be waived by the Town Manager when deemed to be in the best interest of the Town. A separating employee who participates in the North Carolina Local Government Retirement System may have vacation in excess of the 30-day maximum converted to sick leave. Employees who are involuntarily separated shall receive payment for accumulated vacation leave subject to the 30-day maximum.

Section 11. Vacation Leave: Payment upon Death

The estate of an employee who dies while employed by the Town shall be entitled to payment of all the accumulated vacation leave credited to the employee's account not to exceed the maximums established in Section 8 of this Article.

Section 12. Sick Leave

Sick leave may be granted to a probationary or regular employee absent from work for any of the following reasons: sickness, bodily injury, required physical or dental examinations or treatment, or exposure to a contagious disease, when continuing work might jeopardize the health of others.

Sick leave may be used when an employee must care for a member of his or her immediate family who is ill.

Sick leave may also be used for death in the employee's immediate family, but may not exceed three days for any single occurrence. The Town Manager may extend up to two additional days if there are extenuating circumstances. Additional leave time required for such occurrence may be charged to vacation or other approved leave when approved by the department director and/or Town Manager.

Sick leave may also be used to supplement workers' compensation leave during the waiting period before workers' compensation benefits begin.

"Immediate family" shall be defined as spouse, child, parent, brother, sister, grandparent, grandchild, and the various combinations of half, step, in-law, and adopted relationships that can be derived from those named.

Notification of the desire to take sick leave should be submitted to the employee's supervisor prior to the leave or according to departmental procedures.

Section 13. Sick Leave: Accrual Rate and Accumulation

Sick leave shall accrue at a rate of one day per month of service or twelve days per year. Sick leave for full-time employees working other than the basic work schedule shall be pro-rated as described in this Article. Sick leave will be cumulative for an indefinite period of time and may be converted upon retirement for service credit consistent with the provisions of the North Carolina Local Governmental Employees' Retirement System.

All sick leave accumulated by an employee shall end and terminate without compensation when the employee resigns or is separated from the Town, except as stated for employees retiring or terminated due to reduction in force.

Section 14. Transfer of Sick Leave from Previous Employer

The Town will accept the transfer of sick leave for employees from other employers who are participants of the Local or State Governmental Employees' Retirement System. The sick leave will be treated as though it were earned with the Town of Rolesville. The sick leave amount must be certified by the previous employer.

Section 15. Sick Leave: Medical Certification

The employee's supervisor or department director may require a physician's certificate stating the expected length of the employee's or family member's illness and the employee's capacity to resume duties, for each occasion on which an employee uses sick leave or whenever the supervisor observes a "pattern of absenteeism." The employee may be required to submit to such medical examination or inquiry as the department director deems desirable. The department director shall be responsible for the application of this provision to the end that:

- 1) Employees shall not be on duty when they might endanger their health or the health of other employees; and
- 2) There will be no abuse of leave privileges.

Claiming sick leave under false pretense to obtain a day off with pay shall subject the employee to disciplinary action up to and including dismissal.

Section 15.1. Parental Leave

A regular full-time employee who has worked for the Town of Rolesville for at least 12 months and who qualifies for family and medical leave may request paid parental leave. Paid parental leave must be used within 12 months of the date of the qualifying event. Qualifying events include: 1) birth of a child of the employee, 2) legal placement of a child with the employee for adoption, foster care, or guardianship; or 3) placement of a child with the employee for whom the employee permanently assumes and discharges parental responsibilities (in loco parentis).

The amount of parental leave for any one person shall not exceed 6 weeks in a rolling 12-month period. If both parents are employed by the Town of Rolesville and have one qualifying event, each parent is eligible for the 6 weeks of paid parental leave, either consecutively or intermittently. Paid parental leave shall run concurrently with family and medical leave. After paid parental leave has been exhausted, employees shall use other appropriate forms of accrued paid leave before requesting leave without pay.

An employee who fails to remain in an active status for a minimum of 12 months after returning from paid parental leave will be required to reimburse the Town for any paid parental leave received. The value of the paid parental leave received will be deducted from the employee's final paycheck, including any annual leave to be paid out.

Section 15.2. Bereavement Leave

Any full-time, regular employee who has a death in his/her immediate family is eligible for up to five days of bereavement leave for any single occurrence. For the purposes of this policy, an immediate family member is a spouse, child, sibling, parent, anyone in loco parentis, grandparent, grandchild, or the

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various combinations of half, step, in-law, and adopted relationships. If additional time is necessary due to extenuating circumstances, the employee must use accrued vacation leave and will be subject to supervisory approval. Verification may be requested.

Employees are allowed up to 40, 42, or 53 hours of paid leave per occurrence based on the workweek associated with the employee's position. Employees will not automatically receive the total amount of leave for which they are eligible if the maximum amount of leave is not needed.

Bereavement leave:

- Does not have to be taken consecutively;
- Is not considered work time for the purpose of overtime compensation;
- Does not accumulate;
- Does not roll over from one calendar year to another;
- Cannot be transferred from one employee to another;
- Will not be paid out upon termination of employment.

Section 16. Donation of Leave

Employees may donate some of their accumulated sick or vacation leave to other Town employees. The donating employee must make a written request to the Town Manager, and the amount donated cannot leave the donor's leave balance below 80 hours. In order to donate leave, the recipient must have a prolonged illness of self or immediate family which will result in the exhaustion of all earned sick leave. Only sick and vacation leave may be transferred. Compensatory leave and other forms of leave may not be transferred among employees. Transfer of leave is subject to approval by the Town Manager.

Section 17. Leave Pro-rated

For regular, part-time employees hired on or before August 1, 2026: Holiday, vacation, and sick leave earned by regular, part-time employees with fewer or more hours than the basic work week shall be determined by the following formula:

- 1) The number of hours worked by such employees shall be divided by the number of hours in the basic work week (usually 40 hours).
- 2) The proportion obtained in step 1 shall be multiplied by the number of hours of leave earned annually by employees working the basic work week.
- 3) The number of hours in step 2 divided by 26 shall be the number of hours of leave earned biweekly by the employees concerned.

Regular, part-time employees hired after August 1, 2026 are ineligible for accrued leave.

Section 18. Family and Medical Leave

The Town will grant up to 12 weeks of family and medical leave per twelve months to eligible employees. FMLA leave available will be calculated on a rolling year, looking back. The leave may be paid, unpaid, or a combination of paid and unpaid. Unpaid leave will be granted only when the employee has exhausted all appropriate types of paid leave (such as vacation, or sick leave). Additional time away from the job beyond the 12-week period may be approved in accordance with the Town's Leave Without Pay policy.

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Military Caregiver Leave: An employee whose spouse, son, daughter, parent or next of kin is a current service member who is undergoing treatment, therapy, recuperation or outpatient treatment or has temporary disability retirement for injury or illness sustained in the line of duty, is eligible for 26 weeks of leave in a single 12 month period. During a single 12 month period, the employee is eligible for a total of 26 weeks of all types of family and medical leave.

Section 19. Family and Medical Leave: Eligibility and Purpose

To qualify for family and medical leave coverage, the employee must have worked for the Town 12 months or 52 weeks; these do not have to be consecutive. However, the employee must have worked 1,250 hours during the twelve-month period immediately before the date when the family and medical leave time begins.

Family and medical leave can be used for the following reasons:

- 1) The birth of a child and in order to care for that child;
- 2) The placement of a child for adoption or foster care;
- 3) To care for a spouse, child, or parent with a serious health condition;
- 4) The serious health condition of the employee; or
- 5) Military exigency.

An employee who takes leave under this policy will return to the same job or a job with equivalent status, pay, benefits, and other employment terms. The position will be the same or one which entails substantially equivalent skill, effort, responsibility, and authority.

A serious health condition is defined as a condition which requires inpatient care at a hospital, hospice, or residential medical care facility, or a condition which requires continuing care by a licensed health care provider. This policy covers illness of a serious and long-term nature resulting in recurring or lengthy absences. Generally, a chronic or long-term health condition which results in a period of incapacity or more than three days would be considered a serious health condition.

A military exigency is a qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a military service member (reserve or national guard) under a call or order to federal active duty in support of a contingency operation. Qualifying events are:

- 1) Deployment of service member with seven or fewer days' notice;
- 2) Military ceremonies and events such as family-assistance or informational programs related to the family member's active duty or call to active duty;
- 3) Urgent, immediate childcare or arranging for alternative childcare for the children of service members;
- 4) Attending school or daycare meetings relating to the child of a service member;
- 5) Making financial or legal arrangements related to a family member's active duty status or call to active duty; or

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- 6) Post-deployment activities for a period of ninety days after the termination of the service member's active duty status.

If both spouses work for the Town and each wishes to take family and medical leave for the same qualifying event, the spouses together may only take a total of 12 weeks of family and medical leave.

An employee taking leave for the birth of a child may use paid sick leave for the period of actual disability, based on medical certification. The employee shall then use all paid vacation and accrued compensatory time for the remainder of the 12-week period.

Section 20. Family and Medical Leave: Request and Certification

The request for the use of leave must be made in writing by the employee and approved by Human Resources. In an emergency, the request for family and medical leave must be made as soon as reasonably practical. On its own initiative, the Town may designate leave as family and medical leave.

In order to qualify for leave, the Town requires medical certification. This statement from the employee's or the family member's physician should include the date when the condition began, its expected duration, diagnosis, and a brief statement of treatment. For the employee's own health condition, it should state that the employee is unable to perform the essential functions of his/her position. For a seriously ill family member, the certification must include a statement that the patient requires assistance and the employee's presence would be beneficial or desirable.

An employee seeking family and medical leave because of any qualifying military exigency must provide a certification, in a timely manner, of such active duty or impending call to active duty. In order to qualify for family and medical leave to care for a service member, the employee must provide a certification issued by a health care provider of the service member being cared for by the employee that the service member is in need of care by the employee.

This certification should be furnished at least 30 days prior to the needed leave unless the employee's or family member's condition is a sudden one. The certification should be furnished as soon as possible (no longer than 15 days from the date of the employee's request). The certification and request must be made to the department director and filed with the Human Resources Officer.

The employee is expected to return to work at the end of the time frame stated in the medical certification, unless he/she has requested additional time in writing under the Town's leave without pay policy.

Section 21. Family Medical Leave: Retention and Continuation of Benefits

When an employee is on leave under family and medical leave (maximum of 12 weeks in a year), the Town will continue the employee's health benefits during the leave period at the same level and under the same conditions as if the employee had continued to work. If an employee chooses not to return to work for reasons other than a continued serious health condition, the Town will require the reimbursement of the amount paid for the employee's health insurance premium during the family and medical leave period.

Other insurance and payroll deductions are the responsibility of the employee and the employee must make those payments for continued coverage of that benefit. The taking of unpaid family and medical leave does not constitute a break in service for purposes of vesting and eligibility to participate in the

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Town's pension and retirement plans. An employee shall retain all unused vacation and sick leave while on leave without pay. An employee ceases to earn leave credits on the date leave without pay begins.

Section 22. Leave Without Pay

A full or part-time employee may be granted a leave of absence without pay for a period of up to twelve months by the Town Manager. The leave shall be used for reasons of:

- 1) Personal disability after both sick leave and vacation have been exhausted,
- 2) Sickness or disability of immediate family members,
- 3) Continuation of education,
- 4) Special work that will permit the Town to benefit by the experience gained or the work performed,
or
- 5) Other reasons deemed justified by the Town Manager.

The employee shall apply in writing to the supervisor for leave. The employee is obligated to return to duty within or at the end of the time determined appropriate by the Town Manager. Upon returning to duty after being on leave without pay, the employee shall be entitled to return to the same position held at the time leave was granted or to one of like classification, seniority, and pay. If the employee decides not to return to work, the supervisor shall be notified immediately. Failure to report at the expiration of a leave of absence, unless an extension has been requested, shall be considered a resignation.

The employee may continue to be eligible for benefits under the Town's group insurance plans at his or her own expense, subject to any regulation adopted by the Commissioners and the regulations of the insurance carrier. An employee shall retain any unused vacation and sick leave while on leave without pay. An employee ceases to earn leave credits on the date leave without pay begins. In addition, employer and employee contributions to the NC Local Government Retirement System will not be reported when on unpaid status, nor will the employee receive retirement service credit. Contributions to the supplemental 401(k) retirement plan will cease while an employee is on unpaid leave status.

Section 23. Workers' Compensation Leave

All injuries arising out of, and during, the course of employment should be reported by the injured employee to the immediate supervisor as soon as possible. The supervisor or department director shall file an injury report to the Human Resources Officer immediately.

An employee absent from duty because of sickness or disability covered by the North Carolina Workers' Compensation Act may elect to use accrued compensatory leave, sick leave or vacation leave during the first 7 day waiting period. These 7 days will be reimbursed only if the disability continues for more than twenty-one (21) days. When this occurs, the employee may return the reimbursement check to the Town and have leave hours reinstated for all time covered by paid leave. After the initial 7 days, or earlier if the employee has exhausted all available leave, the employee is placed on workers' compensation leave without pay.

The employee may also elect to supplement workers' compensation payments after they begin with

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compensatory time, sick leave, or vacation leave provided that the supplemental leave shall only be used to cover payroll deductions such as medical, vision, or dental insurance. These supplemental leave benefits are subject to withholdings such as income taxes, social security, and Medicare.

Workers' compensation leave may also be designated by the Town as family and medical leave, thereby reducing the family and medical leave available.

An employee on workers' compensation leave may be permitted to continue to be eligible for benefits under the Town's group insurance plans. While receiving workers' compensation benefits, an employee ceases to earn vacation and sick leave, but will retain all accumulated sick or annual leave. In addition, employer and employee contributions to the NC Local Government Retirement System will not be reported when on unpaid status, nor will the employee receive retirement service credit. Contributions to the supplemental 401(k) retirement plan will cease while an employee is on unpaid status.

Before returning to work, a statement from the attending physician should be submitted to the Human Resources Officer certifying that the employee is fit to return to work and what, if any, restrictions are in place.

Upon return to work, the employee's salary will be computed on the basis of the last salary plus any merit increment or other salary increase to which the employee would have been entitled during the disability covered by workers' compensation. The Town shall attempt to reinstate the employee to his original position or comparable position held prior to workers' compensation leave, or a position deemed suitable to fit medical restrictions. Reasonable accommodations will be attempted in order to comply with the Americans with Disabilities Act. If an employee who has been on workers' compensation leave is released to return to full duty by his physician, and refuses suitable employment in keeping with his capacity, the Town has the right to determine appropriate separation procedures.

This provision also applies to reactions to smallpox vaccinations administered to Town employees under Section 304 of the Homeland Security Act. Such reactions shall be treated the same as any other workers' compensation claim as regards leave and salary continuation.

Section 24. Military Leave

This section relates to military leave which is limited to a maximum of twenty workdays per calendar year. When employees are called for active duty, the Town will follow all federal regulations, including USERRA, related to job, wages, and benefits protections. Regular employees who are members of an Armed Forces Reserve organization or National Guard shall be granted ten workdays per year for military leave without pay. On rare occasions due to annual training being scheduled on a federal fiscal year basis, an employee may be required to attend two periods of training in one calendar year. For this purpose only, an employee shall be granted an additional ten days of military leave during the same calendar year. If such duty is required beyond the additional ten workdays, the employee shall be eligible to take accumulated vacation leave or be placed in a leave without pay status, and the provisions of that leave shall apply. While taking military leave, the employee's leave credits and other benefits shall continue to accrue as if the employee physically remained with the Town during this period. Employees who are eligible for military leave have all job rights specified by the Vietnam Veterans Readjustment Act.

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Section 25. Reinstatement Following Military Service.

The Town will fully comply with the requirements of USERRA and other related federal regulations. An employee called to extended active duty with the United States military forces, who does not volunteer for service beyond the period for which called, shall be reinstated with full benefits provided the employee:

- 1) Applies for reinstatement within ninety days after the release from military service; and
- 2) Is able to perform the duties of the former position or similar position; or
- 3) Is unable to perform the duties of the former position or a similar position due to disability sustained as a result of the military service, but is able to perform the duties of another position in the service of the Town. In this case, the employee shall be employed in such other position as will provide the nearest approximation of the seniority, status, and pay which the employee otherwise would have been provided, if available.

Section 26. Civil Leave

A Town employee called for jury duty or as a court witness for the federal or state governments, or a subdivision thereof, shall receive leave with pay for such duty during the required absence without charge to accumulated leave. The employee may keep fees and travel allowances received for jury or witness duty in addition to regular compensation; except that employees must turn over to the Town any witness fees or travel allowance awarded by that court for court appearances in connection with official duties. While on civil leave, benefits and leave shall accrue as though on regular duty.

Section 27. Parental School Leave

A Town employee who is a parent, guardian, or person standing in loco parentis (in place of the parent) may take up to four hours of unpaid leave annually to involve him or herself in school activities of his or her child(ren). This leave is subject to the following three conditions:

- 1) The leave must be taken at a time mutually agreed upon by the employee and the Town;
- 2) The Town may require the employee to request the leave in writing at least 48 hours prior to the time of the desired leave; and
- 3) The Town may require written verification from the child's school that the employee was involved at the school during the leave time.

Paid leave (vacation time) taken by an employee to attend to school activities of his or her child shall count toward the fulfillment of this provision by the Town.

Section 28. Community Involvement Leave

Full-time employees are eligible for up to 8 hours of paid community involvement leave per calendar year to be used during the employees' regularly scheduled work hours to volunteer in schools, communities, institutions of higher learning, state or local agencies, and not-for-profit organizations.

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Community involvement leave may be granted to:

- parents for involvement with their child in the schools (as defined below) but does not include athletic events;
- any employee for volunteer activities in the schools (as defined below);
- any employee for volunteer activities in a not-for-profit community service organization (as defined below);
- any employee for volunteering in a public university, community college, or state or local agency provided that the service is outside of the employee's normal scope of duties/responsibilities and the employee is not receiving any form of compensation for the services rendered.

The leave must be taken at a time mutually agreed upon by the employee and his/her supervisor. The Town may require the employee to request the use of leave at least 48 hours prior to leave usage. The Town may also require written verification of the activity in which the employee was involved. Where scheduling conflicts exist, preference will be given to volunteerism within the Town of Rolesville's corporate limits and its Extra Territorial Jurisdiction (ETJ).

Term	Definition
Community Involvement	The act of supporting residents of North Carolina through volunteer service.
Volunteer	A person who willingly chooses to perform hours of community service for civic, charitable, or humanitarian reasons without promise or expectation of compensation for services provided.
School (public or private)	An organization that is authorized to operate under the laws of the State of North Carolina and is either an elementary school; a middle school; or a high school.
State/Local Agency	A state or local government agency that is authorized to operate under the laws of the State of North Carolina.
Child	A son or daughter who is: a biological child; an adopted child; a foster child; a stepchild; a legal ward; or a child of an employee standing in loco parentis.
Not-for-Profit	A non-partisan community organization that is designated as an IRS Code 501(c)(3) agency or a human services organization licensed or accredited to serve residents with needs including children, youth, and the elderly.

*Note: Although religious organizations may be 501(c)(3) agencies, this leave does not apply to activities designed to promote religious beliefs such as teaching or leading religious assemblies or in raising funds to support religious activities. This form of leave would include activities supported by religious organizations such as volunteering in soup kitchens, homeless shelters, or other such activities.

Newly hired employees are not eligible for community involvement leave until they have successfully completed the applicable probationary period. If they become eligible after January 1st of any given year, the amount of leave for which they are eligible will be pro-rated accordingly.

Community involvement leave is not cumulative. Leave not taken by December 31st of any given year will be forfeited and will not be carried over into the next calendar year. Employees will not be paid out for any outstanding balance of community involvement leave upon separation.

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ARTICLE VIII. SEPARATION AND REINSTATEMENT

Section 1. Types of Separations

All separations of employees from positions in the service of the Town shall be designated as one of the following types and shall be accomplished in the manner indicated: resignation, reduction in force, disability, voluntary retirement, dismissal, or death.

Section 2. Resignation

An employee may resign by submitting the reasons for resignation and the effective date in writing to the immediate supervisor as far in advance as possible. In all instances, the minimum notice requirement is two weeks. Proper minimum two-week notice is defined as two working weeks. Vacation, sick leave, or the use of compensatory time shall not be considered part of an employee's two-week notice without written permission from the employee's department director or Town Manager. Failure to provide minimum notice shall result in forfeiture of payment for accumulated vacation leave unless the notice is waived upon recommendation of the department director and approval by the Town Manager.

Three consecutive days of absence without contacting the immediate supervisor or department director may be considered to be a voluntary resignation. Sick leave will only be approved during the final two weeks of a notice with a physician's certification or comparable documentation.

Section 3. Reduction in Force.

In the event that a reduction in force becomes necessary, consideration shall be given to the quality of each employee's performance, organizational needs, and seniority in determining those employees to be retained. Employees who are separated because of a reduction in force shall be given at least two weeks' notice of the anticipated action. No regular employee shall be separated because of a reduction in force while there are temporary or probationary employees serving in the same class in the department, unless the regular employee is not willing to transfer to the position held by the temporary or probationary employee.

Section 4. Disability

An employee who cannot perform the essential duties of a position because of a physical or mental impairment may be separated for disability. The Town will first determine if reasonable accommodation may be provided or if other provisions of the Americans With Disabilities Act apply. Action may be initiated by the employee or the Town. In cases initiated by the employee, such action must be accompanied by medical evidence acceptable to the Town Manager. The Town may require an examination, at the Town's expense, performed by a physician of the Town's choice.

Section 5. Voluntary Retirement

An employee who meets the conditions set forth under the provisions of the North Carolina Local Governmental Employees' Retirement System may elect to retire and receive all benefits earned under the retirement plan.

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Section 6. Dismissal

An employee may be dismissed in accordance with the provisions and procedures of Article IX.

Section 7. Death

Separation shall be effective as of the date of death. All compensation due shall be paid to the estate of the employee.

Section 8. Reinstatement

An employee who is separated because of reduction in force may be reinstated within one year of the date of separation, upon recommendation of the department director, and upon approval of the Town Manager. An employee who is reinstated in this manner shall be re-credited with his or her previously accrued sick leave.

Section 9. Rehiring

An employee who resigns while in good standing may be rehired with the approval of the Town Manager, and may be regarded as a new employee, subject to all of the provisions of rules and regulations of this Policy.

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ARTICLE IX. UNSATISFACTORY JOB PERFORMANCE AND DETRIMENTAL PERSONAL CONDUCT

Section 1. Progressive Disciplinary/Corrective Action Program

Where practical, the Town endeavors to follow a progressive disciplinary/corrective process. Progressive correction programs are designed to communicate a clear need for work or behavior modification. They provide specifics to employees struggling to fulfill the duties and/or expectations of the job.

The following steps are available as part of the progressive correction process.

- **Coaching/Counseling**: Routine or targeted conversations between supervisor and employee intended to set expectations, identify goals and/or gaps, and develop an action plan the employee can follow. Supervisors should keep notes of coaching conversations.
- **Documented verbal notice**: A documented verbal notice is provided to an employee who has been through several coaching sessions without achieving the desired improvements in conduct or performance. These notices remain on record with the department. Documented verbal notices are eligible to be removed if the employee has been free of disciplinary action for a minimum of two years.
- **Written Notice**: When there is a lack of significant and sustained improvements, one or more written notices may be issued to an employee. These notices are intended to document the issues/concerns and provide the employee with written documentation of the consequences for further instances of poor job performance or conduct.
- **Suspension**: Suspensions may be disciplinary or administrative in nature. A disciplinary suspension will not exceed two weeks. Like the other steps in the progressive correction program, an employment suspension is not a mandatory step
- **Demotion**: Demotions in this category are considered disciplinary. An employee underperforming in their role may have the ability to move to a role more suited to their knowledge and/or skill level. Like the other steps in the progressive correction program, an offer of demotion is not a mandatory step.
- **Employment Termination**

Section 2. Unsatisfactory Job Performance Defined

Unsatisfactory job performance includes any aspects of the employee's job which are not performed as required to meet the standards set by the department director or Town Manager. *Examples of unsatisfactory job performance include, but are not limited to, the following:*

- 1) Demonstrated inefficiency, negligence, or incompetence in the performance of duties;
- 2) Careless, negligent, or improper use of Town property or equipment;
- 3) Physical or mental incapacity to perform duties;

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- 4) Discourteous treatment of the public or other employees;
- 5) Absence without approved leave;
- 6) Improper use of leave privileges;
- 7) Failure to report for duty at the assigned time and place;
- 8) Failure to complete work within time frames established in work plan or work standards;
- 9) Failure to meet work standards over a period of time; or
- 10) Violation of work rules or personnel policies.

Section 3. Detrimental Personal Conduct Defined

Detrimental personal conduct includes behavior of such a serious detrimental nature that the functioning of the Town may be or has been impaired; the safety of persons or property may be or have been threatened; or the laws of any government may be or have been violated. *Examples of detrimental personal conduct include, but are not limited to, the following:*

- 1) Fraud, theft or dishonesty;
- 2) Conviction of a felony or the entry of a plea of nolo contendere thereto;
- 3) Falsification of records for personal profit, to grant special privileges, or to obtain employment;
- 4) Willful misuse or gross negligence in the handling of Town funds;
- 5) Willful or wanton damage or destruction to property;
- 6) Willful or wanton acts that endanger the lives and property of others;
- 7) Possession of unauthorized firearms or other lethal weapons on the job;
- 8) Brutality in the performance of duties;
- 9) Reporting to work under the influence of alcohol or drugs or partaking of such while on duty. Prescribed medication may be taken within the limits set by a physician as long as medically necessary;
- 10) Engaging in incompatible employment or serving a conflicting interest;
- 11) Request or acceptance of gifts in exchange for favors or influence;
- 12) Engaging in political activity prohibited by this policy;
- 13) Harassment of an employee(s) and/or the public on the basis of sex or any other protected class status; or

- 14) Stated refusal to perform assigned duties or flagrant violation of work rules and regulations.

Section 4. Disciplinary Procedure

Before a written warning, suspension, demotion, or dismissal action is finalized, whether for deficiencies in personal conduct or performance of duties, the employee's direct supervisor and department director will work with Human Resources to conduct a pre-disciplinary conference or hearing. During the pre-disciplinary conference, the employee will be provided with an Employee Notice form advising the department's concerns and the proposed employment action.

The employee will be given an opportunity to offer any information that should be considered in advance of a final determination. The direct supervisor, department director, and Human Resources Director will consider the employee's response, if any, to the proposed disciplinary action, and will, within two working days, notify the employee in writing of the final determination.

ARTICLE X. GRIEVANCE PROCEDURE

Section 1. Policy

It is the policy of the Town to provide a just procedure for the presentation, consideration, and disposition of employee grievances. The purpose of this Article is to outline those procedures. Nothing herein shall be interpreted to change the status of any employees from that of an employee at-will.

Employees utilizing the grievance procedures shall not be subjected to retaliation or any form of harassment from supervisors or employees for exercising their rights under this policy. Supervisors or other employees who violate this policy shall be subject to disciplinary action up to and including dismissal from Town service.

Section 2. Grievance

A grievance is a claim or complaint by a current or former employee based upon an event or condition, which affects the circumstances under which an employee works, allegedly caused by misinterpretation, unfair application, or lack of clear or consistent policy or practice about employment conditions.

Section 3. Purposes of the Grievance Procedure

The purposes of the grievance procedure include, but are not limited to:

- 1) Providing employees with a procedure by which their complaints can be considered promptly, fairly, and without reprisal;
- 2) Encouraging employees to express themselves about the conditions of work which affect them as employees;
- 3) Promoting better understanding of policies, practices, and procedures which affect employees;
- 4) Increasing employees' confidence that personnel actions taken are in accordance with established, fair, and uniform policies and procedures; and
- 5) Increasing the sense of responsibility exercised by supervisors in dealing with their employees.
- 6) Encouraging conflicts to be resolved between employees and supervisors who must maintain an effective future working relationship, and therefore, encouraging conflicts to be resolved at the lowest level possible in the chain of command; and
- 7) Creating a work environment free of continuing conflicts, disagreements, and negative feelings about the Town or its leaders, thus freeing up employee motivation, productivity, and creativity.

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Section 4. Grievance Procedures

The following actions are eligible to be grieved: demotions, suspensions, and employment terminations. Employees are unable to grieve: written corrective actions, journal notes, coaching comments, performance evaluations, personnel policy changes, compensation, benefits, reductions in force, other conditions of employment which may be changed by the Town.

To request a grievance, the following steps are to be taken unless otherwise provided elsewhere in this Article. The number of calendar days indicated for each step should be considered the maximum, unless otherwise provided, and every effort should be made to expedite the process. When mutually agreed upon, the time limits set forth below may be extended by the concerned parties.

Step 1. If the department director did not participate in the pre-disciplinary meeting, the employee's grievance will be considered by their direct supervisor, department director, and human resources. The employee should submit their grievance in writing to their department Director within three business days of receiving the determination from Article IX, Section 4. In addition to a written submission, the employee may request an in-person grievance meeting/hearing. If requested, a grievance meeting/hearing shall be scheduled within five calendar days of receipt of the request.

If considered in written format only, the department director shall respond to the grievance with a determination within five calendar days after receipt of the grievance. If a grievance meeting/hearing was conducted, the department director will issue a determination within three working days of the conclusion of the meeting.

If the employee is not satisfied with the department director's determination, they may advance to the next step.

Step 2. If the department director participated in the pre-disciplinary process OR if the grievance has not been resolved to the satisfaction of the employee at the end of Step 1, the employee may appeal, in writing, to the Town Manager within five calendar days after receipt of a determination from the first step of the grievance process. At this step, the grievance will be considered by the employee's direct supervisor, department director, Human Resources, and the Town Manager.

In addition to a written submission, the employee may request an in-person grievance meeting/hearing. If requested, a grievance meeting/hearing shall be scheduled within five calendar days of receipt of the request.

If considered in written format only, the Town Manager shall respond to the grievance with a determination within five calendar days after receipt of the grievance. If a grievance meeting/hearing was conducted, the Town Manager will issue a determination within three working days of the conclusion of the meeting.

The Town Manager's decision shall become the final decision.

Grievance procedures are confidential matters between the Town and the employee; therefore, outside third parties are not permitted to attend or otherwise participate in the grievance process.

Personnel Policy

ARTICLE XI. RECORDS AND REPORTS

Section 1. Public Information

In compliance with GS 160A-168, the following information with respect to each Town employee is a matter of public record:

- 1) Name.
- 2) Age.
- 3) Date of original employment or appointment to the service.
- 4) The terms of any contract by which the employee is employed whether written or oral, past and current, to the extent that the Town has the written contract or a record of the oral contract in its possession.
- 5) Current position.
- 6) Title.
- 7) Current salary.
- 8) Date and amount of each increase or decrease in salary with the Town. For the purposes of this subsection, the term "salary" includes pay, benefits, incentives, bonuses, deferred and all other forms of compensation paid by the Town.
- 9) Date and type of each promotion, demotion, transfer, suspension, separation, or other change in position classification with the Town.
- 10) Date and general description of the reasons for each promotion with the Town.
- 11) Date and type of each dismissal, suspension, or demotion for disciplinary reasons taken by the Town. If the disciplinary action was a dismissal, a copy of the written notice of the final decision of the Town setting forth the specific acts or omissions that are the basis of the dismissal.
- 12) The office to which the employee is currently assigned.

Any person may have access to this information for the purpose of inspection, examination, and copying, during regular business hours, subject only to such rules and regulations for the safekeeping of public records as the Town may adopt.

Section 2. Access to Confidential Records

All information contained in a Town employee's personnel file, other than the information mentioned above is confidential and shall be open to inspection only in the following instances:

- 1) The employee or his/her duly authorized agent may examine all portions of his/her personnel file except letters of reference solicited prior to employment, and information concerning a medical disability, mental or physical, that a prudent physician would not divulge to the patient.

Personnel Policy

- 2) A licensed physician designated in writing by the employee may examine the employee's medical record.
- 3) A Town employee having supervisory authority over the employee may examine all material in the employee's personnel file.
- 4) By order of a court of competent jurisdiction, any person may examine all material in the employee's personnel file.
- 5) An official of an agency of the State or Federal Government, or any political subdivision of the State, may inspect any portion of a personnel file when such inspection is deemed by the Town Manager to be necessary and essential to the pursuit of a proper function of the inspecting agency, but no information shall be divulged for the purpose of assisting in a criminal prosecution of the employee, or for the purpose of assisting in an investigation of the employee's tax liability. However, the official having custody of the personnel records may release the name, address, and telephone number from a personnel file for the purpose of assisting in a criminal investigation.
- 6) An employee may sign a written release to be placed in his/her personnel file that permits the record custodian to provide, either in person, by telephone, or by mail, information specified in the release to prospective employers, educational institutions, or other persons specified in the release.
- 7) The Town Manager, with the concurrence of the Board of Commissioners, may inform any person of the employment, non-employment, promotion, demotion, suspension or other disciplinary action, reinstatement, transfer, or termination of a Town employee, and the reasons for that action. Before releasing that information, the Town Manager shall determine in writing that the release is essential to maintaining the level and quality of Town services. The written determination shall be retained in the Town Manager's office, is a record for public inspection, and shall become a part of the employee's personnel file.

Section 3. Personnel Actions

The Town Manager will prescribe necessary forms and reports for all personnel actions and will retain records necessary for the proper administration of the personnel system. There shall be one set of official personnel files, centrally located as designated by the Town Manager.

Section 4. Records of Former Employees

The provisions for access to records apply to former employees as they apply to present employees.

Section 5. Remedies of Employees Objecting to Material in File

An employee who objects to material in his/her file may place a statement in the file relating to the material considered to be inaccurate or misleading. The employee may seek removal of such material in accordance with established grievance procedures.

Personnel Policy

Section 6. Penalties for Permitting Access to Confidential Records

Section 160A-168 of the General Statutes provides that any public official or employee who knowingly and willfully permits any person to have access to any confidential information contained in an employee personnel file, except as expressly authorized by the designated custodian, is guilty of a misdemeanor and upon conviction shall be fined in an amount consistent with the General Statutes.

Section 7. Examining and/or Copying Confidential Material without Authorization

Section 160A-168 of the General Statutes of North Carolina provides that any person, not specifically authorized to have access to a personnel file designated as confidential, who shall knowingly and willfully examine in its official filing place, remove or copy any portion of a confidential personnel file shall be guilty of a misdemeanor and upon conviction shall be fined consistent with the General Statutes.

Section 8. Destruction of Records Regulated

No public official may destroy, sell, loan, or otherwise dispose of any public record, except in accordance with GS 121.5, without the consent of the State Department of Cultural Resources. Whoever unlawfully removes a public record from the office where it is usually kept, or whoever alters, defaces, mutilates or destroys it will be guilty of a misdemeanor and upon conviction will be fined in an amount provided in Policy 132.3 of the General Statutes.

Town of Rolesville



Personnel Policy

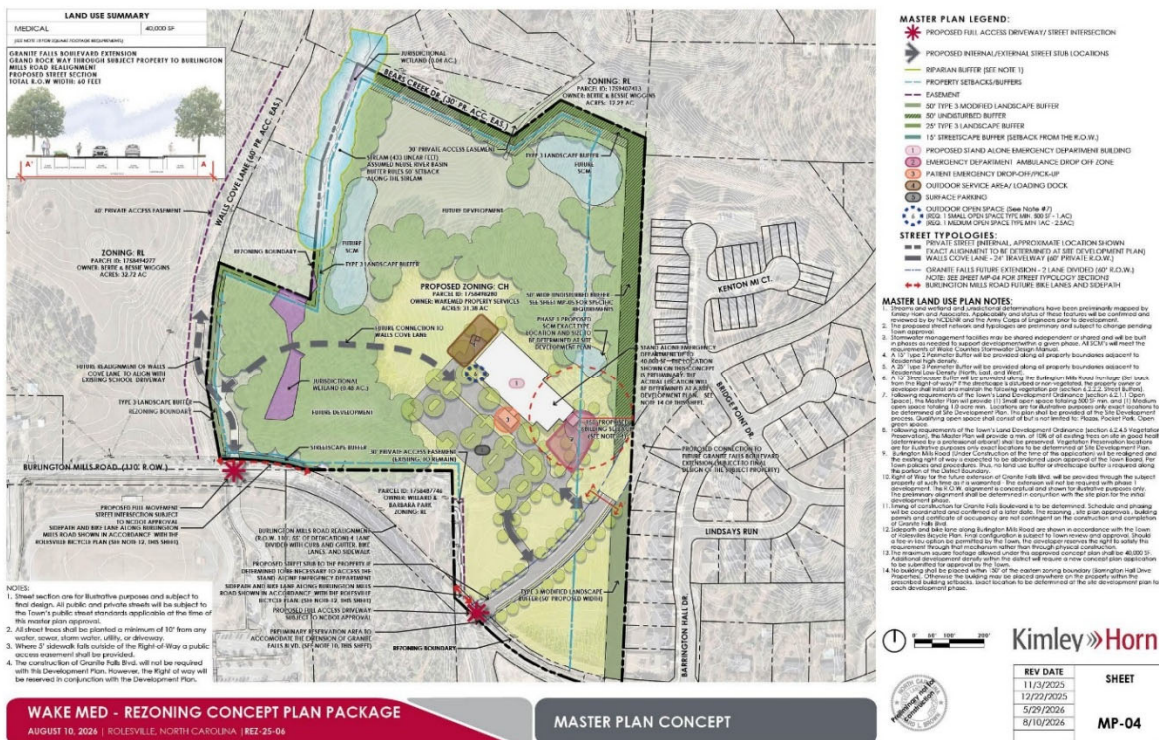
**Revised July 1, 2018
As amended through August 1, 2026**

Item Memo

To: Mayor Currin and Town Board of Commissioners
From: Stephen Wensman, Planning Director
Date: Meeting Held August 18, 2026
Re: 10.a. REZ-25-06. GovWell REZ-25-0001 & ANX-26-0002 WakeMed

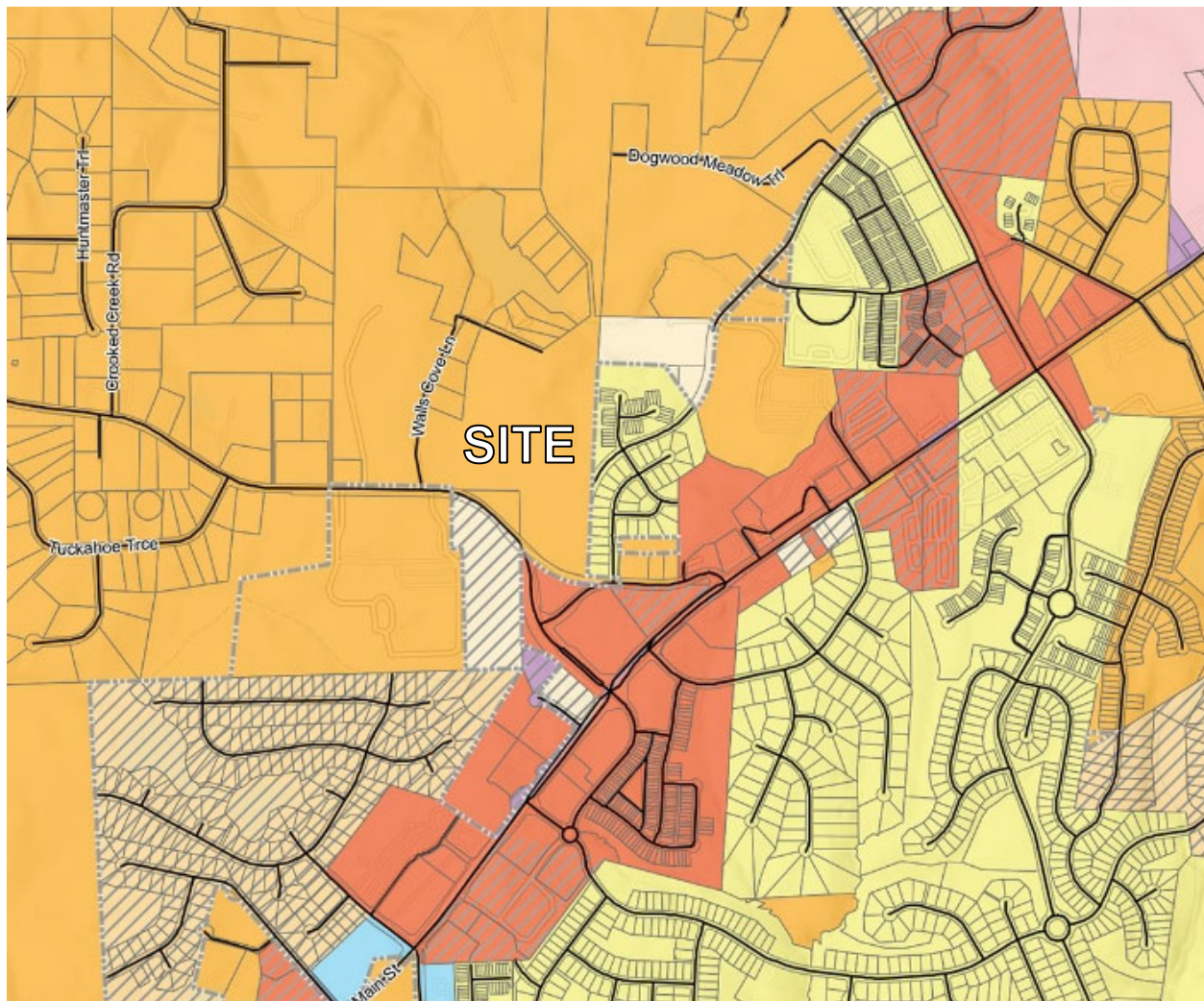
Application & Site Data

The Town of Rolesville Planning Department received a Zoning Map Amendment (Rezoning) application in November 2025 for property located at 4801 Burlington Mills Road. The request is to change the zoning district from Residential Low Zoning District (RL) to Commercial Highway Conditional Zoning District (CH-CZ). The Applicant has included a set of proposed Conditions of Approval and a Concept Site Plan in relation to the Conditional Zoning aspect.



Key information from the Rezoning application is in the Table below:

Application Details	
Application	REZ-25-06, GovWell REZ-25-0001
Address / PIN	4801 Burlington Mills Road / 1758498280
Owner	WakeMed
Applicant	Jacob Desrosiers, Kimley-Horn and Associates Inc.
Area	30.99 acres
Current Zoning	Residential Low Zoning District (RL)
Proposed Zoning	Commercial Highway Conditional Zoning District (CH-CZ)
Current Use	Vacant
Proposed Use	Hospital



Town of Rolesville Zoning Map (portion of)

ANX-26-0002 – 4801 Burlington Mills Road, WakeMed Lot 2

The Town of Rolesville received a contiguous voluntary annexation petition for a 30.99-acre parcel located at 4801 Burlington Mills Road with Wake County PIN 1758498280, to be annexed into Rolesville Town Limits. The subject property is the same as Rezoning Map Amendment request REZ-25-06 WakeMed.

The annexation petition was investigated by the Town Clerk as to its sufficiency of meeting G.S. 160A-31 – see Attachment 2.

The next step in the Annexation Process is for the Board of Commissioners to hold for a legislative hearing on August 18, 2026.

Applicant Justification

The Applicant provided a Justification Statement for their rezoning request; it is included as **Attachment 2**. The statement notes the request is consistent with the Town of Rolesville's Comprehensive Plan.

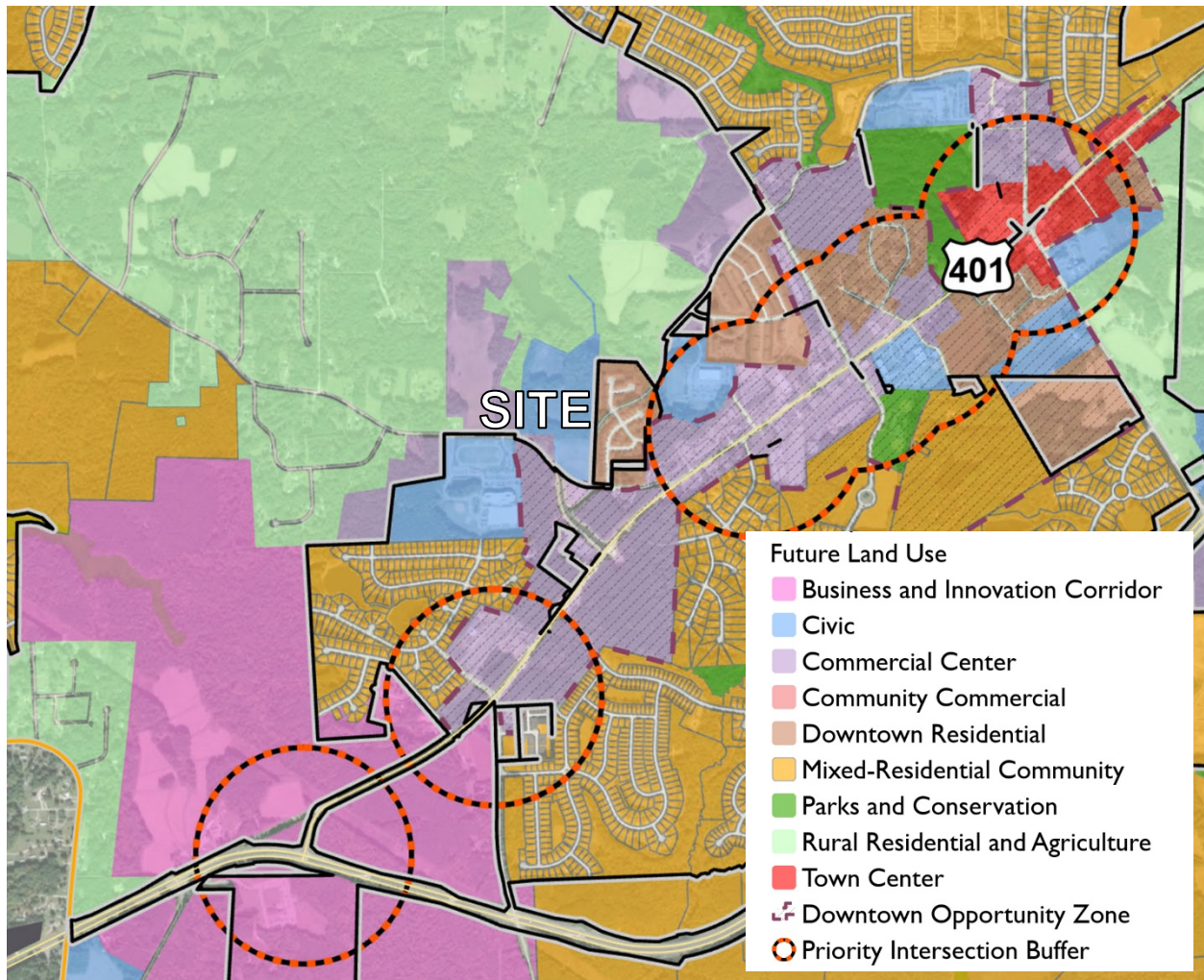
Proposed Conditions of Approval - Attachment 3

The Applicant's proposed Conditions of Approval include (paraphrased):

1. List of prohibited Principal Uses; examples include gas station, shopping center, and vehicle minor service and major service.
2. Development shall be in substantial conformance with the Concept Site Plan.
3. No more than 40,000 square feet of gross floor area for any nonresidential use.
4. 150 foot minimum building setback from adjoining properties in Barrington Subdivision.
5. Maximum building height shall be 55 feet.
6. Perimeter buffer in line with Barrington Hall Drive shall be a minimum of 50 feet.
7. A 50 foot undisturbed buffer required along common property line with Barrington Townhome open space lot.

Neighborhood Meeting

The Applicant held two neighborhood meetings on January 28, 2026 and March 30, 2026, both at the Rolesville Community Center. The neighborhood meeting reports are included as **Attachment 4**.



Town of Rolesville Future Land Use Map (portion of)

Comprehensive Plan

Land Use

The Rolesville 2050 Comprehensive Plan's Future Land Use Map identifies the subject property as Civic (light blue) and Commercial Center (lavender). The Civic land use category represents key civic or institutional resources in the Rolesville Community, and the Commercial Center category represents conventional commercial uses along primary corridors.

Community Transportation Plan

The Town's Community Transportation Plan (CTP, adopted 2021) includes recommendations for Thoroughfares, Collectors, and intersections. Below are the recommendations that affect the subject property:

Thoroughfare Recommendations

- Burlington Mills Road: 4-lane divided section with curb & gutter, bike lanes, and sidewalks

- Granite Falls Boulevard: 2-lane section with two-way left turn lane, curb & gutter, bike lanes, and sidewalks

Greenway and Bike Plans

As per the 2022 Greenway and Bike Plans, proposed pedestrian routes are shown in the following locations:

- A 10' sidepath is required along Burlington Mills Road;
- A 10' sidepath is required along Granite Falls Boulevard.

Consistency

The Applicant's rezoning request is **consistent** with the Town of Rolesville's Comprehensive Plan, Community Transportation Plan, and Greenway Plan for the following reasons:

- As per Rolesville's 2050 Comprehensive Plan, the hospital use illustrated in the Concept Site Plan along with the Proposed Conditions of approval define a project that is consistent with both the Civic and Commercial Center land use designations.
- The Concept Site Plan illustrates the sidepaths and bike lanes along the subject property's frontage along Burlington Mills Road.
- *Please note as per the approved FY 26 – 27 Budget, \$5,000,0000 is identified in the FY 27 – 28 Budget for construction of the remaining Granite Falls Boulevard segment.*

Traffic

Traffic Impact Analysis

The consulting firm, Stantec, one of the Town's on-call transportation consultants, performed the Traffic Impact Analysis (TIA) for this project, studying development of a 40,000 square foot medical office building.

The Final Report dated June 2026 is included as **Attachment 5** to this memo.

TIA Summary - Trip Generation						
Land Use (ITE Code)	Size	Daily Traffic	Weekday AM Peak Hour Trips		Weekday PM Peak Hour Trips	
		Total	Enter	Exit	Enter	Exit
Medical Office (LUC 720)	40,000 SF	1,550	82	23	43	99

Four intersections were studied for capacity analysis and the Level of Service (LOS) impact of this development. Recommendations for improvements are listed in the table below.

TIA Summary – Short Term Recommendations	
Burlington Mills Road at Granite Falls Boulevard	• Extend Granite Falls Boulevard to Burlington Mills Road with one ingress and one egress lane consisting of a shared left/right turn lane.
Burlington Mills Road at Access A	• Construct an eastbound left turn lane on Burlington Mills Road with 50 feet of full-width storage and appropriate taper.

Burlington Mills Road at Access B

- Construct a westbound right-turn lane on Burlington Mills Road with 50 feet of full-width storage and appropriate taper.

Development Review

The Technical Review Committee (TRC) reviewed two (2) submittals of the Rezoning application and attachments, with most comments being resolved. Some documents still need to be updated with the correct property owner, WakeMed, and similar details.

Planning Board Recommendation

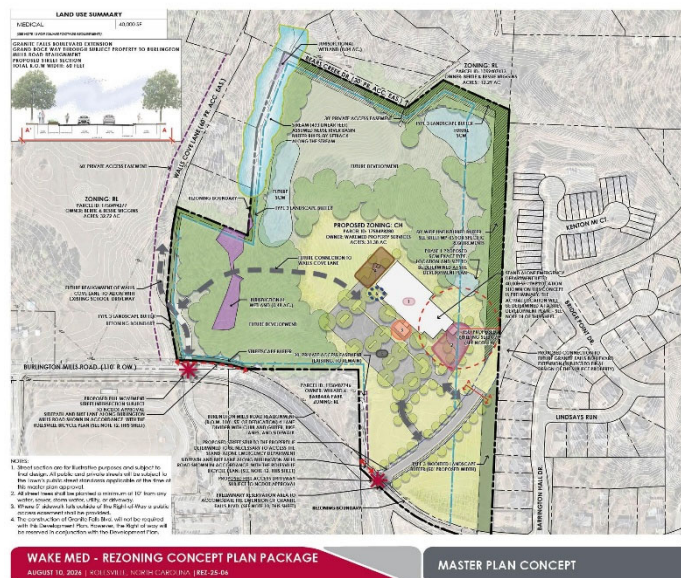
At their meeting on June 22, 2026, the Planning Board unanimously recommended approval of REZ-25-06 (GovWell REZ 25-0001) by a vote of 5 – 0. The Board also recommended addition of the following conditions:

- Granite Falls Boulevard must be finished before facility opens,
- Additional buffering will be addressed, and
- Owner/developer will investigate separation and shelter from lighting and noise in between the ambulance area to Granite Falls Boulevard and adjacent housing.

Staff Analysis and Recommendation

The Application seeks to change the zoning of the subject property to Commercial Highway (CH) for the proposed WakeMed Hospital use. This is the first time since approval of the Land Development Ordinance (LDO) in June 2021 that an applicant has requested CH zoning, and one reason why the applicant is requesting this district is for the 60 foot maximum building height. For comparison, the Office and Professional Zoning District (OP) has a maximum building height of 42 feet, with an option for a Design Alternative up to 50 feet.

The image to the right is the WakeMed Concept Site Plan for the property located at 4801 Burlington Mills Road. One of the proposed conditions of approval is substantial conformance with the Concept Site Plan. The project defined by the Proposed Conditions of Approval, including the Concept Site Plan, illustrates development consistent with the Comprehensive Plan as well as the proposed zoning district, Commercial Highway. Staff recommends approval of REZ-25-06, GovWell REZ-25-0001 – WakeMed due to consistency with the Comprehensive Plan.



Plan Consistency and Reasonableness Statement

As noted above under the Comprehensive Plan section of this report and the Staff analysis, the rezoning request for the subject parcels is consistent with Rolesville's vision in Policy documents and the Board of Commissioners' legislative decisions over the past several years. Rezoning application REZ-25-06, GovWell REZ-25-0001 is thus consistent and is therefore reasonable.

Proposed Motions

- Motion to **approve** Zoning Map Amendment request **REZ-25-06 (GovWell – REZ-25-0001) WakeMed**, based on *consistency* with Rolesville's 2050 Comprehensive Plan for the following reasons: _____.

Or

- Motion to **deny** Zoning Map Amendment request **REZ-25-06 (GovWell – REZ-25-0001) WakeMed** based on *inconsistency* with Rolesville's 2050 Comprehensive Plan for the following reasons: _____.

If REZ-25-06 (GovWell – REZ-25-0001) is approved:

- Motion to adopt a Statement of Consistency and Reasonableness as **REZ-25-06 (GovWell – REZ-25-0001)** is consistent with Rolesville's Comprehensive Plan for the following reasons: _____.
- Motion to (**approve** or **deny**) the Voluntary Annexation Petition received under G.S. 160A-31 for **ANX-26-0002 – 4801 Burlington Mills Road, WakeMed**.

Or

- Motion to continue **REZ-25-06 (GovWell – REZ-25-0001) WakeMed** and **ANX-26-0002 – 4801 Burlington Mills Road, WakeMed** to a future Town Board of Commissioners' meeting (Provide date certain.)

Attachments to Memo

Please note the Boundary Survey/Exempt Plat is being updated by the applicant with the correct new address and Wake County PIN for the Board of Commissioners' meeting on August 18, 2026.

1	Concept Site Plan
2	Rezoning Application and Statement of Justification
3	Proposed Conditions of Approval – June 11, 2026
4	Neighborhood Meeting Summaries
5	Traffic Impact Analysis – June 17, 2026
6	Property Deed
7	Legal Metes and Bounds
8	General Warranty Deed
9	ORD-26-___ for REZ-25-06
10	ANX-26-0002 Annexation Documents
11	ORD-26-___ for ANX-26-0002

WAKE MED

REZONING CONCEPT PLAN PACKAGE
PREPARED FOR: TOWN OF ROLESVILLE, NC
TOWN PROJECT NUMBER: REZ-25-06

DEVELOPER/CONTRACT PURCHASER:

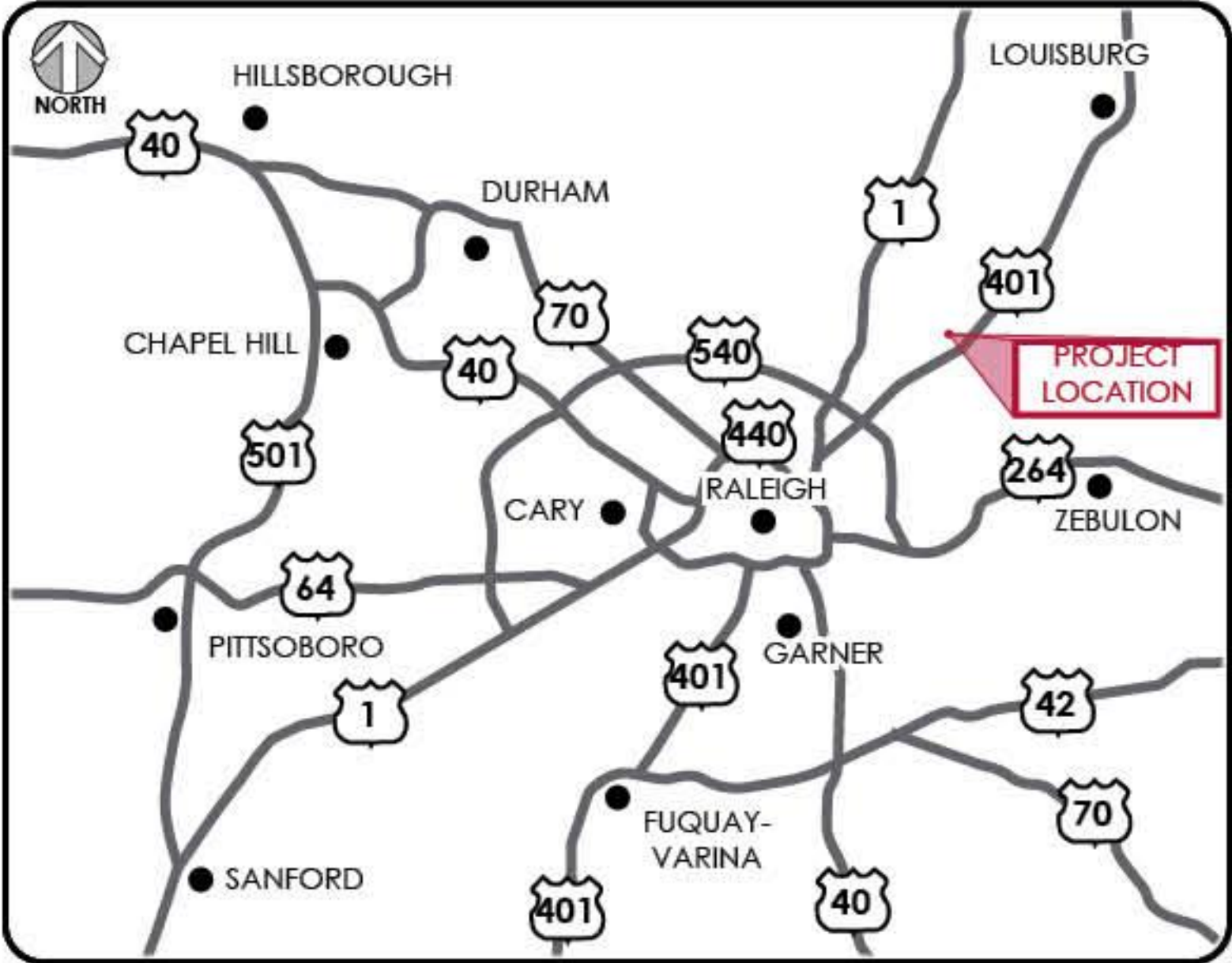


WAKEMED HEALTH & HOSPITALS
3128 SMOKETREE CT
RALEIGH, NC 27604

CONCEPT PLAN SHEET INDEX:

- MP-01 EXISTING CONDITIONS MAP
- MP-02 EXISTING SITE BOUNDARY SURVEY
- MP-03..... CONCEPTUAL LAND USE PLAN
- MP-04..... MASTER CONCEPT PLAN
- MP-05..... LANDSCAPE BUFFER DETAIL

VICINITY MAP



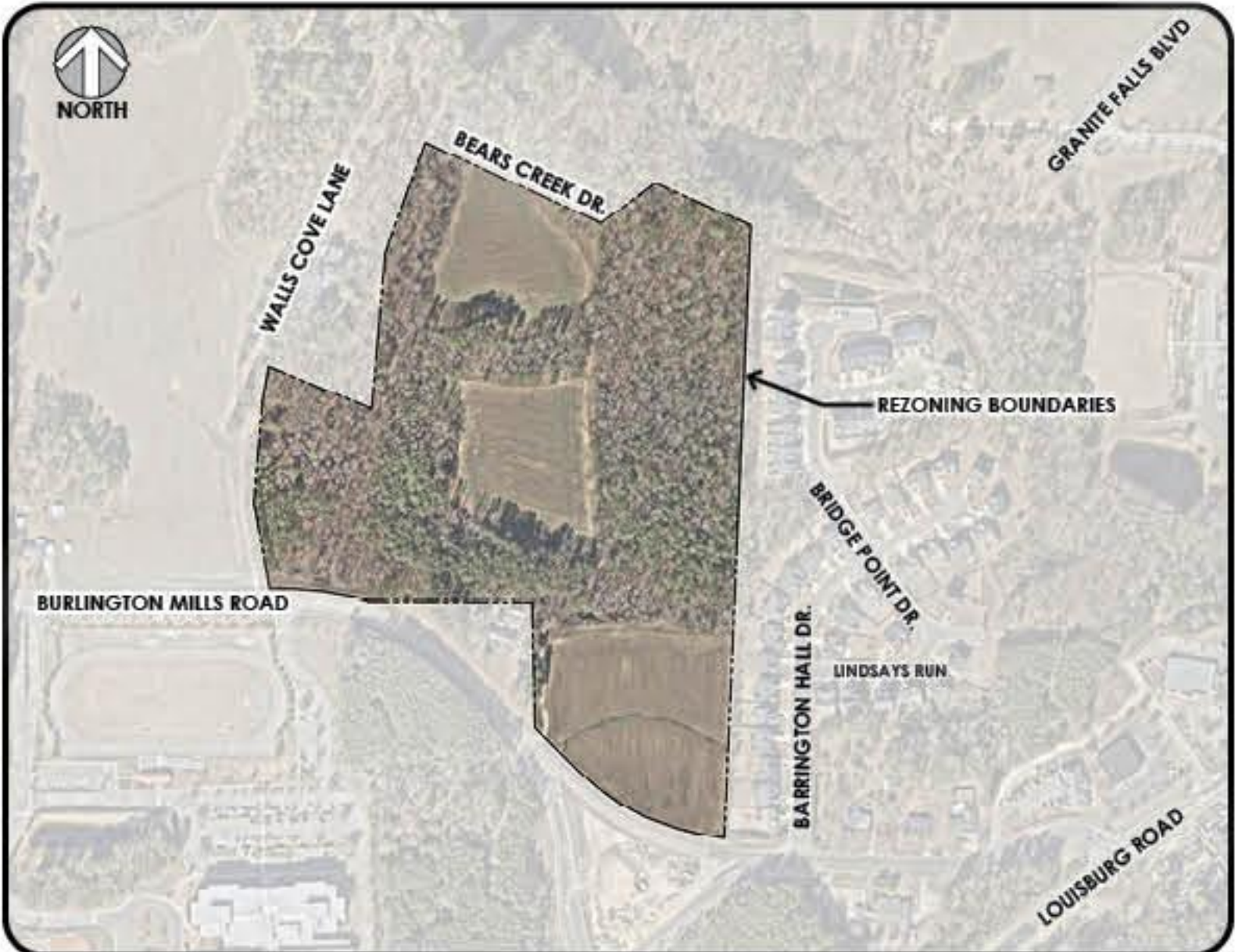
NOT TO SCALE

APPLICANT / CONSULTING TEAM:

421 FAYETTEVILLE STREET, SUITE 600
RALEIGH, NC 27601
CONTACT: RICHARD BROWN, PLA
PHONE: (919) 677-2000
EMAIL: Richard.Brown@kimley-horn.com

150 FAYETTEVILLE STREET, SUITE 2300
RALEIGH, NC 27601
CONTACT: TOBY COLEMAN
PHONE: (919) 821-6778
EMAIL: tcoleman@smithlaw.com

PROJECT LOCATION MAP



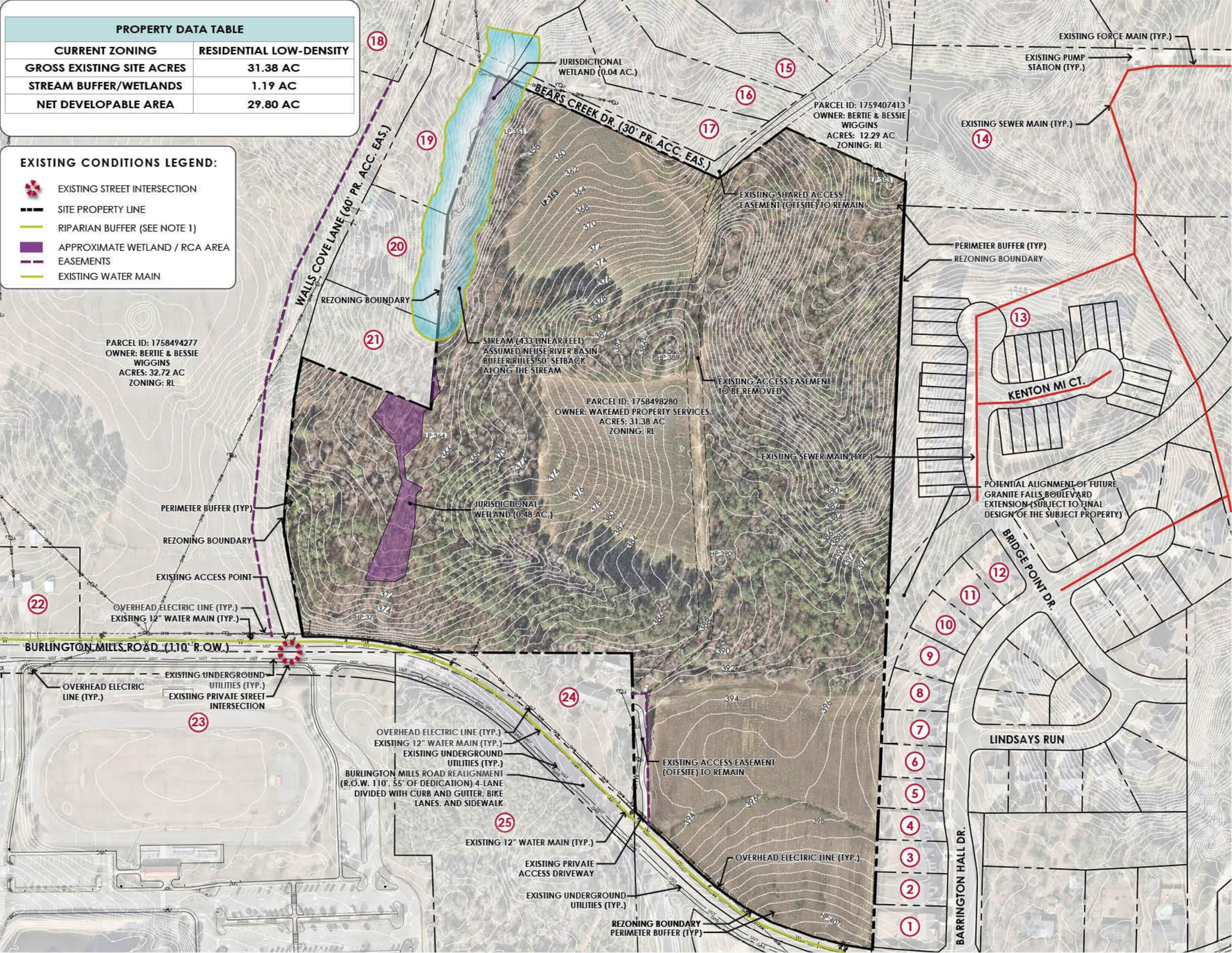
NOT TO SCALE

REV DATE	SHEET
11/3/2025	MP-1
12/22/2025	
5/29/2026	
8/10/2026	

PROPERTY DATA TABLE	
CURRENT ZONING	RESIDENTIAL LOW-DENSITY
GROSS EXISTING SITE ACRES	31.38 AC
STREAM BUFFER/WETLANDS	1.19 AC
NET DEVELOPABLE AREA	29.80 AC

EXISTING CONDITIONS LEGEND:

- EXISTING STREET INTERSECTION
- SITE PROPERTY LINE
- RIPARIAN BUFFER (SEE NOTE 1)
- APPROXIMATE WETLAND / RCA AREA
- EASEMENTS
- EXISTING WATER MAIN

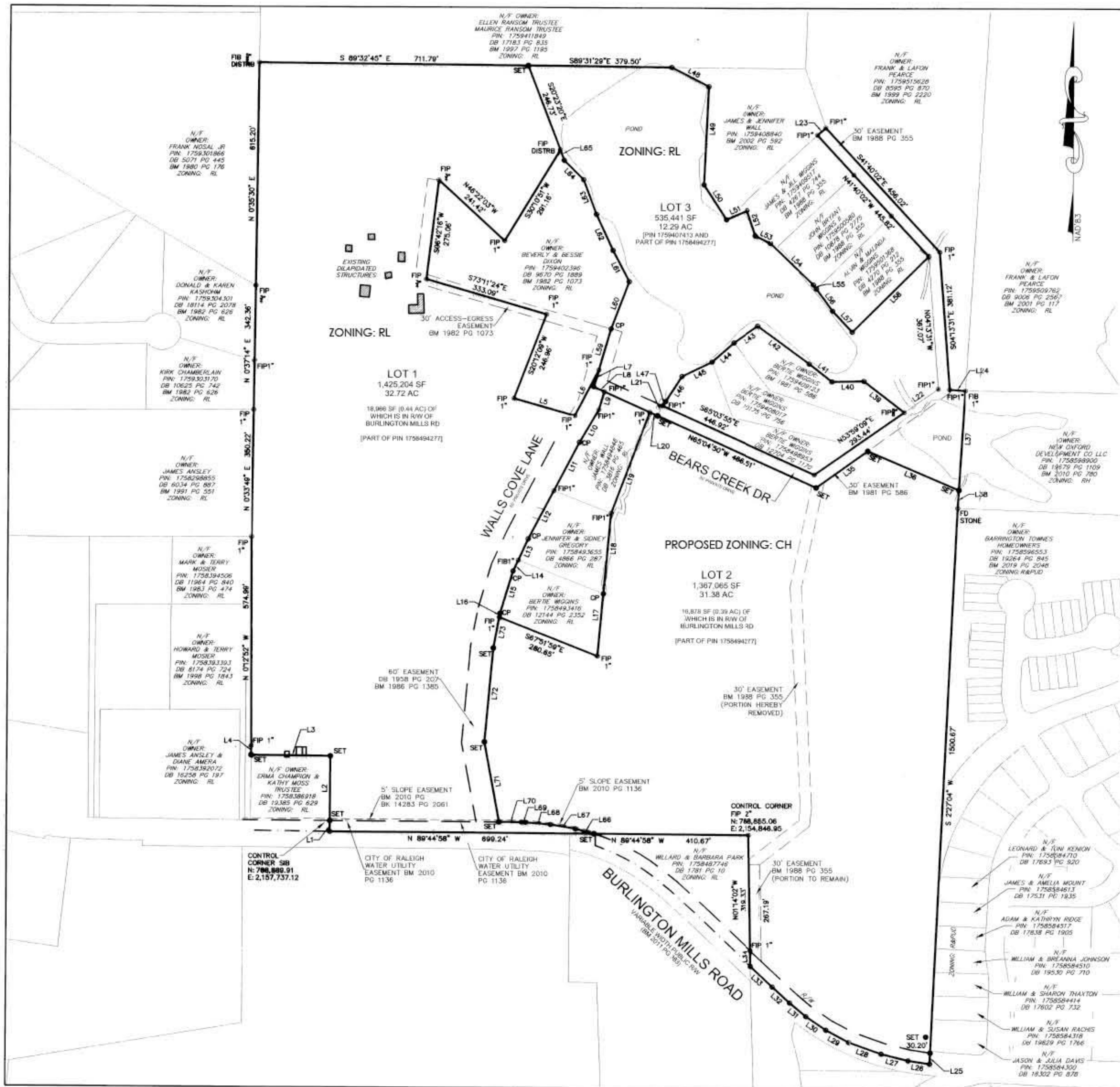


ADJOINING PROPERTIES:

1. PROPERTY OWNER: JASON & JULIA DAVIS PIN: 1758584300 ZONING: R&PUD USE: RESIDENTIAL 2. PROPERTY OWNER: WILLIAM & SUSAN RACHIS PIN: 1758584318 ZONING: R&PUD USE: RESIDENTIAL 3. PROPERTY OWNER: WILLIAM & SHARON THAXTON PIN: 1758584414 ZONING: R&PUD USE: RESIDENTIAL 4. PROPERTY OWNER: WILLIAM & BREANNA JOHNSON PIN: 1758584510 ZONING: R&PUD USE: RESIDENTIAL 5. PROPERTY OWNER: ADAM & KATHRYN RIDGE PIN: 1758584517 ZONING: R&PUD USE: RESIDENTIAL 6. PROPERTY OWNER: JAMES & AMELIA MOUNT PIN: 1758584613 ZONING: R&PUD USE: RESIDENTIAL 7. PROPERTY OWNER: LEONARD & TONI KENION PIN: 1758584710 ZONING: R&PUD USE: RESIDENTIAL 8. PROPERTY OWNER: MONSEBULA & MATONDO LESANGA PIN: 1758584727 ZONING: R&PUD USE: RESIDENTIAL 9. PROPERTY OWNER: HAI & KHANH TRAN PIN: 1758584844 ZONING: R&PUD USE: RESIDENTIAL	10. PROPERTY OWNER: JORDAN & NATIA AKINS PIN: 1758584981 ZONING: R&PUD USE: RESIDENTIAL 11. PROPERTY OWNER: ROBERT & AMY HARKEY PIN: 1758585927 ZONING: R&PUD USE: RESIDENTIAL 12. PROPERTY OWNER: JAMES RHODES PIN: 1758595082 ZONING: R&PUD USE: RESIDENTIAL 13. PROPERTY OWNER: BARRINGTON TOWNES HOMEOWNERS PIN: 1758596553 ZONING: R&PUD USE: RESIDENTIAL 14. PROPERTY OWNER: NEW OXFORD DEVELOPMENT CO. LLC PIN: 1758598900 ZONING: RL USE: RESIDENTIAL 15. PROPERTY OWNER: BERTIE WIGGINS PIN: 1759409123 ZONING: RL USE: RESIDENTIAL 16. PROPERTY OWNER: BERTIE WIGGINS PIN: 1759408017 ZONING: RL USE: RESIDENTIAL 17. PROPERTY OWNER: BERTIE WIGGINS PIN: 1758498953 ZONING: RL USE: RESIDENTIAL 18. PROPERTY OWNER: BEVERLY & BESSIE DIXON PIN: 1759402396 ZONING: RL USE: RESIDENTIAL	19. PROPERTY OWNER: JAMES WALL PIN: 1758494848 ZONING: RL USE: RESIDENTIAL 20. PROPERTY OWNER: JENNIFER & SIDNEY GREGORY PIN: 1758493655 ZONING: RL USE: RESIDENTIAL 21. PROPERTY OWNER: BERTIE WIGGINS PIN: 1758493416 ZONING: RL USE: RESIDENTIAL 22. PROPERTY OWNER: ERMA CHAMPION & KATHY MOSS TRUSTEE PIN: 1758386918 ZONING: RL USE: RESIDENTIAL 23. PROPERTY OWNER: WAKE COUNTY BOARD OF EDUCATION PIN: 1758387160 ZONING: RO USE: RESIDENTIAL OFFICE 24. PROPERTY OWNER: WILLARD & BARBARA PARK PIN: 1758487746 ZONING: RL USE: RESIDENTIAL 25. PROPERTY OWNER: BROTHERS FORTY SIX LLC. PIN: 1758486155 ZONING: GC-CZ USE: GENERAL COMMERCIAL
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- EXISTING CONDITIONS NOTES:**
- Streams and wetland and jurisdictional determinations have been preliminarily mapped by Kimley-Horn and Associates. Applicability and status of these features will be confirmed and reviewed by NCDENR and the Army Corps of Engineers prior to development.
 - All base data has been provided by Wake County GIS and shall be confirmed with a topographic and boundary survey prior to development of construction drawings.
 - This diagram does not consider subsurface conditions such as utilities, unsuitable soils, rock or other elements that may influence the detailed design or the location of infrastructure. A preliminary soils, geotech or similar investigation should inform the final design.
 - Adjacent property information based on Wake County Register of Deeds.
 - Plano metric information based on publicly available information from the Wake County Geographical Information Systems Database.
 - Topographic information based on publicly available information from the Wake County Geographical Information Systems Database.
 - All easement information shown is per publicly available information from the Wake County Geographical Information Systems Database.
 - Per FIRM Map 3720175800k, Panel: 1758, and FIRM Map 3720175900k, Panel: 1759 there are no FEMA floodplains located on the subject property.

REV DATE	SHEET
11/3/2025	MP-01
12/22/2025	
5/29/2026	
8/10/2026	



LINE TABLE			LINE TABLE		
LINE #	BEARING	DISTANCE	LINE #	BEARING	DISTANCE
L1	N 0°07'39" E	30.00'	L21	N 24°45'47" E	30.04'
L2	N 0°07'39" E	178.10'	L22	N 54°04'19" E	110.58'
L3	N 89°27'32" W	209.47'	L23	N 48°16'10" E	30.00'
L4	N 0°09'04" E	25.08'	L24	S 86°39'38" E	41.91'
L5	S 73°34'56" E	168.23'	L25	S 22°7'04" W	30.20'
L6	N 26°24'22" E	141.74'	L26	N 80°56'09" W	57.77'
L7	S 15°13'09" W	48.79'	L27	N 75°47'45" W	73.69'
L8	S 65°06'14" E	30.47'	L28	N 70°05'06" W	91.44'
L9	S 15°52'53" W	52.06'	L29	N 61°11'15" W	69.26'
L10	S 29°22'39" W	102.77'	L30	N 55°01'49" W	64.62'
L11	S 26°42'39" W	149.55'	L31	N 49°22'42" W	57.13'
L12	S 26°41'47" W	148.83'	L32	N 46°41'03" W	63.44'
L13	S 24°03'32" W	64.25'	L33	N 46°05'23" W	80.92'
L14	S 24°03'32" W	32.96'	L34	N 17°40'27" W	42.88'
L15	S 16°13'05" W	121.29'	L35	S 33°18'05" W	169.95'
L16	S 10°19'27" W	11.12'	L36	N 66°03'39" W	264.29'
L17	N 45°71'9" E	172.29'	L37	S 31°53'3" W	274.74'
L18	N 45°71'9" E	221.96'	L38	S 31°53'3" W	49.41'
L19	N 19°51'19" E	296.76'	L39	N 51°19'08" W	137.57'
L20	S 65°35'25" E	22.78'	L40	S 88°55'02" W	84.60'

LINE TABLE			LINE TABLE		
LINE #	BEARING	DISTANCE	LINE #	BEARING	DISTANCE
L41	N 51°11'00" W	77.35'	L61	N 26°48'24" W	96.52'
L42	N 52°49'03" W	172.45'	L62	N 24°02'57" W	108.67'
L43	S 54°09'49" W	79.09'	L63	N 19°53'18" W	101.44'
L44	S 47°19'53" W	78.90'	L64	N 44°08'20" W	73.60'
L45	S 63°03'49" W	89.04'	L65	N 19°40'05" W	30.91'
L46	S 31°54'42" W	81.15'	L66	N 74°26'09" W	52.08'
L47	S 39°04'55" W	14.92'	L67	N 80°27'10" W	65.97'
L48	S 61°54'20" E	111.56'	L68	N 85°07'10" W	66.52'
L49	S 2°26'46" W	270.82'	L69	N 67°26'45" W	10.55'
L50	S 32°06'58" E	112.73'	L70	N 89°46'21" W	59.19'
L51	N 65°30'58" E	61.20'	L71	S 10°15'50" E	223.78'
L52	S 18°03'32" E	73.39'	L72	S 4°51'10" W	259.63'
L53	S 63°26'47" E	44.95'	L73	S 10°19'11" W	86.00'
L54	S 44°58'29" E	162.14'			
L55	S 39°04'53" E	13.80'			
L56	S 30°14'14" E	75.17'			
L57	S 42°00'29" E	78.05'			
L58	N 43°48'39" E	291.06'			
L59	N 15°40'24" E	117.85'			
L60	N 19°59'24" E	139.04'			

KCI ASSOCIATES OF N.C.
ENGINEERS, SURVEYORS AND PLANNERS
4800 FALLS OF NEUSE ROAD, SUITE 200
RALEIGH, NC 27609
PHONE (919) 783-9214 • FAX (919) 783-9266
C-0764

EXEMPT PLAT
LANDS OWNED BY
BERTIE WALL WIGGINS & BESSIE WAKE DIXON
CASE NUMBER: FSP-25-31/FSP-25-0007
WAKE FOREST TWP, WAKE COUNTY, NC

DATE: 11/17/25
REVISED: 1/12/26
SCALE: 1" = 175'
SHEET: 2 OF 2

METES AND BOUNDS DESCRIPTION:
A PARCEL OF LAND LOCATED IN WAKE FOREST TOWNSHIP, WAKE COUNTY, NC AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT IN THE CENTERLINE OF BURLINGTON MILLS ROAD AT THE SOUTHEAST CORNER OF LANDS DESCRIBED IN DB 687 PG 206; SAID POINT HAVING NORTH CAROLINA STATE PLANE COORDINATES OF N:788227.32 AND E:2155330.82 (NAD83/2011);

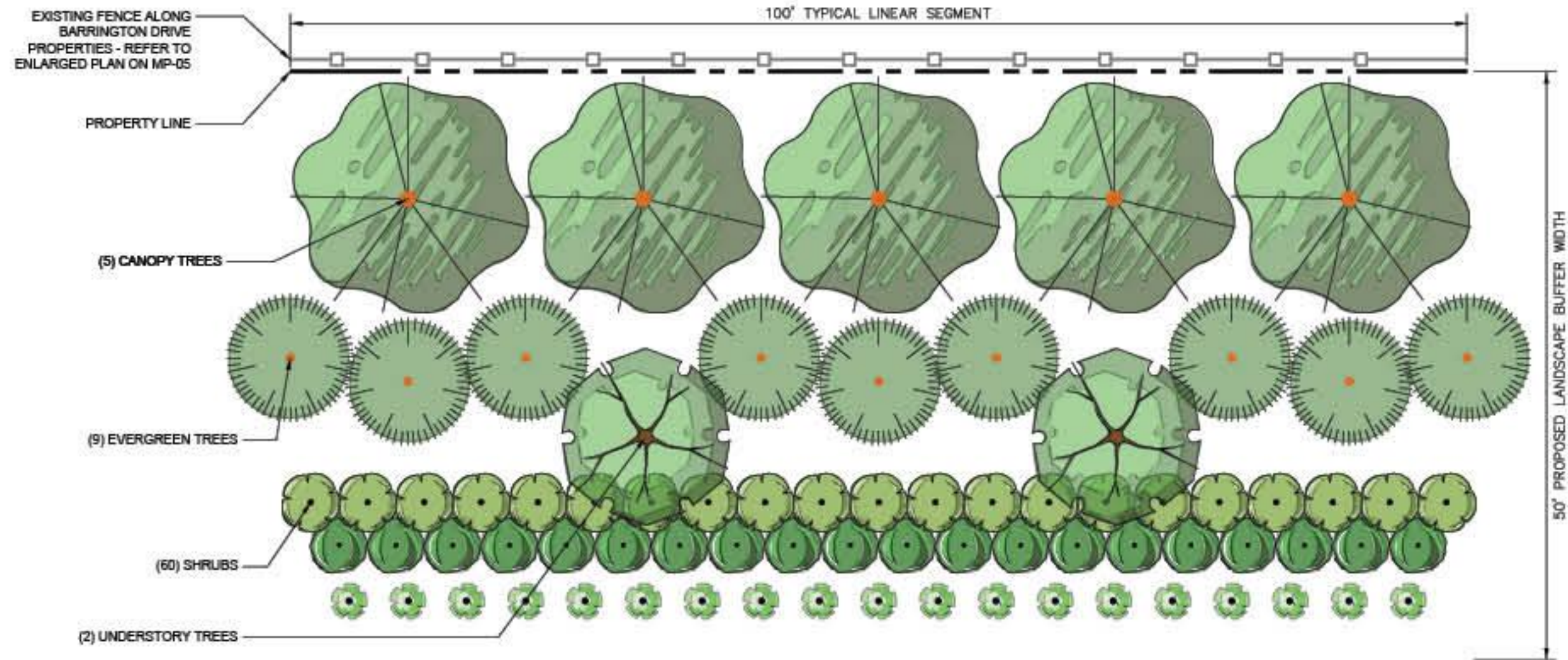
THENCE, ON THE CENTERLINE OF BURLINGTON MILLS ROAD, THE FOLLOWING 8 CALLS:
1) N 80° 56' 09" W, A DISTANCE OF 57.77 FEET TO A POINT;
2) N 75° 47' 45" W, A DISTANCE OF 73.69 FEET TO A POINT;
3) N 70° 05' 06" W, A DISTANCE OF 91.44 FEET TO A POINT;
4) N 61° 11' 15" W, A DISTANCE OF 69.26 FEET TO A POINT;
5) N 55° 01' 49" W, A DISTANCE OF 64.62 FEET TO A POINT;
6) N 49° 22' 42" W, A DISTANCE OF 57.13 FEET TO A POINT;
7) N 46° 41' 03" W, A DISTANCE OF 63.44 FEET TO A POINT;
8) N 46° 05' 23" W, A DISTANCE OF 80.92 FEET TO A POINT A THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY WILLARD AND BARBARA PARK (DB 1781 PG 10);
THENCE N 01° 14' 02" W, ON THE EAST LINE OF SAID PARK LANDS, A DISTANCE OF 42.88 FEET TO A FOUND IRON PIPE ON THE NORTH RIGHT OF WAY LINE OF BURLINGTON MILLS ROAD;
THENCE N 01° 14' 02" W, CONTINUING ON THE EAST LINE OF PARK LANDS, A DISTANCE OF 319.33 FEET TO A FOUND IRON PIPE;
THENCE N 89° 44' 58" W, ON THE NORTH LINE OF PARK LANDS, A DISTANCE OF 410.67 FEET TO A POINT;
THENCE ON THE NORTH RIGHT OF WAY LINE OF BURLINGTON MILLS ROAD THE FOLLOWING 5 CALLS:
1) N 74° 26' 09" W, A DISTANCE OF 52.08 FEET TO A POINT;
2) N 80° 27' 10" W, A DISTANCE OF 65.97 FEET TO A POINT;
3) N 85° 07' 10" W, A DISTANCE OF 66.52 FEET TO A POINT;
4) N 87° 26' 45" W, A DISTANCE OF 10.55 FEET TO A POINT;
5) N 89° 46' 21" W, A DISTANCE OF 59.19 FEET TO A POINT;

THENCE N 10° 15' 50" W, DISTANCE OF 223.78 FEET TO A POINT;
THENCE N 04° 51' 10" E, DISTANCE OF 259.63 FEET TO A POINT;
THENCE N 10° 19' 11" E, DISTANCE OF 86.00 FEET TO A FOUND IRON PIPE AT THE SOUTHWEST CORNER OF LANDS NOW OR FORMERLY OWNED BY BERTIE WIGGINS (DB 12144 PG 2352);
THENCE S 67° 51' 59" E, ON THE SOUTH LINE OF SAID WIGGINS LANDS, A DISTANCE OF 280.65 FEET TO A FOUND IRON PIPE;
THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID WIGGINS LANDS, A DISTANCE OF 172.29 FEET TO A POINT AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY JENNIFER AND SIDNEY GREGORY (DB 4866 PG 287);
THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID GREGORY LANDS, A DISTANCE OF 221.96 FEET TO A FOUND IRON PIPE AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY JAMES WALLS (DB 3816 PG 465);
THENCE N 19° 51' 19" E, ON THE EAST LINE OF SAID WALL LANDS, A DISTANCE OF 296.76 FEET TO A FOUND IRON PIPE;
THENCE S 65° 35' 25" E, DISTANCE OF 22.78 FEET TO A POINT;
THENCE S 65° 04' 50" E, DISTANCE OF 466.51 FEET TO A POINT;
THENCE N 53° 18' 05" E, DISTANCE OF 169.95 FEET TO A POINT;
THENCE S 66° 03' 39" E, DISTANCE OF 264.29 FEET TO A POINT ON THE WEST LINE OF LANDS NOW OR FORMERLY OWNED BY NEW OXFORD DEVELOPMENT CO LLC (DB 19679 PG 1109);
THENCE S 03° 18' 53" W, ON THE WEST LINE OF SAID NEW OXFORD LANDS, A DISTANCE OF 49.41 FEET TO A FOUND STONE;
THENCE S 02° 27' 04" W, DISTANCE OF 1500.67 FEET TO A POINT ON THE NORTH RIGHT OF WAY OF BURLINGTON MILLS RD;
THENCE S 02° 27' 04" W, DISTANCE OF 30.20 FEET TO THE POINT OF BEGINNING.
PARCEL CONTAINING 1,367,065 SQUARE FEET, OR 31.38 ACRES OF LAND MORE OR LESS. 16,878 SQUARE FEET (0.39 ACRES) OF WHICH LIE WITHIN THE RIGHT OF WAY OF BURLINGTON MILLS ROAD.

REV DATE	SHEET
11/3/2025	
12/22/2025	
5/29/2026	
8/10/2026	
	MP-02

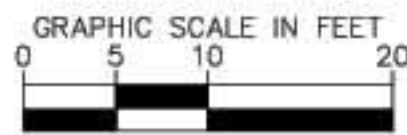


50' PROPOSED LANDSCAPE BUFFER (TYPE 3 MODIFIED)

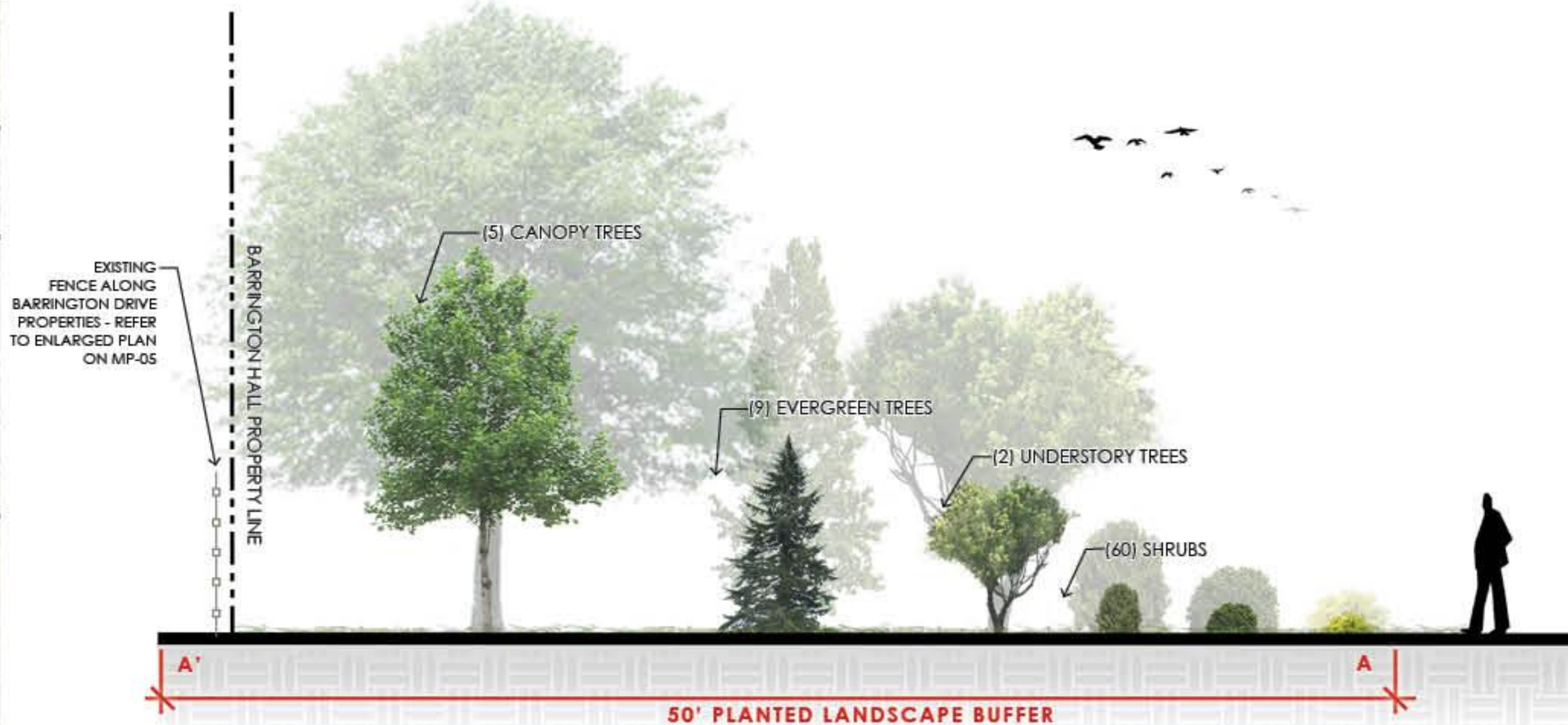


50' PROPOSED LANDSCAPE BUFFER (TYPE 3 MODIFIED)

- 50' WIDTH
- 5 TREES PER 100 LINEAR FEET
- 2 UNDERSTORY TREES PER 100 LINEAR FEET
- 9 EVERGREEN
- 60 SHRUBS PER 100 LINEAR FEET



50' PLANTED LANDSCAPE BUFFER SECTION



PROPOSED 50' LANDSCAPE BUFFER NOTES:

1. Plantings shown in the foreground represent the initial installation at the completion of construction (Year 1).
2. Background plantings illustrate anticipated growth and maturation by Year 10, providing a fuller buffer and visual screening.
3. Plant selection and placement will comply with Rolesville Land Development Ordinance Section 6.2.4
4. This visualization is intended to demonstrate how it will enhance privacy and neighborhood integration as the plantings mature.

Kimley»Horn

REV DATE	SHEET
11/3/2025	MP-05
12/22/2025	
5/29/2026	
8/10/2026	



Zoning Map (Rezoning) Application

Town of Rolesville Planning Department | PO Box 250 | Rolesville, NC 27571 | 919-554-6517 | planning@rolesvillenc.gov

Planning Department Home Page: [Official Town Webpage](#)

Complete one form for each parcel identification number.

APPLICATION INFORMATION:	
Site Address: 4801 Burlington Mills Road	Site Area (in acres): 30.99
Rezoning Type: ☐ General ☒ Conditional	Total area requested to be rezoned (in acres): 31.38
Voluntary Annexation Application Submitted: ☐ Yes ☒ No ANX-	Current Location: ☐ County Limits ☒ ETJ ☐ Town Limits
Existing Zoning District: RL	Proposed Zoning District(s): CH
PIN: 1758498280	Associated Previous Case(s):
Current Use(s): Agricultural/Residential	Proposed Use(s): Medical

APPLICATION REQUIREMENTS:	
☒ Complete Application and checklist.	☒ Completed Property Owner's Consent Form – 1 per Owner- See page 5.
☒ If the request is for a <i>Conditional District</i> per LDO Section 3.3. The submittal shall include a separate document listing the written Conditions of Approval, which may consist of exhibits, plans, maps, and other relevant materials. Provide a Date and space for revision Dates; this document will always be referenced, including its Date.	☒ A Concept (nee site) Plan * may be submitted, considered, and approved as part of a <i>Conditional District</i> request; it shall be incorporated into a written condition for “general compliance” upon future Development Application reviews and approvals. Provide a Date and space for revision Dates. See the Next page for details.
☒ Traffic Impact Analysis (TIA), ITE Trip Generation Letter, or a Letter/Email from Planning staff confirming that a TIA is not required. (LDO Section 8.C.5)	☐ * The Activity Center (AC) and Neighborhood Commercial (NC) zoning districts require the submission of a Concept Plan (also known as a site plan) as per LDO Sections 3.4.1 and 3.4.2.
☒ Legal Metes & Bounds	☒ Deeds with Book of Map & Page Number
☒ Sketch/Pre-submittal meeting held on: <u>May 12, 2025</u>	☐ Meeting Notes submitted
☐ <i>Application Fee: An invoice for the application fee will be issued during the completeness check or after the application review.</i>	

Financially Responsible Party (*REQUIRED: Who will pay invoices related to this application?)	
Name: <u>Thomas Cavender</u>	Company Name: <u>WakeMed</u>
Title: <u>Vice President, Facilities & Construction</u>	Signature: 7A7B5B77A17940C Thomas Cavender DocuSigned By: Thomas Cavender
Mailing Address _____	City/State/Zip _____
Phone _____	Email <u>tcavender@wakemed.org</u>

Property Owner (First name on Deed)	
Name: <u>See attached</u>	Signature: _____
Address: _____	Email: _____

Property Owner (Second name on Deed or Spouse information required if applicable)	
Name: _____	Signature: _____
Address: _____	Email: _____

Preferred Point of Contact: ☐ Owner ☐ Agent ☐ Applicant ☐ Architect ☐ Attorney ☒ Engineer	
Please add contact information if applicable.	
Agent Name: _____	Title/ Firm _____
Phone: _____	Email: _____
Applicant Name: <u>Thomas Cavender</u>	Title/ Firm <u>WakeMed</u>
Phone: _____	Email: <u>tcavender@wakemed.org</u>
Architect Name: _____	Title/ Firm _____
Phone: _____	Email: _____
Attorney Name: <u>Toby Coleman</u>	Title/ Firm <u>Smith Anderson</u>
Phone: <u>919-821-6778</u>	Email: <u>tcoleman@smithlaw.com</u>
Engineer Name: <u>Richard Brown/Jake Derosiers</u>	Title/ Firm <u>Kimley Horn</u>
Phone: <u>919-259-6227</u>	Email: <u>Richard.Brown@kimley-horn.com</u>
Owner Name: _____	Title/ Firm _____
Phone: _____	Email: _____

Concept Plan Minimum Requirements (Required for AC or NC Districts, Optional for Conditional Districts):

- ☒ A vicinity map of the site, illustrating the boundaries of the site, the north arrow, and the scale reference
- ☒ Site Data Table: Typical Property Information (Property Legal Description, Acreage/Square Footage, etc.)
- ☒ * If Commercial, include the square footage of the proposed building, use, or development, the approximate proposed Impervious Coverage, approximate parking calculations, and if it is a multi-family development, the number of Dwelling units, etc.
- ☐ * If Residential - Number of proposed development lots (including by type of lot and use), density (proposed and permitted), and approximate parking calculations.
- ☒ * Calculations for open space are required and provided.
- ☒ Existing and Proposed Use and Zoning District of the property and adjacent properties
- ☒ A drawing depicting the details provided above as a general concept of the development, including such details as –
 - Residential - Lot layout and a “typical” lot size/dimension exhibit.
 - Non-res/multifamily - Proposed building layout and/or general footprint locations.
 - Vehicular circulation / street layout including existing/proposed right-of-way widths (public, alley, private);
 - Pedestrian circulation, including general greenways, side paths, and bike lane locations.
 - General Utility access and points of connection/extensions,
 - Buffer Spaces (street and perimeter), open communal spaces, stormwater control measures, etc.
- ☒ Name, address, and contact information for the property owner and/or Applicant
- ☒ Name/information of the professional who created the Concept Plan
- ☐ Any other information requested by the Planning Department staff

Rezoning Justification Statement – Complete the attached form

Provide a **separate document** titled “Statement of Justification” (including Date) that addresses each/all the following:

1. Is the application consistent with the Comprehensive Plan, Community Transportation Plan, Bicycle and Greenway Plans, and any other adopted Town policy plans?
2. Does the application conflict with any provision of the LDO or the Town Code of Ordinances?
3. Does the application correct any errors in the existing zoning present when it was adopted?
4. Does the rezoning allow uses compatible with existing and permitted uses on surrounding land/properties?
5. Would the application ensure efficient development within the Town, including the capacity and safety of the street network, public facilities, and other similar considerations?
6. Would the application result in a logical and orderly development pattern?
7. Would the application result in adverse impacts on water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment?
8. If a **Conditional district** providing proposed Conditions of Approval, do they address and mitigate the impacts reasonably expected to be generated by the development or use of the property, can they reasonably be implemented, and can they be enforced for the subject property, and will they result in no more significant impact on adjacent properties or the community at large than would be expected to occur by the permitted uses and the minimum development standards of the corresponding General zoning district.

Neighborhood Meeting- (Complete the attached form)

Per [LDO Section 2.2, Appendix A / 2.3.D., and 2.3.F Rezoning \(Zoning Map Amendment\)](#); and TA-23-01, all applicants **shall conduct a neighborhood meeting prior to any public hearing or review by the Planning Board and Board of Commissioners**. This meeting will enable the applicant to explain the proposed request and address the neighborhood's concerns. A summary of the meeting in the form of meeting notes or minutes, along with a list and contact information (as shown below) for all attendees and a list of property owners and Homeowners' Associations within 500 feet of the subject property as well as all property owners within 200 feet of any roadway improvements and/or utility improvements associated with an application (per Wake County tax records at the time of filing this application) as they are required to receive a Notification Letter regarding the Legislative Hearing before the Town Board of Commissioners (when scheduled).

Conditions of Approval – Provide a separate list of voluntary conditions proposed by the applicant to be signed upon presentation to the Town Board at the Legislative Hearing (if applicable).

Please visit the [Submittal Process webpage](#) for information on submission timing.

Submission Packet Document Review- Please be sure to include the following:

Required documents to be submitted with the Application

☒ Complete Application	☒ Legal Metes and Bounds
☒ Concept Plan (if applicable)	☒ Property Owner Consent form(s)
☒ Conditional Zoning Proposed List (if applicable)	☒ Rezoning Boundary Survey with Total Area Requested and Zoning Districts labeled
☒ Deeds	☒ Rezoning Justification Statement
☒ Financial Responsible Party information	☐ Sketch Plan meeting notes (if applicable)

Required documents for Planning Board and/or Town Board meeting

☐ Neighborhood Meeting Information	☐ PowerPoint slides (or other digital media) to include in the Planning Board and Town Board Agenda Packets.
☐ Signed Proposed Conditions (for approval by the Town Board at Legislative Hearing)	



Town of Rolesville Planning Department
Property Owner Consent & Authorization Form
planning@rolesvillenc.gov

Consent is required from the property owner(s) or legal representative. Unless otherwise specified, consent is valid for one year from the date of application.

Please provide a separate form for each parcel number. For properties with multiple owners, each owner must complete an individual form. (A husband and wife may both sign and submit one form.)

Project/ Subdivision Name: Wake Med Rezoning Concept Plan
Site Address: Portion of 5036 Walls Cove Lane
Parcel ID: Portion of 1758494277 Deed Reference: _____

Property Owner *This field is required.

1) Name: See attached Signature: _____
(Type or print clearly.)
Mailing Address: _____ City/State/Zip: _____
Phone: _____ Email: _____
2) Name: _____ Signature: _____
(Type or print clearly.) (spouse if applicable)
Mailing Address: _____ City/State/Zip: _____
Phone: _____ Email: _____
Company Name: _____ Title: _____

☒ Applicant ☐ P.O.A. ☐ Agent ☐ Legal Representative

Check all that apply.

1) Name: Thomas Cavender Signature: Thomas Cavender
(Type or print clearly.) 7A7B5B77A17940C
DocuSigned By: Thomas Cavender
Mailing Address: _____ City/State/Zip: _____
Phone: _____ Email: tcavender@wakemed.org
Company Name: WakeMed Title: Vice President, Facilities & Construction

By signing the above, I swear and affirm that I am the owner(s) or authorized representative as shown in the records of Wake County, North Carolina, which is the subject of this application. I further affirm that I am fully aware of the Town's application, fees, and procedural requirements and consent to this Application. I authorize the person(s) listed below to submit this Application and serve as the representative and point of contact for this Application.



Town of Rolesville Planning Department
Property Owner Consent & Authorization Form
planning@rolesvillenc.gov

Voluntary List of Proposed Conditions: (Please use additional pages as needed)

1. See attached

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Property Owner (First name on Deed)

Printed Name: _____ Signature: _____

***A signature is required before submitting this list to the Town Board for approval at the Legislative Hearing.**

Property Owner (Second name on Deed)

Printed Name: _____ Signature: _____

***A signature is required before submitting this list to the Town Board for approval at the Legislative Hearing.**

Zoning Conditions

Portion of 5309 Walls Cove Lane (PIN 1758494277)

Submitted 9/2/25

1. The following Principal Uses as listed in LDO Table 5.1 that are permitted or special uses in the CH District shall be prohibited: Dwelling, Upper Story Unit; Lodge or Private Clubs; Bars and Nightclubs; Breweries and Distilleries; Gas Station; Retail Sales and Services, Shopping Center; Tattoo Establishment; Vape and Tobacco Store; Vehicle, Rental and Sales; Vehicle, Minor Service; Vehicle, Major Service; Animal Care; Fulfillment Center.

Statement of Justification

Rezoning of Portion of 5036 Walls Cove Lane (PIN: 1758494277)

Date Submitted: 9/2/25

WakeMed is seeking the rezoning of this Property to facilitate the development of a Emergency Department facility. The Future Land Use Map in the proposed 2050 Comprehensive Plan designates this property as both Commercial Center and Civic. The proposed CH zoning is consistent with the Commercial Center designation, and the planned Emergency Department facility is consistent with the Civic designation.

The rezoning allows uses with the surrounding land, including the General Commercial and General Industrial zoning districts to the south. The proposed rezoning will result in significant public benefit to the Town.

The proposed zoning conditions prohibit many of the uses otherwise allowed in the CH district that may have negative impacts on the surrounding area, while permitting orderly development in and around the property.



ENGINEERS • SURVEYORS • SCIENTISTS • CONSTRUCTION MANAGERS

4800 Falls of Neuse Rd, Suite 200 Raleigh, NC 27607 (919) 783-9214 (919) 783-9266 Fax

LOT 2 METES AND BOUNDS DESCRIPTION WAKE FOREST TWP, WAKE COUNTY, NC

A PARCEL OF LAND LOCATED IN WAKE FOREST TOWNSHIP, WAKE COUNTY, NC AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE CENTERLINE OF BURLINGTON MILLS ROAD AT THE SOUTHEAST CORNER OF LANDS DESCRIBED IN DB 687 PG 206; SAID POINT HAVING NORTH CAROLINA STATE PLANE COORDINATES OF N:788227.32 AND E:2155330.82 (NAD83/2011);

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- 1) N 80° 56' 09" W A DISTANCE OF 57.77 FEET TO A POINT;
- 2) N 75° 47' 45" W, A DISTANCE OF 73.69 FEET TO A POINT;
- 3) N 70° 05' 06" W, A DISTANCE OF 91.44 FEET TO A POINT;
- 4) N 61° 11' 15" W, A DISTANCE OF 69.26 FEET TO A POINT;
- 5) N 55° 01' 49" W, A DISTANCE OF 64.62 FEET TO A POINT;
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- 7) N 46° 41' 03" W, A DISTANCE OF 63.44 FEET TO A POINT;
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- 2) N 80° 27' 10" W, A DISTANCE OF 65.97 FEET TO A POINT;
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THENCE N 10° 15' 50" W, DISTANCE OF 223.78 FEET TO A POINT;

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THENCE N 10° 19' 11" E, DISTANCE OF 86.00 FEET TO A FOUND IRON PIPE AT THE SOUTHWEST CORNER OF LANDS NOW OR FORMERLY OWNED BY BERTIE WIGGINS (DB 12144 PG 2352);

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THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID WIGGINS LANDS, A DISTANCE OF 172.29 FEET TO A POINT AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY JENNIFER AND SIDNEY GREGORY (DB 4866 PG 287);

THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID GREGORY LANDS, A DISTANCE OF 221.96 FEET TO A FOUND IRON PIPE AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY JAMES WALLS (DB 3816 PG 465);

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THENCE N 53° 18' 05" E, DISTANCE OF 169.95 FEET TO A POINT;

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Statement of Justification

Rezoning of Portion of 5036 Walls Cove Lane (PIN: 1758494277)

Date Submitted: 9/2/25

WakeMed is seeking the rezoning of this Property to facilitate the development of a Emergency Department facility. The Future Land Use Map in the proposed 2050 Comprehensive Plan designates this property as both Commercial Center and Civic. The proposed CH zoning is consistent with the Commercial Center designation, and the planned Emergency Department facility is consistent with the Civic designation.

The rezoning allows uses with the surrounding land, including the General Commercial and General Industrial zoning districts to the south. The proposed rezoning will result in significant public benefit to the Town.

The proposed zoning conditions prohibit many of the uses otherwise allowed in the CH district that may have negative impacts on the surrounding area, while permitting orderly development in and around the property.

Zoning Conditions
4801 Burlington Mills Road (PIN 1758498280)
REZ-25-06
Updated Version Submitted 6/11/26

1. The following Principal Uses as listed in LDO Table 5.1 that are permitted or special uses in the CH District shall be prohibited: Dwelling, Upper Story Unit; Lodge or Private Clubs; Bars and Nightclubs; Breweries and Distilleries; Gas Station; Retail Sales and Services, Shopping Center; Tattoo Establishment; Vape and Tobacco Store; Vehicle, Rental and Sales; Vehicle, Minor Service; Vehicle, Major Service; Animal Care; Fulfillment Center.

2. The development of the Property shall be in substantial conformance with the accompanying Concept Land Use Plan. Locations shown for committed elements including, but not limited to greenways, streets, and open areas shown on the Concept Land Use Plan, may be adjusted to conform to LDO requirements or as permitted as a minor adjustment by the Land Development Administrator.

3. There shall be no more than 40,000 square feet of gross floor area for any nonresidential use.

4. There shall be a one hundred fifty foot (150') minimum building setback from the eastern property line shared with the adjoining properties in the Barrington Subdivision, including 516, 520, 524, 528, 532, 536, 540, and 544 Barrington Hall Drive (Lots 1-8 as shown in the "Final Plat for Barrington Subdivision Phase 1" recorded at Book of Maps 2017, Page 2255, Wake County Registry) (the "Barrington Hall Drive Properties") and the Open Space parcel surrounding the Barrington Phase 2 townhomes (Lot labeled "OPEN SPACE 3.919 AC" in the "Final Plat for Barrington Subdivision Phase 2" recorded at Book of Maps 2019, Page 2048, Wake County registry) (the "Barrington Townhome Open Space").

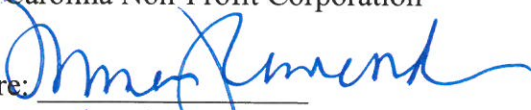
5. The maximum building height shall be 55 feet.

6. The Required Perimeter Buffer at the common property line with the Barrington Hall Drive Properties shall be a Modified Type 3 Perimeter Buffer with a minimum width of 50 feet. This buffer shall include a minimum planting standard of 5 canopy trees, 2 under story trees, 9 evergreen shrubs and 60 deciduous shrubs per 100 linear feet. A minimum of 50% of the total required canopy trees shall be evergreen.

7. A fifty (50) foot undisturbed buffer is required along the common property line with Barrington Townhome Open Space lot. This buffer shall remain undisturbed except as may be necessary (a) to install additional landscaping needed to meet applicable Perimeter Buffer requirements and (b) to accommodate utilities and their easements.

The Property owners hereby offer, consent to, and agree to abide, if the rezoning request is approved, the conditions written above.

WakeMed Property Services,
a North Carolina Non-Profit Corporation

Signature: 

Date: 6/15/2026

Rezoning of a Portion of 5036 Walls Cove Lane (WakeMed Rezoning)
REZ-25-06
Summary of January 28, 2026 Neighborhood Meeting

A neighborhood meeting regarding the rezoning of a portion of 5036 Walls Cove Lane (the “Property”), rezoning case number REZ-25-06, was held at 6 p.m. on January 28, 2026 at the Rolesville Community Center, 514 Southtown Circle, Rolesville, N.C. There were approximately 36 neighbors in attendance. A copy of the meeting sign-in sheet is attached hereto as **Attachment 1**. A copy of the neighborhood meeting notice letter is attached as **Attachment 2**. A copy of the mailing list for the neighborhood meeting notice is attached as **Attachment 3**.

Issues discussed at the meeting included:

- Opposition from residents of Barrington subdivision to locating the Emergency Department on the Property. The Property is located adjacent to their subdivision.
 - *Rolesville is growing and needs an Emergency Department. The Property is sizeable (31.38 acres), located in an area appropriate for the proposed use, and has access to major roads.*

WakeMed is committed to working with the neighbors to mitigate impacts of the development on their neighborhood, and will schedule a follow-up neighborhood meeting.

- Concern about proximity of Emergency Department to homes in Barrington subdivision.
 - *WakeMed respects these concerns and will endeavor to locate the Emergency Department as far away from the Barrington subdivision as feasible. WakeMed is working with its consultants on a zoning condition establishing a minimum building setback. WakeMed plans to discuss this proposed zoning condition at a follow-up neighborhood meeting.*
- Concern about ambulance traffic was discussed, including speeding, noise, and risks to pedestrians.

- *Ambulance traffic will be limited at the Emergency Department. When ambulances do come to the facility, the vast majority will have their sirens and lights off per Wake EMS policy.*

WakeMed estimates the proposed Emergency Department will treat about 18,000 patients a year in its first five years, or an average of about 50 patients a day. Because the Emergency Department will not treat the most serious injuries, WakeMed anticipates that 80% to 90% of patients will arrive by private vehicle, which will limit ambulance traffic to 5 to 10 ambulance trips a day. As a matter of Wake EMS policy, most of those ambulances (approximately 85%-90%) will come

to the Emergency Department with their lights and sirens off, ensuring that siren noise and light impacts will be minimal.

- Concerns about increased traffic generated by construction of Granite Falls Parkway through the Barrington subdivision were discussed.
 - *WakeMed noted the Town is responsible for constructing the portion of Granite Falls Parkway through the Barrington subdivision. After the meeting, WakeMed reached out to Town staff regarding these concerns.*
- The status of the required TIA was discussed.
- Neighbors' desire for a landscaped or vegetated buffer between the Barrington subdivision and the Emergency Department was discussed.
 - *At the meeting WakeMed presented a plan which would provide the required 25' Type 3 vegetated buffer between the Barrington subdivision and the Emergency Department. As a result of neighborhood feedback, WakeMed is evaluating whether it could provide a larger vegetated buffer for the Barrington subdivision.*
- Concern that the Emergency Department will treat unhoused people and drug users who will then be released into the neighborhood.
 - *The proposed Emergency Department will provide emergency care for residents of Rolesville and the surrounding area. Most patients will arrive via private transportation and will therefore already be in the area. The facility will not provide specialized services for unhoused people or drug users and therefore is not expected to attract more unhoused people or drug users to the area.*
- Concern about impact of Emergency Department on property values of nearby homes discussed.
- Questions about whether blasting would be necessary were raised.
 - *WakeMed does not yet know if blasting will be necessary because it has not yet performed the necessary geotechnical studies. Such studies are done during detailed construction planning, not during rezoning.*
- Neighbors requested information about other stand-alone departments built by WakeMed in the county.
 - *WakeMed operates similar stand-alone Emergency Departments, known as Healthplexes, in Apex, Brier Creek, Garner and Wendell.*

Attachment 1
Neighborhood Meeting Sign in Sheets

[illegible]

[illegible]

ATTENDANCE ROSTER

[illegible]

[illegible]

Attachment 2
Neighborhood Meeting Notice Letter

**SMITH, ANDERSON, BLOUNT,
DORSETT, MITCHELL & JERNIGAN, L.L.P.**

LAWYERS

Thanks
OFFICES
150 Fayetteville Street, Suite 2300
Raleigh, North Carolina 27601

TOBY R. COLEMAN
DIRECT DIAL: (919) 821-6778
E-Mail: tcoleman@smithlaw.com

January 16, 2026

MAILING ADDRESS
P.O. Box 2611
Raleigh, North Carolina
27602-2611

TELEPHONE: (919) 821-1220
FACSIMILE: (919) 821-6800

Re: Notice of neighborhood meeting to discuss a proposed rezoning of a portion of 5036
Walls Cove Lane, REZ-25-06 (PIN: 1758494277)

Dear Neighbors:

On behalf of WakeMed, I write to invite you to a Neighborhood Meeting to discuss WakeMed's proposed rezoning of a 31.38-acre portion of 5036 Walls Cove Lane, Rolesville, North Carolina (PIN: 1758494277) (the "Property") to facilitate the development of a WakeMed Healthplex with a 24/7 emergency department. The neighborhood meeting will be held on January 28, 2026 at 6:00 p.m. in the Rolesville Community Center located at 514 Southtown Circle, Rolesville NC 27571.

The Property is currently zoned Residential Low Density (RL). WakeMed proposes to rezone the 31.38-acre portion of the Property to Commercial Highway Conditional Zoning (CH-CZ) in order to develop a 36,000 square foot Healthplex that will offer a 24/7 emergency department. The enclosed maps and site plan show the location of the Property, current zoning of the neighborhood, and proposed plan for development. At the Neighborhood Meeting, we will provide updates on the proposed rezoning, including the proposed zoning conditions for the development of the Property.

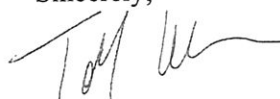
The Town of Rolesville requires that a neighborhood meeting be held by the applicant proposing the rezoning prior to consideration by the Town Planning Board and Board of Commissioners so that citizens can hear from the applicant and review the proposed rezoning. Property owners within 500 feet of the Property must be provided with this written notification of the meeting. After the meeting, WakeMed will submit a list of meeting attendees and minutes of the meeting to the Rolesville Planning Department.

More information about the proposed rezoning of the Property is available on the Town website at <https://www.rolesvillenc.gov/project/wakemed>. If you have further questions about the rezoning process, please contact:

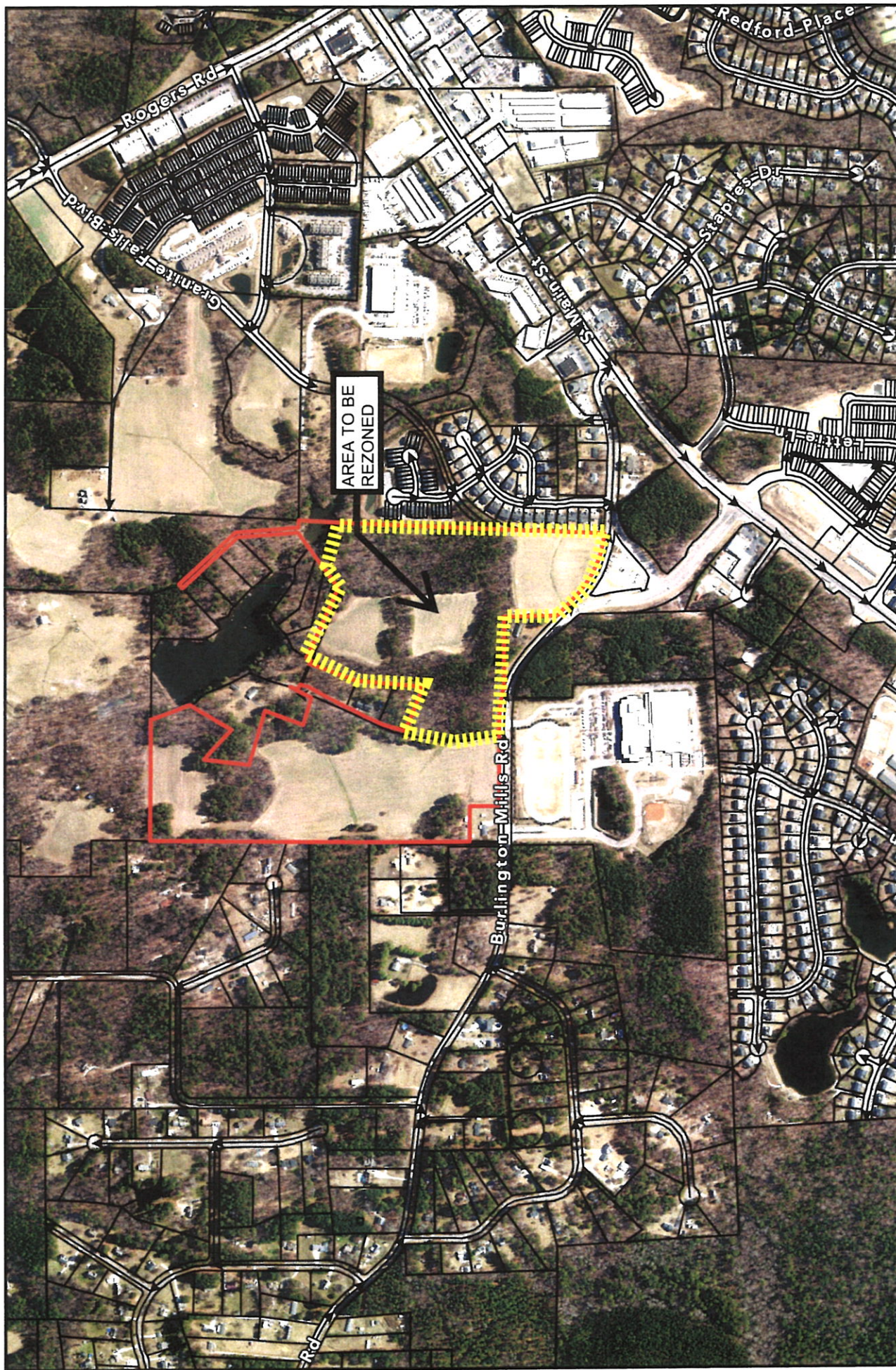
Meredith Gruber
Senior Planner
mgruber@rolesville.gov
[919-554-6517](tel:919-554-6517)

If you have any concerns or questions about this potential rezoning, please do not hesitate to contact me. I can be reached via my office phone at 919-821-6778 or via email at tcoleman@smithlaw.com.

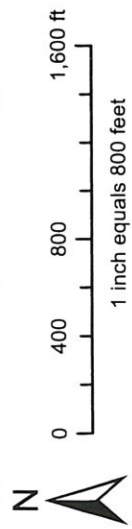
Sincerely,


Toby R. Coleman

enclosures

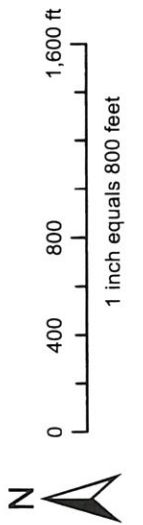


Disclaimer
iMaps makes every effort to produce and publish the most current and accurate information possible. However, the maps are produced for information purposes, and are **NOT** surveys. No warranties, expressed or implied, are provided for the data therein, its use, or its interpretation.





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 iMaps makes every effort to produce and publish the most current and accurate information possible. However, the maps are produced for information purposes, and are NOT surveys. No warranties, expressed or implied, are provided for the data therein, its use, or its interpretation.



[illegible] PROPOSED FULL ACCESS DRIVEWAY/ STREET INTERSECTION

-
- PROPOSED INTERNAL/EXTERNAL STREET STUDY LOCATIONS**
- 1 RIPARIAN BUFFER (SEE NOTE 1)
 - 2 PROPERTY SETBACKS/BUFFERS
 - 3 EASEMENT
 - 4 15' TYPE 2 LANDSCAPE BUFFER
 - 5 25' TYPE 3 LANDSCAPE BUFFER
 - 6 15' STREETScape BUFFER (SETBACK FROM THE R.O.W.)
 - 7 PROPOSED STAND ALONE EMERGENCY DEPARTMENT BUILDING
 - 8 EMERGENCY DEPARTMENT - AMBULANCE DROP OFF ZONE
 - 9 PATIENT EMERGENCY DROP-OFF/PICK-UP
 - 10 OUTDOOR SERVICE AREA / LOADING DOCK
 - 11 SURFACE PARKING / PATIENT DROP OFF ZONE
- OUTDOOR OPEN SPACE (See Note #7)
 1. ACIL
 2. SAG
 3. SAG
 4. SAG
 5. SAG
 6. SAG
 7. SAG
 8. SAG
 9. SAG
 10. SAG
 11. SAG

PRIVATE STREET (INTERNAL)

- WALLS COVE LANE - 24' TRAVELWAY [60' PRIVATE R.O.W.]
 - - - GRANITE FALLS FUTURE EXTENSION - 2 LANE DIVIDED (60' R.O.W.)
 NOTE: SEE SHEET MP-06 FOR STREET TYPOLOGY SECTIONS
 BURLINGTON MILLS ROAD FUTURE BIKE LANES AND SIDEPATH

1. Streets and wetland and jurisdictional determinations have been preliminarily mapped by Kinley Horn and Associates. Applicability and status of these features will be confirmed and reviewed by NCDNR and the Army Corps of Engineers prior to development.
2. The proposed street network and typologies are preliminary and subject to change pending Town approval.

3. Stormwater management facilities may be shared (undivided or shared) and are built in phases as needed to support development within a given phase. All SCM's will meet the minimum standards set forth in the Ordinance.
4. A 15' Type 2 perimeter buffer will be provided along all property boundaries adjacent to residential high density.
5. A 25' Type 3 perimeter buffer will be provided along all property boundaries adjacent to Residential Low Density (North, East, and West).
6. The Buffering Plan will include the Buffering Plan, Road frontage [set back from the Right-of-Way] if the streetscape is disturbed or non-regulated, the property owner or developer shall install and maintain the following vegetation per [section 6.2.2.2, Street Buffer].
7. Following requirements of the Town's Land Development Ordinance [section 6.2.1.1, Open Space], this Master plan will provide 1) Small open space totaling 300-5' x 10' (1 medium space), 2) Medium open space totaling 100-5' x 10' (1 medium space), and 3) Large open space totaling 50-5' x 10' (1 large space). Qualifying open space shall consist of but is not limited to: Plaza's, Pocket Park, Open Green space.
8. Height shall be measured per the standards of the LDO. At least within the proposed rezoning area, height shall exceed the base height of [60' per Ordinance Document] Approved January 7, 2003).
9. Following requirements of the Town's Land Development Ordinance [section 6.2.4.5 Vegetation Preservation], this Master Plan will provide a min. of 10% of all existing trees on all good trees (determined by a professional arborist) that be preserved. "Excluding non-native invasive plants." [Section 6.2.4.5.1, Vegetation Preservation]
10. Buffers will be required along the Right-of-Way. Construction at the time of this application will be redesigned on the existing right of way is expected to be abandoned upon approval of the Town Board. Per the existing policy and procedures, there, no land use buffer or street/capitol buffer is required along the portion of the District Boundary.
11. The portion of the District Boundary, along Buffalo City Gas Line, will be provided through the subject property of such time as it is warranted. The extension will not be required with phase 1 development. This R.O.W. alignment is conceptual and shown for illustrative purposes only. The preliminary alignment will be determined in conjunction with the site plan for the initial development.
12. The portion of the District Boundary, along Buffalo Mill Road is shown in accordance with the Town of Reynolds Bicycle Plan. Final configuration is subject to town review and approval. Should a fee-in-lieu option be permitted by the town, the developer reserves the right to satisfy this requirement through their mechanism rather than through physical construction.
13. The maximum square footage allowed under this approved concept plan shall be 40,000 SF. If the applicant desires more than 40,000 SF, they will require a new concept plan that must be submitted for approval by the town.



Kimley»»Horn

REV DATE	MP-04 SHEET
11/3/2025	

MASTER PLAN CONCEPT

WAKE MED - REZONING CONCEPT PLAN PACKAGE

Attachment 3
Neighborhood Meeting Mailing List

Address	Owner	PI#	Mailing Address 1	Mailing Address 2	Mailing Address 3
4900 BURLINGTON MILLS RD	AMIANO, MITCHELL C AMIANO, SAMANTHA A	1758586361	4900 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9623	
11116 CROOKED CREEK RD	NOSAL, FRANK M JR	1759301866	11116 CROOKED CREEK RD	WAKE FOREST NC 27587-9107	
0 SANDAWAY LN	PERRY, HAROLD GLENN	1759208424	4500 BURLINGTON MILLS RD	WAKE FOREST NC 27587-9124	
600 S MAIN ST	GRAND PARK PROPERTIES LLC	1758571481	2636 WAIT AVE	WAKE FOREST NC 27587-6808	
4700 BURLINGTON MILLS RD	WAKE CNTY BOARD OF EDUCATION	1758387160	RE SERVICES DIRECTOR	1551 ROCK QUARRY RD	RALEIGH NC 27610-4145
517 BARRINGTON HALL DR	PATEL, KIRIT B PATEL, NAYANA K	1758586714	2628 SW MYRTLE ST	SEATTLE WA 98106-1753	
0 KENTON MILL CT	BARRINGTON TOWNES HOMEOWNERS ASSOCIATION INC	1758597229	4601 SIX FORKS RD STE 400	RALEIGH NC 27609-5270	
0 BRIDGE POINT DR	BARRINGTON TOWNES HOMEOWNERS ASSOCIATION INC	1758596553	4601 SIX FORKS RD STE 400	RALEIGH NC 27609-5270	
4600 BURLINGTON MILLS RD	MOSS, MICHAEL A TRUSTEE MOSS, KATHY C	1758289702	4600 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9617	
4906 BURLINGTON MILLS RD	PURCELL, LYNDIA	1758589313	4906 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9623	
202 BRIDGE POINT DR	ATCHISON, GRANT R ATCHISON, LAUREN B	1758594563	202 BRIDGE POINT DR	ROLESVILLE NC 27571-9542	
4705 BEARS CREEK DR	WIGGINS, BERTIE W	1759408017	PO BOX 70	ROLESVILLE NC 27571-0070	
4908 WALLS COVE LN	DIXON, BEVERLY C DIXON, BESSIE WAKE	1759402396	4908 WALLS COVE LN	ROLESVILLE NC 27571-9481	
5034 WALLS COVE LN	WIGGINS, BERTIE WALL	1759407413	PO BOX 70	ROLESVILLE NC 27571-0070	
0 WALLS COVE LN	PEARCE, FRANK C JR PEARCE, LATON J	1759515628	508 DOGWOOD MEADOW TRL	ROLESVILLE NC 27571-8809	
5032 WALLS COVE LN	WALL, JAMES TIMOTHY	1758494848	1234 LEGACY GREENE AVE	WAKE FOREST NC 27587-4385	
0 GRAND PARK DR	GRAND PARK PROPERTIES LLC	1758479681	2636 WAIT AVE	WAKE FOREST NC 27587-6808	
4725 BURLINGTON MILLS RD	PARKS, WILLARD PARKS, BARBARA FREEMAN	1758487746	4725 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9620	
400 LINDSAYS RUN	WILLIAMS, TINA D WILLIAMS, ADAM III	1758587746	400 LINDSAYS RUN	ROLESVILLE NC 27571-9540	
4525 BURLINGTON MILLS RD	WILSON, DORL	1758299014	4525 BURLINGTON MILLS RD	WAKE FOREST NC 27587-9134	
0 WALLS COVE LN	WALL, JAMES TIMOTHY GREGORY, JENNIFER ANN	1759408840	1234 LEGACY GREENE AVE	WAKE FOREST NC 27587-4385	
698 DOGWOOD MEADOW TRL	PEARCE, JERRY O PEARCE, CHRISTIE A	1759515491	PO BOX 58	ROLESVILLE NC 27571-0058	
4724 BURLINGTON MILLS RD	BROTHERS FORTY SIX LLC	1758486155	1220 OLD WATKINS RD	RALEIGH NC 27616-8534	
206 BRIDGE POINT DR	MCINTYRE, GEORGE M JR	1758594468	206 BRIDGE POINT DR	ROLESVILLE NC 27571-9542	
216 BRIDGE POINT DR	DUPREE-SOMERS, SANDRA LEIGH	1758594375	216 BRIDGE POINT DR	ROLESVILLE NC 27571-9542	
5028 WALLS COVE LN	GREGORY, JENNIFER W GREGORY, SIDNEY E	1758493655	5028 WALLS COVE LN	ROLESVILLE NC 27571-9494	
0 BURLINGTON MILLS RD	WIGGINS, JOHN BRYANT II	1759500500	PO BOX 371	ROLESVILLE NC 27571-0371	
0 BURLINGTON MILLS RD	WIGGINS, JAMES WALL WIGGINS, JILL M	1759409517	3726 SE SCHOOL RD	GREENSBORO NC 27406-9776	
4509 BURLINGTON MILLS RD	ANSLI, EV, JAMES R	1758298855	6714 W STATE ROAD 11	JANESVILLE WI 53548-9129	
0 BURLINGTON MILLS RD	MOSIER, MARK HOWARD MOSIER, TERRY	1758394506	4629 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
4904 BURLINGTON MILLS RD	HUNTER, LINDA J	1758586321	4904 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9623	
1201 GRANITE FALLS BLVD	THALES ACADEMY INC	1758695560	4641 PARAGON PARK RD	RALEIGH NC 27616-3406	
11009 SANDAWAY LN	PERRY, HAROLD GLENN	1759207151	4500 BURLINGTON MILLS RD	WAKE FOREST NC 27587-9124	
4701 BEARS CREEK DR	WIGGINS, BERTI WALL	1758498953	204 S MAIN ST	ROLESVILLE NC 27571-8702	
511 KENTON MILL CT	MCDONALD, CHARLES W MCDONALD, PAULA	1758597416	511 KENTON MILL CT	ROLESVILLE NC 27571-9543	
11001 SANDAWAY LN	CHAMBERLAIN, KIRK D	1759303170	PO BOX 612	ROLESVILLE NC 27571-0612	
11008 SANDAWAY LN	CHALK, ANGEL	1759300432	PO BOX 28783	RALEIGH NC 27611-8783	
4709 BEARS CREEK DR	WIGGINS, BERTIE W	1759409123	PO BOX 70	ROLESVILLE NC 27571-0070	
5026 WALLS COVE LN	WIGGINS, BERTIE W	1758493416	PO BOX 70	ROLESVILLE NC 27571-0070	
204 BRIDGE POINT DR	NELSON, KENNETH E TRUSTEE NELSON	1758594551	12152 VIA HACIENDA	EL CAON CA 92019-5001	
4521 BURLINGTON MILLS RD	ANSLI, EV, JAMES R AMERA, DIANE L	1758298341	6714 W STATE ROAD 11	JANESVILLE WI 53548-9129	
0 GRANITE FALLS BLVD	PEARCE, FRANK C JR PEARCE, LATON J	1759509762	508 DOGWOOD MEADOW TRL	ROLESVILLE NC 27571-8809	
0 GRANITE FALLS BLVD	THALES ACADEMY	1759600390	4641 PARAGON PARK RD	RALEIGH NC 27616-3406	
4950 BURLINGTON MILLS RD	TOWN OF ROLESVILLE	1758682706	PO BOX 250	ROLESVILLE NC 27571-0250	
533 BARRINGTON HALL DR	BARRINGTON COMMUNITY ASSOCIATION INC	1758585442	10244 DURANT RD STE 107	RALEIGH NC 27614-9783	
0 BARRINGTON HALL DR	BARRINGTON COMMUNITY ASSOCIATION INC	1758690272	10244 DURANT RD STE 107	RALEIGH NC 27614-9783	
214 BRIDGE POINT DR	PHILLIPS, WHITNEY VANZANDT	1758594377	214 BRIDGE POINT DR	ROLESVILLE NC 27571-9542	
400 WELLSpring FARMS LN	RANSON, ELLEN RUTH TRUSTEE RANSON, MAURICE NIEL TRUSTEE	1759411849	400 WELLSpring FARMS LN	ROLESVILLE NC 27571-9304	
321 BRIDGE POINT DR	MANI, SURESH KUMAR	1758589806	321 BRIDGE POINT DR	ROLESVILLE NC 27571-9538	
509 BARRINGTON HALL DR	LANGE, CHRISTOPHER E LANGE, CHRISTINE B	1758586821	509 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
230 BRIDGE POINT DR	SULLIVAN, ERIN LISE	1758594178	230 BRIDGE POINT DR	ROLESVILLE NC 27571-9542	

Address	Owner	PN	Mailing Address 1	Mailing Address 2	Mailing Address 3
11005 SANDAWAY LN	MARSHALL, CHARLES ALBERT JR MARSHALL, WANDA J	1759300130	PO BOX 1295	WAKE FOREST NC 27588-1295	
524 BARRINGTON HALL DR	MOUNT, JAMES RICHARD MOUNT, AMELIA	1758584613	524 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
500 BARRINGTON HALL DR	RHODES, JAMES ALAN	1758595082	500 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
417 BARRINGTON HALL DR	SCOGGINS, KATHRYN SHAWN	1758587992	417 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
532 BARRINGTON HALL DR	JOHNSON, WILLIAM JOHNSON, BREANNA	1758584510	532 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
512 BARRINGTON HALL DR	TRAN, HAI TRAN, KHANH MAUT	1758584844	512 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
4964 TUCKAHOE TRCE	TAYLOR, SHELBY	1758287782	4964 TUCKAHOE TRCE	WAKE FOREST NC 27587-9652	
0 BURLINGTON MILLS RD	WALLBROOK LANDCO LLC	1758574837	HARBOR AIR RETAIL PARTNERS	801 EAST BLVD STE 200	CHARLOTTE NC 28203-5115
0 BURLINGTON MILLS RD	WALLBROOK LANDCO LLC	1758479823	HARBOR AIR RETAIL PARTNERS	801 EAST BLVD STE 200	CHARLOTTE NC 28203-5115
11013 SANDAWAY LN	WILLIAMS, ROBERT V WILLIAMS, RHONDA G	1759206296	2525 BURLINGTON MILLS DR	WAKE FOREST NC 27587	
536 BARRINGTON HALL DR	THAXTON, WILLIAM JR THAXTON, SHARON T	1758584414	536 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
401 LINDSAYS RUIN	WASHINGTON, CHARLES J JR WASHINGTON, TRUSTEE OF LAURA V LARGY SEPARATE	1758589710	401 LINDSAYS RUIN	ROLESVILLE NC 27571-9540	
421 LINDSAYS RUIN	AKINS, JORDAN ALEXANDER AKINS, NATIA	1758585569	421 LINDSAYS RUIN	ROLESVILLE NC 27571-9540	
508 BARRINGTON HALL DR	AKINS, JORDAN ALEXANDER AKINS, NATIA	1758584981	508 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
4609 BURLINGTON MILLS RD	WOOD, CHRISTOPHER R	1758392506	4609 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
520 BARRINGTON HALL DR	KENION, LEONARD LEMONT KENION, TONI	1758584710	520 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
528 BARRINGTON HALL DR	RIDGE, KATHRYN E RIDGE, ADAM H	1758584517	528 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
11004 SANDAWAY LN	SANCHEZ, NATALIO QUSTIAN	1759301387	5516 ROUND HILL LN	FALEIGH NC 27616-5375	
502 KENTON MILL CT	ABER, MAJID ABERI, SHAHRZAD	1758596320	113 REED RANCH RD	BELVEDERE TRIBURON CA 94920-2024	
508 KENTON MILL CT	HUDGINS, KADEHA S	1758596391	508 KENTON MILL CT	ROLESVILLE NC 27571-9543	
4905 BURLINGTON MILLS RD	SSI LITTLE ONES HOME ACADEMY INC	1758587077	127 NATIONAL DR	CLAYTON NC 27527-5114	
504 KENTON MILL CT	ISLER, AMY	1758596350	504 KENTON MILL CT	ROLESVILLE NC 27571-9543	
516 BARRINGTON HALL DR	LESAGA, MONSEBULA SOKO, MATONDO	1758584727	516 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
400 BARRINGTON HALL DR	DUGAN, JOHN PATRICK DUGAN, KRISTAM	1758599260	400 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
504 BARRINGTON HALL DR	HARKEY, ROBERT MARTIN HARKEY, AMY LYNN	1758585927	504 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
11000 SANDAWAY LN	KASBOHM, DONALD DUANE KASBOHM, KAREN CADY	1759304301	11000 SANDAWAY LN	WAKE FOREST NC 27587-9125	
413 LINDSAYS RUIN	RYAN, LINDA	1758587529	413 LINDSAYS RUIN	ROLESVILLE NC 27571-9540	
409 LINDSAYS RUIN	STEFFENHAGEN, COURTNEY MARY MYERS, BENJAMIN MICHAEL	1758588509	409 LINDSAYS RUIN	ROLESVILLE NC 27571-9540	
514 KENTON MILL CT	RODRIGUEZ, AURORA	1758598365	514 KENTON MILL CT	ROLESVILLE NC 27571-9543	
519 KENTON MILL CT	KIRBY, JENNIFER	1758597591	519 KENTON MILL CT	ROLESVILLE NC 27571-9543	
409 BARRINGTON HALL DR	FORTLAGE, KIMBERLY	1758589909	409 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
405 LINDSAYS RUIN	KOOKER, SCOTT LOWERY KOOKER, SERENA	1758588691	405 LINDSAYS RUIN	ROLESVILLE NC 27571-9540	
405 BARRINGTON HALL DR	BWENSA, GISELLE M MUPASI, EDDY M	1758599092	8012 WILLOWGLEN DR	FALEIGH NC 27616-5324	
506 KENTON MILL CT	TEODOR, IOAN	1758596370	506 KENTON MILL CT	ROLESVILLE NC 27571-9543	
544 BARRINGTON HALL DR	DAVIS, JASON DAVIS, JULIA	1758584300	544 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
509 KENTON MILL CT	KESAVAN, AKSHAY	1758596485	50 CHRISTOPHER COLUMBUS DR APT 1207	JERSEY CITY NJ 07302-7015	
224 BRIDGEPOINT DR	HOOKS, VICTOR R	1758594275	224 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	
4613 BURLINGTON MILLS RD	NAVAS GUERRA, MONICA D	1758391382	4613 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
218 BRIDGEPOINT DR	DUMPROFF, GRACE PADGETT	1758594372	218 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	
408 BARRINGTON HALL DR	MOLLAN, KRISTIN VICTORIA BOWMAN, JOHN	1758598105	408 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
516 KENTON MILL CT	GANAPATHI, SRIRAMAN SRIRAMAN, INDU	1758598377	516 KENTON MILL CT	ROLESVILLE NC 27571-9543	
417 LINDSAYS RUIN	POWELL, ROY POWELL, SHORENA	1758586549	417 LINDSAYS RUIN	ROLESVILLE NC 27571-9540	
500 KENTON MILL CT	JONES, BRITTANY S	1758596300	500 KENTON MILL CT	ROLESVILLE NC 27571-9543	
507 KENTON MILL CT	MARRETT, GLENDA KARINA MARRETT, BRIAN	1758596465	507 KENTON MILL CT	ROLESVILLE NC 27571-9543	
518 KENTON MILL CT	RICCI, CASSANDRA ADELE	1758598480	518 KENTON MILL CT	ROLESVILLE NC 27571-9543	
212 BRIDGEPOINT DR	OAKS DOMAINE TRIANGLE LLC	1758594470	70 GREENCASTLE DR	PINEHURST NC 28374-8105	
520 KENTON MILL CT	MAZICE, BRIA CAROLINE	1758598482	26 POMEROY ST UNIT C7	STONEHAM MA 02180-1249	
401 BARRINGTON HALL DR	FUZZATO, FELIPE FUZZATO, FLAVIA	1758690100	401 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
11020 SANDAWAY LN	MARTIN, JERELL	1758209603	11020 SANDAWAY LN	WAKE FOREST NC 27587-9125	
517 KENTON MILL CT	BAWAACH, RENEE NICOLE	1758597561	517 KENTON MILL CT	ROLESVILLE NC 27571-9543	
503 KENTON MILL CT	STUCKEY, GROVER C III	1758596414	503 KENTON MILL CT	ROLESVILLE NC 27571-9543	
222 BRIDGEPOINT DR	SCOTT, CYNTHIA	1758594277	PO BOX 100806	PALM BAY FL 32910-0806	
501 BARRINGTON HALL DR	CAMPANARO, DIANE CAMPANARO, JOYCE	1758596877	501 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
404 BARRINGTON HALL DR	AKABUEZE, ALEXANDER N AKABUEZE,	1758598270	404 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	

Address	Owner	PN	Mailing Address 1	Mailing Address 2	Mailing Address 3
4608 BURLINGTON MILLS RD	CHAMPION, ERMA H TRUSTEE MOSS, KATHY C	1758289387	4641 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
4641 BURLINGTON MILLS RD	CHAMPION, ERMA H TRUSTEE MOSS, KATHY C	1758396918	4641 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
228 BRIDGEPOINT DR	PUWADA VEKATA, SAI SUBRAMANIAM TRUSTEE KONA, SRINAGA SUDHA TRUSTEE	1758594270	104 ELMHAVEN WAY	MORRISVILLE NC 27560-6782	
OS MAIN ST	NEW OXFORD DEVELOPMENT COMPANY LLC	1758690672	1534 RAVEN WOOD DR	CREEDMOOR NC 27522-8930	
0 BURLINGTON MILLS RD	NEW OXFORD DEVELOPMENT COMPANY LLC	1758599639	1534 RAVEN WOOD DR	CREEDMOOR NC 27522-8930	
1200 GRANITE FALLS BLVD	NEW OXFORD DEVELOPMENT COMPANY LLC	1758598900	1534 RAVEN WOOD DR	CREEDMOOR NC 27522-8930	
300 BATTEN RD	RWH REALTY LLC	1758681358	325 NASH STE	WILSON NC 27893-4130	
505 KENTON MILL CT	O'CONNELL, ALBERT	1758596434	505 KENTON MILL CT	ROLESVILLE NC 27571-9543	
0 BURLINGTON MILLS RD	ANSLEY, JAMES R AMERA, DANIEL	1758392072	6714 W STATE ROAD 11	JANESVILLE WI 53548-9129	
540 BARRINGTON HALL DR	RACHIS, SUSAN T RACHIS, WILLIAM J	1758584318	127 HAZEL PARK DR	MOORESVILLE NC 28115-8358	
416 BARRINGTON HALL DR	MILLIKEN, SHAMKA CASH MILLIKEN, ULYSSES	1758596089	416 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
11220 CROOKED CREEK RD	CROUSE, CONNIE F	1759310467	11220 CROOKED CREEK RD	WAKE FOREST NC 27587-9108	
0 BRIDGE POINT DR	BARRINGTON TOWNES HOMEOWNERS ASSOCIATION INC	1758595493	4601 SIX FORKS RD STE 400	RALEIGH NC 27609-5270	
4629 BURLINGTON MILLS RD	MOSIER, MARK HOWARD MOSIER, TERRY R	1758393393	4629 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
0 BURLINGTON MILLS RD	AMANO, MITCHELL C AMANO, SAMANTHA A	1758587448	4900 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9623	
516 KENTON MILL CT	CANNIZZARO, JOHN FRANCIS CANNIZZARO,	1758597540	516 KENTON MILL CT	ROLESVILLE NC 27571-9543	
521 KENTON MILL CT	SHAAK, BRAD N SHAAK, ELI M	1758598520	PO BOX 812	ROLESVILLE NC 27571-0812	
0 BURLINGTON MILLS RD	WALLBROOK LANDCO LLC	1758581105	HARBOR RETAIL PARTNERS	801 EAST BLVD STE 200	CHARLOTTE NC 28203-5115
412 BARRINGTON HALL DR	HIGH, ROSEMARIE HIGH, JESSE D	1758597141	412 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
228 BRIDGEPOINT DR	LARTIGUE, DELMA MALONE LARTIGUE,	1758594273	228 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	
0 BURLINGTON MILLS RD	WIGGINS, ALVIN TAYLOR JR WIGGINS,	1759501368	PO BOX 187	ROLESVILLE NC 27571-0187	
413 BARRINGTON HALL DR	JENKINS, JOEL J JENKINS, DELPHINE A	1758588956	413 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
200 BRIDGEPOINT DR	BLRL PROPERTIES LLC	1758594576	70 GREENCASTLE DR	PINEHURST NC 28374-8105	
5036 WALLS COVELN	WIGGINS, BERTIE WALL DIXON, BESSIE WAKE	1758494277	PO BOX 70	ROLESVILLE NC 27571-0070	
210 BRIDGEPOINT DR	COTTLE, NICOLE B	1758594472	210 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	

Rezoning of a Portion of 5036 Walls Cove Lane (WakeMed Rezoning)
REZ-25-06
Summary of March 30, 2026 Neighborhood Meeting

A neighborhood meeting regarding the rezoning of a portion of 5036 Walls Cove Lane (the “Property”), rezoning case number REZ-25-06, was held at 6 p.m. on March 30, 2026 at the Rolesville Community Center, 502 Southtown Circle, Rolesville, NC 27571. There were approximately 21 neighbors in attendance. A copy of the meeting sign-in sheet is attached hereto as **Attachment 1**. A copy of the neighborhood meeting notice letter is attached as **Attachment 2**. A copy of the mailing list for the neighborhood meeting notice is attached as **Attachment 3**.

Issues discussed at the meeting included:

- General support for WakeMed’s plans to build an Emergency Department in Rolesville.
- Barrington subdivision residents’ opposition to locating the Emergency Department on the Property, which is located adjacent to their subdivision.
 - *Rolesville is growing and needs an Emergency Department. The Property is sizeable (31.38 acres), located in an area appropriate for the proposed use, and has access to major roads.*

WakeMed is committed to working with the neighbors to mitigate impacts of the development on their neighborhood, as evidenced by the multiple neighborhood meetings and added zoning conditions responsive to neighbor concerns.

- The location of the Emergency Department on the Property was discussed. Residents of the Barrington subdivision requested that the Emergency Department building be placed as far west as possible on the Property to maximize the distance between the facility and their neighborhood, which is located directly east of the Property.
 - *WakeMed is committed to locating the Emergency Department building as far from the Barrington subdivision as feasible. As evidence of this commitment, WakeMed added a new zoning condition requiring the Emergency Department building to be at least 150’ from its shared property line with the subdivision.*

In addition to the new zoning condition requiring a 150’ minimum building setback, WakeMed will continue to push to move the Emergency Department building even further away from the Barrington subdivision. WakeMed informed Barrington subdivision residents at the meeting that it does not yet know how much further away from their neighborhood the building will be placed because it has not yet determined whether site conditions such as underground rock will limit where the Emergency Department can be located.

- Concerns about noise, light, and visual impacts of the development were discussed. Some neighbors requested a zoning condition limiting the height of the Emergency Department building.

- *In response to neighbors' request, WakeMed added a zoning condition capping the height of the Emergency Department building at a maximum of 55 feet.*

To provide further buffering, WakeMed has added a zoning condition requiring 50' vegetated buffers between the Emergency Department and the Barrington subdivision to the east. This buffer is twice the size required by the LDO. Where possible, existing trees and other vegetation will be preserved and used for the vegetated buffer. In areas where no existing vegetation exists, a Type C vegetated buffer will be provided for noise, light, and sound buffering.

The Town LDO already imposes sufficient regulations to ensure no undue lighting impacts will be experienced by neighbors.

- Neighbors requested information about other stand-alone departments built by WakeMed in the county.

- *WakeMed operates similar stand-alone Emergency Departments, known as Healthplexes, in Apex, Brier Creek, Garner and Wendell.*

- Concern about ambulance siren noise was discussed.

- *Ambulance traffic will be limited at the Emergency Department. When ambulances do come to the facility, the vast majority will have their sirens and lights off per Wake EMS policy.*

WakeMed estimates the proposed Emergency Department will treat about 18,000 patients a year in its first five years, or an average of about 50 patients a day. Because the Emergency Department will not treat the most serious injuries, WakeMed anticipates that 80% to 90% of patients will arrive by private vehicle, which will limit ambulance traffic to 5 to 10 ambulance trips a day. As a matter of Wake EMS policy, most of those ambulances (approximately 85%-90%) will come to the Emergency Department with their lights and sirens off, ensuring that siren noise and light impacts will be minimal.

- Concerns about traffic impacts on Burlington Mills Road between South Main Street and Rolesville Middle School.

- *A draft of the TIA for this rezoning was posted to the Town website after this neighborhood meeting.*

The TIA, which was performed by a Town-selected traffic engineer, found that the development would have a minimal impact on Burlington Mills Road at the Rolesville Middle School entrance.

The only material impacts forecast by the TIA were an increase in the wait time for vehicles turning left from Burlington Mills into the planned Wallbrook Flats development located immediately east of Rolesville Middle School. The TIA expects that the cars experiencing these delays will be largely contained within turn lanes that will be built by the developer of Wallbrook Flats, and does not recommend any additional improvements.

- Concerns about pedestrian safety in the Barrington subdivision once the neighborhood's section of Granite Falls Parkway is constructed by the Town and connected to the Emergency Department.

- *The TIA found that the additional vehicles expected to drive on Granite Falls Parkway through the Barrington subdivision will not create additional traffic delays or long waits at the studied signalized intersections.*

The Town is constructing the portion of Granite Falls Parkway within the Barrington subdivision, which will be designed for safe pedestrian and cyclist use. The Town will maintain the road and is best positioned to take necessary steps to ensure safety by setting speed limits and utilizing traffic calming devices, if necessary.

- Concerns that the Emergency Department would bring people with mental health issues, criminals or the unhoused into the area were discussed.
 - *The proposed Emergency Department will provide emergency care for residents of Rolesville and the surrounding area. Most patients will arrive via private transportation and will therefore already be in the area. The facility will not provide specialized services for people with mental health issues, people with criminal records, or the unhoused, and therefore is not expected to increase the number of unhoused, people with mental health issues or the people with criminal records in the area.*
- Proposed rezoning's consistency with the Town's comprehensive plans was discussed.
 - *The proposed rezoning is consistent with a number of Comprehensive Plan policies and consistent overall with the Comprehensive Plan. WakeMed will address concerns about Comprehensive Plan consistency to the extent such issues arise during Town planning staff review, consideration by the Town Planning Board, or consideration by the Town Board of Commissioners.*
- Questions about whether blasting would be necessary were raised.

- *WakeMed does not yet know if blasting will be necessary because it has not yet performed the necessary geotechnical studies. Such studies are done during detailed construction planning, not during rezoning.*
- Status of the Traffic Impact Analysis was discussed.
 - *The TIA had not yet been completed at the time of this meeting. WakeMed explained how TIAs generally work and noted that the TIA for this project would be publicly available once complete. A copy of the draft TIA is now available on the Town's website.*

Attachment 1

Neighborhood Meeting Sign in Sheets

[illegible]

[illegible]

Attachment 2
Neighborhood Meeting Notice Letter

SMITH, ANDERSON, BLOUNT,
DORSETT, MITCHELL & JERNIGAN, L.L.P.

LAWYERS

OFFICES
150 Fayetteville Street, Suite 2800
Raleigh, North Carolina 27601

TOBY R. COLEMAN
DIRECT DIAL: (919) 821-6778
E-Mail: tcoleman@smithlaw.com

March 20, 2026

MAILING ADDRESS
P.O. Box 2611
Raleigh, North Carolina
27602-2611

TELEPHONE: (919) 821-1220
FACSIMILE: (919) 821-6800

Re: Notice of neighborhood meeting to discuss a proposed rezoning of a portion of 5036
Walls Cove Lane, REZ-25-06 (PIN: 1758494277)

Dear Neighbors:

On behalf of WakeMed, I write to invite you to a Neighborhood Meeting to discuss WakeMed's proposed rezoning of a 31.38-acre portion of 5036 Walls Cove Lane, Rolesville, North Carolina (PIN: 1758494277) (the "Property") to facilitate the development of a stand-alone WakeMed emergency department. The neighborhood meeting will be held on March 30, 2026 at 6:00 p.m. in the Rolesville Community Center located at 514 Southtown Circle, Rolesville NC 27571.

The Property is currently zoned Residential Low Density (RL). WakeMed proposes to rezone the 31.38-acre portion of the Property to Commercial Highway Conditional Zoning (CH-CZ) in order to develop a 36,000 square foot Emergency Department. The enclosed maps and site plan show the location of the Property, current zoning of the neighborhood, and proposed plan for development. At the Neighborhood Meeting, we will provide updates on the proposed rezoning, including the proposed zoning conditions for the development of the Property.

The Town of Rolesville requires that a neighborhood meeting be held by the applicant proposing the rezoning prior to consideration by the Town Planning Board and Board of Commissioners so that citizens can hear from the applicant and review the proposed rezoning. Property owners within 500 feet of the Property must be provided with this written notification of the meeting. After the meeting, WakeMed will submit a list of meeting attendees and minutes of the meeting to the Rolesville Planning Department.

More information about the proposed rezoning of the Property is available on the Town website at <https://www.rolesvillenc.gov/project/wakemed>. If you have further questions about the rezoning process, please contact:

Meredith Gruber
Senior Planner
mgruber@rolesville.gov
919-554-6517

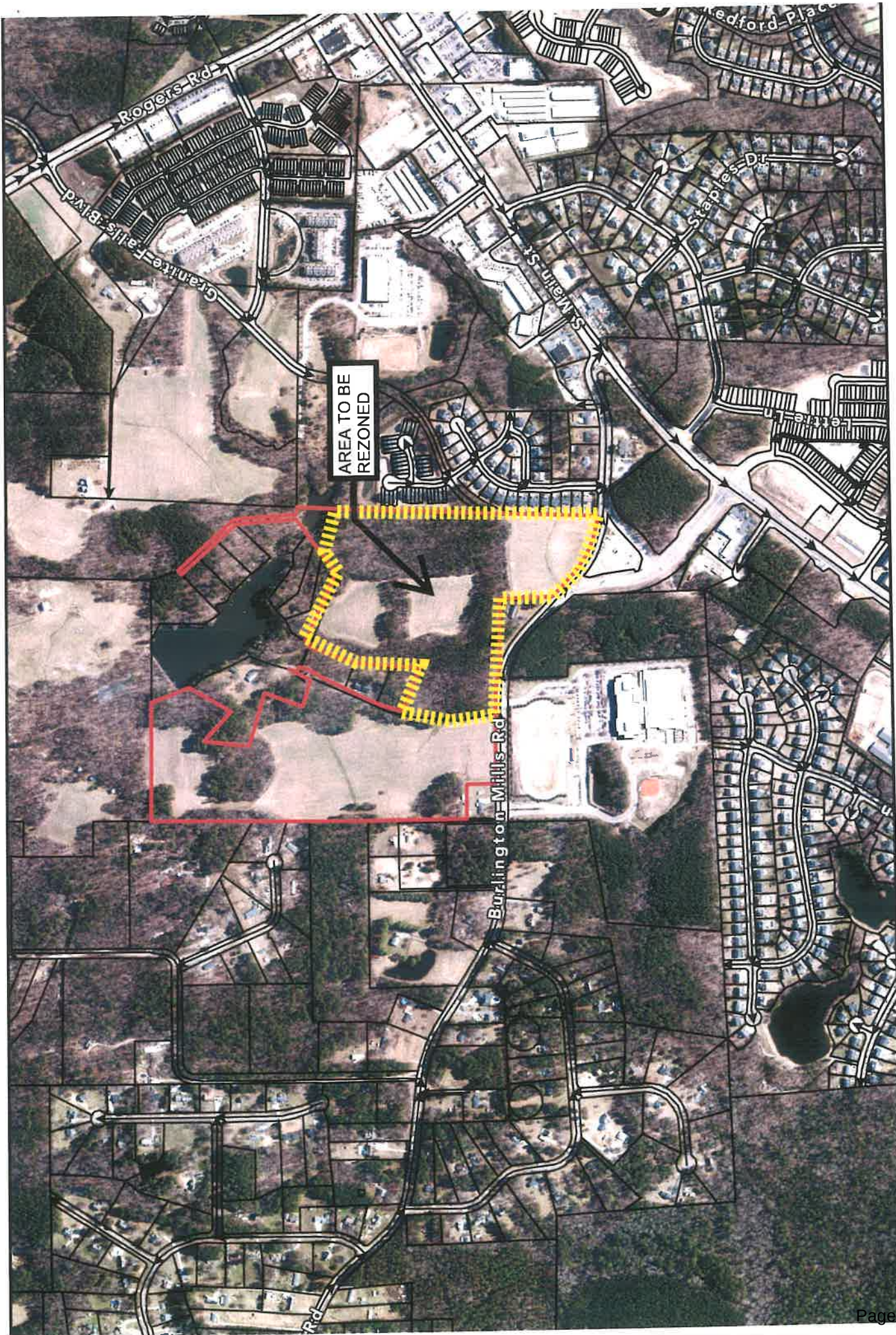
If you have any concerns or questions about this potential rezoning, please do not hesitate to contact me. I can be reached via my office phone at 919-821-6778 or via email at tcoleman@smithlaw.com.

Sincerely,



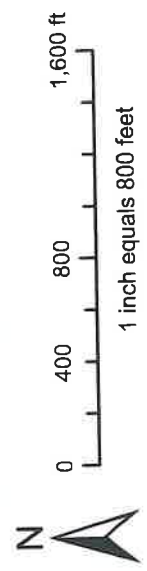
Toby R. Coleman

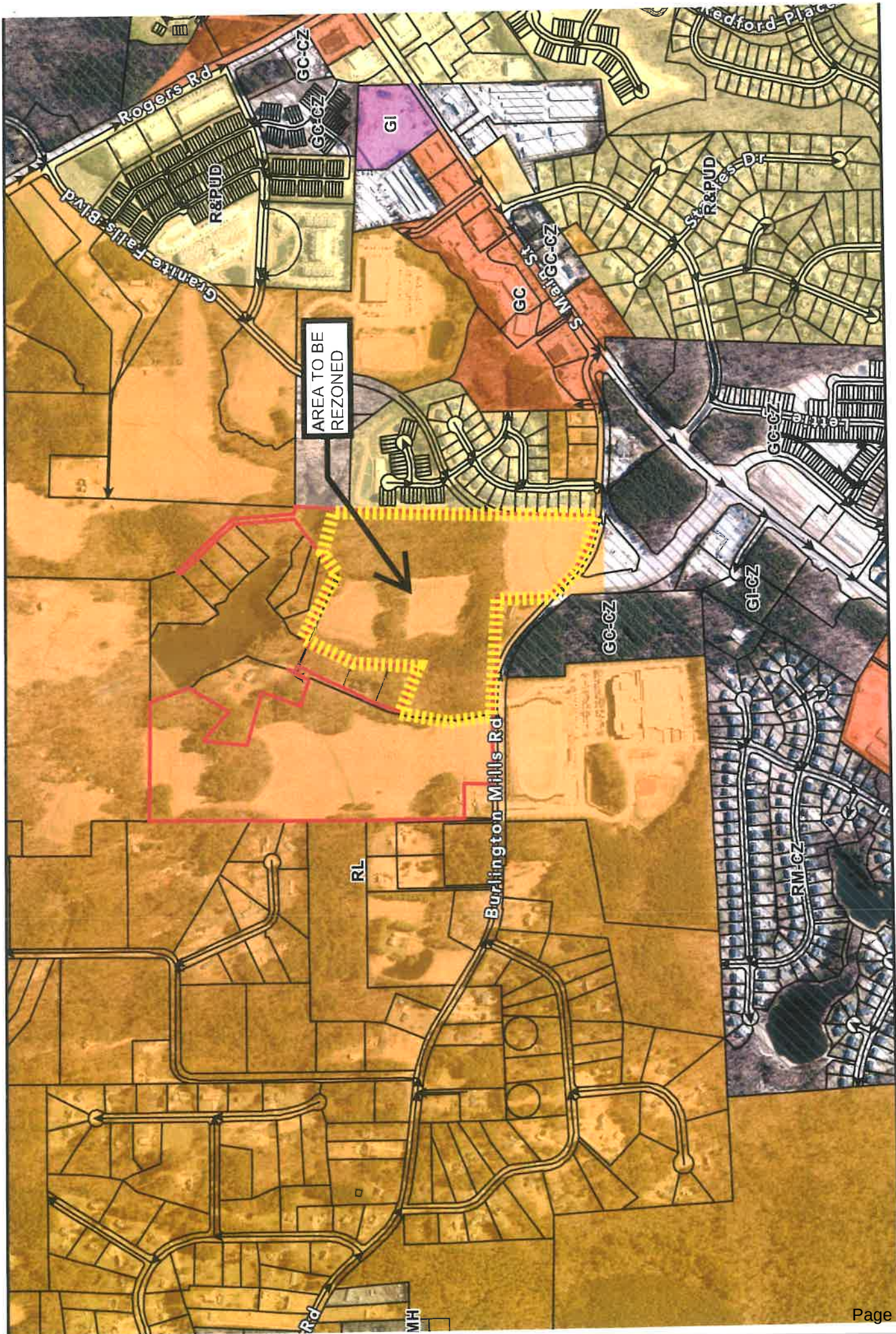
enclosures



Disclaimer

iMaps makes every effort to produce and publish the most current and accurate information possible. However, the maps are produced for information purposes, and are **NOT** surveys. No warranties, expressed or implied, are provided for the data therein, its use, or its interpretation.





Disclaimer
 Maps make every effort to produce and publish the most current and accurate information possible. However, the maps are produced for information purposes, and are NOT surveys. No warranties, expressed or implied, are provided for the data therein, its use, or its interpretation.

Attachment 3
Neighborhood Meeting Mailing List

WAKEMED REZONING
MAILING LIST FOR 3/30/26 NEIGHBORHOOD MEETING

Address	Owner	PIN	Mailing Address 1	Mailing Address 2	Mailing Address 3
0 BARRINGTON HALL DR	BARRINGTON COMMUNITY ASSOCIATION INC	1758690272	10244 DURANT RD STE 107	RALEIGH NC 27614-9783	
0 BRIDGE POINT DR	BARRINGTON TOWNES HOMEOWNERS ASSOCIATION INC	1758596553	4601 SIX FORKS RD STE 400	RALEIGH NC 27609-5270	
0 BRIDGE POINT DR	BARRINGTON TOWNES HOMEOWNERS ASSOCIATION INC	1758595493	4601 SIX FORKS RD STE 400	RALEIGH NC 27609-5270	
0 BURLINGTON MILLS RD	WIGGINS, JOHN BRYANT II	1759500580	PO BOX 371	ROLESVILLE NC 27571-0371	
0 BURLINGTON MILLS RD	WIGGINS, JAMES WALL WIGGINS, JILL M	1759409517	3726 SE SCHOOL RD	GREENSBORO NC 27406-9776	
0 BURLINGTON MILLS RD	MOSIER, MARK HOWARD MOSIER, TERRY ROSE	1758394506	4629 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
0 BURLINGTON MILLS RD	WALLBROOK LANDCO LLC	1758574837	HARBOR RETAIL PARTNERS	801 EAST BLVD STE 200	CHARLOTTE NC 28203-5115
0 BURLINGTON MILLS RD	WALLBROOK LANDCO LLC	1758479823	HARBOR RETAIL PARTNERS	801 EAST BLVD STE 200	CHARLOTTE NC 28203-5115
0 BURLINGTON MILLS RD	NEW OXFORD DEVELOPMENT COMPANY LLC	1758599639	1334 RAVEN WOOD DR	CREEDMOOR NC 27522-8930	
0 BURLINGTON MILLS RD	ANSLEY, JAMES R AMERA, DANIEL	1758392072	6714 W STATE ROAD 11	JANESVILLE WI 53548-9129	
0 BURLINGTON MILLS RD	AMIANO, MITCHELL C AMIANO, SAMANTHA A	1758587448	4900 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9623	
0 BURLINGTON MILLS RD	WALLBROOK LANDCO LLC	1758581105	HARBOR RETAIL PARTNERS	801 EAST BLVD STE 200	CHARLOTTE NC 28203-5115
0 BURLINGTON MILLS RD	WIGGINS, ALVIN TAYLOR JR WIGGINS, MALINDA	1759501368	PO BOX 187	ROLESVILLE NC 27571-0187	
0 GRAND PARK DR	GRAND PARK PROPERTIES LLC	1758479681	2636 WAIT AVE	WAKE FOREST NC 27587-6808	
0 GRANITE FALLS BLVD	PEARCE, FRANK C JR PEARCE, LAFON J	1759509762	508 DOGWOOD MEADOW TRL	ROLESVILLE NC 27571-8809	
0 GRANITE FALLS BLVD	THALES ACADEMY	1759600390	4641 PARAGON PARK RD	RALEIGH NC 27616-3406	
0 KENTON MILL CT	BARRINGTON TOWNES HOMEOWNERS ASSOCIATION INC	1758597229	4601 SIX FORKS RD STE 400	RALEIGH NC 27609-5270	
0 S MAIN ST	NEW OXFORD DEVELOPMENT COMPANY LLC	1758690672	1334 RAVEN WOOD DR	CREEDMOOR NC 27522-8930	
0 SANDAWAY LN	PERRY, HAROLD GLENN	1759208424	4600 BURLINGTON MILLS RD	WAKE FOREST NC 27587-9124	
0 WALLS COVE LN	PEARCE, FRANK C JR PEARCE, LAFON J	1759515628	508 DOGWOOD MEADOW TRL	ROLESVILLE NC 27571-8809	
0 WALLS COVE LN	WALL, JAMES TIMOTHY GREGORY, JENNIFER ANN	1759408840	1234 LEGACY GREENE AVE	WAKE FOREST NC 27587-4385	
11000 SANDAWAY LN	KASBOHM, DONALD DUANE KASBOHM, KAREN CADY	1759304301	11000 SANDAWAY LN	WAKE FOREST NC 27587-9125	
11001 SANDAWAY LN	CHAMBERLAIN, KIRK D	1759303170	PO BOX 612	ROLESVILLE NC 27571-0612	
11004 SANDAWAY LN	SANCHEZ, NATALIO QUINTAN	1759301387	5516 ROUND HILL LN	RALEIGH NC 27616-5375	
11005 SANDAWAY LN	MARSHALL, CHARLES ALBERT JR MARSHALL, WANDA J	1759300130	PO BOX 1295	WAKE FOREST NC 27586-1295	
11008 SANDAWAY LN	CHALK, ANGEL	1759300432	PO BOX 28783	RALEIGH NC 27611-8783	
11009 SANDAWAY LN	PERRY, HAROLD GLENN	1759207151	4600 BURLINGTON MILLS RD	WAKE FOREST NC 27587-9124	
11013 SANDAWAY LN	WILLIAMS, ROBERT W WILLIAMS, RHONDA G	1759206296	2625 BURLINGTON MILLS RD	WAKE FOREST NC 27587	
11020 SANDAWAY LN	MARTIN, JERRELL	1759209603	11020 SANDAWAY LN	WAKE FOREST NC 27587-9125	
11116 CROOKED CREEK RD	NOSAL, FRANK M JR	1759301866	11116 CROOKED CREEK RD	WAKE FOREST NC 27587-9107	
11220 CROOKED CREEK RD	CROUSE, CONNIE F	1759310467	11220 CROOKED CREEK RD	WAKE FOREST NC 27587-9108	
1200 GRANITE FALLS BLVD	NEW OXFORD DEVELOPMENT COMPANY LLC	1758598900	1334 RAVEN WOOD DR	CREEDMOOR NC 27522-8930	
1201 GRANITE FALLS BLVD	THALES ACADEMY INC	1758695550	4641 PARAGON PARK RD	RALEIGH NC 27616-3406	
200 BRIDGEPOINT DR	BLRL PROPERTIES LLC	1758594576	70 GREENCASTLE DR	PINEHURST NC 28374-8105	
202 BRIDGEPOINT DR	ATCHISON, GRANT R ATCHISON, LAUREN B	1758594563	202 BRIDGE POINT DR	ROLESVILLE NC 27571-9542	
204 BRIDGEPOINT DR	NELSON, KENNETH E TRUSTEE NELSON FAMILY TRUST	1758594551	12152 VIA HACIENDA	EL CAJON CA 92019-5001	
206 BRIDGEPOINT DR	MCINTYRE, GEORGE M JR	1758594468	206 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	
210 BRIDGEPOINT DR	COTTELL, NICOLE B	1758594472	210 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	
212 BRIDGEPOINT DR	OAKS DOMAINE TRIANGLE LLC	1758594470	70 GREENCASTLE DR	PINEHURST NC 28374-8105	
214 BRIDGEPOINT DR	PHILLIPS, WHITNEY VANZANDT	1758594377	214 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	
216 BRIDGEPOINT DR	DUPREE-SOMERS, SANDBALEIGH	1758594375	216 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	
218 BRIDGEPOINT DR	DUMPROFF, GRACE PADGETT	1758594372	218 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	

WAKEMED REZONING
MAILING LIST FOR 3/30/26 NEIGHBORHOOD MEETING

Address	Owner	PIN	Mailing Address 1	Mailing Address 2	Mailing Address 3
222 BRIDGEPOINT DR	SCOTT, CYNTHIA	1758594277	PO BOX 100806	PALM BAY FL 32910-0806	
224 BRIDGEPOINT DR	HOOKS, VICTOR R	1758594275	224 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	
226 BRIDGEPOINT DR	LARTIGUE, DELMA MALONE LARTIGUE, ROLAND	1758594273	226 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	
228 BRIDGEPOINT DR	PUUVADA VENKATA, SAI SUBRAMANIAM TRUSTEE KONA, SRINAGA SUDHA TRUSTEE	1758594270	104 ELMHAVEN WAY	MORRISVILLE NC 27560-6782	
230 BRIDGEPOINT DR	SULLIVAN, ERIN LISE	1758594178	230 BRIDGEPOINT DR	ROLESVILLE NC 27571-9542	
300 BATTEN RD	RVM REALTY LLC	1758681358	325 NASH ST E	WILSON NC 27893-4130	
321 BRIDGEPOINT DR	MANI, SURESH KUMAR	1758589806	321 BRIDGEPOINT DR	ROLESVILLE NC 27571-9538	
400 BARRINGTON HALL DR	DUGAN, JOHN PATRICK DUGAN, KRISTA M	1758599260	400 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
400 LINDSAYS RUN	WILLIAMS, TINA D WILLIAMS, ADAM III	1758587746	400 LINDSAYS RUN	ROLESVILLE NC 27571-9540	
400 WELLSPRING FARMS LN	RANSOM, ELLEN RUTH TRUSTEE RANSOM, MAURICE NIEL TRUSTEE	1759411849	400 WELLSPRING FARMS LN	ROLESVILLE NC 27571-9304	
401 BARRINGTON HALL DR	FUZZATO, FELIPE FUZZATO, FLAVIA	1758660100	401 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
401 LINDSAYS RUN	WASHINGTON, CHARLES J JR WASHINGTON, JULIA M	1758589710	401 LINDSAYS RUN	ROLESVILLE NC 27571-9540	
404 BARRINGTON HALL DR	AKABUEZE, ALEXANDER N AKABUEZE, MARTINA I	1758598270	404 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
405 BARRINGTON HALL DR	BWENSA, GISELLE M MUMPASI, EDDY M	1758599092	8012 WILLOWLEEN DR	RALEIGH NC 27616-3324	
405 LINDSAYS RUN	KOOKER, SCOTT LOWERY KOOKER, SERENA ELIZABETH	1758588691	405 LINDSAYS RUN	ROLESVILLE NC 27571-9540	
408 BARRINGTON HALL DR	MOLLAN, KRISTIN VICTORIA BOWMAN, JOHN CADE	1758598105	408 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
409 BARRINGTON HALL DR	FORTLAGE, KIMBERLY	1758589909	409 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
409 LINDSAYS RUN	STEFFENHAGEN, COURTNEY MARY MYERS, BENJAMIN MICHAEL	1758588509	409 LINDSAYS RUN	ROLESVILLE NC 27571-9540	
412 BARRINGTON HALL DR	HIGH, ROSEMARIE HIGH, JESSE D	1758597141	412 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
413 BARRINGTON HALL DR	JENKINS, JOEL J JENKINS, DELPHINE A RYAN, LINDA	1758588936	413 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
413 LINDSAYS RUN	MILLIKEN, SHAWIKA CASH MILLIKEN, ULYSSES JOYON III	1758596089	416 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
416 BARRINGTON HALL DR	SCOGGINS, KATHRYN SHAWN	1758587992	417 BARRINGTON HALL DR	ROLESVILLE NC 27571-9537	
417 BARRINGTON HALL DR	POWELL, ROY POWELL, SHORENA TRUSTEE OF LAURA V LARGY SEPARATE PROPERTY TRUST	1758586549	417 LINDSAYS RUN	ROLESVILLE NC 27571-9540	
421 LINDSAYS RUN	ANSLEY, JAMES R	1758298855	6714 W STATE ROAD 11	JANESVILLE WI 53548-9129	
4509 BURLINGTON MILLS RD	ANSLEY, JAMES R	1758298855	6714 W STATE ROAD 11	JANESVILLE WI 53548-9129	
4521 BURLINGTON MILLS RD	WILSON, DORL L	1758298341	4525 BURLINGTON MILLS RD	WAKE FOREST NC 27587-9134	
4525 BURLINGTON MILLS RD	MOSS, MICHAEL A TRUSTEE MOSS, KATHY C TRUSTEE	1758298702	4600 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9617	
4600 BURLINGTON MILLS RD	CHAMPION, ERMA H TRUSTEE MOSS, KATHY C TRUSTEE	1758298387	4641 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
4609 BURLINGTON MILLS RD	WOOD, CHRISTOPHER R	1758392506	4609 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
4613 BURLINGTON MILLS RD	NAVASGUEIRA, MONICA D	1758391382	4613 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
4629 BURLINGTON MILLS RD	MOSIER, MARK HOWARD MOSIER, TERRY R	1758393393	4629 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
4641 BURLINGTON MILLS RD	CHAMPION, ERMA H TRUSTEE MOSS, KATHY C TRUSTEE	1758386918	4641 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9618	
4700 BURLINGTON MILLS RD	WAKE CNTY BOARD OF EDUCATION	1758387160	RE SERVICES DIRECTOR	1551 ROCK QUARRY RD	RALEIGH NC 27610-4145
4701 BEARS CREEK DR	WIGGINS, BERTI WALL	1758498953	204 S MAIN ST	ROLESVILLE NC 27571-8702	
4705 BEARS CREEK DR	WIGGINS, BERTIE W	1759408017	PO BOX 70	ROLESVILLE NC 27571-0070	
4709 BEARS CREEK DR	WIGGINS, BERTIE W	1759409123	PO BOX 70	ROLESVILLE NC 27571-0070	
4724 BURLINGTON MILLS RD	BROTHERS FORTY SIX LLC	1758486155	1220 OLD WATKINS RD	RALEIGH NC 27616-8334	
4725 BURLINGTON MILLS RD	PARKS, WILLARD PARKS, BARBARA FREEMAN	1758487746	4725 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9620	

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4905 BURLINGTON MILLS RD	SISI LITTLE ONES HOME ACADEMY INC	1758587077	127 NATIONAL DR	CLAYTON NC 27527-5114	
4906 BURLINGTON MILLS RD	PURCELL, L YNDA	1758589313	4906 BURLINGTON MILLS RD	ROLESVILLE NC 27571-9623	
4908 WALLS COVE LN	DIXON, BEVERLY C DIXON, BESSIE WAKE	1759402366	4908 WALLS COVE LN	ROLESVILLE NC 27571-9481	
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500 KENTON MILL CT	JONES, BRITTANY S	1758596300	500 KENTON MILL CT	ROLESVILLE NC 27571-9543	
501 BARRINGTON HALL DR	CAMPANARO, DIANE CAMPANARO, JOYCE ANGELA	1758586877	501 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
502 KENTON MILL CT	ABERI, MAID ABERI, SHAHRZAD	1758596320	113 REED RANCH RD	BEVEREDNE TIBURON CA 94920-2024	
5026 WALLS COVE LN	WIGGINS, BERTIE W	1758493416	PO BOX 70	ROLESVILLE NC 27571-0070	
5028 WALLS COVE LN	GREGORY, JENNIFER W GREGORY, SIDNEY E	1758493655	5028 WALLS COVE LN	ROLESVILLE NC 27571-9494	
503 KENTON MILL CT	STUCKEY, GROVER C III	1758596414	503 KENTON MILL CT	ROLESVILLE NC 27571-9543	
5032 WALLS COVE LN	WALL, JAMES TIMOTHY	1758494848	1294 LEGACY GREENE AVE	WAKE FOREST NC 27587-4385	
5034 WALLS COVE LN	WIGGINS, BERTIE WALL	1759407413	PO BOX 70	ROLESVILLE NC 27571-0070	
5036 WALLS COVE LN	WIGGINS, BERTIE WALL DIXON, BESSIE WAKE	1758494277	PO BOX 70	ROLESVILLE NC 27571-0070	
504 BARRINGTON HALL DR	HARKEY, ROBERT MARTIN HARKEY, AMY LYNN	1758585927	504 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
504 KENTON MILL CT	ISLER, AMY	1758596350	504 KENTON MILL CT	ROLESVILLE NC 27571-9543	
505 KENTON MILL CT	O'CONNELL, ALBERT	1758596434	505 KENTON MILL CT	ROLESVILLE NC 27571-9543	
506 KENTON MILL CT	TEODOR, IOAN	1758596370	506 KENTON MILL CT	ROLESVILLE NC 27571-9543	
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508 BARRINGTON HALL DR	AKINS, JORDAN ALEXANDER AKINS, NATIA SHENEE	1758584981	508 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
508 KENTON MILL CT	HUDGINS, KADEHAS	1758596391	508 KENTON MILL CT	ROLESVILLE NC 27571-9543	
509 BARRINGTON HALL DR	LANGE, CHRISTOPHER E LANGE, CHRISTINE B	1758596821	509 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
509 KENTON MILL CT	KESAVAN, AKSHAY	1758596485	50 CHRISTOPHER COLUMBUS DR APT 1207	JERSEY CITY NJ 07302-7015	
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514 KENTON MILL CT	RODRIGUEZ, AURORA	1758598365	514 KENTON MILL CT	ROLESVILLE NC 27571-9543	
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528 BARRINGTON HALL DR	RIDGE, KATHRYN E RIDGE, ADAM H	1758584517	528 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
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544 BARRINGTON HALL DR	DAVIS, JASON DAVIS, JULIA	1758584300	544 BARRINGTON HALL DR	ROLESVILLE NC 27571-9539	
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**REZ-25-06: WakeMed Rolesville
Traffic Impact Analysis**

Rolesville, North Carolina

June 17, 2026

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Sign-off Sheet

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Executive Summary

The proposed WakeMed Rolesville development is located on the north side of Burlington Mills Road west of Main Street (US 401 Business) between Walls Cove Lane and the Barrington Subdivision in Rolesville, NC.

The 31.38-acre site is anticipated to be completed in 2027. The site plan shows a 36,000 freestanding emergency department. The applicant is pursuing a rezoning from residential low density (RL) to Commercial Highway (CH). The rezoning would allow a number of uses on-site. After coordinating with the applicant, it was decided to analyze a 40,000 square foot (SF) medical office building. Using the Institute of Transportation Engineers (ITE) Trip Generation Manual, it is estimated that at full build-out the development is expected to generate 1,550 new trips per average weekday. In the AM and PM peak hours, the development is expected to generate 105 AM peak hour trips (82 entering and 23 exiting) and 142 PM peak hour trips (43 entering and 99 exiting).

Two (2) access points are proposed for the development connecting to Granite Falls Boulevard. Both will operate as full-movement driveways onto Granite Falls Boulevard as shown in the site plan. However, the northernmost driveway will operate as a left-in and right-out only as Granite Falls Boulevard will terminate at the driveway. Access A is located approximately 400 feet north from Burlington Mills Road whereas Access B is located approximately 200 feet north from Burlington Mills Road.

This report examines the following scenarios for the AM and PM peak hours:

- 2026 Existing
- 2027 No-Build
- 2027 Build
- 2027 Build Improved

Capacity analysis for the AM and PM peak hours in each scenario was performed for the following existing intersections in addition to the two proposed driveways:

- Burlington Mills Road at Forestville Road
- Burlington Mills Road at Walls Cove Lane
- Burlington Mills Road at Old Burlington Mills Road
- Burlington Mills Road at S. Main Street

The purpose of this report is to evaluate the proposed development in terms of traffic conditions, evaluate the ability of the adjacent roadways to accommodate the additional traffic volumes, and recommend transportation improvements needed to mitigate congestion that may result from the additional site traffic. This report presents trip generation, trip distribution, traffic analysis, and recommendations for transportation improvements needed to meet anticipated traffic demands for two horizon years. The first horizon year is a near term analysis of the proposed development in the buildout year of 2027. The second horizon year is a longer term analysis of the development potential of the site ten (10) years following the buildout year (i.e. 2037). The intent of the long-term analysis is to forecast traffic in the immediate vicinity of the development of (1) Granite Falls Boulevard is extended and (2) further development occurs on-site. This further development is not based upon guidance or feedback from WakeMed. Rather, is a result of a development study to determine how well the available land could accommodate a



freestanding Emergency Center growing into a full-service community medical center. The site development study focused on site test fit plans with building massing blocks based upon projected areas from the generation of a high-level space and parking program. It should be noted that the current proposal consists of a 36,000 SF facility and that the current rezoning limits the development to 40,000 SF. If any development beyond 40,000 SF is proposed, the rezoning and conditions would have to be revisited.

The results of the near-term (2027) capacity analysis are summarized in Table ES-1.

Table ES-1: 2027 Level of Service Summary Table

Level of Service (Delay in seconds per vehicle)	2026 Existing		2027 No-Build		2027 Build		2027 Build Imp.	
	AM	PM	AM	PM	AM	PM	AM	PM
Burlington Mills Road at Forestville Road	D (52.0)	D (42.5)	D (41.3)	D (41.3)	D (41.7)	D (42.6)		
Burlington Mills Road at Walls Cove Lane / Rolesville Middle School	C (19.0)	B (11.4)	D (25.0)	B (14.2)	D (29.3)	B (14.5)		
Burlington Mills Road at Old Burlington Mills Road / Wallbrook Flats Access	B (14.1)	B (10.5)	E (44.3)	D (26.9)	F (61.6)	E (35.8)		
Main Street at Burlington Mills Road / Virginia Water Drive	C (29.6)	C (23.5)	E (65.3)	E (58.4)	E (58.1)	E (68.1)		
Burlington Mills Road at Granite Falls Boulevard					E (40.0)	C (17.0)	E (36.6)	C (16.5)
Granite Falls Boulevard at Access B					A (8.7)	A (8.9)	A (8.7)	A (8.9)
Not Included:			Signalized:		Stop-Controlled:			

The results of the near-term (2027) analysis, show that the proposed development accounts for a minimal increase in overall LOS at the existing study intersections with one exception. Specifically, long delays were observed for traffic turning left from the side streets at the intersection of Burlington Mills Road at Old Burlington Mills Road / Wallbrook Flats Access. The southbound left-turn increases in delay from 44 seconds per vehicle to 62 seconds per vehicle in the AM peak hour. Accordingly, the following mitigation measures were considered:

- Installation of a traffic signal
- Restricting side street access to right-turns out only

A traffic signal was considered at the intersection of Burlington Mills Road at Old Burlington Mills Road at Wallbrook Flats Access. However, this is not recommended due to the spacing between the intersection and the signalized intersection of S. Main Street at Burlington Mills Road due to the spacing between intersections.

Restricting access via a left-over which would allow side street traffic to only make right-turns was also considered. Through evaluation, this would negatively impact the intersection of Burlington Mills Road at Main Street as it would cause U-turns to occur on the eastbound approach of Burlington Mills Road.

Without improvements, left-turns are shown to incur high delays, however right-turning traffic operates with an acceptable LOS. It is common for minor streets at unsignalized intersection to experience higher delays due to the



difficulty in making a left-turn movement through the intersection with the uninterrupted main street traffic. Furthermore, the queues are largely contained within the existing turn-lanes. As a result, no improvements are recommended at this intersection. Long-term, relocating the Wallbrook Flats Access from its current location westward to where Granite Falls Boulevard intersects Burlington Mills Road should be considered.

Rolesville's Land Development Ordinance (LDO), Section 8.E, establishes the following Level of Service Standards:

- 1. The traffic impact analysis must demonstrate that the proposed development would not cause build-out-year, peak-hour levels of service on any arterial or collector road or intersection within the study area to fall below Level of Service (LOS) "D," as defined by the latest edition of the Highway Capacity Manual, or, where the existing level of service is already LOS "E" that the proposed development would not cause the LOS to fall to the next lower letter grade.*
- 2. If the road segment or intersection is already LOS "F," the traffic impact analysis must demonstrate that the proposed development, with any proposed improvements, would not cause build-out year peak-hour operation to degrade more than five (5) percent of the total delay on any intersection approach.*

Based on the findings of this study, specific improvements have been identified and should be completed as part of the proposed development. Intersections where no improvements are recommended are locations that meet the standards specified in the LDO.

Near Term Improvements (2027)

Burlington Mills Road at Granite Falls Boulevard

- Extend Granite Falls Boulevard to Burlington Mills Road with one ingress and one egress lane consisting of a shared left/right turn lane
- Construct an eastbound left turn lane on Burlington Mills Road with 50 feet of full-width storage and appropriate taper
- Construct a westbound right-turn lane on Burlington Mills Road with 50 feet of full-width storage and appropriate taper

Burlington Mills Road at Access A

- Construct Access A with one ingress and one egress lane consisting of a right turn lane
- Construct the northbound approach of Granite Falls Boulevard to provide a left turn lane

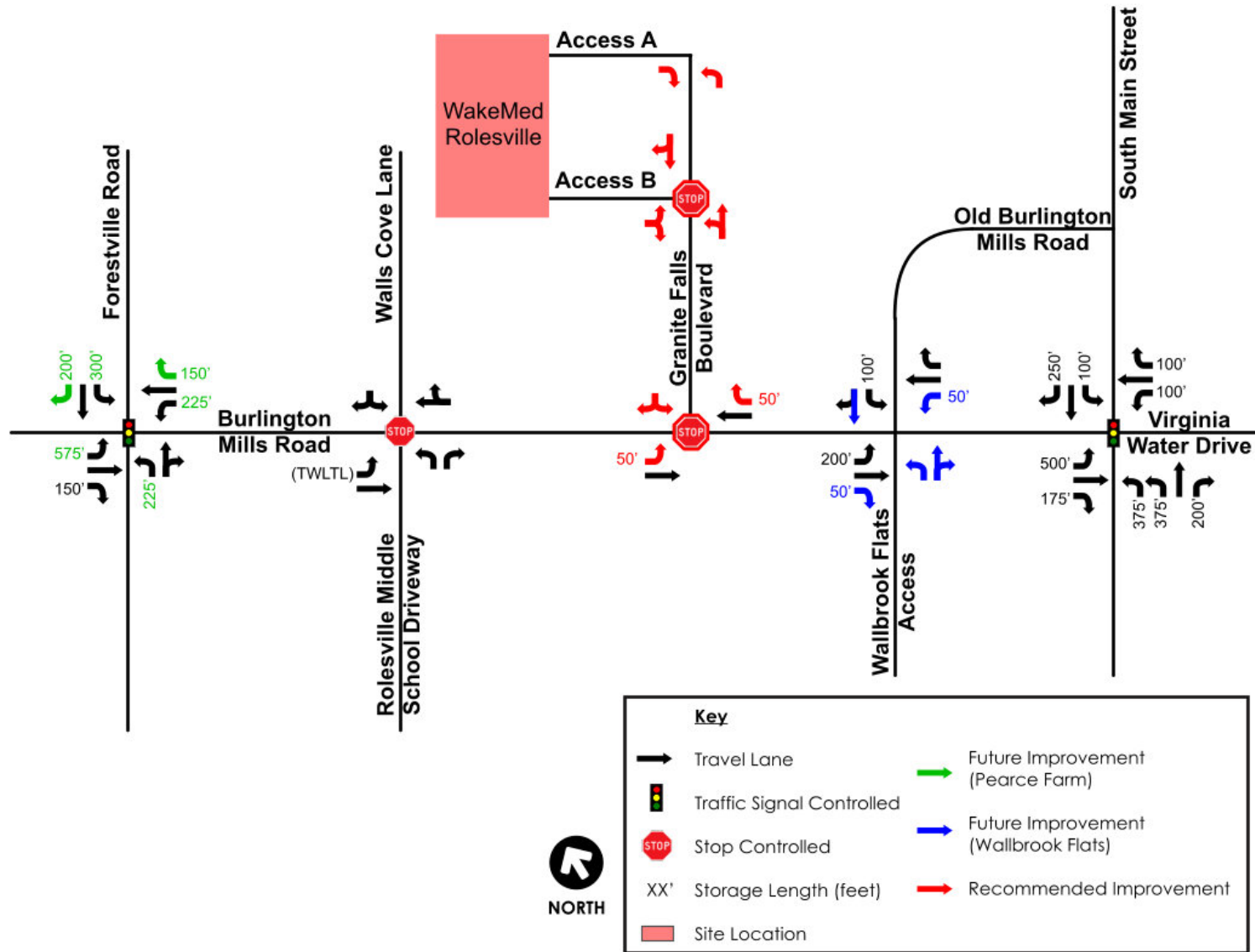
Burlington Mills Road at Access B

- Construct Access B with one ingress and one egress lane consisting of a shared left/right turn lane
- Construct the northbound approach of Granite Falls Boulevard to provide a shared left turn/thru lane

These recommendations are illustrated in Figure ES-1.



Figure ES-1: 2027 Recommended Improvements



In addition to analyzing the development as proposed, the Town of Rolesville has requested that the study include a long-term scenario that analyzes traffic if the following two (2) developments occur:

1. The site is fully build-out as a 486,921 SF hospital.
2. Granite Falls Boulevard is extended.

The square footage noted above is the result of a development study to determine how well the available land could accommodate a freestanding emergency center growing into a full-service community medical center. It should be noted that the current proposal consists of a 36,000 SF facility and that the current rezoning limits the development to 40,000 SF. If any development beyond 40,000 SF is proposed, the rezoning and conditions would have to be revisited. The intent of the long-term analysis is to forecast traffic in the immediate vicinity of the development of (1) Granite Falls Boulevard is extended and (2) further development occurs on-site. This further development is not based upon guidance or feedback from WakeMed. Rather, is a result of a development study to determine how well the available land could accommodate a freestanding Emergency Center growing into a full-service community medical center. The site development study focused on site test fit plans with building massing blocks based upon projected areas from the generation of a high-level space and parking program.

The Granite Falls Boulevard extension is a Town project that would provide a continuous connection from Burlington Mills Road to Rogers Road. Using the ITE Trip Generation Manual, it is estimated that a 486,921 SF hospital is expected to generate 6,626 new trips per average weekday. In the AM and PM peak hours, it is expected to generate 537 AM peak hour trips (365 entering and 172 exiting) and 544 PM peak hour trips (185 entering and 359 exiting). This analysis assumes a future year of 2037 (i.e. 10 years following the initial buildout).

The long-term analysis examines the following scenarios for the AM and PM peak hours:

- 2037 No-Build
- 2037 Build
- 2037 Build Improved

Capacity analysis for the long-term scenario for the AM and PM peak hours was performed for the following intersections in addition to the two proposed driveways along Granite Falls Boulevard:

- Burlington Mills Road at Granite Falls Boulevard
- Rogers Road at Granite Falls Boulevard



Table ES-2: 2037 Level of Service Summary Table

Level of Service (Delay in seconds per vehicle)	2037 No-Build		2037 Build		2037 Build Imp.	
	AM	PM	AM	PM	AM	PM
Burlington Mills Road at Granite Falls Boulevard	D (32.3)	B (12.6)	F (217.4)	D (25.4)	B (10.5)	A (9.6)
Granite Falls Boulevard at Access A			B (11.2)	B (10.4)	B (11.2)	B (10.4)
Granite Falls Boulevard at Access B			B (11.3)	B (10.6)	B (11.2)	B (10.6)
Rogers Road at Granite Falls Boulevard	B (14.4)	A (9.9)	B (15.4)	B (11.5)	B (14.8)	B (11.3)
Not Included:		Signalized:		Stop-Controlled:		

As shown in Table ES-2, the southbound approach of Granite Falls Boulevard at Burlington Mills Road experiences high delays in the 2037 Build Scenario. Accordingly, a traffic signal is recommended for if phases beyond the freestanding emergency department are developed in the future. With the installation of a traffic signal, the intersection operates at LOS B or better in both the AM and PM peak hours. All other intersections and driveways in the 2037 Build and Build-Improved scenarios operate at acceptable levels of service.



Based on the findings of this study, specific improvements have been identified and should be considered at the study intersections as the site develops beyond what is currently proposed.

Long Term Improvements (2037)

Burlington Mills Road at Granite Falls Boulevard

- Provide 200 feet of full width storage and appropriate taper to the eastbound left turn lane on Burlington Mills Road
- Provide 175 feet of full width storage and appropriate taper to the westbound right turn lane on Burlington Mills Road
- Construct a southbound right turn lane on Granite Falls Boulevard with 150 feet of full-width storage and appropriate taper
- Provide a full-movement signalized intersection

Granite Falls Boulevard at Access A

- Construct Access A with one ingress and one egress lane consisting of a right turn lane
- Construct a northbound left turn lane on Granite Falls Boulevard with 50 feet of full-width storage and appropriate taper

Granite Falls Boulevard at Access B

- Construct Access B with one ingress and one egress lane consisting of a shared left/right turn lane
- Construct a northbound left turn lane on Granite Falls Boulevard with 75 feet of full-width storage and appropriate taper

Rogers Road at Granite Falls Boulevard

- Extend the existing northbound left turn lane on Granite Falls Boulevard to 275 feet of full-width storage and appropriate taper
- Extend the existing westbound left turn lane on Rogers Road to 150 feet of full-width storage and appropriate taper

These recommendations are illustrated in Figure ES-2.



Figure ES-2: 2037 Recommended Improvements

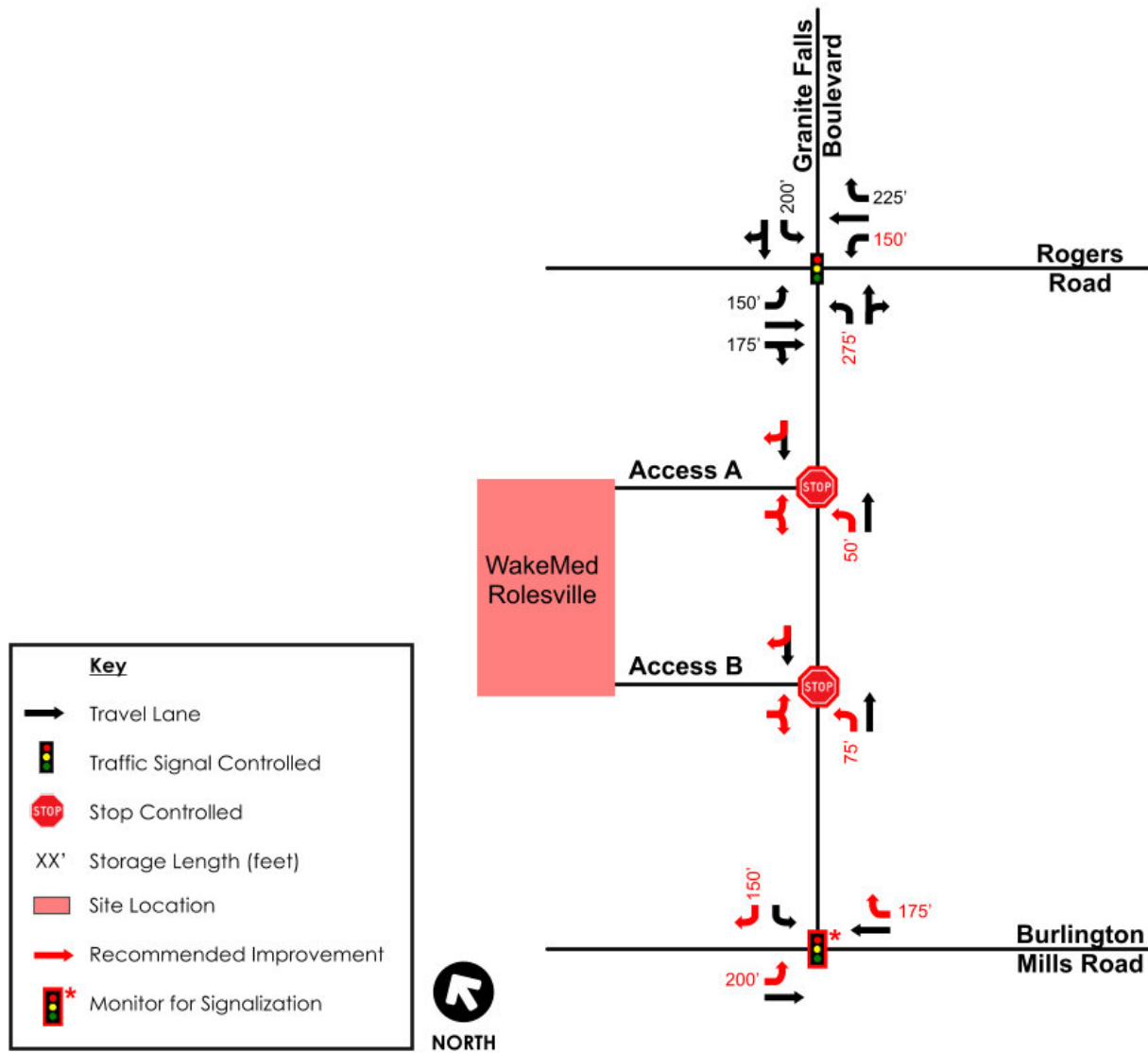


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1.0 INTRODUCTION

The proposed WakeMed Rolesville development is located on the north side of Burlington Mills Road west of Main Street (US 401 Business) between Walls Cove Lane and the Barrington Subdivision in Rolesville, NC. The applicant is pursuing a rezoning from residential low density (RL) to Commercial Highway (CH).

The 31.38-acre site is anticipated to be completed in 2027. The project location is shown in Figure 1. The site plan, prepared by Kimley-Horn and Associates, can be found in Figure 2. The purpose of this report is to evaluate the development in terms of projected vehicular traffic conditions, evaluate the ability of the adjacent roadways to accommodate the additional traffic, and recommend transportation improvements needed to mitigate congestion that may result from additional site traffic. This report presents trip generation, trip distribution, traffic analyses, and recommendations for improvements needed to meet anticipated traffic demands.

1.1 NEAR-TERM ANALYSIS (2027)

The traffic analysis considers future build conditions during the build-out year (2027). The site plan shows a 36,000 square foot (SF) freestanding emergency department. The rezoning would allow a number of uses on-site. After coordinating with the applicant, it was decided to analyze a 40,000 SF medical office building.

The site will include building Granite Falls Boulevard through the parcel as shown in Figure 2. Two (2) access points are proposed for the development connecting to Granite Falls Boulevard. Both will operate as full-movement driveways onto Granite Falls Boulevard as shown in the site plan. Access A is located approximately 400 feet north from Burlington Mills Road whereas Access B is located approximately 200 feet north from Burlington Mills Road. The analysis scenarios are as follows and include both the AM and PM peak hours:

- 2026 Existing
- 2027 No-Build
- 2027 Build
- 2027 Build Improved

1.2 LONG-TERM ANALYSIS (2037)

In addition to analyzing the development as proposed, the Town of Rolesville has requested that the study include a long-term scenario ten (10) years following the initial buildout that analyzes traffic if the following two (2) developments occur:

1. The site is fully build-out as a 486,921 SF hospital.
2. Granite Falls Boulevard is extended.

The square footage noted above is the result of a development study to determine how well the available land could accommodate a freestanding emergency center growing into a full-service community medical center. It should be noted that the current proposal consists of a 36,000 SF facility and that the current rezoning limits the development to 40,000 SF. If any development beyond 40,000 SF is proposed, the rezoning and conditions would have to be revisited. The intent of the long-term analysis is to forecast traffic in the immediate vicinity of the development of (1) Granite Falls Boulevard is extended and (2) further development occurs on-site. This further development is not



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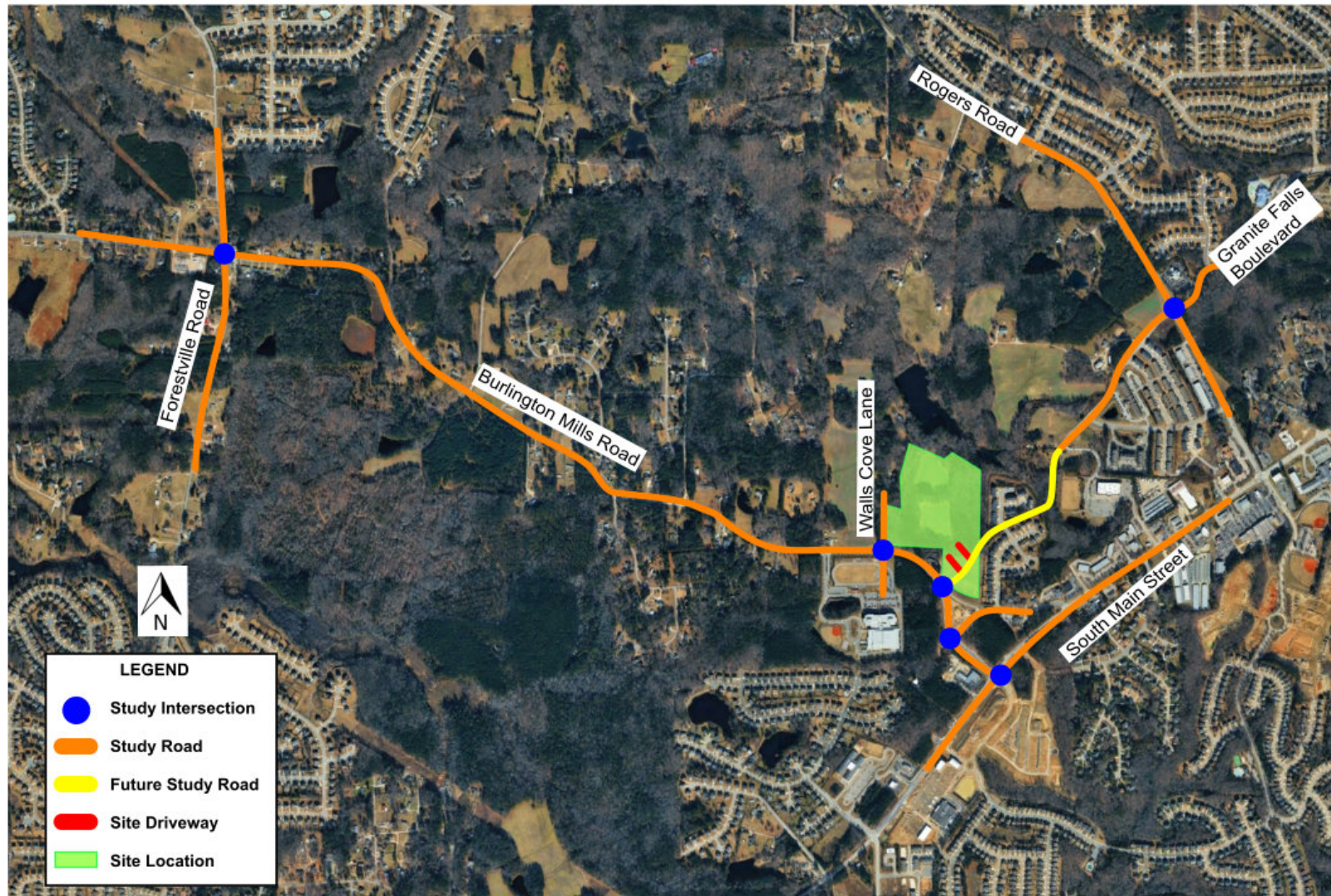
based upon guidance or feedback from WakeMed. Rather, it is a result of a development study to determine how well the available land could accommodate a freestanding Emergency Center growing into a full-service community medical center. The site development study focused on site test fit plans with building massing blocks based upon projected areas from the generation of a high-level space and parking program. The development study is included in the Appendix. This information was developed and included in this report at the request of the Town for the purpose of planning for Granite Falls Boulevard and is not associated with WakeMed's proposal.

The Granite Falls Boulevard extension is a Town project that would provide a continuous connection from Burlington Mills Road to Rogers Road. The analysis scenarios are as follows and include both the AM and PM peak hours:

- 2037 No-Build
- 2037 Build
- 2037 Build Improved



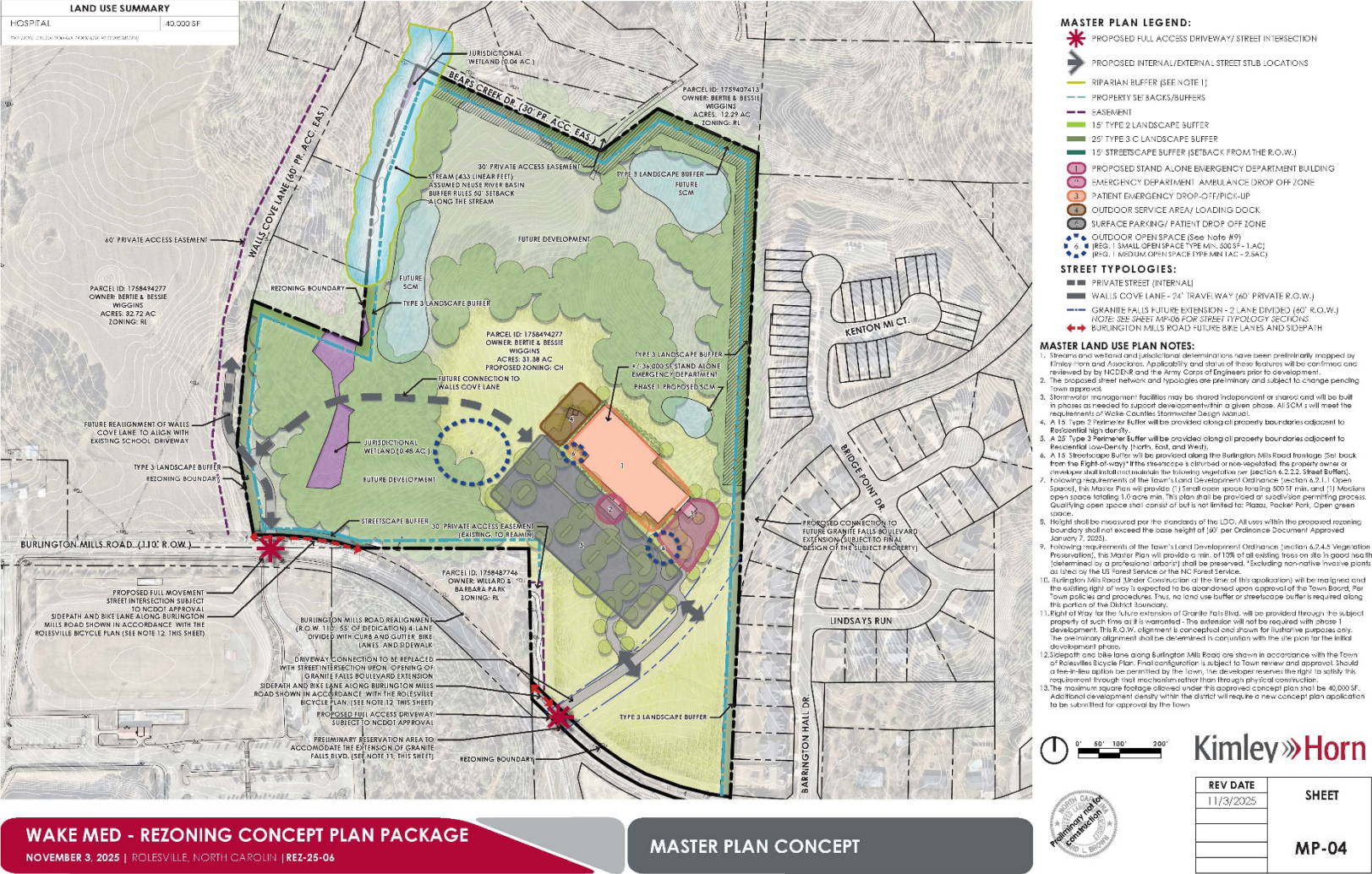
Figure 1: Site Location



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Figure 2: Near-Term (2027) Site Plan



2.0 INVENTORY OF TRAFFIC CONDITIONS

2.1 STUDY AREA

Stantec coordinated with the Town of Rolesville, the applicant, and the North Carolina Department of Transportation (NCDOT) to determine the appropriate study area and assumptions. The following existing intersections were agreed upon to be analyzed to determine the impacts associated with this development. These intersections are shown in Figure 1.

- Burlington Mills Road at Forestville Road
- Burlington Mills Road at Walls Cove Lane / Rolesville Middle School Driveway
- Burlington Mills Road at Old Burlington Mills Road
- Main Street at Burlington Mills Road / Virginia Water Drive

Table 1 provides a detailed description of the existing study area roadway network. All functional classification and average annual daily traffic (AADT) information were obtained from NCDOT.

Table 1: Existing Conditions

Road Name	Road Number	Primary Cross-Section	Functional Classification ¹	2024 AADT ² (vehicles per day)	Speed Limit (mph)	Maintenance Agency
Burlington Mills Road	SR 2051	Two-Lane Undivided	Major Collector	4,500	35-45	NCDOT
Forestville Road	SR 2049	Two-Lane Undivided	Minor Arterial	18,000	45	NCDOT
Walls Cove Lane	N/A	One-Lane	Private	No Data Available	N/A	Private
Old Burlington Mills Road	SR 2051	Two-Lane Undivided	Major Collector	No Data Available	35	NCDOT
Main Street	US 401 Business	Two-Lane w/ TWLTL*	Minor Arterial	13,500	35	NCDOT
Virginia Water Drive	N/A	Two-Lane Undivided	Local Road	No Data Available	25	Town of Rolesville
Granite Falls Boulevard	N/A	Two-Lane Undivided	Local Road	No Data Available	25	Town of Rolesville
Rogers Road	SR 2052	Two-Lane Undivided	Major Collector	10,000	35	NCDOT

*TWLTL = Continuous Two-Way Left-Turn Lane

The existing lane configuration and traffic control for the study area intersections are illustrated in Figure 3.



2.2 PROPOSED ACCESS

Access to the site is envisioned to be provided by two access points along Granite Falls Boulevard. Access A will operate as a full-movement driveway onto Granite Falls Boulevard located approximately 400 feet north from Burlington Mills Road. However, Access A will operate as a left-in and right-out only access point as Granite Falls Boulevard terminates at this driveway. When Granite Falls Boulevard is fully-extended, this driveway will operate as a full movement access point. Access B is envisioned to be located approximately 200 feet north from Burlington Mills Road and will operate as a full-movement driveway onto Granite Falls Boulevard.

2.3 FUTURE CONDITIONS

The following sub-sections discuss the projects that are anticipated to modify the study area intersections between 2026 and the future year 2027. The future year lane configuration and traffic control for the study area intersections are illustrated in Figure 4.

2.3.1 U-6241 (Main Street)

The U-6241 project will realign Burlington Mills Road near Main Street as well as make streetscape and multimodal improvements along Main Street. As of the writing of this report, construction is on-going along Main Street, but the new alignment of Burlington Mills Road is open to traffic. Pertinent plans for U-6241 can be found in the Appendix.

2.3.2 Pearce Farm (fka Tom's Creek)

The following improvements are currently proposed to be implemented in association with the development of the Pearce Farm site:

Burlington Mills Road at Forestville Road

- Extend the existing eastbound left-turn lane to 575 feet of full-width storage and appropriate taper
- Extend the existing westbound left-turn lane to 225 feet of full-width storage and appropriate taper
- Construct a westbound right-turn lane with 150 feet of full-width storage and appropriate taper
- Extend the existing northbound left-turn lane to 225 feet of full-width storage and appropriate taper
- Extend the existing southbound left-turn lane to 300 feet of full-width storage and appropriate taper
- Construct a southbound right-turn lane with 200 feet of full-width storage and appropriate taper

A copy of the TIA is contained in the Appendix. Pearce Farm is discussed in more detail in Section 2.3.2.

2.3.3 Wallbrook

The following improvements were committed to by the Wallbrook development:

Main Street at Burlington Mills Road

- Construct dual northbound exclusive left-turn lanes with 375 feet of full-width storage and appropriate taper
- Construct an exclusive northbound right-turn lane with 200 feet of full-width storage and appropriate taper
- Construct an exclusive westbound left-turn lane with 100 feet of full-width storage and appropriate taper
- Construct an exclusive westbound right-turn lane with 100 feet of full-width storage and appropriate taper
- Construct an exclusive eastbound left-turn lane with 500 feet of full-width storage and appropriate taper



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- Construct an exclusive eastbound right-turn lane with 175 feet of full-width storage and appropriate taper
- Construct an exclusive southbound left-turn lane with 100 feet of full-width storage and appropriate taper
- Construct an exclusive southbound right-turn lane with at least 250 feet of full-width storage and appropriate taper

It should be noted that the improvements associated with Wallbrook are shown as existing on both Figure 3 and Figure 4 as these improvements have been constructed. A copy of the TIA is contained in the Appendix. The Wallbrook development is discussed in more detail in Section 3.1.3.2.

2.3.4 Wallbrook Flats

Wallbrook Flats will add a fourth-leg to the intersection of Burlington Mills Road at Old Burlington Mills Road. The following improvements were committed to by the Wallbrook Flats Development:

Burlington Mills Road at Old Burlington Mills Road

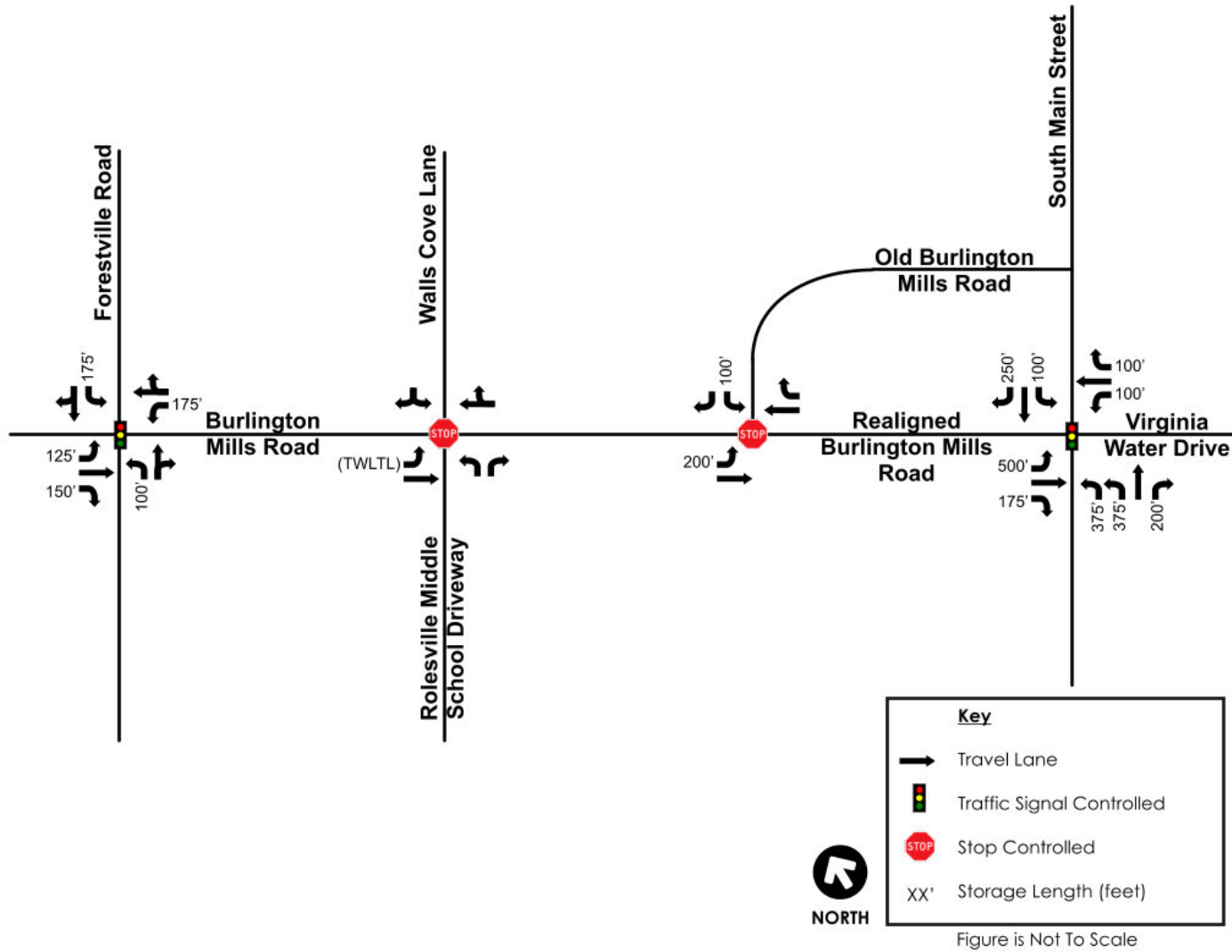
- Construct the Wallbrook Flats driveway with one ingress lane and two egress lanes consisting of an exclusive left-turn lane and a shared thru/right-turn lane.
- Construct a westbound left-turn lane on Burlington Mills Road with 50 feet of full-width storage and appropriate taper.
- Construct an eastbound right-turn lane on Burlington Mills Road with 50 feet of full-width storage and appropriate taper.
- Restripe the southbound approach of Old Burlington Mills Road to provide an exclusive left-turn lane and a shared thru/right-turn lane.

A copy of the TIA is contained in the Appendix. The Wallbrook Flats development is discussed in more detail in Section 3.1.3.3.



Inventory of Traffic Conditions
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Figure 3: 2026 Existing Lanes and Traffic Control



Inventory of Traffic Conditions
June 17, 2026

Figure 4: Near-Term (2027) No-Build Lanes and Traffic Control

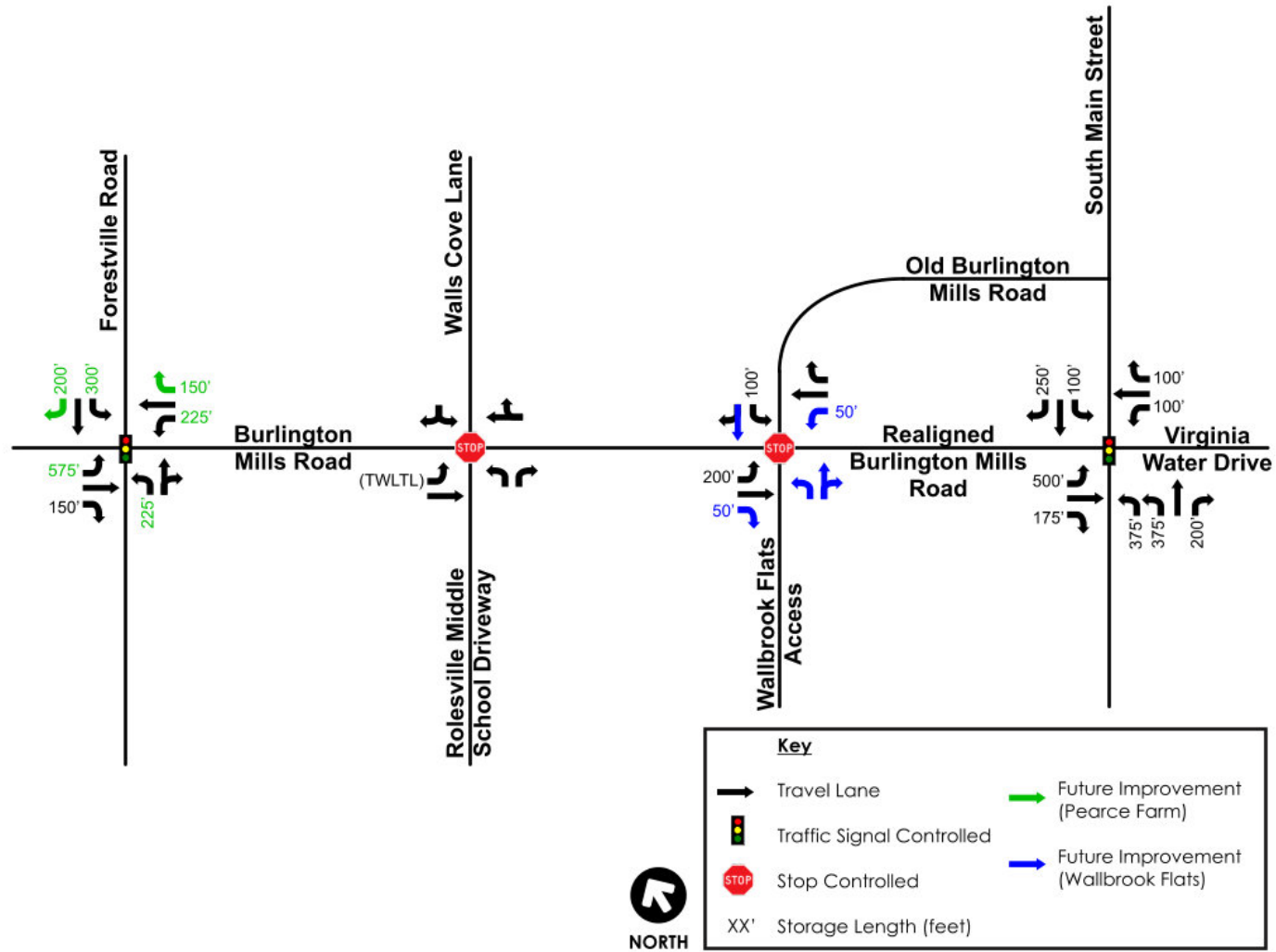


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3.0 NEAR-TERM (2027) ANALYSIS

3.1 TRAFFIC VOLUME DEVELOPMENT

All traffic volume calculations can be found in the Appendix.

3.1.1 Data Collection

Morning (7:00 – 9:00 AM) and evening (4:00 – 6:00 PM) turning movement counts were taken at the study intersections on March 5, 2026, while schools were in session. Due to the distance between study intersections and the number of driveways between them, the traffic counts were not balanced. All traffic count data can be found in the Appendix. The existing (2026) traffic volumes are shown in Figure 5.

3.1.2 Background Traffic Growth

Background traffic growth is the increase in traffic volumes due to usage increases and non-specific growth throughout the area. The 2026 existing volumes were grown by a 1.0 percent annual rate to estimate the 2027 volumes. The growth in vehicles as a result of this future traffic growth is shown in Figure 6.

3.1.3 Adjacent Development Traffic

There are three (3) developments proposed to be constructed within and nearby the study area: Pearce Farm (fka Tom's Creek), Wallbrook, and Wallbrook Flats. The total trips associated with these developments are shown in Figure 7. Figures showing the individual development trips can be found in the Appendix. The following subsections highlight salient data for each of the approved developments.

3.1.3.1 Pearce Farm (fka Tom's Creek)

Pearce Farm is a residential development project located in the southeast quadrant of the Forestville Road and Burlington Mills Road intersection. It is currently assumed that the project will consist of 606 units of single-family detached housing and that the project will be built out by 2029. The improvements associated with the Wallbrook development are discussed in Section 2.3.3. To provide a conservative analysis, it was assumed that the entire project would be built out and completed by the construction of the WakeMed Rolesville development. The trips attributed to the Pearce Farm development, as well as a copy of the traffic study prepared by Stantec are provided in the Appendix.

3.1.3.2 Wallbrook

Wallbrook is a mixed-use development project located along Main Street. The proposed development is expected to consist of 107,000 square feet of office space, 17,000 square feet of restaurants, 143,000 square feet of retail space, and 170 townhomes.



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A copy of the traffic study prepared by Stantec can be found in the Appendix. Due to the size and location of Wallbrook, the traffic study partitioned the development into four (4) sites; specifically the North, South, East, and West sites where traffic was generated, distributed, and assigned to the study area individually. The development is not yet completed, but portions are currently open and operational. Land uses that are open and operational are as follows:

- 20 Townhomes located on the East Site;
- 20,000 square feet of retail located on the South Site; and
- 50,000 square feet of grocery store located on the South Site.

At the time the traffic counts were collected, no land uses on the North or West Sites were completed. Therefore, all traffic were added to the network as adjacent development traffic.

To account for future traffic to/from the East Site, the percentage of trips attributed to the twenty (20) townhome built were subtracted from the total AM and PM peak hour trips. This resulted in 244 total trips in the AM peak hour (144 entering, 100 exiting) and 244 total trips in the PM peak hour (100 entering and 144 exiting).

To account for future traffic to/from the South Site, the retail trips were reduced by twenty-eight percent (28%) as 20,000 of the total 71,400 square feet are constructed. This resulted in 230 total trips in the AM peak hour (138 entering and 92 exiting) and 286 total trips in the PM peak hour (141 entering and 145 exiting).

The improvements associated with the Wallbrook development are discussed in Section 2.3.3. Figures detailing the trips attributed to the Wallbrook development can be found in the Appendix.

3.1.3.3 Wallbrook Flats

Wallbrook Flats is a residential development project located on the south side of Burlington Mills Road west of Main Street. The proposed development is expected to consist of 264 units of multifamily housing and is anticipated to be completed in 2030. The improvements with the Wallbrook Flats development are discussed in Section 2.3.4. To provide a conservative analysis, it was assumed that the entire project would be built out and completed by the construction of the WakeMed Rolesville development. The trips attributed to the Wallbrook Flats development, as well as a copy of the traffic study prepared by Stantec are provided in the Appendix.

3.1.4 No-Build Traffic Volumes

The 2027 No-Build traffic volumes consist of the sum of the 2026 Existing traffic volumes, the Background traffic growth, and the adjacent development growth. The 2027 No-Build traffic volumes are shown in Figure 8.

3.1.5 Trip Generation

Trip generation for the proposed development was performed using the 12th Edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual³. The Rate Versus Equation spreadsheet published by NCDOT⁴ was used to supplement the ITE methodology. No trip reductions were taken for internal capture or pass-by traffic. Trip generation for the proposed development is shown in Table 2.



Table 2: Trip Generation

Land Use	Size	Daily	AM Peak			PM Peak		
		Total	Total	Enter	Exit	Total	Enter	Exit
Medical Office (LUC 720)	40,000 SF	1,550	105	82	23	142	43	99
Total Trips Generated		1,550	105	82	23	142	43	99

3.1.6 Site Trip Distribution

To accurately determine the effect of the proposed development on the surrounding roadway network, an estimate of the expected distribution of traffic entering and exiting the site is needed. These percentages were developed using a combination of existing traffic volume counts, historic AADTs provided by NCDOT, and engineering judgment. This trip distribution was submitted as part of NCDOT's TIA Scoping Checklist contained in the Appendix. All traffic volume calculations can be found in the Appendix.

- 30% to/from the north on Main Street
- 25% to/from the north on Forestville Road
- 20% to/from the south on Main Street
- 10% to/from the west on Burlington Mills Road
- 10% to/from the east on Virginia Water Drive
- 5% to/from the south on Forestville Road

The trip distribution for the proposed development is shown in Figure 9. The trip assignment is shown in Figure 10.

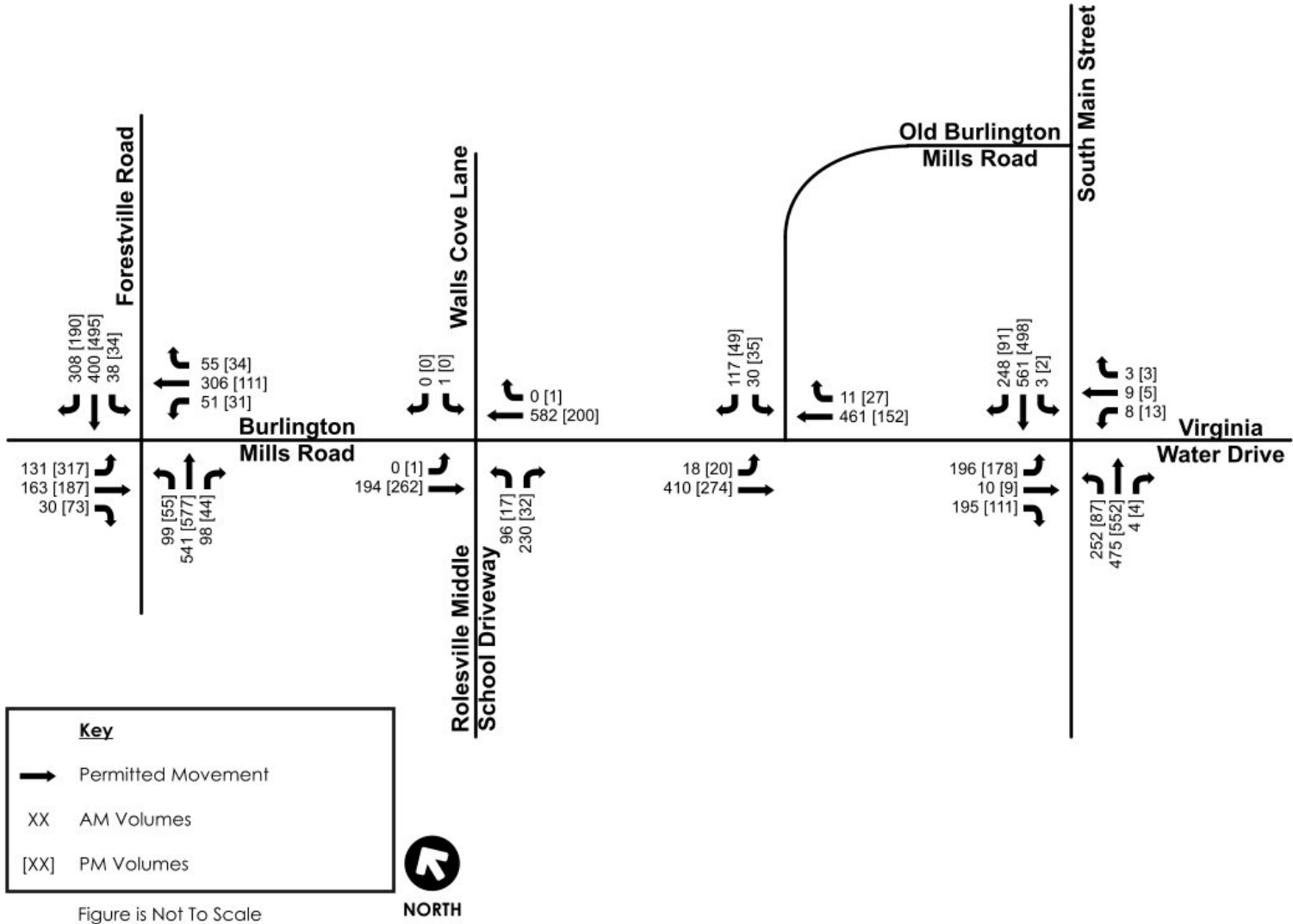
3.1.7 Build Traffic Volumes

The 2027 Build traffic volumes include the 2027 No-Build traffic and the proposed development traffic discussed in Sections 3.1.5 and 3.1.6. The 2027 Build traffic volumes are shown in Figure 11.



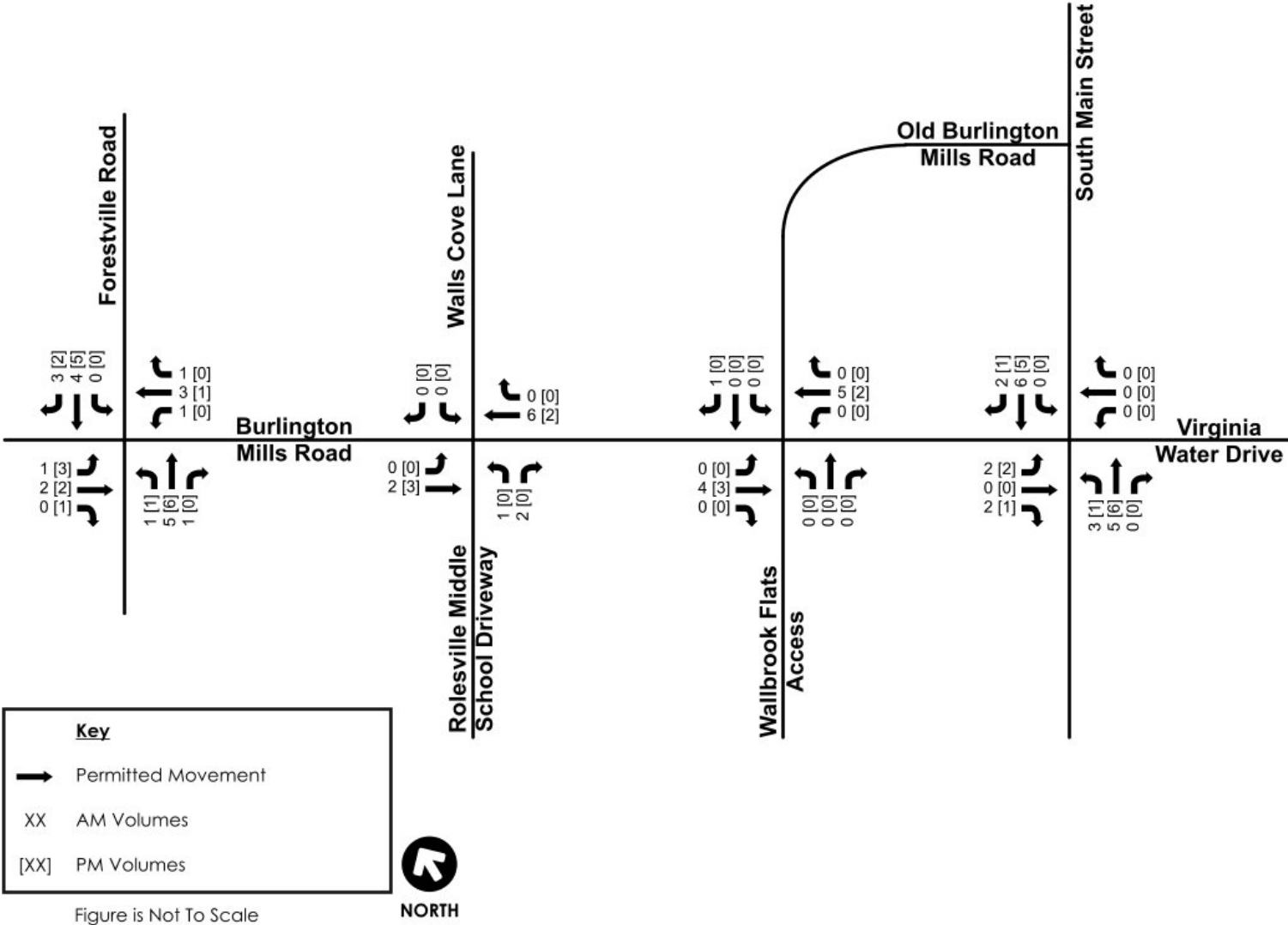
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Figure 5: 2026 Existing Traffic Volumes



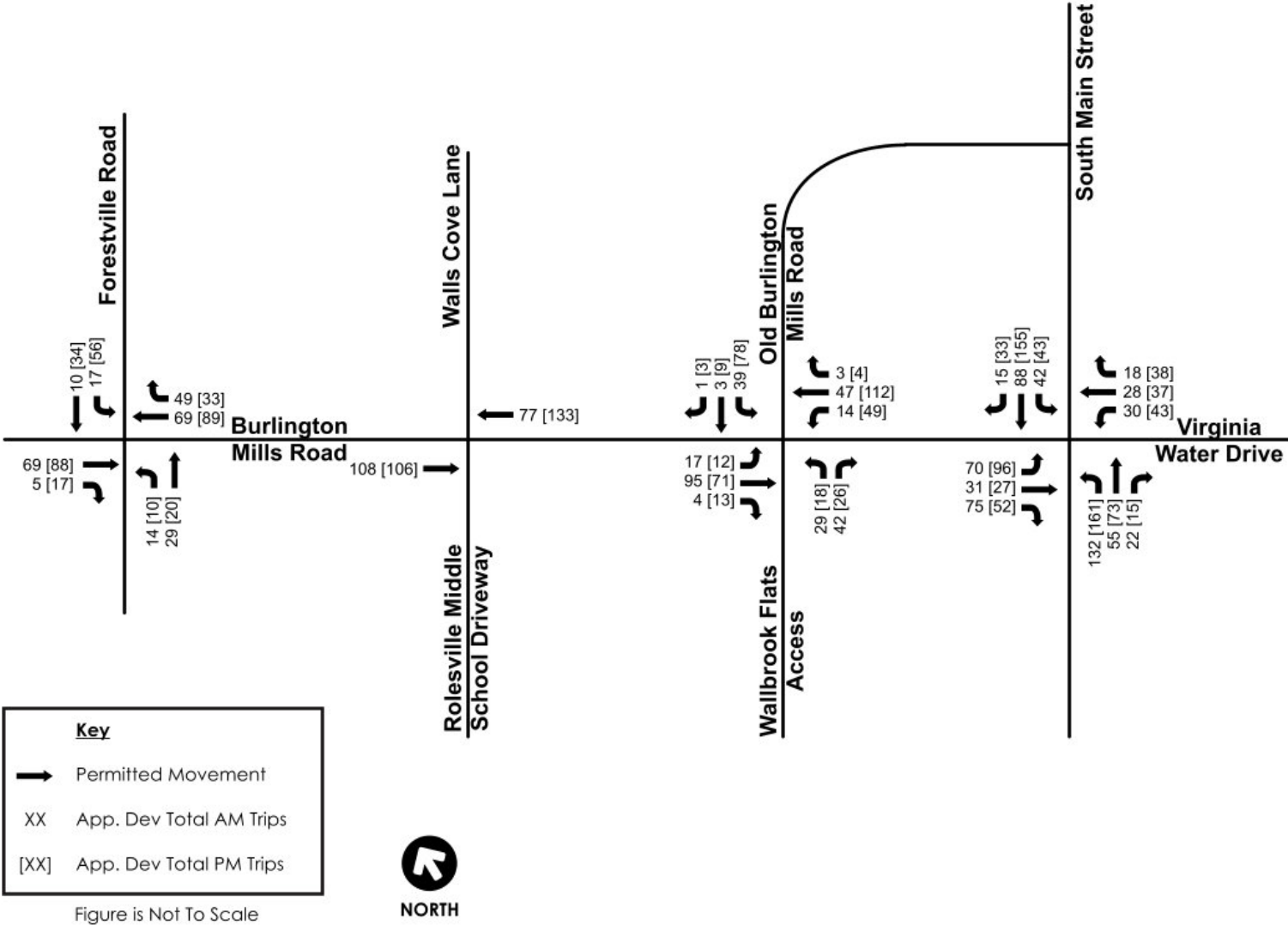
Near-Term (2027) Analysis
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Figure 6: Near-Term (2027) Background Traffic Growth



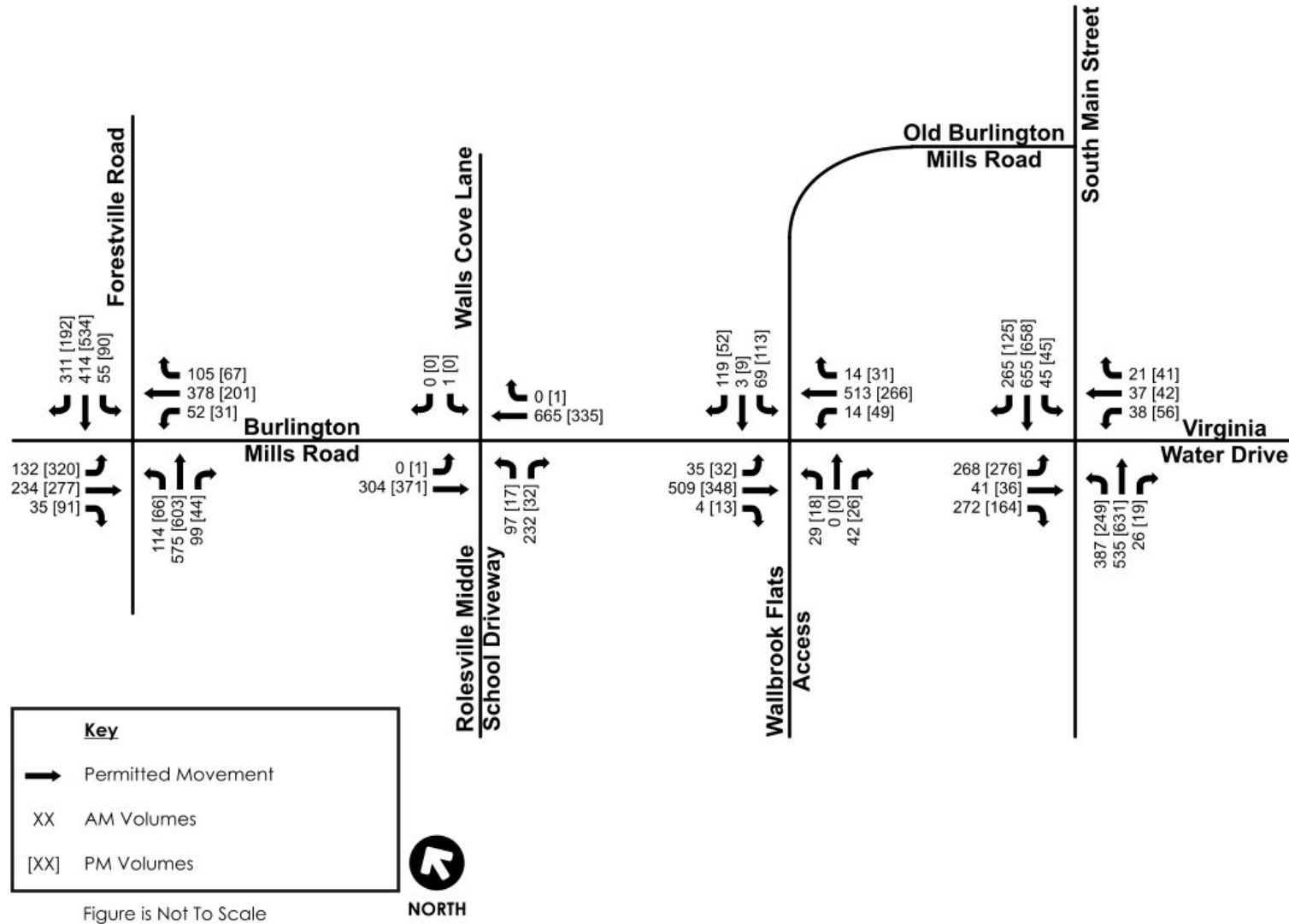
Near-Term (2027) Analysis
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Figure 7: Near-Term (2027) Adjacent Development Traffic Volumes



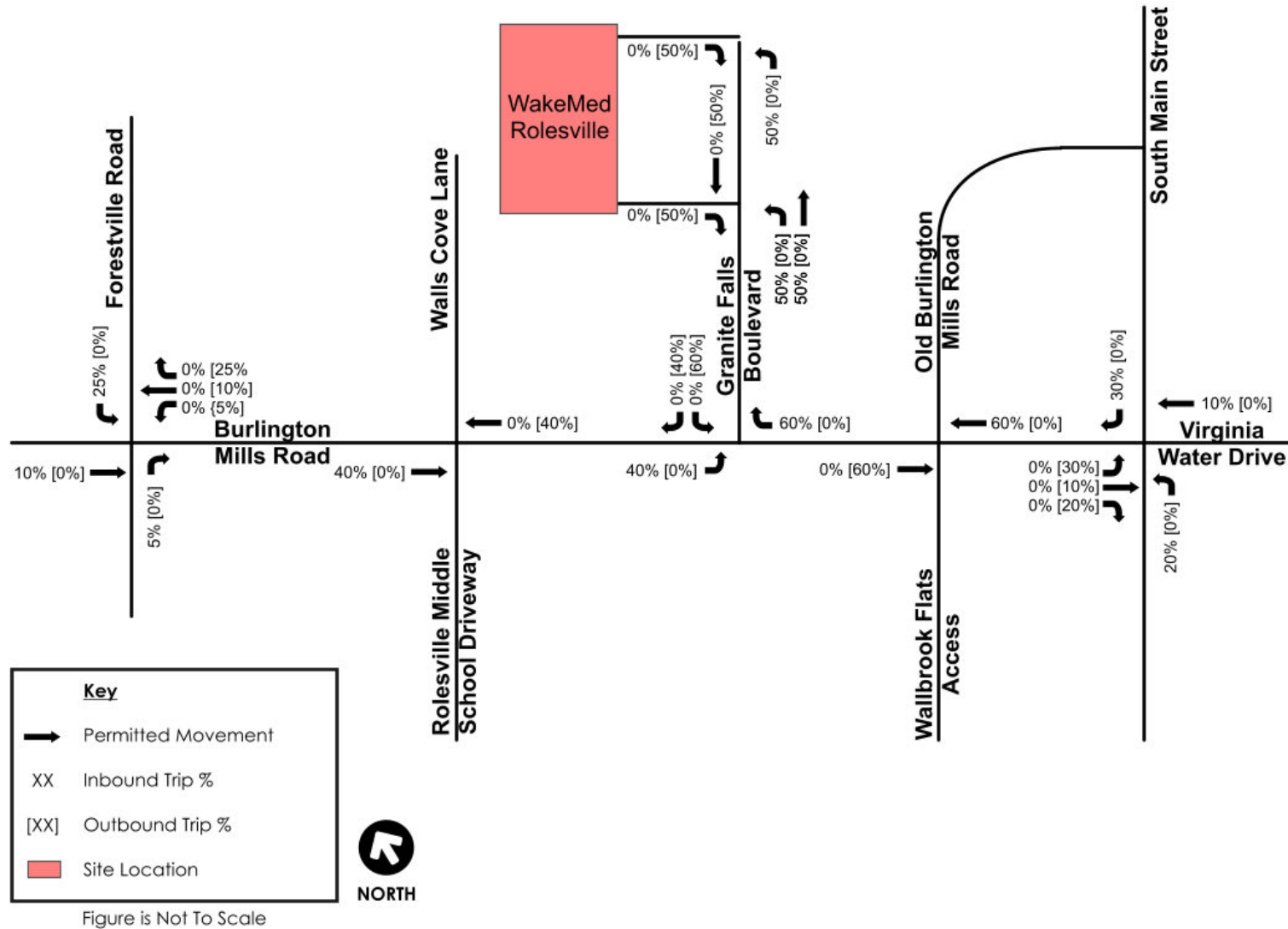
Near-Term (2027) Analysis
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Figure 8: Near-Term (2027) No-Build Traffic Volumes



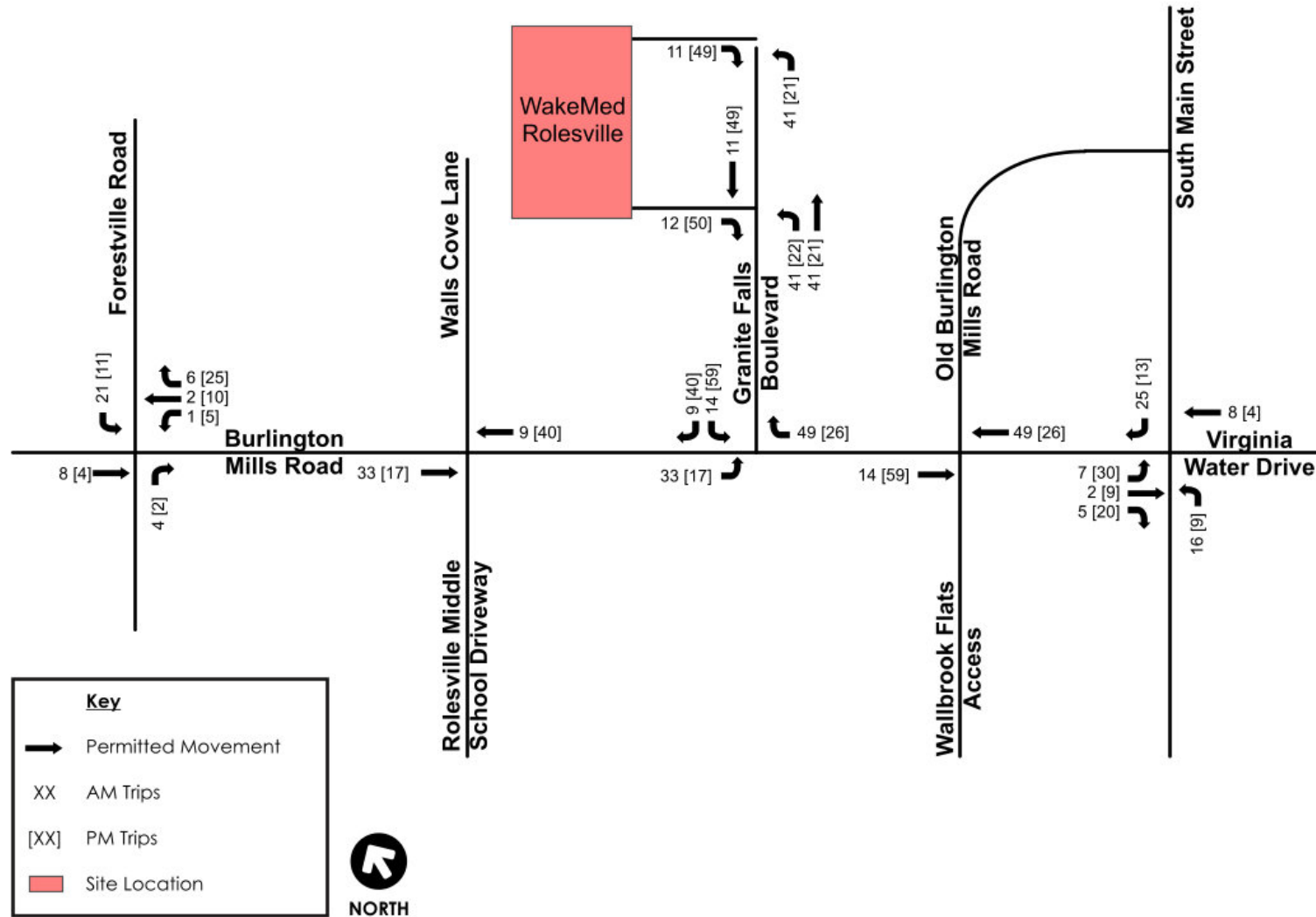
Near-Term (2027) Analysis
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Figure 9: Near-Term (2027) Trip Distribution



Near-Term (2027) Analysis
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Figure 10: Near-Term (2027) Trip Assignment



Near-Term (2027) Analysis
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Key

- Permitted Movement
- XX AM Volumes
- [XX] PM Volumes
- Site Location

Map Details:

- Streets:** Forestville Road, Burlington Mills Road, Walls Cove Lane, Future Granite Falls Boulevard, Old Burlington Mills Road, South Main Street, Rolesville Middle School Driveway, Wallbrook Flats Access, Virginia Water Drive.
- Site Location:** WakeMed Rolesville (indicated by a red rectangle at the intersection of Future Granite Falls Boulevard and Access B).
- Access Points:** Access A, Access B, Wallbrook Flats Access.
- Permitted Movements:** Indicated by arrows on each street.
- Traffic Volumes:**
 - Forestville Road:** 311 [192], 414 [534], 76 [101] (Northbound); 132 [320], 242 [281], 35 [91] (Southbound).
 - Burlington Mills Road:** 111 [92], 380 [211], 53 [36] (Eastbound); 114 [66], 575 [603], 103 [46] (Westbound).
 - Walls Cove Lane:** 0 [0], 1 [0] (Northbound); 0 [1], 337 [388] (Southbound).
 - Future Granite Falls Boulevard:** 11 [49], 41 [49] (Northbound); 12 [50] (Southbound).
 - Old Burlington Mills Road:** 14 [31], 562 [292], 14 [49] (Eastbound); 290 [138], 655 [658], 45 [45] (Westbound).
 - South Main Street:** 21 [41], 45 [46], 38 [56] (Northbound); 403 [258], 535 [631], 26 [19] (Southbound).
 - Virginia Water Drive:** 21 [41], 45 [46], 38 [56] (Northbound); 403 [258], 535 [631], 26 [19] (Southbound).
 - Wallbrook Flats Access:** 119 [52], 3 [9], 69 [113] (Northbound); 49 [26], 690 [336] (Southbound).
 - Rolesville Middle School Driveway:** 97 [17], 232 [32] (Northbound); 33 [17], 524 [393] (Southbound).
 - Future Granite Falls Boulevard:** 9 [40], 14 [59] (Northbound); 41 [22], 41 [21] (Southbound).
 - Wallbrook Flats Access:** 35 [32], 523 [407], 4 [13] (Northbound); 29 [18], 0 [0], 42 [26] (Southbound).
 - Virginia Water Drive:** 275 [306], 43 [45], 277 [184] (Northbound); 403 [258], 535 [631], 26 [19] (Southbound).

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3.2 NEAR-TERM (2027) CAPACITY ANALYSIS

Capacity analyses were performed for the roadway network in the study area. The traffic analysis program Synchro Version 12 was used to analyze all signalized and stop-controlled intersections according to methods put forth by the Transportation Research Board's Highway Capacity Manual⁵ (HCM). The HCM defines capacity as the "maximum rate or flow at which persons or vehicles can be reasonably expected to traverse a point or uniform section of a line or roadway during a specified period under prevailing roadway, traffic, and control conditions, usually expressed as vehicles per lane per hour."

Level of service (LOS) is a term used to describe different traffic conditions and is defined as a "qualitative measure describing operational conditions within a traffic stream, and their perception by motorists or passengers." LOS varies from Level A, representing free flow, to Level F where traffic breakdown conditions are evident. At an unsignalized intersection, the primary traffic on the main roadway is virtually uninterrupted. Therefore, the overall delay for the intersection is usually less than what is calculated for minor street movements. The overall intersection delay and the delay for the intersections' minor movement(s) are reported in the summary tables of this report. LOS D is acceptable for signalized intersections in suburban areas during peak periods. For unsignalized intersections, it is common for some of the minor street movements or approaches to be operating at LOS F during peak hour conditions and that is not necessarily indicative of an area that requires improvements.

Capacity analyses were completed following *NCDOT Capacity Analysis Guidelines*⁶ as well as the *Draft NCDOT Capacity Analysis Guidelines Best Practices*⁷. Table 3 presents the criteria of each LOS as indicated in the HCM.

Table 3: Level of Service Criteria

Level of Service (LOS)	Signalized Intersection Control Delay (seconds/vehicle)	Unsignalized Intersection Control Delay (seconds/vehicle)
A	≤ 10	≤ 10
B	>10 and ≤ 20	>10 and ≤ 15
C	>20 and ≤ 35	>15 and ≤ 25
D	>35 and ≤ 55	>25 and ≤ 35
E	>55 and ≤ 80	>35 and ≤ 50
F	>80	>50

The Town of Rolesville's Land Development Ordinance (LDO)⁸, Section 8.E, establishes the following Level of Service Standards:

1. *The traffic impact analysis must demonstrate that the proposed development would not cause build-out-year, peak-hour levels of service on any arterial or collector road or intersection within the study area to fall below Level of Service (LOS) "D," as defined by the latest edition of the Highway Capacity Manual, or, where the existing level of service is already LOS "E" that the proposed development would not cause the LOS to fall to the next lower letter grade.*



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2. *If the road segment or intersection is already LOS "F," the traffic impact analysis must demonstrate that the proposed development, with any proposed improvements, would not cause build-out year peak-hour operation to degrade more than five (5) percent of the total delay on any intersection approach.*

All Synchro files and detailed printouts can be found in the Appendix.

3.2.1 2026 Existing

In the base year under the existing geometric conditions, all study intersections operate at an overall acceptable LOS. It should be noted that at Burlington Mills Road at Forestville Road, the westbound thru/right movement operates at LOS F in the AM and PM peak hours, with the southbound thru/right movement operating at LOS E in the AM peak hour. Additionally, at Burlington Mills Road at Main Street, the eastbound left operates at LOS F and LOS E in the AM and PM peak hours; respectively, with the westbound thru movement operating at LOS E in the AM peak hour. The results from the existing analysis of 2026 are shown in Table 4. Instances where the overall intersection or lane group operate at LOS E or F are highlighted in the table.



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Table 4: 2026 Existing Level of Service and Delay

Intersection		Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)	
				AM	PM	AM	PM	AM	PM	AM	PM
	Burlington Mills Road at Forestville Road	Overall		52.0	42.5	D	D				
		EB	L	54.3	52.0	D	D	173	378	149	150
			T	40.6	41.2	D	D	191	227	252	155
			R	26.9	28.0	C	C	41	86	117	175
		WB	L	27.8	30.9	C	C	61	43	200	118
			TR	82.1	90.0	F	F	508	244	772	248
		NB	L	33.4	16.0	C	B	100	37	125	124
			TR	36.5	29.5	D	C	704	583	606	539
		SB	L	13.4	11.7	B	B	30	26	199	200
TR	60.2	45.8	E	D	858	756	1187	702			
	Burlington Mills Road at Walls Cove Lane / Rolesville MS	EB	L	8.9	7.7	A	A	0	0	20	20
		NB	L	27.1	13.1	D	B	45	3	99	35
			R	11.3	10.1	B	B	33	3	165	54
		SB	LR	19.0	11.4	C	B	3	0	30	30
	Burlington Mills Road at Old Burlington Mills Road	EB	L	8.6	7.6	A	A	3	0	36	33
		SB	L	21.9	12.4	C	B	13	5	50	40
			R	12.1	9.2	B	A	20	5	79	42
	Burlington Mills Road at Main Street	Overall		29.6	23.5	C	C				
		EB	L	88.7	66.4	F	E	420	255	288	241
			T	52.7	52.1	D	D	28	26	179	75
			R	40.8	44.4	D	D	185	143	194	167
		WB	L	52.0	44.4	D	D	25	28	35	48
			T	55.6	55.0	E	D	26	19	44	29
			R	48.0	48.0	D	D	14	14	30	49
		NB	L	52.2	54.7	D	D	150	66	301	98
			T	8.1	9.3	A	A	288	370	426	327
			R	1.8	3.0	A	A	2	4	61	17
		SB	L	55.0	55.0	D	D	16	16	57	36
			T	21.9	15.6	C	B	481	345	596	338
			R	6.8	3.6	A	A	141	40	275	210

 Intersection or Lane Group Operates at LOS E
 Intersection or Lane Group Operates at LOS F



Near-Term (2027) Analysis
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3.2.2 2027 No-Build

In the 2027 No-Build conditions, the analysis assumes the improvements associated with the adjacent developments and NCDOT projects are constructed. These improvements, discussed in Section 2.3, are also shown on Figure 4:

In the future year of 2027, without the proposed development in place, the intersection of Burlington Mills Road at Forestville Road is projected to operate at an overall LOS D both peak hours with individual movements operating at LOS E and F. The intersection of Burlington Mill Road at Main Street is projected to operate at an overall LOS E in the AM and PM peak hours, with individual movements operating at LOS E and F.

At the unsignalized intersection of Burlington Mill Road at Walls Cove Lane / Rolesville Middle School, the northbound left-turn from the middle school onto Burlington Mills Road operates at LOS E in the AM peak hour. This is attributed to traffic to / from Rolesville Middle School. At the unsignalized intersection of Burlington Mills Road at Old Burlington Mills Road / Wallbrook Flats Driveway, the northbound and southbound left-turns onto Burlington Mills Road operate at LOS F in the AM peak hour. This is attributed to high thru volumes on Burlington Mills Road due to traffic to / from Rolesville Middle School. The southbound left turns from the Wallbrook Flats Driveway operate at LOS E in the PM peak hour. At unsignalized intersections, it is common for minor streets to experience higher delays due to the difficulty in making left-turn movements with the uninterrupted main street traffic.

Synchro LOS and delay results for the 2027 No-Build analysis scenario are listed in Table 5. Instances where the overall intersection or lane group operate at LOS E or F are highlighted in the table.



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Table 5: 2027 No-Build Level of Service and Delay

Intersection		Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)	
				AM	PM	AM	PM	AM	PM	AM	PM
	Burlington Mills Road at Forestville Road	Overall		41.3	41.3	D	D				
		EB	L	55.5	49.1	E	D	182	370	156	308
			T	42.5	40.1	D	D	266	311	257	328
			R	25.8	24.3	C	C	45	94	98	224
		WB	L	27.6	27.3	C	C	61	40	302	71
			T	78.7	83.8	E	F	519	308	614	293
			R	28.9	37.2	C	D	110	88	250	162
		NB	L	15.0	16.0	B	B	75	49	324	324
			TR	47.9	48.0	D	D	778	741	709	691
		SB	L	17.5	28.0	B	C	41	78	114	294
T	27.1		34.8	C	C	355	510	388	454		
R	16.0		8.2	B	A	210	92	298	300		
	Burlington Mills Road at Walls Cove Lane / Rolesville MS	EB	L	9.2	8.1	A	A	0	0	16	12
		NB	L	45.8	17.7	E	C	75	5	122	44
			R	13.0	11.0	B	B	43	5	129	54
		SB	LR	25.0	14.1	D	B	3	3	30	30
	Burlington Mills Road at Old Burlington Mills Road / Wallbrook Flats Access	EB	L	8.9	8.0	A	A	3	3	124	46
		WB	L	8.6	8.3	A	A	0	3	34	47
		NB	L	65.1	22.3	F	C	35	8	70	39
			TR	14.8	12.0	B	B	10	5	64	49
		SB	L	98.3	35.2	F	E	95	68	110	85
			TR	14.0	11.5	B	B	25	10	158	48
	Burlington Mills Road at Main Street	Overall		65.3	58.4	E	E				
		EB	L	272.9	274.9	F	F	377	407	527	409
			T	59.0	57.1	E	E	74	67	509	104
			R	71.6	40.9	E	D	259	184	263	204
		WB	L	43.6	45.8	D	D	60	82	82	110
			T	58.0	59.0	E	E	68	76	95	98
			R	39.4	41.0	D	D	38	62	55	80
		NB	L	109.7	54.9	F	D	300	152	372	386
			T	15.2	17.4	B	B	403	519	523	496
			R	5.9	5.9	A	A	17	14	141	221
		SB	L	60.3	60.3	E	E	79	79	200	200
			T	21.9	25.3	C	C	567	632	871	701
			R	5.7	8.7	A	A	71	74	350	350

 Intersection or Lane Group Operates at LOS E
 Intersection or Lane Group Operates at LOS F



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3.2.3 2027 Build

As part of the 2027 Build analysis, the proposed driveways were added to the network as detailed in Section 2.2.

With the proposed development in place, the intersection of Burlington Mills Road at Forestville Road continues to operate at LOS D in both the AM and PM peak hours. At the intersection of Burlington Mills Road at Main Street, the overall intersection continues to operate at LOS E in both the AM and PM scenarios. Longer queues are observed on the southbound thru movement when compared to the no-build results.

At the intersection of Burlington Mills Road at Walls Cove Lane / Rolesville Middle School, the northbound left turn leaving Rolesville Middle School is projected to operate at LOS F in the AM peak hour. Similarly, at Burlington Mills Road at Old Burlington Mills Road / Wallbrook Flats Access, the northbound left turn and southbound left turn movements are anticipated to continue to operate at LOS F in the AM peak hour. At the intersection of Burlington Mills Road at Granite Falls Boulevard, the southbound shared left/right turn movement is shown to operate at LOS E in the AM peak hour.

Long delays at these unsignalized intersections during the AM peak hour are attributed to traffic traveling to/from Rolesville Middle School. The school, located just to the west of the proposed development, operates from 8:15 AM to 3:00 PM. At unsignalized intersections, it is common for minor streets to experience higher delays due to the difficulty in making a left-turn movement through the intersection with the uninterrupted main street traffic. While delay per vehicle is high on the approach, the queues are mainly contained within the turn-lanes. At Burlington Mill Road at Walls Cove Lane/ Rolesville Middle School, the northbound right lane operates at LOS B in both the AM and PM peak hours. At Burlington Mills Road at Old Burlington Mills Road/Wallbrook Flats Access, the northbound and southbound thru/right lanes operate at LOS C and B in the AM and PM peak hours; respectively.

The following movements operate at LOS F during one or both peak hours:

- Burlington Mills Road at Forestville Road – WBT – PM peak hour
- Burlington Mills Road at Walls Cove Lane / Rolesville MS – NBL – AM peak hour
- Burlington Mills Road at Old Burlington Mills Road / Wallbrook Flats Access – NBL, SBL – AM peak hour
- Burlington Mills Road at Main Street – EBL – AM and PM peak hours

Synchro LOS and delay results for the 2027 Build scenario are listed in Table 6. Instances where the overall intersection or lane group operate at LOS E or F are highlighted in the table.



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Table 6: 2027 Build Level of Service and Delay

Intersection		Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)	
				AM	PM	AM	PM	AM	PM	AM	PM
	Burlington Mills Road at Forestville Road	Overall		41.7	42.6	D	D				
		EB	L	56.2	54.5	E	D	182	392	170	346
			T	43.0	42.8	D	D	275	316	274	290
			R	25.8	25.5	C	C	45	94	121	233
		WB	L	27.7	27.5	C	C	61	45	301	115
			T	78.9	81.5	E	F	521	317	601	292
			R	29.1	37.6	C	D	115	113	250	211
		NB	L	15.0	15.7	B	B	75	49	324	324
			TR	48.8	48.6	D	D	785	745	751	677
		SB	L	23.2	33.4	C	C	62	95	141	239
T	27.1		34.8	C	C	355	510	347	527		
		R	16.0	8.6	B	A	210	94	283	299	
	Burlington Mills Road at Walls Cove Lane / Rolesville MS	EB	L	9.6	8.2	A	A	0	0	20	19
		NB	L	66.7	18.7	F	C	100	5	108	42
			R	13.7	11.1	B	B	45	5	130	54
		SB	LR	28.8	14.5	D	B	5	3	34	39
	Burlington Mills Road at Old Burlington Mills Road / Wallbrook Flats Access	EB	L	9.2	8.1	A	A	3	3	83	38
		WB	L	8.7	8.5	A	A	0	5	32	56
		NB	L	86.7	26.1	F	D	43	8	69	41
			TR	15.5	12.9	C	B	10	5	82	50
		SB	L	144.3	48.6	F	E	118	90	134	120
			TR	15.2	12.1	C	B	28	10	168	46
	Burlington Mills Road at Main Street	Overall		58.1	68.1	E	E				
		EB	L	271.2	331.9	F	F	462	399	535	517
			T	61.9	58.2	E	E	81	142	572	464
			R	44.0	41.5	D	D	312	190	270	231
		WB	L	48.1	45.4	D	D	65	77	90	99
			T	64.8	59.2	E	E	84	76	96	94
			R	43.6	40.7	D	D	41	58	65	88
		NB	L	56.2	54.7	E	D	240	156	358	274
			T	15.0	17.6	B	B	407	582	419	460
			R	5.8	6.1	A	A	18	16	170	164
		SB	L	66.1	60.3	E	E	84	79	199	199
			T	32.5	26.1	C	C	728	748	1067*	842
			R	13.4	9.0	B	A	210	93	350	350
	Burlington Mills Road at Granite Falls Boulevard	EB	LT	10.3	8.2	B	A	5	0	230	68
		SB	LR	40.0	16.9	E	C	18	28	45	88
	Access B at Granite Falls Boulevard	EB	LR	8.7	8.8	A	A	3	5	34	56
		NB	LT	7.3	7.4	A	A	3	0	12	19

Intersection or Lane Group Operates at LOS E

Intersection or Lane Group Operates at LOS F

* Maximum Queue extends beyond link distance



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3.2.4 2027 Build Improved

Based on the findings of this study, specific improvements have been identified and should be completed as part of the proposed development. Those are listed in the following section.

3.2.4.1 Recommended Improvements

Burlington Mills Road at Granite Falls Boulevard

- Extend Granite Falls Boulevard to Burlington Mills Road with one ingress and one egress lane consisting of a shared left/right turn lane
- Construct an eastbound left turn lane on Burlington Mills Road with 50 feet of full-width storage and appropriate taper
- Construct a westbound right-turn lane on Burlington Mills Road with 50 feet of full-width storage and appropriate taper

Granite Falls Boulevard at Access A

- Construct Access A with one ingress and one egress lane consisting of a right turn lane
- Construct the northbound approach of Granite Falls Boulevard to provide a left turn lane

Granite Falls Boulevard at Access B

- Construct Access B with one ingress and one egress lane consisting of a shared left/right turn lane
- Construct the northbound approach of Granite Falls Boulevard to provide a shared left turn/thru lane

3.2.4.2 Analysis Results

The 2027 Build Improved capacity analysis results are shown in Table 7. Instances where the overall intersection or lane group operate at LOS E or F are highlighted in the table. The results of the near-term (2027) analysis, show that the proposed development accounts for a minimal increase in overall LOS at the existing study intersections with one exception. Specifically, long delays were observed for traffic turning left from the side streets at the intersection of Burlington Mills Road at Old Burlington Mills Road / Wallbrook Flats Access. The southbound left-turn increases in delay from 44 seconds per vehicle to 62 seconds per vehicle in the AM peak hour. Accordingly, the following mitigation measures were considered:

- Installation of a traffic signal
- Restricting side street access to right-turns out only

A traffic signal was considered at the intersection of Burlington Mills Road at Old Burlington Mills Road at Wallbrook Flats Access. However, this is not recommended due to the spacing between the intersection and the signalized intersection of S. Main Street at Burlington Mills Road due to the spacing between intersections.

Restricting access via a left-over which would allow side street traffic to only make right-turns was also considered. Through evaluation, this would negatively impact the intersection of Burlington Mills Road at Main Street as it would cause U-turns to occur on the eastbound approach of Burlington Mills Road.

Without improvements, left-turns are shown to incur high delays, however right-turning traffic operates with an acceptable LOS. It is common for minor streets at unsignalized intersection to experience higher delays due to the



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difficulty in making a left-turn movement through the intersection with the uninterrupted main street traffic. Furthermore, the queues are largely contained within the existing turn-lanes. As a result, no improvements are recommended at this intersection. Long-term, relocating the Wallbrook Flats Access from its current location westward to where Granite Falls Boulevard intersects Burlington Mills Road should be considered.

Table 7: 2027 Build Improved Level of Service and Delay

Intersection		Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)	
				AM	PM	AM	PM	AM	PM	AM	PM
	Burlington Mills Road at Granite Falls Boulevard	EB	L	10.3	8.2	B	A	5	0	40	30
		SB	LR	36.6	16.5	E	C	15	25	50	80
	Access B at Granite Falls Boulevard	EB	LR	8.7	8.8	A	A	3	5	34	55
		NB	LT	7.3	7.4	A	A	3	0	16	22

 Intersection or Lane Group Operates at LOS E

 Intersection or Lane Group Operates at LOS F



3.3 NEAR-TERM (2027) RECOMMENDATIONS

Based on the findings of this study, specific improvements have been identified and should be completed as part of the proposed development. These recommendations are shown in Figure 12. Intersections where no improvements are recommended are locations that meet the LOS Standards specified in the LDO⁸.

3.3.1 Burlington Mills Road at Granite Falls Boulevard

- Extend Granite Falls Boulevard to Burlington Mills Road with one ingress and one egress lane consisting of a shared left/right turn lane
- Construct an eastbound left turn lane on Burlington Mills Road with 50 feet of full-width storage and appropriate taper
- Construct a westbound right-turn lane on Burlington Mills Road with 50 feet of full-width storage and appropriate taper

3.3.2 Burlington Mills Road at Access A

- Construct Access A with one ingress and one egress lane consisting of a right turn lane
- Construct the northbound approach of Granite Falls Boulevard to provide a left turn lane

3.3.3 Burlington Mills Road at Access B

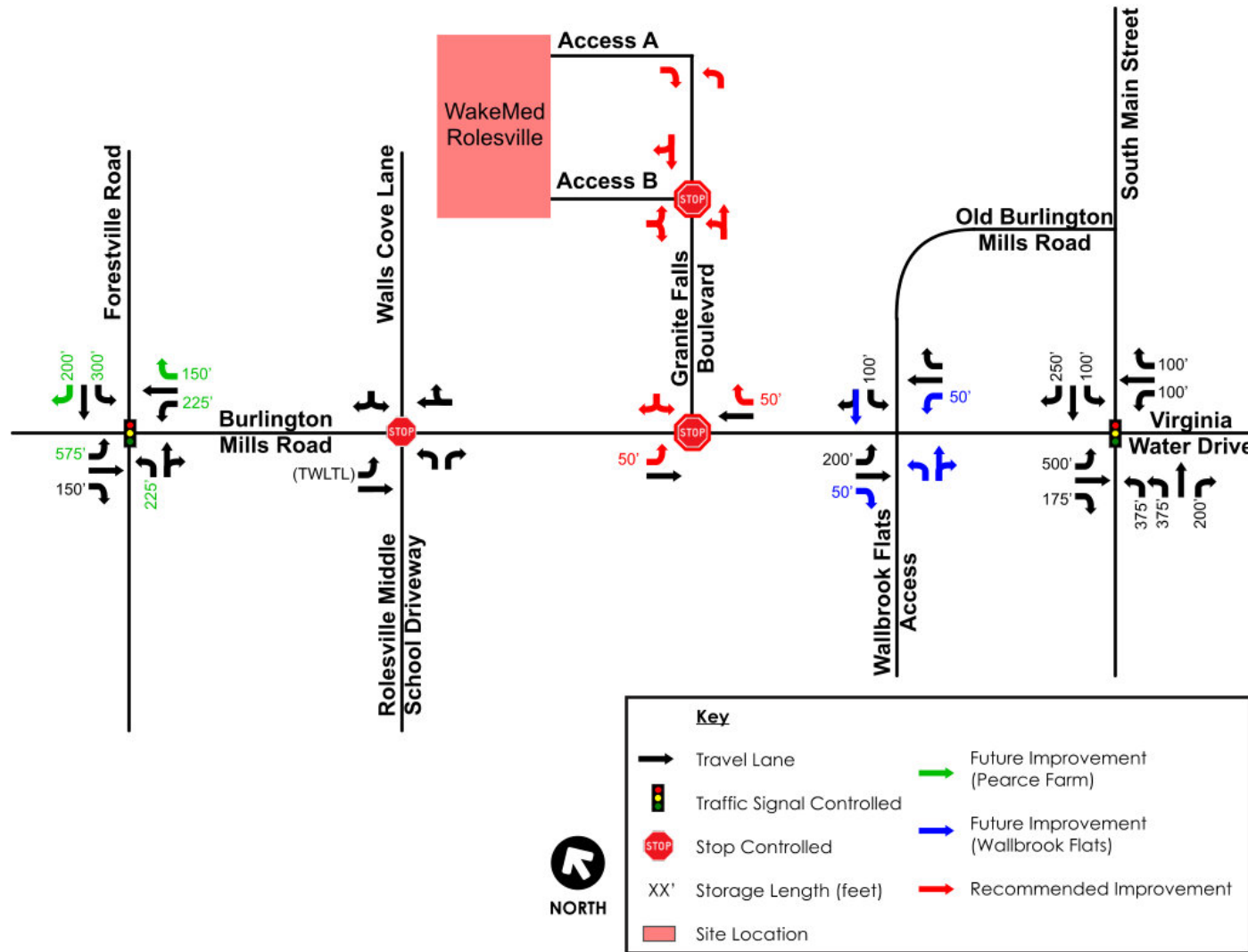
- Construct Access B with one ingress and one egress lane consisting of a shared left/right turn lane
- Construct the northbound approach of Granite Falls Boulevard to provide a shared left turn/thru lane



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Figure 12: Near-Term (2027) Recommended Improvements



4.0 LONG-TERM (2037) ANALYSIS

The Town of Rolesville has requested that the study include a long-term scenario that analyzes traffic if the following two (2) developments occur:

1. The site is fully build-out as a 486,921 SF hospital.
2. Granite Falls Boulevard is extended.

The square footage noted above is the result of a development study to determine how well the available land could accommodate a freestanding emergency center growing into a full-service community medical center. It should be noted that the current proposal consists of a 36,000 SF facility and that the current rezoning limits the development to 40,000 SF. If any development beyond 40,000 SF is proposed, the rezoning and conditions would have to be revisited. The intent of the long-term analysis is to forecast traffic in the immediate vicinity of the development of (1) Granite Falls Boulevard is extended and (2) further development occurs on-site. This further development is not based upon guidance or feedback from WakeMed. Rather, is a result of a development study to determine how well the available land could accommodate a freestanding Emergency Center growing into a full-service community medical center. The site development study focused on site test fit plans with building massing blocks based upon projected areas from the generation of a high-level space and parking program. The development study is included in the Appendix. This information was developed and included in this report at the request of the Town for the purpose of planning for Granite Falls Boulevard and is not associated with WakeMed's proposal.

This analysis assumes a future year of 2037 (i.e. 10 years following the initial buildout) and examines the following scenarios for the AM and PM peak hours:

- 2037 No-Build
- 2037 Build
- 2037 Build Improved

Capacity analysis for the long-term scenario for the AM and PM peak hours was performed for the following intersections:

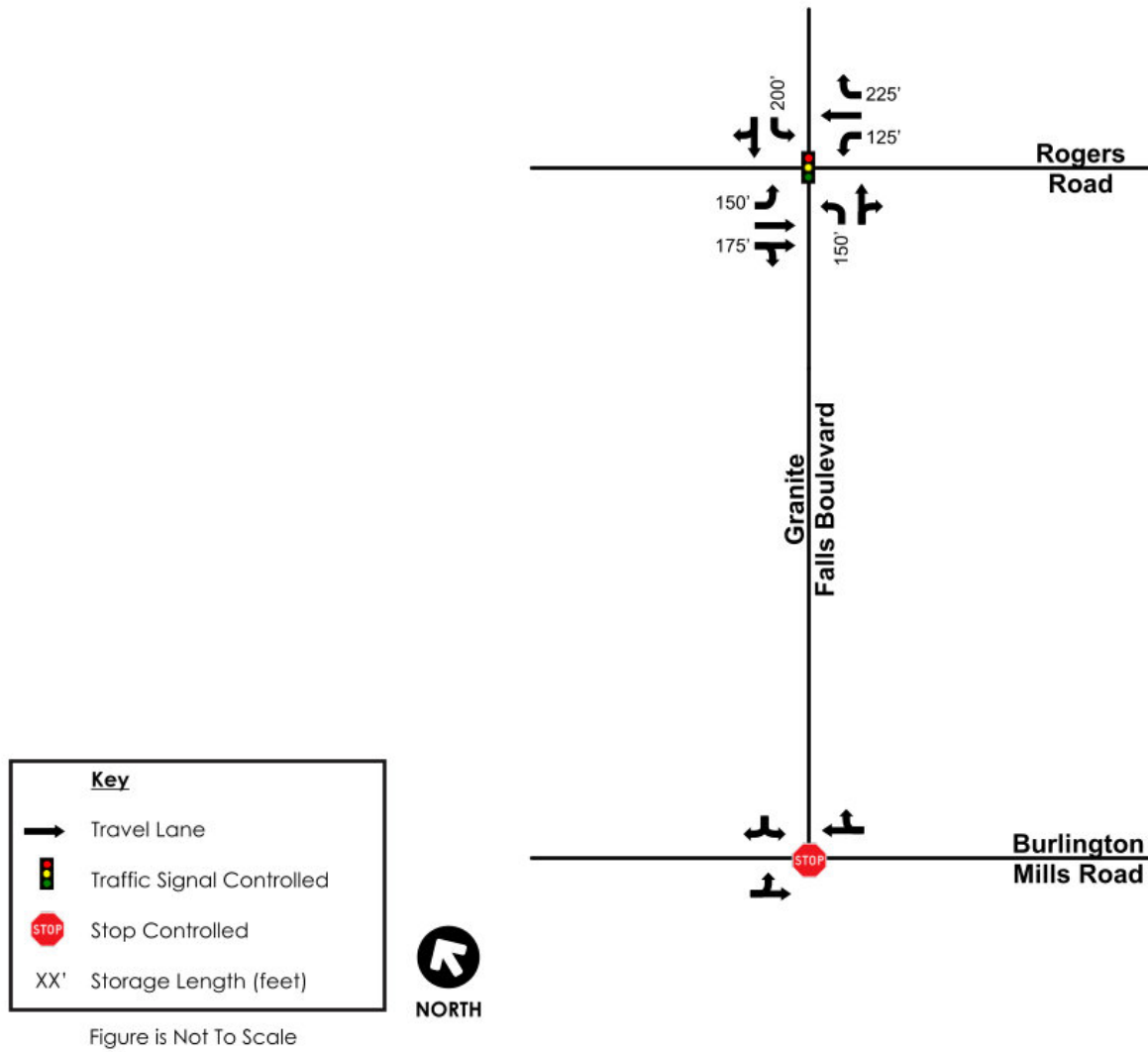
- Burlington Mills Road at Granite Falls Boulevard
- Rogers Road at Granite Falls Boulevard

The future year (2037) lane configuration and traffic control for the study area intersections are illustrated in Figure 13.



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Figure 13: Long-Term (2037) No-Build Lanes and Traffic Control



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4.1 TRAFFIC VOLUME DEVELOPMENT

All traffic volume calculations can be found in the Appendix.

4.1.1 Data Collection

Data collection occurred on March 5, 2026 as discussed in Section 3.1.1. In addition to the previous intersections mentioned in Section 2.1, the following intersections were counted to determine the impact of the Granite Falls Extension on the surrounding intersections:

- Rogers Road at Granite Falls Boulevard
- Rogers Road at Main Street

All traffic count data can be found in the Appendix. These additional intersections existing year (2026) traffic volumes are shown in Figure 14.

4.1.2 Background Traffic Growth

Background traffic growth is the increase in traffic volumes due to usage increases and non-specific growth throughout the area. The 2026 existing volumes were grown by a 1.0 percent annual rate to estimate the 2037 volumes. The growth in vehicles as a result of this future traffic growth is shown in Figure 15.

4.1.3 Adjacent Development Traffic

There are three (3) developments proposed to be constructed within and nearby the study area: Pearce Farm (fka Tom's Creek), Wallbrook, and Wallbrook Flats, as previously discussed in Sections 2.3 and 3.1.3. The total trips associated with these developments are shown in Figure 16. Figures showing the individual development trips can be found in the Appendix.

4.1.4 Granite Falls Boulevard Extension Redistribution

The summation of the 2026 existing traffic volumes, background traffic growth to 2037, and the adjacent development traffic volumes are the 2037 no-build traffic without Granite Falls Boulevard completed. When Granite Falls Boulevard is fully constructed, it will provide a continuous connection from Burlington Mills Road to Terrell Drive in the Terrell Planation neighborhood parallel to Main Street. This new connection is anticipated to redistribute a portion of traffic from Main Street to Granite Falls Boulevard.

Traffic data collection occurred on March 5, 2026 as discussed in Section 3.1.1 at the following locations:

- Rogers Road at Granite Falls Boulevard
- Rogers Road at Main Street
- Main Street at Burlington Mills Road
- Burlington Mills Road at Old Burlington Mills Road

It should be noted that the intersection of Rogers Road at Main Street is not included as part of the study area for the near-term and long-term analyses. Traffic data was collected at this location to assess the amount of traffic turning to



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/ from Rogers Road and Main Street. Traffic was also balanced along Rogers Road, Main Street, and Burlington Mills Road.

An Origin-Destination (O-D) matrix was created for both the AM/PM peak hours to all the entry and exit nodes at the five study intersections. Using the O-D matrix, each O-D pair of trips were distributed within the new network with the Granite Falls Extension in place so that the trips would be taking the shortest possible path through the network or the path with the fewest left turn movements. If there was a tie, trips were split evenly among the two routes.

Following the redistribution, the volume imbalances were added back in to the network to provide a more accurate representation of volume differences that may occur due to the road connections and driveways in between the study intersections. The redistributed trips resulting from the extension of Granite Falls Boulevard are shown in Figure 17.

4.1.5 No-Build Traffic Volumes

The 2037 No-Build traffic volumes consist of the sum of the 2026 Existing traffic volumes, the Background traffic growth, the adjacent development growth, and the redistributed traffic volumes due to the Granite Falls Boulevard Extension. The 2037 No-Build traffic volumes are shown in Figure 18.

4.1.6 Trip Generation

4.1.6.1 Site Assessment

A site development study was performed to estimate the development potential of the site. Specifically, how well the available land could accommodate a freestanding Emergency Center growing into a full-service community medical center. The site development study focused on site test fit plans with building massing blocks based upon projected areas from the generation of a high-level space and parking program. The planning study explored land use for the remaining site, relative to the freestanding Emergency Center, which is anticipated to be developed first. Two additional phases explored growth of a hospital, Medical Office Building / Ambulatory Care Center (MOB/ACC), central utility plant (CUP), and related visitor and staff parking. The study explored the ideal placement of buildings over the two additional phases of growth, location of projected inpatient and outpatient services, internal vehicular circulation, and where the site could accommodate surface parking and structured parking as needed. For purposes of calculating building gross space and parking demand, projected key planning units (KPU's) were assumed for the freestanding Emergency Center as well as each hospital service. Based upon the available acreage for potential development and considering site constraints of topography, drainage, retention ponds, setback, curb cuts, and building height restrictions, it appears the site could accommodate a four story hospital up to approximately 150 beds and approximately 500,000 square feet. In addition, it is anticipated it could support a four-story, 100,000 sf MOB/ACC, visitor surface parking at the front, and up to a four story, 920 space parking garage for staff.

Additional information on the site development study can be found in the Appendix. This information was developed and included in this report at the request of the Town for the purpose of planning for Granite Falls Boulevard and is not associated with WakeMed's proposal.



4.1.6.2 Trip Generation Results

Trip generation for the proposed development was performed using the 12th Edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual³. The Rate Versus Equation spreadsheet published by NCDOT⁴ was used to supplement the ITE methodology. No trip reductions were taken for internal capture or pass-by traffic. Trip generation for the proposed development is shown in Table 8.

Table 8: 2037 Trip Generation

Land Use	Size	Daily	AM Peak			PM Peak		
		Total	Total	Enter	Exit	Total	Enter	Exit
Hospital (LUC 610)	487 KSF	6,626	537	365	172	544	185	359
Total Trips Generated		6,626	537	365	172	544	185	359

4.1.7 Site Trip Distribution

To accurately determine the effect of the proposed development on the surrounding roadway network, an estimate of the expected distribution of traffic entering and exiting the site is needed. These percentages were developed using a combination of existing traffic volume counts, historic AADTs provided by NCDOT, and engineering judgment. This trip distribution was submitted as part of NCDOT's TIA Scoping Checklist contained in the Appendix. All traffic volume calculations can be found in the Appendix.

- 20% to/from the north on Main Street
- 20% to/from the south on Main Street
- 15% to/from the north on Forestville Road
- 10% to/from the west on Rogers Road
- 10% to/from the west on Burlington Mills Road
- 10% to/from the east on Virginia Water Drive
- 5% to/from the north on Granite Falls Boulevard
- 5% to/from the east on Rogers Road
- 5% to/from the south on Forestville Road

The trip distribution for the proposed development is shown in Figure 19. The trip assignment is shown in Figure 20.

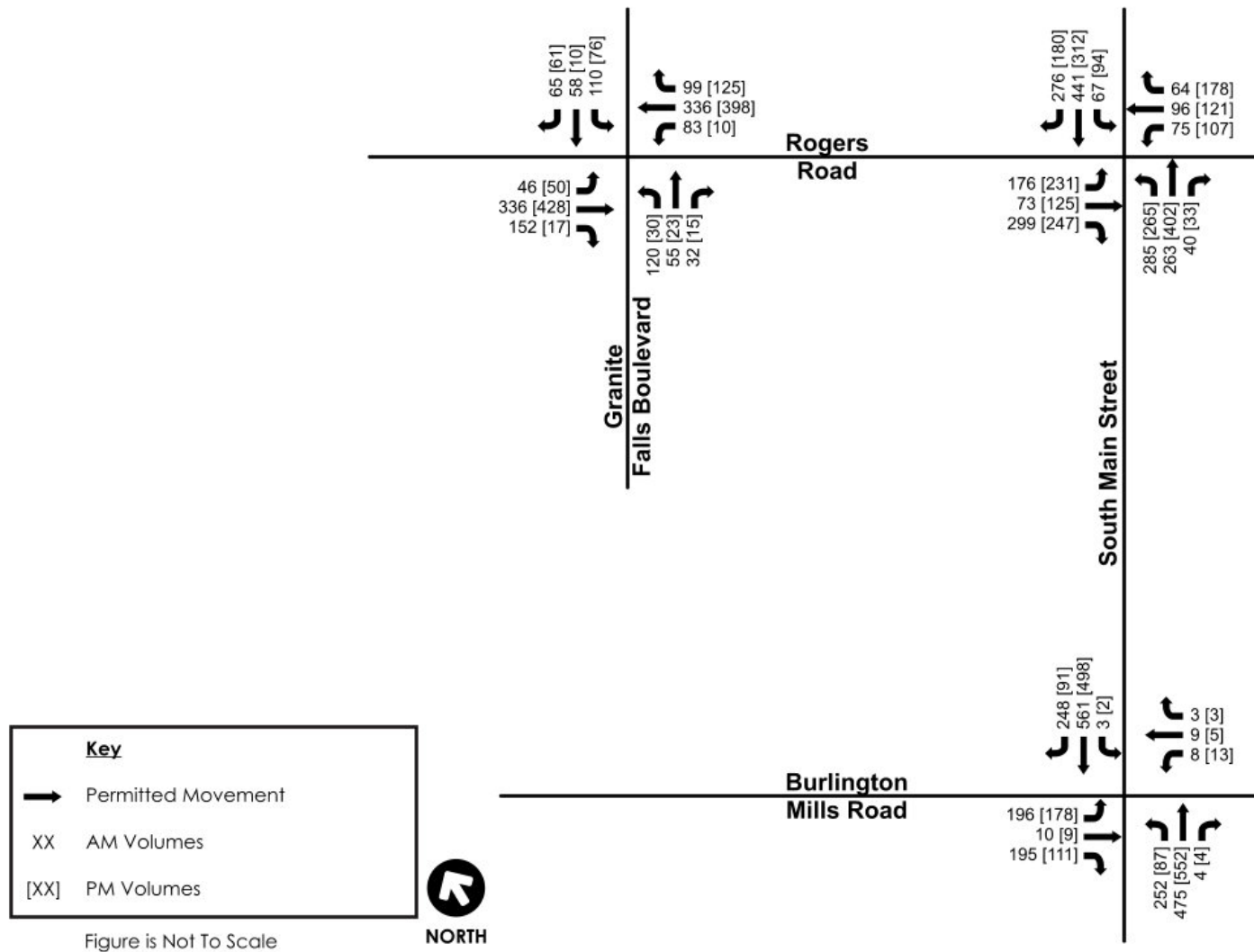
4.1.8 Build Traffic Volumes

The 2037 Build traffic volumes include the 2037 No-Build traffic and the proposed development traffic discussed in Sections 4.1.6 and 4.1.7. The 2037 Build traffic volumes are shown in Figure 21.



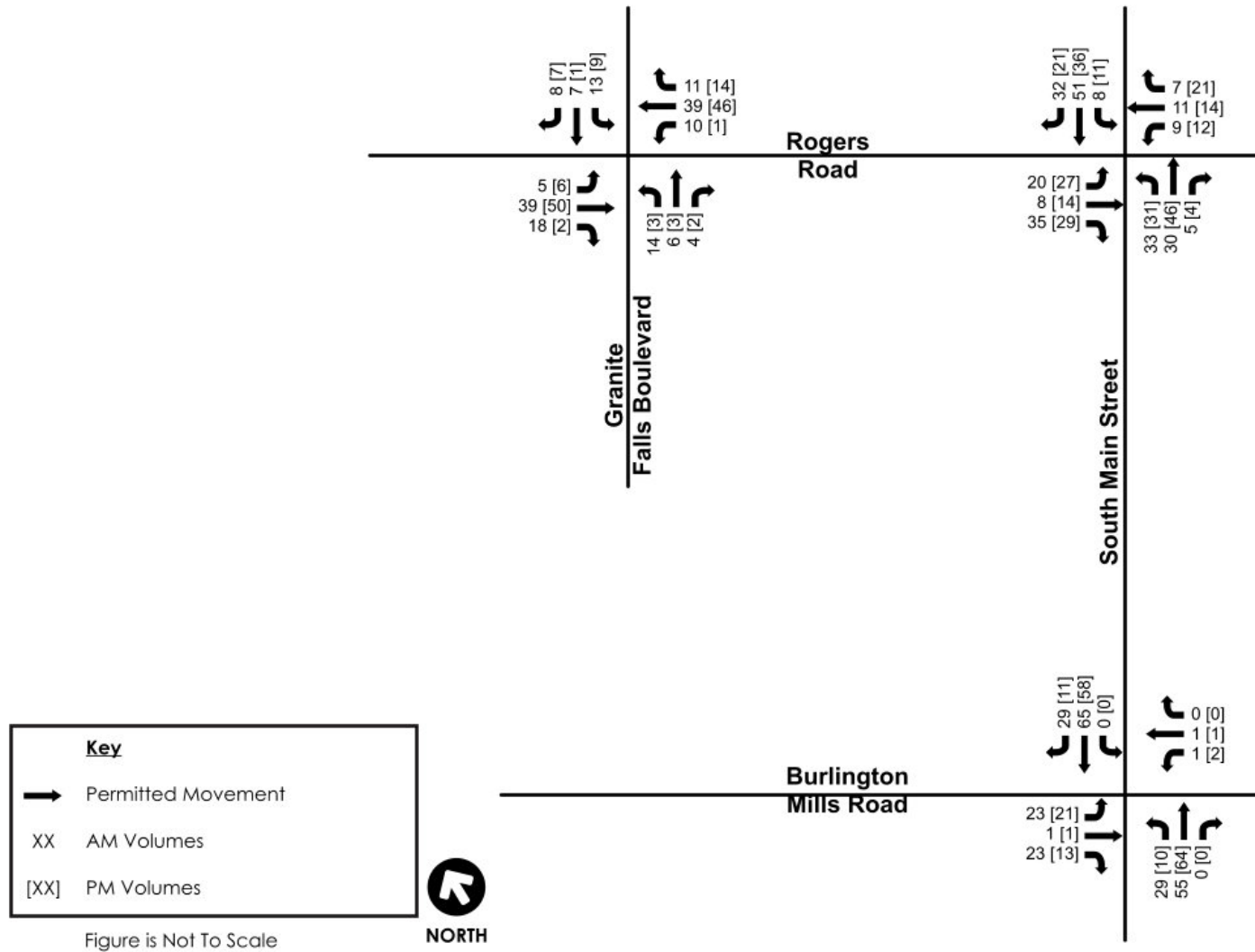
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Figure 14: 2026 Intersection Traffic Volumes



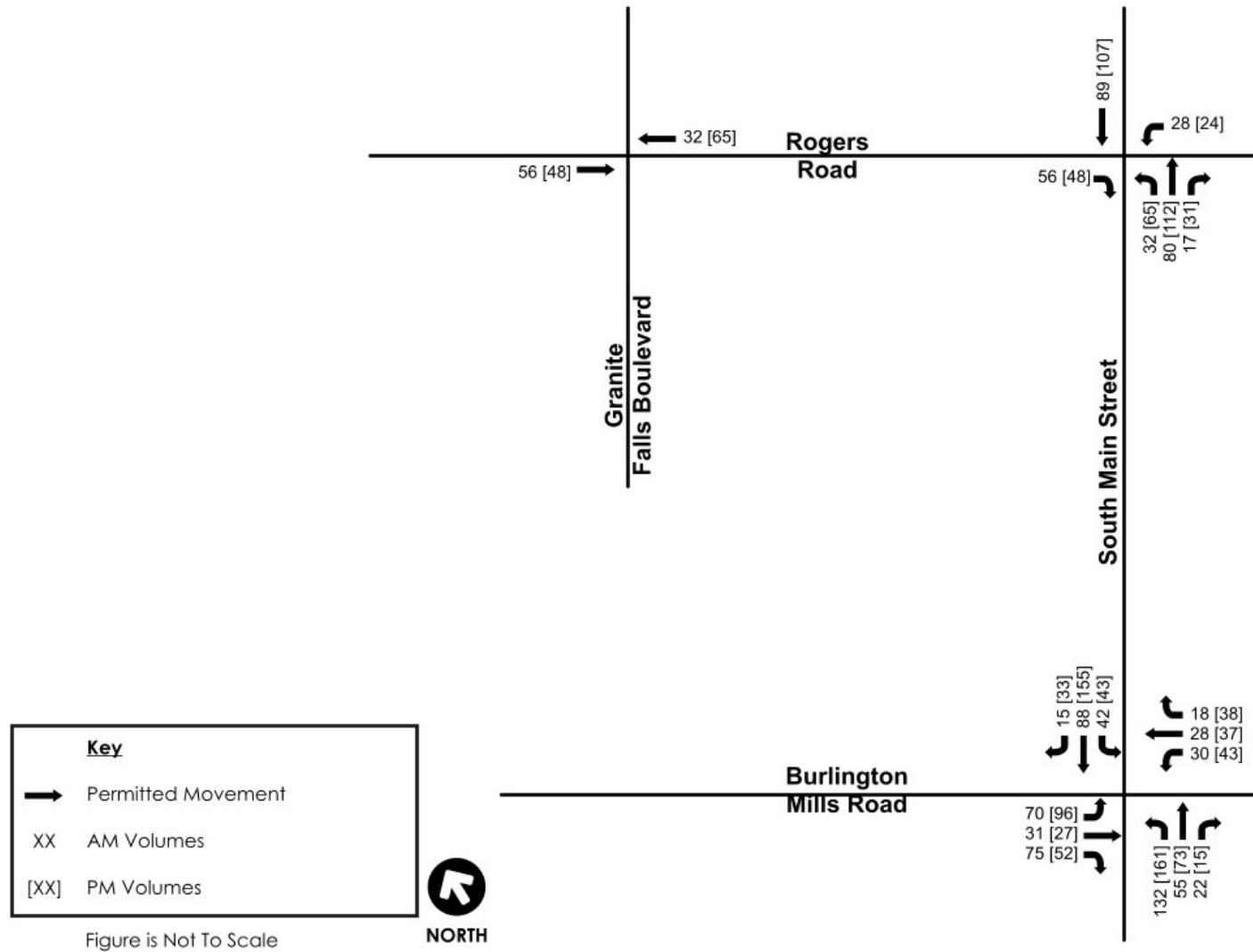
Long-Term (2037) Analysis
June 17, 2026

Figure 15: Long-Term (2037) Background Traffic Growth



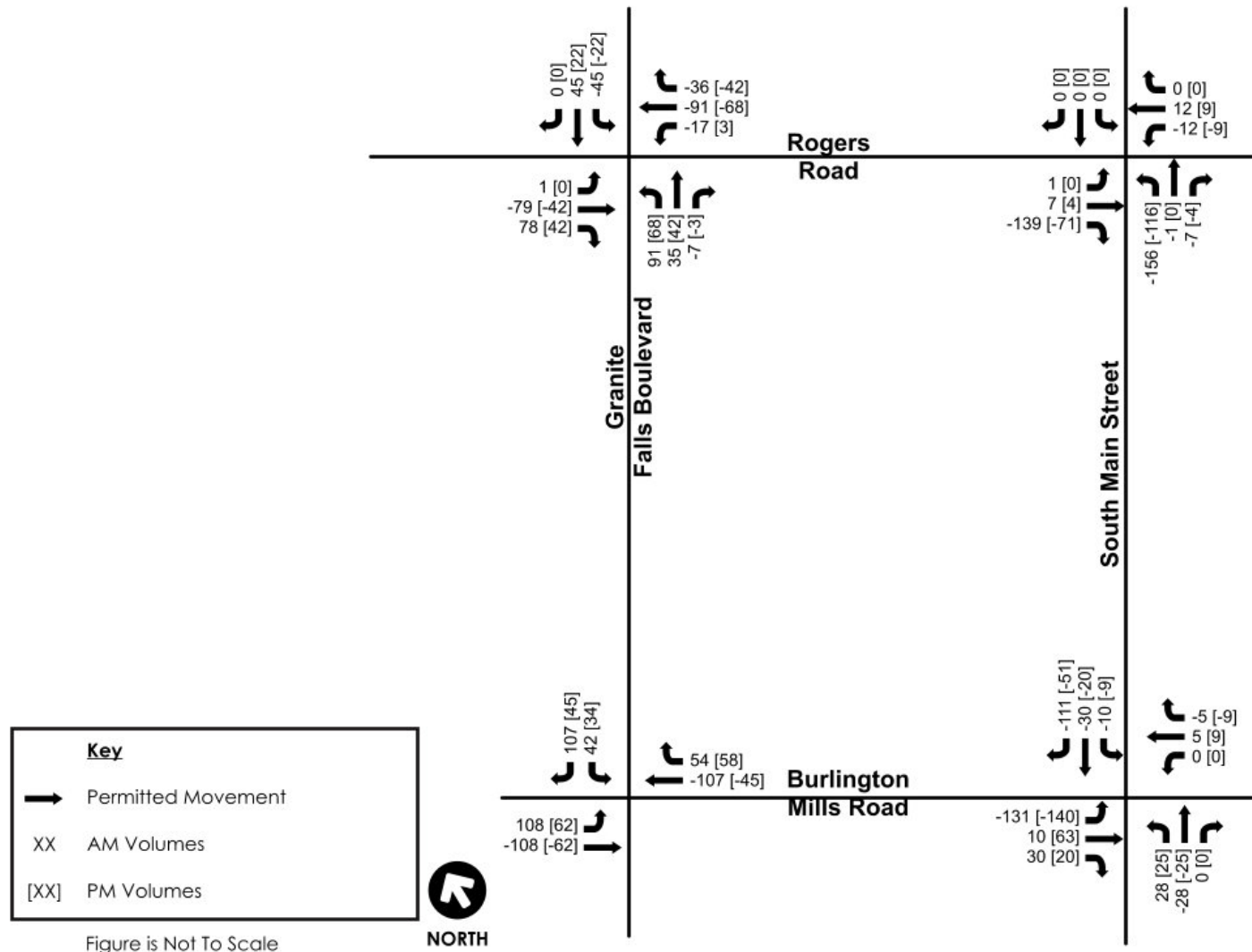
Long-Term (2037) Analysis
June 17, 2026

Figure 16: Long-Term (2037) Adjacent Development Traffic Volumes



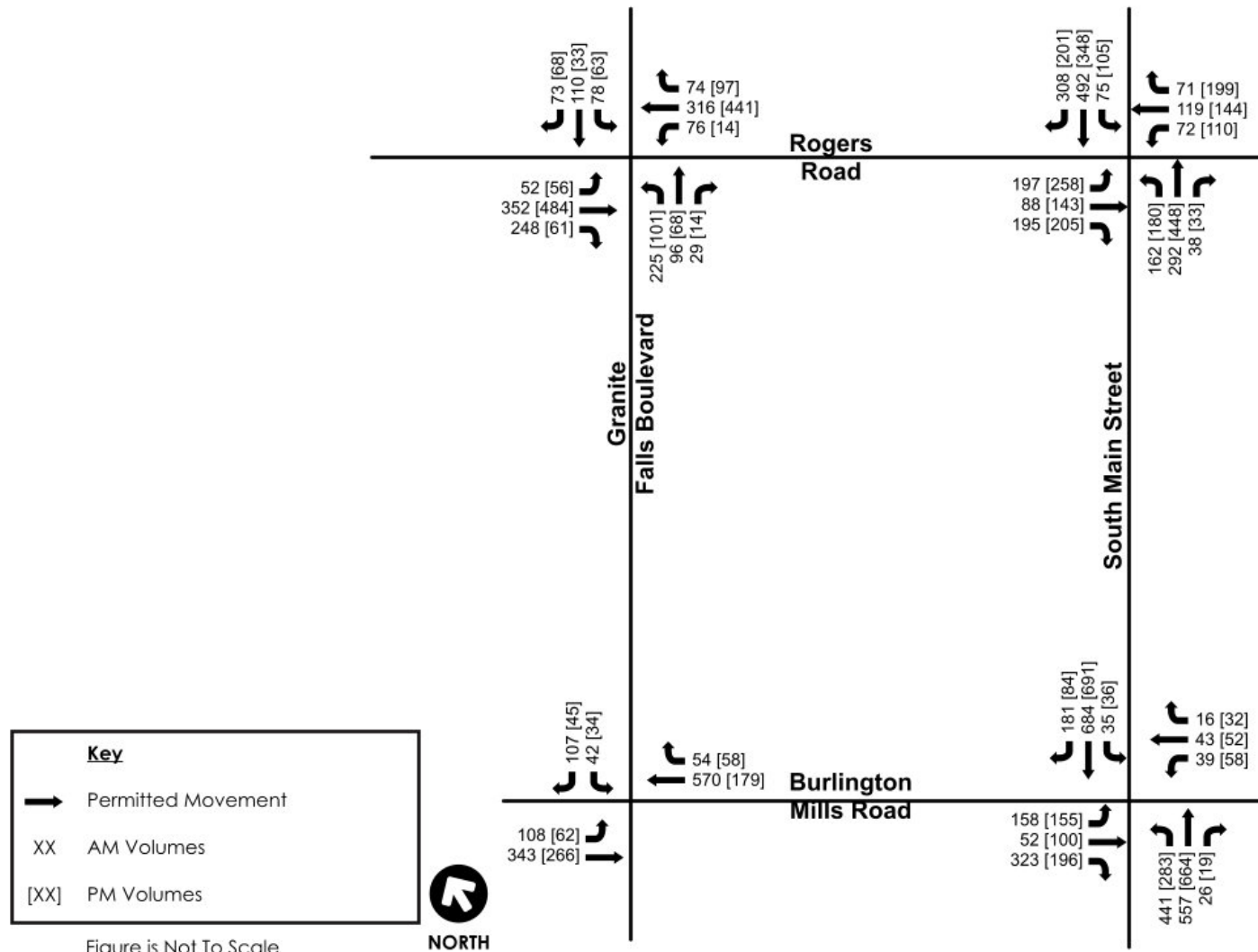
Long-Term (2037) Analysis
June 17, 2026

Figure 17: Long-Term (2037) Granite Falls Boulevard Extension Redistributed Traffic



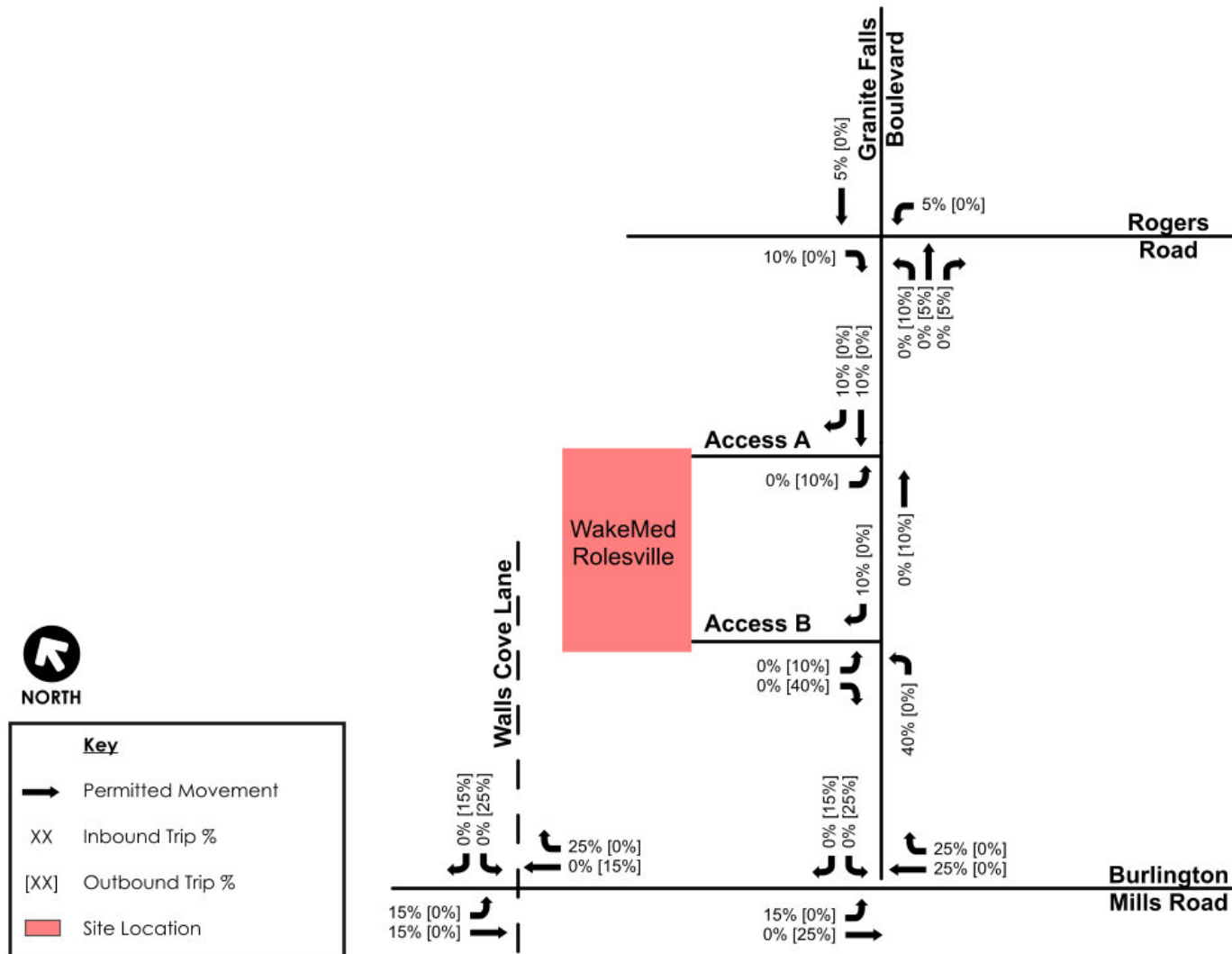
Long-Term (2037) Analysis
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Figure 18: Long-Term (2037) No Build Traffic Volumes



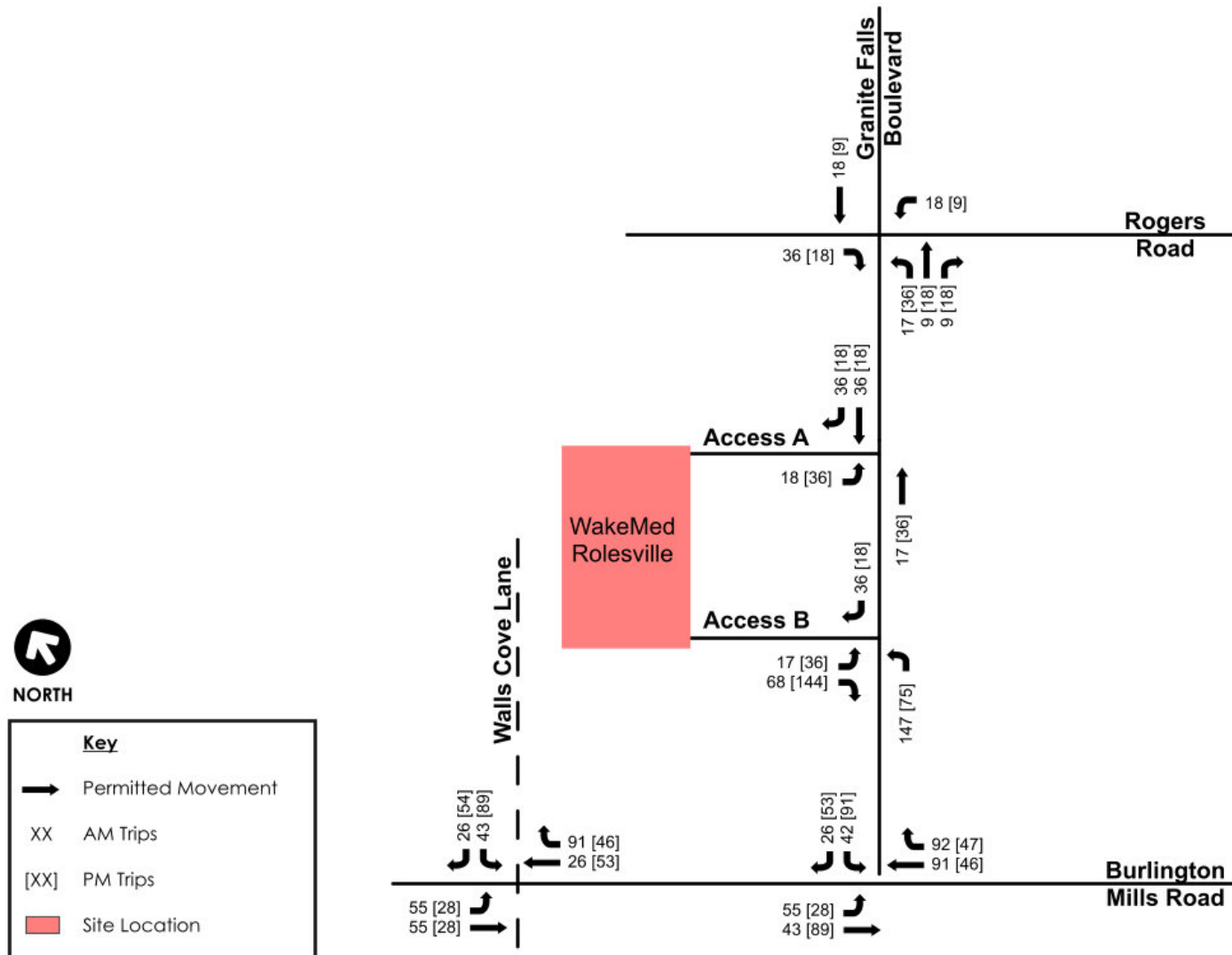
Long-Term (2037) Analysis
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Figure 19: Long-Term (2037) Trip Distribution



Long-Term (2037) Analysis
June 17, 2026

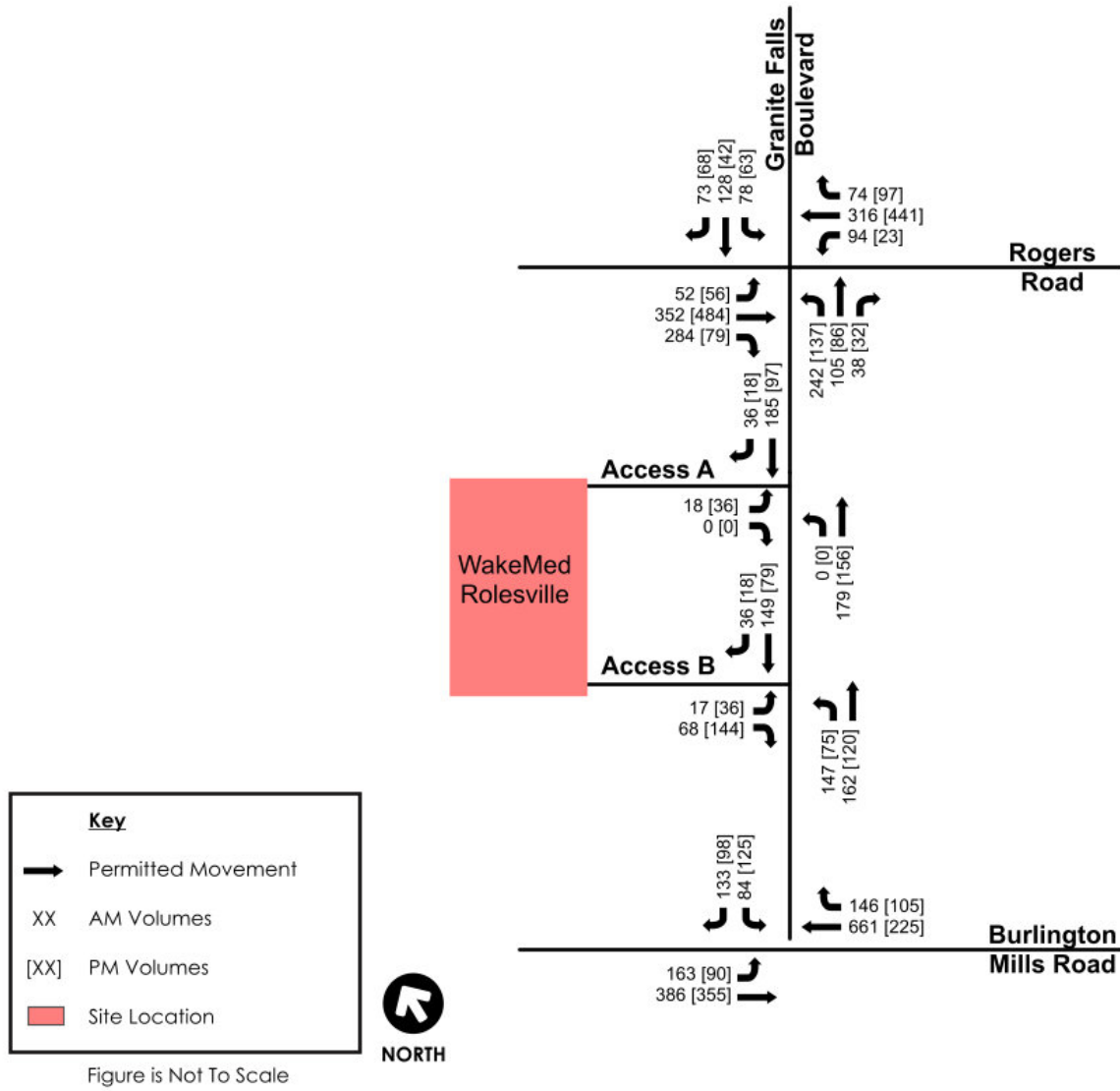
Figure 20: Long-Term (2037) Trip Assignment



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Figure 21: Long-Term (2037) Build Traffic Volumes



Long-Term (2037) Analysis
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4.2 LONG-TERM (2037) CAPACITY ANALYSIS

Capacity analysis was performed using the methodology noted in Section 3.2. All Synchro files and detailed printouts can be found in the Appendix.

4.2.1 2037 No-Build

In the future year of 2037, without the proposed development in place, but with the extension of Granite Falls Boulevard, both study intersections are anticipated to operate at overall acceptable LOS. All studied movements are anticipated to operate at a LOS D or better in both the AM and PM peak hours. The results from the 2037 No Build analysis are shown in Table 9.

Table 9: 2037 No-Build Level of Service and Delay

Intersection		Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)	
				AM	PM	AM	PM	AM	PM	AM	PM
	Burlington Mills Road at Granite Falls Boulevard	EB	LT	9.6	7.9	A	A	13	5	164	58
		SB	LR	32.3	12.6	D	B	83	15	151	76
	Rogers Road at Granite Falls Boulevard	Overall		14.4	9.9	B	A				
		EB	L	10.3	5.6	B	A	34	24	73	69
			TR	10.4	4.9	B	A	133	78	168	132
		WB	L	12.3	5.2	B	A	51	9	114	35
			T	11.2	6.4	B	A	154	152	181	153
			R	9.7	5.1	A	A	41	34	85	76
		NB	L	29.7	28.1	C	C	123	72	199	116
			TR	15.1	22.0	B	C	60	58	136	90
		SB	L	14.9	23.0	B	C	43	48	97	90
			TR	17.0	23.7	B	C	85	68	141	118



REZ-25-06: WAKEMED ROLESVILLE TRAFFIC IMPACT ANALYSIS

Long-Term (2037) Analysis
June 17, 2026

4.2.2 2037 Build

As part of the 2037 Build analysis, the proposed driveways were added to the network as detailed in Section 2.2.

With the proposed development in place, all study intersections operate above an acceptable LOS excluding at the intersection of Burlington Mills Road at Granite Falls Boulevard. The southbound shared left/right turn lane operates at LOS F in the AM peak hour, increasing in delay from an average of 32 seconds per vehicle to an average of 217 seconds per vehicle.

Synchro LOS and delay results for the 2037 Build scenario are listed in Table 10. Instances where the overall intersection or lane group operate at LOS E or F are highlighted in the table.

Table 10: 2037 Build Level of Service and Delay

Intersection		Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)	
				AM	PM	AM	PM	AM	PM	AM	PM
	Burlington Mills Road at Granite Falls Boulevard	EB	L	11.2	8.3	B	A	23	8	90	57
		SB	LR	217.4	25.4	F	D	340	93	220	119
	Granite Falls Boulevard at Access B	EB	LR	11.3	10.6	B	B	13	23	109	94
		NB	LT	8.0	7.6	A	A	10	5	105	50
	Granite Falls Boulevard at Access A	EB	LR	11.2	10.4	B	B	3	5	39	56
		NB	LT	7.7	7.5	A	A	0	0	9	9
	Rogers Road at Granite Falls Boulevard	Overall		15.4	11.5	B	B				
		EB	L	10.5	6.9	B	A	33	28	75	77
			TR	11.0	6.5	B	A	139	92	176	140
		WB	L	14.0	6.5	B	A	63	14	132	42
			T	11.5	8.3	B	A	150	174	166	167
			R	9.9	6.2	A	A	40	39	69	79
		NB	L	34.1	28.7	C	C	143	88	227	141
			TR	15.2	21.3	B	C	69	72	207	122
		SB	L	14.6	20.4	B	C	44	45	94	79
			TR	17.0	21.2	B	C	95	68	155	119

 Intersection or Lane Group Operates at LOS E
 Intersection or Lane Group Operates at LOS F



4.2.3 2037 Build Improved

4.2.3.1 Recommended Improvements

Burlington Mills Road at Granite Falls Boulevard

- Provide 200 feet of full width storage and appropriate taper to the eastbound left turn lane on Burlington Mills Road
- Provide 175 feet of full width storage and appropriate taper to the westbound right turn lane on Burlington Mills Road
- Construct a southbound right turn lane on Granite Falls Boulevard with 150 feet of full-width storage and appropriate taper
- Provide a full-movement signalized intersection

Granite Falls Boulevard at Access A

- Construct a northbound left turn lane on Granite Falls Boulevard with 50 feet of full-width storage and appropriate taper

Granite Falls Boulevard at Access B

- Construct a northbound left turn lane on Granite Falls Boulevard with 75 feet of full-width storage and appropriate taper

Rogers Road at Granite Falls Boulevard

- Extend the existing northbound left turn lane on Granite Falls Boulevard to 275 feet of full-width storage and appropriate taper
- Extend the existing westbound left turn lane on Rogers Road to 150 feet of full-width storage and appropriate taper

4.2.3.2 Analysis Results

The 2037 Build Improved capacity analysis results are shown in Table 11. Instances where the overall intersection or lane group operate at LOS E or F are highlighted in the table. Based on the findings of this study, specific improvements have been identified and should be completed as part of the proposed development. The proposed development accounts for a minimal increase in average delay at the study intersections. Intersections where no improvements are recommended are locations that meet the LOS Standards specified in the LDO⁸.

With the proposed improvements in place, all intersections and movements operate at an acceptable LOS.



REZ-25-06: WAKEMED ROLESVILLE TRAFFIC IMPACT ANALYSIS

Long-Term (2037) Analysis
June 17, 2026

Table 11: 2037 Build Improved Level of Service and Delay

Intersection		Approach	Lane Group	Delay (sec./veh.)		Level of Service (LOS)		95th % Queue (feet)		Max. Obs. Queue (feet)	
				AM	PM	AM	PM	AM	PM	AM	PM
	Burlington Mills Road at Granite Falls Boulevard	Overall		10.5	9.6	B	A				
		EB	L	13.4	6.2	B	A	97	34	184	88
			T	6.7	6.8	A	A	117	117	162	142
		WB	T	9.6	6.0	A	A	255	72	258	118
			R	5.6	5.8	A	A	45	37	130	96
		SB	L	19.6	21.2	B	C	66	84	111	132
R	22.7		20.8	C	C	99	70	142	102		
	Granite Falls Boulevard at Access B	EB	LR	11.2	10.6	B	B	13	23	64	83
		NB	L	8.0	7.6	A	A	10	5	67	47
	Granite Falls Boulevard at Access A	EB	LR	11.1	10.4	B	B	3	5	37	62
		NB	L	7.7	7.5	A	A	0	0	12	18
	Rogers Road at Granite Falls Boulevard	Overall		14.8	11.3	B	B				
		EB	L	10.5	6.9	B	A	33	28	73	67
			TR	11.0	6.5	B	A	139	92	171	133
		WB	L	14.0	6.5	B	A	63	14	146	42
			T	11.5	8.3	B	A	150	174	161	175
			R	9.9	6.2	A	A	40	39	65	76
		NB	L	31.3	27.0	C	C	134	94	266	146
			TR	12.6	19.6	B	B	60	77	157	116
		SB	L	14.6	20.4	B	C	44	45	85	74
			TR	17.0	21.2	B	C	95	68	155	119



4.3 LONG-TERM (2037) RECOMMENDATIONS

Based on the findings of this study, specific improvements have been identified that could be required if future development is proposed at the subject site. These recommendations are shown in Figure 22. Intersections where no improvements are recommended are locations that meet the LOS Standards specified in the LDO⁸.

4.3.1 Burlington Mills Road at Granite Falls Boulevard

- Provide 200 feet of full width storage and appropriate taper to the eastbound left turn lane on Burlington Mills Road
- Provide 175 feet of full width storage and appropriate taper to the westbound right turn lane on Burlington Mills Road
- Construct a southbound right turn lane on Granite Falls Boulevard with 150 feet of full-width storage and appropriate taper
- Provide a full-movement signalized intersection

4.3.2 Burlington Mills Road at Access A

- Construct Access A with one ingress and one egress lane consisting of a right turn lane
- Construct a northbound left turn lane on Granite Falls Boulevard with 50 feet of full-width storage and appropriate taper

4.3.3 Burlington Mills Road at Access B

- Construct Access B with one ingress and one egress lane consisting of a shared left/right turn lane
- Construct a northbound left turn lane on Granite Falls Boulevard with 75 feet of full-width storage and appropriate taper

4.3.4 Rogers Road at Granite Falls Boulevard

- Extend the existing northbound left turn lane on Granite Falls Boulevard to 275 feet of full-width storage and appropriate taper
- Extend the existing westbound left turn lane on Rogers Road to 150 feet of full-width storage and appropriate taper



Long-Term (2037) Analysis
June 17, 2026

Figure 22: Long-Term (2037) Recommended Improvements

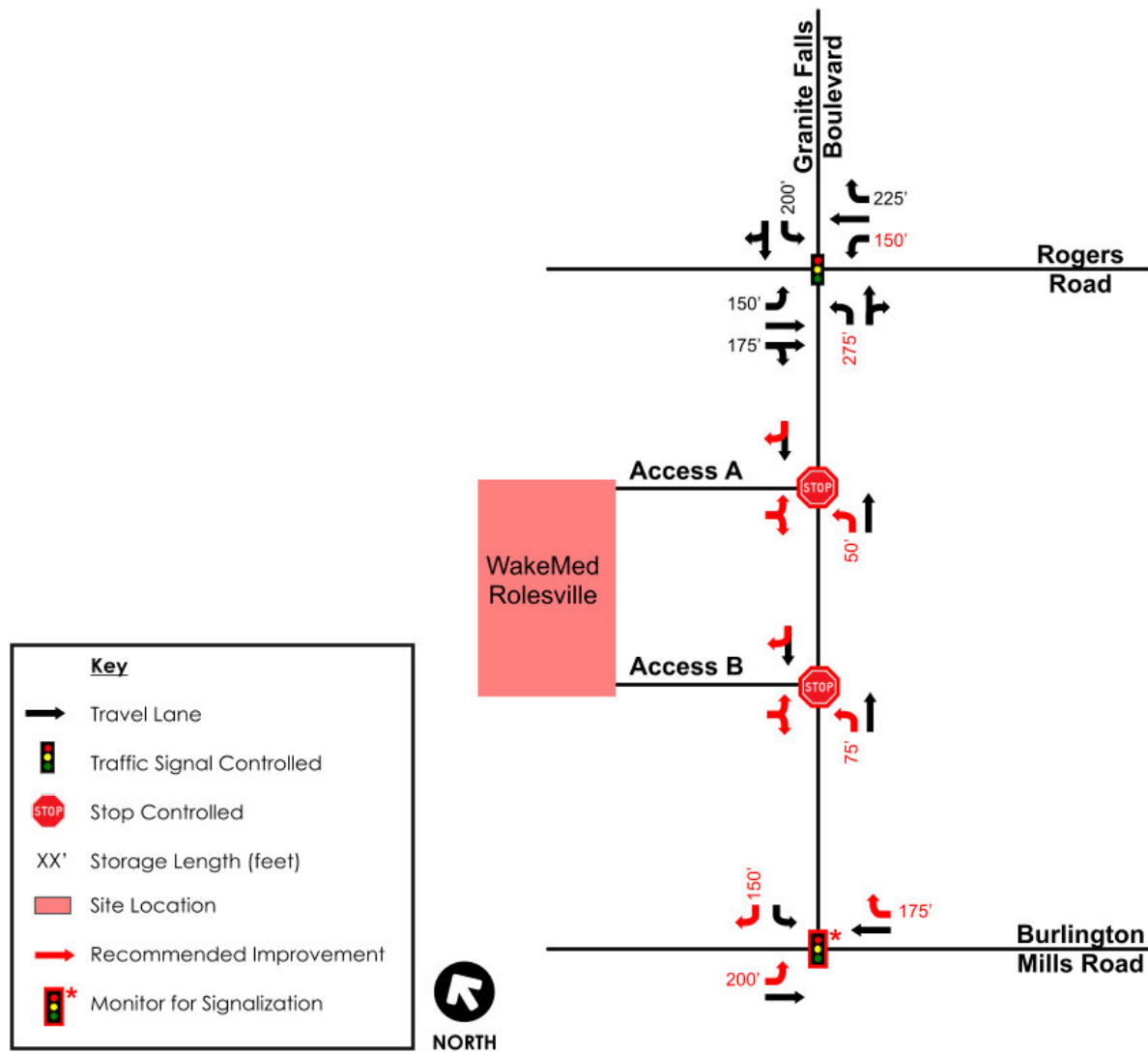


Figure is Not To Scale

References

June 17, 2026

5.0 REFERENCES

¹ **NCDOT Functional Classification Map**,

<http://ncdot.maps.arcgis.com/home/webmap/viewer.html?layers=029a9a9fe26e43d687d30cd3c08b1792>

² **NCDOT Average Daily Traffic Volumes**,

<https://ncdot.maps.arcgis.com/apps/webappviewer/index.html?id=964881960f0549de8c3583bf46ef5ed4>

³ **Trip Generation (12th Edition)**, Institute of Transportation Engineers (ITE), August 2025.

⁴ **NCDOT Trip Generation Rate Equation Recommendations**,

<https://connect.ncdot.gov/resources/safety/Congestion%20Mngmt%20and%20Signing/DRAFT%20-%20Trip%20Generation%20Rate%20Eqn.xlsm>

⁵ **Highway Capacity Manual 7th Edition: A Guide for Multimodal Mobility Analysis**. Washington D.C.: Transportation Research Board, 2022.

⁶ **NCDOT Capacity Analysis Guidelines**. North Carolina Department of Transportation (NCDOT), March 2022,

<https://connect.ncdot.gov/resources/safety/Congestion%20Mngmt%20and%20Signing/Standards%20-%20Capacity%20Analysis%20Guidelines.pdf>

⁷ **Draft NCDOT Capacity Analysis Guidelines: Best Practices**. North Carolina Department of Transportation (NCDOT), March 2022,

<https://connect.ncdot.gov/resources/safety/Congestion%20Mngmt%20and%20Signing/Best%20Practices%20-%20Capacity%20Analysis%20Guidelines.pdf>

⁸ **Land Development Ordinance**. Town of Rolesville, June 1, 2021,

<https://www.rolesvillenc.gov/code-ordinances>

6.0 APPENDIX

- Scoping Correspondence
- Site Plan
- Raw Traffic Count Data
- Adjacent Development Information
- Adjacent Development Traffic Volumes
- Traffic Volume Calculations
- Synchro Files
- Synchro & SimTraffic Reports
- Development Study





STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

DANIEL H. JOHNSON
SECRETARY

July 16, 2026

MEMORANDUM

In reply, refer to
File No. SC-2026-120

TO: Daniel Boulware, P.E., District Engineer
Division 5, District 1

Document Sent Electronically

FROM: Rita M. Ghantous, PhD, P.E., Project Design Engineer
Congestion Management Section

SUBJECT: Preliminary Review for the WakeMed Rolesville in Rolesville , Wake County

The Congestion Management Section has performed a preliminary review of the Traffic Impact Analysis (TIA) for the subject site. The key dates regarding this development are as follows:

Date Received by This Office	06/17/26	Date of Site Plan	11/03/25
		Date of Sealed TIA	06/17/26

X	This TIA review has been added to our queue of projects to perform a more detailed review that will be submitted under separate cover at a later date.
	We require additional information from the TIA preparer as noted on the attached list. We are unable to perform a thorough review until we receive this information.
	We have concerns with the Traffic Impact Analysis. The attached list includes inconsistencies or other questionable aspects that vary from our recommended practices and require further explanation or justification. A revised TIA should be submitted before a thorough review can be completed.

Based on this preliminary review, the TIA is “Complete” according to N.C.G.S.136-93.1A

Please refer to the Driveway Manual and the Capacity Analysis Guidelines available via <https://connect.ncdot.gov/resources/safety/Pages/Congestion-Management.aspx> for additional information. This letter is only being distributed electronically and should be considered as the official documentation. If we can provide further assistance with this project or if you require a paper copy of this letter, please contact me or Clarence B Bunting, P.E.

CBB:rmg

cc:	R. J. Gallas, P.E.	A. C. Lowery, P.E.
	J. L. Portanova, P.E.	T. D. DeAveiro, P.E.
	T. J. Fowler, P.E.	T. S. Darnell
	D. Y. Ishak	C. W. Riggins
	M. W. Craig, P.E.	M. W. Alshishani
	D. P. Keilson, P.E.	M. V. Sparrow
	J. H. Grant, P.E.	
	M. D. Peach, P. E., PTOE (Stantec)	

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
TRANSPORTATION MOBILITY & SAFETY DIVISION
TRAFFIC MANAGEMENT UNIT
1561 MAIL SERVICE CENTER
RALEIGH, NC 27699-1561

Telephone: (919) 814-5000
Fax: (919) 771-2745
Customer Service: 1-877-368-4968
Website: www.ncdot.gov

Location:
750 N. GREENFIELD PARKWAY
GARNER, NC 27529

NORTH CAROLINA GENERAL WARRANTY DEED
(without title examination or tax advice)

Excise Tax:	\$ 12,427.00
Parcel ID:	out of 73597
Mail/Box to:	GRANTEE
Prepared by:	Licensed North Carolina Attorney: James S. Warren, 343 S. White Street, Wake Forest, NC, 27587
Brief description for the index:	Lot 2 containing 31.38 acres

Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds.

THIS GENERAL WARRANTY DEED ("Deed") is made on the 22nd day of January, 20 26, by and between:

GRANTOR	GRANTEE
Beverly Clifton Dixon, an unmarried man and Alvin Taylor Wiggins, Jr. and wife, Mary Malinda Hyatt Wiggins and James Wall Wiggins and wife, Jill McPhail Wiggins and John Bryant Wiggins, II, and wife, Heather Denise Maroney, and James Timothy Wall and wife, Michele Joan Wall and David L. Leighton, Jr. and wife, Gayle P. Wall Leighton and Sidney Earl Gregory, Jr. and wife, Jennifer Wall Gregory	Wakemed Property Services c/o Corporate Accounting 3000 New Bern Avenue Raleigh, NC 27610-1231

Grantor and Grantee includes the above parties and their respective heirs, successors, and assigns, whether singular, plural, masculine, feminine or neuter, as required by context.

FOR VALUABLE CONSIDERATION paid by Grantee, the receipt and legal sufficiency of which is acknowledged, Grantor by this Deed does hereby grant, bargain, sell and convey to Grantee, in fee simple, all that certain lot, parcel of land or condominium unit in the City of Rolesville, Wake County, North Carolina and more particularly described as follows (the "Property"):

SEE ATTACHED EXHIBIT "A"

All or a portion of the Property ☐ includes or ☒ does not include the primary residence of a Grantor.

A map showing the Property is recorded in Book of Maps 2026, Page 880-881, Wake County Registry.

TO HAVE AND TO HOLD the Property and all privileges and appurtenances thereto belonging to Grantee in fee simple. Grantor covenants with Grantee that Grantor is seized of the Property in fee simple, Grantor has the right to convey the Property in fee simple, title to the Property is marketable and free and clear of all encumbrances, and Grantor shall warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

1. Subject to Easements and Restrictions of record.

IN WITNESS WHEREOF, Grantor has duly executed this North Carolina General Warranty Deed, if an entity by its duly authorized representative.

Beverly Clifton By Kenneth D Dixon PDR
Beverly Clifton Dixon by Kenneth Dale Dixon, Attorney in Fact

STATE OF NORTH CAROLINA

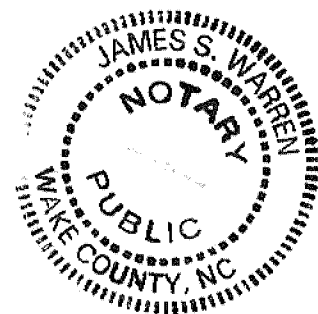
COUNTY OF Wake

I, James S. Warren, a Notary Public of the County of Wake, State of North Carolina, do hereby certify that Kenneth Dale Dixon, Attorney in Fact for Beverly Clifton Dixon, personally appeared before me this day and being by me duly sworn, says that he executed the foregoing and annexed instrument on behalf of Beverly Clifton Dixon, and that his authority to execute and acknowledge said instrument is contained in that certain instrument duly executed, acknowledged and recorded in the office of the Register of Deeds of Wake County, North Carolina, in Book 18906, Page 2276, and that this instrument was executed under and by virtue of the authority given by said instrument granting him Power of Attorney; that the said Kenneth Dale Dixon acknowledged the due execution of the foregoing instrument for the purposes therein expressed and on behalf of Beverly Clifton Dixon.

Witness my hand and official notary seal, this 18 day of February, 2026.

James S. Warren
Notary-Public

My commission expires: 10-3-2030



Alvin Taylor Wiggins, Jr.
Alvin Taylor Wiggins, Jr.

Mary Malinda Hyatt Wiggins
Mary Malinda Hyatt Wiggins

STATE OF NORTH CAROLINA

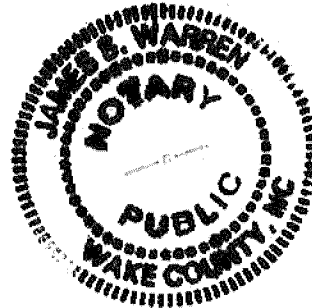
COUNTY OF Wake

I, James B. Warren, a Notary Public, do hereby certify that Alvin Taylor Wiggins, Jr. and Mary Malinda Hyatt Wiggins personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James B. Warren
Notary Public

My Commission Expires: 10-3-2030



James Wall Wiggins
James Wall Wiggins
Jill McPhail Wiggins
Jill McPhail Wiggins

STATE OF NORTH CAROLINA

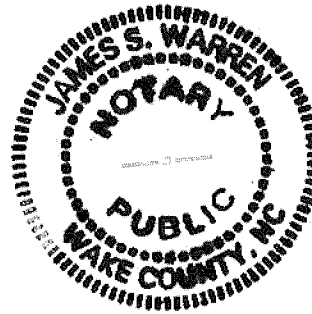
COUNTY OF Wake

I, James S. Warren, a Notary Public, do hereby certify that James Wall Wiggins and Jill McPhail Wiggins personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James S. Warren
Notary Public

My Commission Expires: 10-3-2030



John Bryant Wiggins II
John Bryant Wiggins, II

Heather Denise Maroney
Heather Denise Maroney

STATE OF NORTH CAROLINA

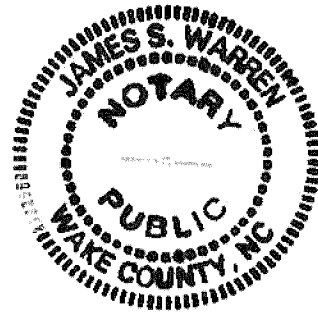
COUNTY OF Wake

I, James S. Warren, a Notary Public, do hereby certify that John Bryant Wiggins, II and Heather Denise Maroney personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James S. Warren
Notary Public

My Commission Expires: 12-3-2030



James Timothy Wall
James Timothy Wall
Michele Joan Wall
Michele Joan Wall

STATE OF NORTH CAROLINA

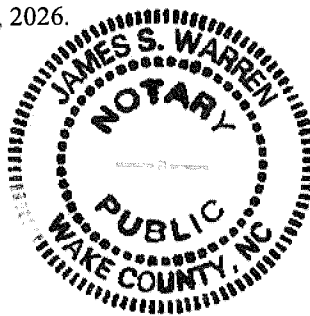
COUNTY OF Wake

I, James S. Warren, a Notary Public, do hereby certify that James Timothy Wall and Michele Joan Wall personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James S. Warren
Notary Public

My Commission Expires: 10-3-2030



David L. Leighton, Jr.
David L. Leighton, Jr.
Gayle P. Wall Leighton
Gayle P. Wall Leighton

STATE OF NORTH CAROLINA

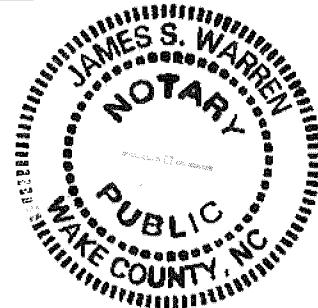
COUNTY OF Wake

I, James S. Warren, a Notary Public, do hereby certify that David L. Leighton, Jr. and Gayle P. Wall Leighton personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James S. Warren
Notary Public

My Commission Expires: 10-3-2030



Sidney Earl Gregory, Jr.
Sidney Earl Gregory, Jr.

Jennifer W. Gregory
Jennifer Wall Gregory

STATE OF NORTH CAROLINA

COUNTY OF Wake

I, James S. Warren, a Notary Public, do hereby certify that Sidney Earl Gregory, Jr. and Jennifer Wall Gregory personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James S. Warren
Notary Public

My Commission Expires: 12-3-2030

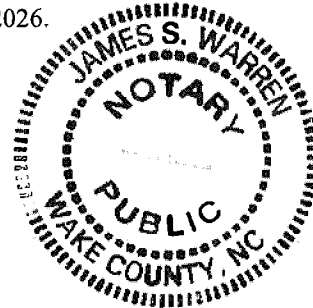


EXHIBIT A
Legal Description

All of that certain parcel of land lying and being situate in Wake Forest Township, Wake County, North Carolina, and more particularly described as follows:

BEING all of Lot 2, containing 31.38 acres, 1,367,065 SF, as shown on plat entitled "Exempt Plat, Lands Owned by Bertie Wall Wiggins & Bessie Wake Dixon", dated 11/17/25, prepared by KCI Associates of N.C., Engineers, Surveyors and Planners (C-0764), recorded in Book 2026, Page ~~881~~ ⁵⁸⁰, Wake County Registry.

Portion of PIN: 1758494277

Address: 4801 Burlington Mills Road, Rolesville, NC



ENGINEERS • SURVEYORS • SCIENTISTS • CONSTRUCTION MANAGERS

4800 Falls of Neuse Rd, Suite 200 Raleigh, NC 27607 (919) 783-9214 (919) 783-9266 Fax

LOT 2 METES AND BOUNDS DESCRIPTION WAKE FOREST TWP, WAKE COUNTY, NC

A PARCEL OF LAND LOCATED IN WAKE FOREST TOWNSHIP, WAKE COUNTY, NC AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE CENTERLINE OF BURLINGTON MILLS ROAD AT THE SOUTHEAST CORNER OF LANDS DESCRIBED IN DB 687 PG 206; SAID POINT HAVING NORTH CAROLINA STATE PLANE COORDINATES OF N:788227.32 AND E:2155330.82 (NAD83/2011);

THENCE, ON THE CENTERLINE OF BURLINGTON MILLS ROAD, THE FOLLOWING 8 CALLS:

- 1) N 80° 56' 09" W A DISTANCE OF 57.77 FEET TO A POINT;
- 2) N 75° 47' 45" W, A DISTANCE OF 73.69 FEET TO A POINT;
- 3) N 70° 05' 06" W, A DISTANCE OF 91.44 FEET TO A POINT;
- 4) N 61° 11' 15" W, A DISTANCE OF 69.26 FEET TO A POINT;
- 5) N 55° 01' 49" W, A DISTANCE OF 64.62 FEET TO A POINT;
- 6) N 49° 22' 42" W, A DISTANCE OF 57.13 FEET TO A POINT;
- 7) N 46° 41' 03" W, A DISTANCE OF 63.44 FEET TO A POINT;
- 8) N 46° 05' 23" W, A DISTANCE OF 80.92 FEET TO A POINT A THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY WILLARD AND BARBARA PARK (DB 1781 PG 10);

THENCE N 01° 14' 02" W, ON THE EAST LINE OF SAID PARK LANDS, A DISTANCE OF 42.88 FEET TO A FOUND IRON PIPE ON THE NORTH RIGHT OF WAY LINE OF BURLINGTON MILLS ROAD;

THENCE N 01° 14' 02" W, CONTINUING ON THE EAST LINE OF PARK LANDS, A DISTANCE OF 319.33 FEET TO A FOUND IRON PIPE;

THENCE N 89° 44' 58" W, ON THE NORTH LINE OF PARK LANDS, A DISTANCE OF 410.67 FEET TO A POINT;

THENCE ON THE NORTH RIGHT OF WAY LINE OF BURLINGTON MILLS ROAD THE FOLLOWING 5 CALLS:

- 1) N 74° 26' 09" W, A DISTANCE OF 52.08 FEET TO A POINT;
- 2) N 80° 27' 10" W, A DISTANCE OF 65.97 FEET TO A POINT;
- 3) N 85° 07' 10" W, A DISTANCE OF 66.52 FEET TO A POINT;
- 4) N 87° 26' 45" W, A DISTANCE OF 10.55 FEET TO A POINT;
- 5) N 89° 46' 21" W, A DISTANCE OF 59.19 FEET TO A POINT;

THENCE N 10° 15' 50" W, DISTANCE OF 223.78 FEET TO A POINT;

THENCE N 04° 51' 10" E, DISTANCE OF 259.63 FEET TO A POINT;

THENCE N 10° 19' 11" E, DISTANCE OF 86.00 FEET TO A FOUND IRON PIPE AT THE SOUTHWEST CORNER OF LANDS NOW OR FORMERLY OWNED BY BERTIE WIGGINS (DB 12144 PG 2352);

THENCE S 67° 51' 59" E, ON THE SOUTH LINE OF SAID WIGGINS LANDS, A DISTANCE OF 280.65 FEET TO A FOUND IRON PIPE;

THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID WIGGINS LANDS, A DISTANCE OF 172.29 FEET TO A POINT AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY JENNIFER AND SIDNEY GREGORY (DB 4866 PG 287);

THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID GREGORY LANDS, A DISTANCE OF 221.96 FEET TO A FOUND IRON PIPE AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY JAMES WALLS (DB 3816 PG 465);

THENCE N 19° 51' 19" E, ON THE EAST LINE OF SAID WALL LANDS, A DISTANCE OF 296.76 FEET TO A FOUND IRON PIPE;

THENCE S 65° 35' 25" E, DISTANCE OF 22.78 FEET TO A POINT;

THENCE S 65° 04' 50" E, DISTANCE OF 466.51 FEET TO A POINT;

THENCE N 53° 18' 05" E, DISTANCE OF 169.95 FEET TO A POINT;

THENCE S 66° 03' 39" E, DISTANCE OF 264.29 FEET TO A POINT ON THE WEST LINE OF LANDS NOW OR FORMERLY OWNED BY NEW OXFORD DEVELOPMENT CO LLC (DB 19679 PG 1109);

THENCE S 03° 18' 53" W, ON THE WEST LINE OF SAID NEW OXFORD LANDS, A DISTANCE OF 49.41 FEET TO A FOUND STONE;

THENCE S 02° 27' 04" W, DISTANCE OF 1500.67 FEET TO A POINT ON THE NORTH RIGHT OF WAY OF BURLINGTON MILLS RD;

THENCE S 02° 27' 04" W, DISTANCE OF 30.20 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINING 1,367,065 SQUARE FEET, OR 31.38 ACRES OF LAND MORE OR LESS. 16,878 SQUARE FEET (0.39 ACRES) OF WHICH LIE WITHIN THE RIGHT OF WAY OF BURLINGTON MILLS ROAD.

NORTH CAROLINA GENERAL WARRANTY DEED
(without title examination or tax advice)

Excise Tax:	\$ 12,427.00
Parcel ID:	out of 73597
Mail/Box to:	GRANTEE
Prepared by:	Licensed North Carolina Attorney: James S. Warren, 343 S. White Street, Wake Forest, NC, 27587
Brief description for the index:	Lot 2 containing 31.38 acres

Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds.

THIS GENERAL WARRANTY DEED ("Deed") is made on the 22nd day of January, 20 26, by and between:

GRANTOR	GRANTEE
Beverly Clifton Dixon, an unmarried man and Alvin Taylor Wiggins, Jr. and wife, Mary Malinda Hyatt Wiggins and James Wall Wiggins and wife, Jill McPhail Wiggins and John Bryant Wiggins, II, and wife, Heather Denise Maroney, and James Timothy Wall and wife, Michele Joan Wall and David L. Leighton, Jr. and wife, Gayle P. Wall Leighton and Sidney Earl Gregory, Jr. and wife, Jennifer Wall Gregory	Wakemed Property Services c/o Corporate Accounting 3000 New Bern Avenue Raleigh, NC 27610-1231

Grantor and Grantee includes the above parties and their respective heirs, successors, and assigns, whether singular, plural, masculine, feminine or neuter, as required by context.

FOR VALUABLE CONSIDERATION paid by Grantee, the receipt and legal sufficiency of which is acknowledged, Grantor by this Deed does hereby grant, bargain, sell and convey to Grantee, in fee simple, all that certain lot, parcel of land or condominium unit in the City of Rolesville, Wake County, North Carolina and more particularly described as follows (the "Property"):

SEE ATTACHED EXHIBIT "A"

All or a portion of the Property ☐ includes or ☒ does not include the primary residence of a Grantor.

A map showing the Property is recorded in Book of Maps 2026, Page 880-881, Wake County Registry.

TO HAVE AND TO HOLD the Property and all privileges and appurtenances thereto belonging to Grantee in fee simple. Grantor covenants with Grantee that Grantor is seized of the Property in fee simple, Grantor has the right to convey the Property in fee simple, title to the Property is marketable and free and clear of all encumbrances, and Grantor shall warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

1. Subject to Easements and Restrictions of record.

IN WITNESS WHEREOF, Grantor has duly executed this North Carolina General Warranty Deed, if an entity by its duly authorized representative.

Beverly Clifton By Kenneth D Dixon PDR
Beverly Clifton Dixon by Kenneth Dale Dixon, Attorney in Fact

STATE OF NORTH CAROLINA

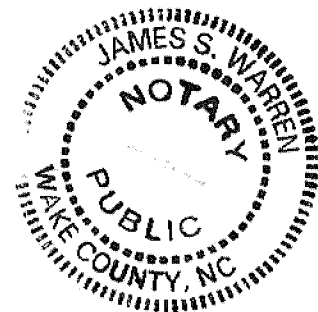
COUNTY OF Wake

I, James S. Warren, a Notary Public of the County of Wake, State of North Carolina, do hereby certify that Kenneth Dale Dixon, Attorney in Fact for Beverly Clifton Dixon, personally appeared before me this day and being by me duly sworn, says that he executed the foregoing and annexed instrument on behalf of Beverly Clifton Dixon, and that his authority to execute and acknowledge said instrument is contained in that certain instrument duly executed, acknowledged and recorded in the office of the Register of Deeds of Wake County, North Carolina, in Book 18906, Page 2276, and that this instrument was executed under and by virtue of the authority given by said instrument granting him Power of Attorney; that the said Kenneth Dale Dixon acknowledged the due execution of the foregoing instrument for the purposes therein expressed and on behalf of Beverly Clifton Dixon.

Witness my hand and official notary seal, this 18 day of February, 2026.

James S. Warren
Notary-Public

My commission expires: 10-3-2030



Alvin Taylor Wiggins, Jr.
Alvin Taylor Wiggins, Jr.

Mary Malinda Hyatt Wiggins
Mary Malinda Hyatt Wiggins

STATE OF NORTH CAROLINA

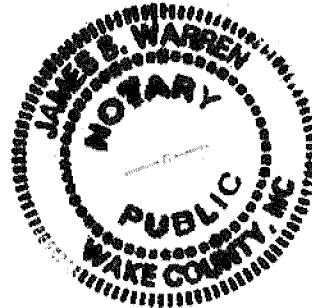
COUNTY OF Wake

I, James B. Warren, a Notary Public, do hereby certify that Alvin Taylor Wiggins, Jr. and Mary Malinda Hyatt Wiggins personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James B. Warren
Notary Public

My Commission Expires: 10-3-2030



James Wall Wiggins
James Wall Wiggins
Jill McPhail Wiggins
Jill McPhail Wiggins

STATE OF NORTH CAROLINA

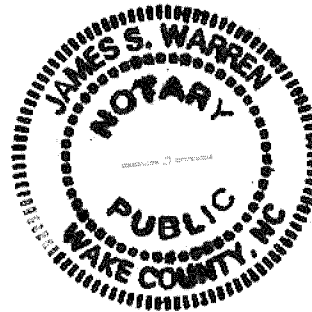
COUNTY OF Wake

I, James S. Warren, a Notary Public, do hereby certify that James Wall Wiggins and Jill McPhail Wiggins personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James S. Warren
Notary Public

My Commission Expires: 10-3-2030



John Bryant Wiggins II
John Bryant Wiggins, II

Heather Denise Maroney
Heather Denise Maroney

STATE OF NORTH CAROLINA

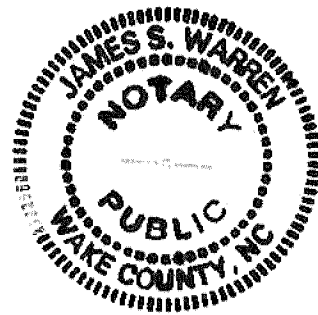
COUNTY OF Wake

I, James S. Warren, a Notary Public, do hereby certify that John Bryant Wiggins, II and Heather Denise Maroney personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James S. Warren
Notary Public

My Commission Expires: 12-3-2030



James Timothy Wall
James Timothy Wall
Michele Joan Wall
Michele Joan Wall

STATE OF NORTH CAROLINA

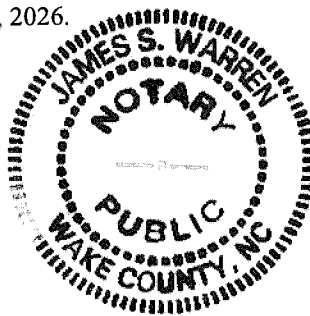
COUNTY OF Wake

I, James S. Warren, a Notary Public, do hereby certify that James Timothy Wall and Michele Joan Wall personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James S. Warren
Notary Public

My Commission Expires: 10-3-2030



David L. Leighton, Jr.
David L. Leighton, Jr.
Gayle P. Wall Leighton
Gayle P. Wall Leighton

STATE OF NORTH CAROLINA

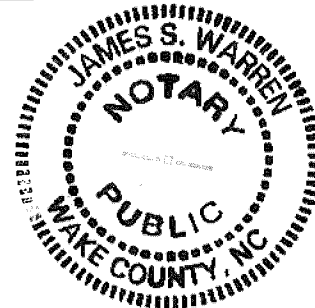
COUNTY OF Wake

I, James S. Warren, a Notary Public, do hereby certify that David L. Leighton, Jr. and Gayle P. Wall Leighton personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James S. Warren
Notary Public

My Commission Expires: 10-3-2030



Sidney Earl Gregory, Jr.
Sidney Earl Gregory, Jr.

Jennifer W. Gregory
Jennifer Wall Gregory

STATE OF NORTH CAROLINA

COUNTY OF Wake

I, James S. Warren, a Notary Public, do hereby certify that Sidney Earl Gregory, Jr. and Jennifer Wall Gregory personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 18 day of February, 2026.

James S. Warren
Notary Public

My Commission Expires: 12-3-2030

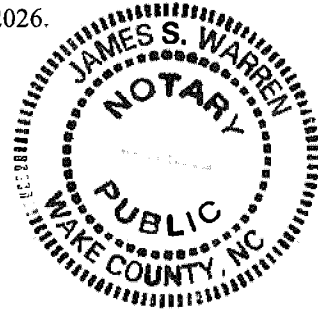


EXHIBIT A
Legal Description

All of that certain parcel of land lying and being situate in Wake Forest Township, Wake County, North Carolina, and more particularly described as follows:

BEING all of Lot 2, containing 31.38 acres, 1,367,065 SF, as shown on plat entitled "Exempt Plat, Lands Owned by Bertie Wall Wiggins & Bessie Wake Dixon", dated 11/17/25, prepared by KCI Associates of N.C., Engineers, Surveyors and Planners (C-0764), recorded in Book 2026, Page ~~881~~ ⁵⁸⁰, Wake County Registry.

Portion of PIN: 1758494277

Address: 4801 Burlington Mills Road, Rolesville, NC

ORDINANCE ORD-2026-____

**ORDINANCE OF THE TOWN OF ROLESVILLE BOARD OF COMMISSIONERS
AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF ROLESVILLE
TO CHANGE THE ZONING OF APPROXIMATELY 30.99 ACRES LOCATED AT
4801 BURLINGTON MILLS ROAD, BEING WAKE COUNTY PIN 1758498280,
FROM RESIDENTIAL LOW ZONING DISTRICT (RL) TO COMMERCIAL
HIGHWAY CONDITIONAL ZONING DISTRICT (CH-CZ)**

**REZ-25-06 / GOVWELL REZ-25-0001
4801 BURLINGTON MILLS ROAD**

WHEREAS the application submitted by WakeMed, for the rezoning of land hereinafter described was duly filed with the Planning Department; and

WHEREAS the Planning Board reviewed the application for recommendation on June 22, 2026, and the Board of Commissioners held a Legislative Hearing on August 18, 2026; and

WHEREAS mailed notices and property sign postings were carried out in advance of the Legislative hearing pursuant to G.S. § 160D-602 and the Land Development Ordinance; and

WHEREAS the Planning Board submitted its recommendation to the Board of Commissioners recommending approval of said application that was consistent with the Comprehensive Plan and in the best interests of the Town for the lands hereinafter described, all in accordance with the requirements of the Town of Rolesville Land Development Ordinance and the provisions of Chapter 160D, Article 6, of the North Carolina General Statutes.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Rolesville, North Carolina:

Section 1: The lands that are the subject of the Ordinance are those certain lands described in **Exhibit 1 – Legal Description**, which is incorporated herein by reference, and said lands are hereafter referred to as the “Rezoned Lands.”

Section 2: The parcel identified by the Wake County Tax Parcel Identification Number 1758498280 and described in **Exhibit 1**, is currently located within the Town’s Corporate Limits.

Section 3: The Town of Rolesville Land Development Ordinance, including the Town of Rolesville North Carolina Official Zoning Map, which is a part of said Ordinance, is hereby amended by changing the zoning classification of the “Rezoned Lands” from Residential Low Zoning District to Commercial Highway Conditional Zoning District, subject to the conditions stated herein.

Section 4: The “Rezoned Lands” are subject to all the standards and conditions in Exhibit 2 – Conditions of Approval, which are imposed as part of this rezoning.

Section 5: The Land Development Administrator is hereby authorized and directed to cause the said Official Zoning Map for the Town of Rolesville, North Carolina, to be physically revised and amended to reflect the zoning changes ordained by this Ordinance.

Section 6: After reviewing all the information presented at the Legislative Hearing and the Town of Rolesville plans, policies, and ordinances, the Town of Rolesville Board of Commissioners finds the Rezoning map amendment request reasonable and consistent with the Rolesville 2050 Comprehensive Plan and is in the interest of the public and adopted a Plan Consistency and Reasonableness Statement.

Section 7: The “Rezoned Lands” shall be perpetually bound to the Conditions imposed, including the uses authorized, unless subsequently changed or amended as provided for in the Land Development Ordinance.

Adopted and effective this the 18th day of August, 2026.

Ronnie I. Currin
Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Frazier
Town Clerk

David J. Neill
Town Attorney

Exhibit 1: Legal Description

AREA TO BE REZONED "CH-CZ":

LOT 2 METES AND BOUNDS DESCRIPTION
WAKE FOREST TWP, WAKE COUNTY, NC

A PARCEL OF LAND LOCATED IN WAKE FOREST TOWNSHIP, WAKE COUNTY,
NC AND BEING MORE PARTICULARLY
DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE CENTERLINE OF BURLINGTON MILLS ROAD
AT THE SOUTHEAST CORNER OF LANDS DESCRIBED IN DB 687 PG 206; SAID
POINT HAVING NORTH CAROLINA STATE PLANE COORDINATES OF
N:788227.32 AND E:2155330.82 (NAD83/2011);

THENCE, ON THE CENTERLINE OF BURLINGTON MILLS ROAD, THE
FOLLOWING 8 CALLS:

- 1) N 80° 56' 09" W A DISTANCE OF 57.77 FEET TO A POINT;
- 2) N 75° 47' 45" W, A DISTANCE OF 73.69 FEET TO A POINT;
- 3) N 70° 05' 06" W, A DISTANCE OF 91.44 FEET TO A POINT;
- 4) N 61° 11' 15" W, A DISTANCE OF 69.26 FEET TO A POINT;
- 5) N 55° 01' 49" W, A DISTANCE OF 64.62 FEET TO A POINT;
- 6) N 49° 22' 42" W, A DISTANCE OF 57.13 FEET TO A POINT;
- 7) N 46° 41' 03" W, A DISTANCE OF 63.44 FEET TO A POINT;

8) N 46° 05' 23" W, A DISTANCE OF 80.92 FEET TO A POINT A THE
SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY WILLARD
AND BARBARA PARK (DB 1781 PG 10);

THENCE N 01° 14' 02" W, ON THE EAST LINE OF SAID PARK LANDS, A DISTANCE
OF 42.88 FEET TO A FOUND IRON

PIPE ON THE NORTH RIGHT OF WAY LINE OF BURLINGTON MILLS ROAD;

THENCE N 01° 14' 02" W, CONTINUING ON THE EAST LINE OF PARK LANDS, A
DISTANCE OF 319.33 FEET TO A FOUND IRON PIPE;

THENCE N 89° 44' 58" W, ON THE NORTH LINE OF PARK LANDS, A DISTANCE OF
410.67 FEET TO A POINT;

THENCE ON THE NORTH RIGHT OF WAY LINE OF BURLINGTON MILLS ROAD
THE FOLLOWING 5 CALLS:

1) N 74° 26' 09" W, A DISTANCE OF 52.08 FEET TO A POINT;
 2) N 80° 27' 10" W, A DISTANCE OF 65.97 FEET TO A POINT;
 3) N 85° 07' 10" W, A DISTANCE OF 66.52 FEET TO A POINT;
 4) N 87° 26' 45" W, A DISTANCE OF 10.55 FEET TO A POINT;
 5) N 89° 46' 21" W, A DISTANCE OF 59.19 FEET TO A POINT;
 THENCE N 10° 15' 50" W, DISTANCE OF 223.78 FEET TO A POINT;
 THENCE N 04° 51' 10" E, DISTANCE OF 259.63 FEET TO A POINT;
 THENCE N 10° 19' 11" E, DISTANCE OF 86.00 FEET TO A FOUND IRON PIPE AT
 THE SOUTHWEST CORNER OF LANDS NOW OR FORMERLY OWNED BY BERTIE
 WIGGINS (DB 12144 PG 2352);
 THENCE S 67° 51' 59" E, ON THE SOUTH LINE OF SAID WIGGINS LANDS, A
 DISTANCE OF 280.65 FEET TO A FOUND IRON PIPE;
 THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID WIGGINS LANDS, A
 DISTANCE OF 172.29 FEET TO A POINT AT THE SOUTHEAST CORNER OF LANDS
 NOW OR FORMERLY OWNED BY JENNIFER AND SIDNEY GREGORY (DB 4866 PG
 287);
 THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID GREGORY LANDS, A
 DISTANCE OF 221.96 FEET TO A FOUND
 IRON PIPE AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY
 OWNED BY JAMES WALLS (DB 3816 PG 465);
 THENCE N 19° 51' 19" E, ON THE EAST LINE OF SAID WALL LANDS, A DISTANCE
 OF 296.76 FEET TO A FOUND IRON PIPE;
 THENCE S 65° 35' 25" E, DISTANCE OF 22.78 FEET TO A POINT;
 THENCE S 65° 04' 50" E, DISTANCE OF 466.51 FEET TO A POINT;
 THENCE N 53° 18' 05" E, DISTANCE OF 169.95 FEET TO A POINT;
 THENCE S 66° 03' 39" E, DISTANCE OF 264.29 FEET TO A POINT ON THE WEST
 LINE OF LANDS NOW OR FORMERLY OWNED BY NEW OXFORD
 DEVELOPMENT CO LLC (DB 19679 PG 1109);
 THENCE S 03° 18' 53" W, ON THE WEST LINE OF SAID NEW OXFORD LANDS, A
 DISTANCE OF 49.41 FEET TO A FOUND STONE;
 THENCE S 02° 27' 04" W, DISTANCE OF 1500.67 FEET TO A POINT ON THE NORTH
 RIGHT OF WAY OF BURLINGTON MILLS RD;
 THENCE S 02° 27' 04" W, DISTANCE OF 30.20 FEET TO THE POINT OF BEGINNING.
 PARCEL CONTAINING 1,367,065 SQUARE FEET, OR 31.38 ACRES OF LAND MORE
 OR LESS. 16,878 SQUARE FEET (0.39 ACRES) OF WHICH LIE WITHIN THE RIGHT
 OF WAY OF BURLINGTON MILLS ROAD.

Exhibit 2: Proposed Zoning Conditions
4801 Burlington Mills Road
June 11, 2026

Zoning Conditions
4801 Burlington Mills Road (PIN 1758498280)
REZ-25-06
Updated Version Submitted 6/11/26

1. The following Principal Uses as listed in LDO Table 5.1 that are permitted or special uses in the CH District shall be prohibited: Dwelling, Upper Story Unit; Lodge or Private Clubs; Bars and Nightclubs; Breweries and Distilleries; Gas Station; Retail Sales and Services, Shopping Center; Tattoo Establishment; Vape and Tobacco Store; Vehicle, Rental and Sales; Vehicle, Minor Service; Vehicle, Major Service; Animal Care; Fulfillment Center.
2. The development of the Property shall be in substantial conformance with the accompanying Concept Land Use Plan. Locations shown for committed elements including, but not limited to greenways, streets, and open areas shown on the Concept Land Use Plan, may be adjusted to conform to LDO requirements or as permitted as a minor adjustment by the Land Development Administrator.
3. There shall be no more than 40,000 square feet of gross floor area for any nonresidential use.
4. There shall be a one hundred fifty foot (150') minimum building setback from the eastern property line shared with the adjoining properties in the Barrington Subdivision, including 516, 520, 524, 528, 532, 536, 540, and 544 Barrington Hall Drive (Lots 1-8 as shown in the "Final Plat for Barrington Subdivision Phase 1" recorded at Book of Maps 2017, Page 2255, Wake County Registry) (the "Barrington Hall Drive Properties") and the Open Space parcel surrounding the Barrington Phase 2 townhomes (Lot labeled "OPEN SPACE 3.919 AC" in the "Final Plat for Barrington Subdivision Phase 2" recorded at Book of Maps 2019, Page 2048, Wake County registry) (the "Barrington Townhome Open Space").
5. The maximum building height shall be 55 feet.
6. The Required Perimeter Buffer at the common property line with the Barrington Hall Drive Properties shall be a Modified Type 3 Perimeter Buffer with a minimum width of 50 feet. This buffer shall include a minimum planting standard of 5 canopy trees, 2 under story trees, 9 evergreen shrubs and 60 deciduous shrubs per 100 linear feet. A minimum of 50% of the total required canopy trees shall be evergreen.
7. A fifty (50) foot undisturbed buffer is required along the common property line with Barrington Townhome Open Space lot. This buffer shall remain undisturbed except as may be necessary (a) to install additional landscaping needed to meet applicable Perimeter Buffer requirements and (b) to accommodate utilities and their easements.

The Property owners hereby offer, consent to, and agree to abide, if the rezoning request is approved, the conditions written above.

WakeMed Property Services,
a North Carolina Non-Profit Corporation

Signature: _____

Date: _____


6/15/2026



Town of Rolesville Planning Department
Property Owner Consent & Authorization Form
planning@rolesvillenc.gov

Consent is required from the property owner(s) or legal representative. Unless otherwise specified, consent is valid for one year from the date of application.

Please provide a separate form for each parcel number. For properties with multiple owners, an individual form must be completed for each owner. (A husband and wife may both sign and submit one form.)

Project/ Subdivision Name: 4801 Burlington Mills Road (WakeMed)
Site Address: 4801 Burlington Mills Road
Parcel ID: 1758498280 **Deed Reference:** Book 20241, Page 1501

Financially Responsible Party **This field is required.*

Name: Thomas Cavender Signature: Thomas Cavender
(type or print clearly) DocuSigned By: Thomas Cavender
 Company Name: WakeMed Title: Vice President, Facilities & Construction
 Mailing Address: 3000 New Bern Ave. City/State/Zip: Raleigh, NC 27610-1231
 Phone: _____ Email: tcavender@wakemed.org

☐ Applicant ☒ Owner ☐ P.O.A. ☐ Agent ☐ Legal Representative
Check all that apply.

1). Name: Wakemed Property Services Signature: Thomas Cavender
(type or print clearly) DocuSigned By: Thomas Cavender
 Mailing Address: 3000 New Bern Ave. City/State/Zip: Raleigh, NC 27610-1231
 Phone: _____ Email: tcavender@wakemed.org

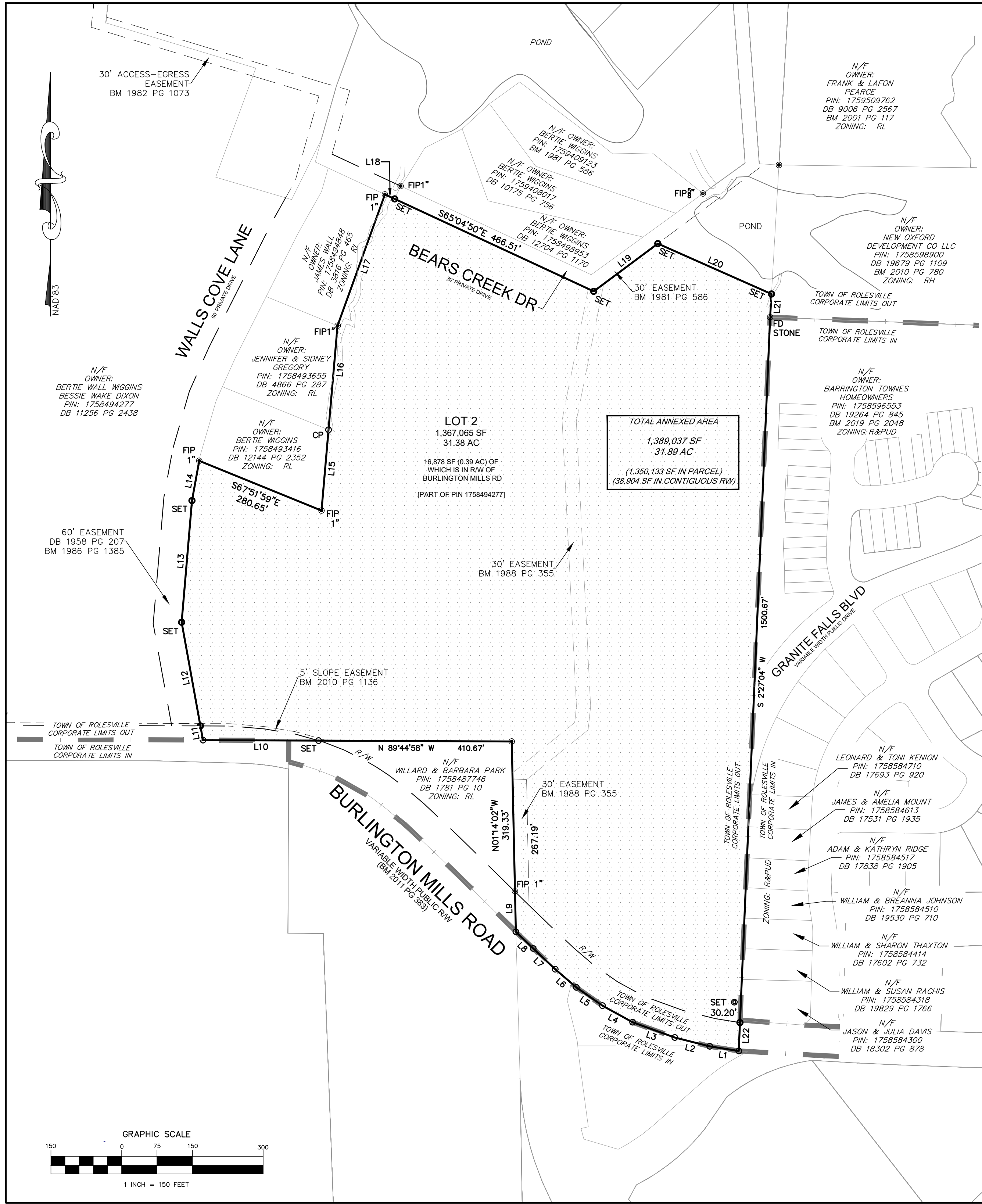
2). Name: _____ Signature: _____
(type or print clearly) (spouse if applicable)
 Mailing Address: _____ City/State/Zip: _____
 Phone: _____ Email: _____

By signing the above, I swear and affirm that I am the owner(s) or authorized representative as shown in the records of Wake County, North Carolina, which is the subject of this application. I further affirm that I am fully aware of the Town's application, fees, and procedural requirements, and I consent to this Application. I authorize the person(s) listed below to submit this Application and serve as the representative and point of contact for this Application.

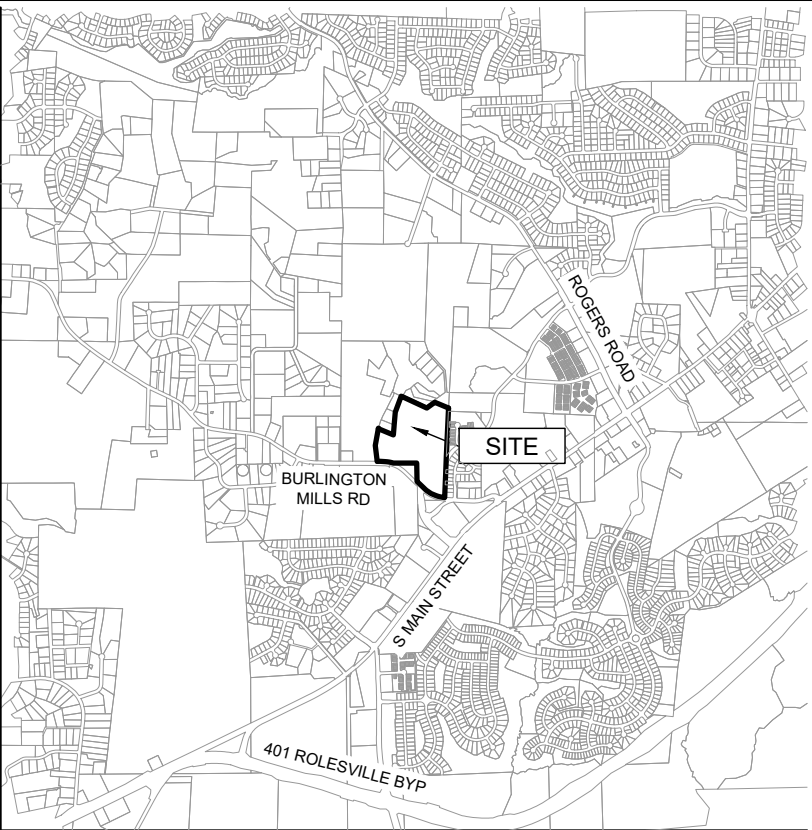
Statement of Justification

Petition for Voluntary Annexation of Portion of 4801 Burlington Mills Road (PIN: 1758498280)

The property owners petition for voluntary annexation of the Property described herein into the Town in connection with WakeMed's proposed rezoning of this Property. The Property is contiguous with existing Town limits and is in the Town's extraterritorial jurisdiction.



LINE TABLE		
LINE #	BEARING	DISTANCE
L1	N 80°56'09" W	62.59'
L2	N 75°47'45" W	76.54'
L3	N 70°05'06" W	95.27'
L4	N 61°11'15" W	73.21'
L5	N 55°01'49" W	67.72'
L6	N 49°22'42" W	59.32'
L7	N 46°41'03" W	64.31'
L8	N 46°05'23" W	50.93'
L9	N 1°14'02" W	85.41'
L10	N 89°44'58" W	245.77'
L11	N 10°15'50" W	30.70'
L12	N 10°15'50" W	223.78'
L13	N 4°51'10" E	259.63'
L14	N 10°19'11" E	86.00'
L15	N 4°57'19" E	172.29'
L16	N 4°57'19" E	221.96'
L17	N 19°51'19" E	296.76'
L18	S 65°35'25" E	22.78'
L19	N 53°18'05" E	169.95'
L20	S 66°03'39" E	264.29'
L21	S 3°18'53" W	49.41'
L22	S 2°27'04" W	60.40'



VICINITY MAP

SURVEYOR'S NOTES

- THIS PLAT IS PART OF AN ANNEXATION PETITION OF A PARCEL OF LAND AND RIGHTS OF WAY INTO THE TOWN OF ROLESVILLE.
- AREA SHOWN HEREON COMPUTED BY COORDINATE METHOD.
- THE BASIS OF THE MERIDIANS AND COORDINATES FOR THIS PLAT IS THE NORTH CAROLINA STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM 1983 (2011), BASED ON GPS METHOD USING REAL-TIME KINEMATIC SOLUTIONS.
- SUBJECT PROPERTIES KNOWN AS PARCEL NUMBERS: AS SHOWN
- THE SUBJECT PARCEL IS LOCATED WITHIN ZONE X AS SHOWN ON FIRM 3720175800K EFFECTIVE 7/19/22 AND FIRM 3720175900K EFFECTIVE 7/19/22.

I, JAMES M. GELLENTHIN, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION USING THE DEED DESCRIPTIONS SHOWN HEREON; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK AND PAGE AS SHOWN; THAT THE RATIO OF PRECISION AS CALCULATED IS GREATER THAN 1:10,000; THAT THIS MAP DOES REPRESENT AN OFFICIAL BOUNDARY SURVEY AND HAS BEEN PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 30TH DAY OF MARCH, 2026.

THAT THIS PLAT MEETS THE REQUIREMENTS OF G.S. 47-30 SECTION (F)-(11):

(C)(1) THAT THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET. F

NORTH CAROLINA REGISTRATION NUMBER L-3860
JAMES M. GELLENTHIN



KCI ASSOCIATES OF N.C.
ENGINEERS, SURVEYORS AND PLANNERS

4800 FALLS OF NEUSE ROAD, SUITE 200
RALEIGH, NC 27609
PHONE (919) 783-9214 * FAX (919) 783-9266
C-0764

**CONTIGUOUS ANNEXATION MAP FOR
THE TOWN OF ROLESVILLE**

LANDS OWNED BY
**BERTIE WALL WIGGINS &
BESSIE WAKE DIXON**
CASE NUMBER: FSP-25-31/FSP-25-0007
WAKE FOREST TWP, WAKE COUNTY, NC

DATE: 3/23/26
REVISD:

SCALE:
1" = 150'

SHEET:
1 OF 1

LEGEND	
CALCULATED POINT	o
BOUNDARY MONUMENT	•
RIGHT OF WAY	---
ADJOINER LINES	---
BOUNDARY LINES	---
TOWN LIMITS	---



ENGINEERS • SURVEYORS • SCIENTISTS • CONSTRUCTION MANAGERS

4800 Falls of Neuse Rd, Suite 200 Raleigh, NC 27607 (919) 783-9214 (919) 783-9266 Fax

LOT 2 METES AND BOUNDS DESCRIPTION WAKE FOREST TWP, WAKE COUNTY, NC

A PARCEL OF LAND LOCATED IN WAKE FOREST TOWNSHIP, WAKE COUNTY, NC AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE CENTERLINE OF BURLINGTON MILLS ROAD AT THE SOUTHEAST CORNER OF LANDS DESCRIBED IN DB 687 PG 206; SAID POINT HAVING NORTH CAROLINA STATE PLANE COORDINATES OF N:788227.32 AND E:2155330.82 (NAD83/2011);

THENCE, ON THE CENTERLINE OF BURLINGTON MILLS ROAD, THE FOLLOWING 8 CALLS:

- 1) N 80° 56' 09" W A DISTANCE OF 57.77 FEET TO A POINT;
- 2) N 75° 47' 45" W, A DISTANCE OF 73.69 FEET TO A POINT;
- 3) N 70° 05' 06" W, A DISTANCE OF 91.44 FEET TO A POINT;
- 4) N 61° 11' 15" W, A DISTANCE OF 69.26 FEET TO A POINT;
- 5) N 55° 01' 49" W, A DISTANCE OF 64.62 FEET TO A POINT;
- 6) N 49° 22' 42" W, A DISTANCE OF 57.13 FEET TO A POINT;
- 7) N 46° 41' 03" W, A DISTANCE OF 63.44 FEET TO A POINT;
- 8) N 46° 05' 23" W, A DISTANCE OF 80.92 FEET TO A POINT A THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY WILLARD AND BARBARA PARK (DB 1781 PG 10);

THENCE N 01° 14' 02" W, ON THE EAST LINE OF SAID PARK LANDS, A DISTANCE OF 42.88 FEET TO A FOUND IRON PIPE ON THE NORTH RIGHT OF WAY LINE OF BURLINGTON MILLS ROAD;

THENCE N 01° 14' 02" W, CONTINUING ON THE EAST LINE OF PARK LANDS, A DISTANCE OF 319.33 FEET TO A FOUND IRON PIPE;

THENCE N 89° 44' 58" W, ON THE NORTH LINE OF PARK LANDS, A DISTANCE OF 410.67 FEET TO A POINT;

THENCE ON THE NORTH RIGHT OF WAY LINE OF BURLINGTON MILLS ROAD THE FOLLOWING 5 CALLS:

- 1) N 74° 26' 09" W, A DISTANCE OF 52.08 FEET TO A POINT;
- 2) N 80° 27' 10" W, A DISTANCE OF 65.97 FEET TO A POINT;
- 3) N 85° 07' 10" W, A DISTANCE OF 66.52 FEET TO A POINT;
- 4) N 87° 26' 45" W, A DISTANCE OF 10.55 FEET TO A POINT;
- 5) N 89° 46' 21" W, A DISTANCE OF 59.19 FEET TO A POINT;

THENCE N 10° 15' 50" W, DISTANCE OF 223.78 FEET TO A POINT;

THENCE N 04° 51' 10" E, DISTANCE OF 259.63 FEET TO A POINT;

THENCE N 10° 19' 11" E, DISTANCE OF 86.00 FEET TO A FOUND IRON PIPE AT THE SOUTHWEST CORNER OF LANDS NOW OR FORMERLY OWNED BY BERTIE WIGGINS (DB 12144 PG 2352);

THENCE S 67° 51' 59" E, ON THE SOUTH LINE OF SAID WIGGINS LANDS, A DISTANCE OF 280.65 FEET TO A FOUND IRON PIPE;

THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID WIGGINS LANDS, A DISTANCE OF 172.29 FEET TO A POINT AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY JENNIFER AND SIDNEY GREGORY (DB 4866 PG 287);

THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID GREGORY LANDS, A DISTANCE OF 221.96 FEET TO A FOUND IRON PIPE AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY JAMES WALLS (DB 3816 PG 465);

THENCE N 19° 51' 19" E, ON THE EAST LINE OF SAID WALL LANDS, A DISTANCE OF 296.76 FEET TO A FOUND IRON PIPE;

THENCE S 65° 35' 25" E, DISTANCE OF 22.78 FEET TO A POINT;

THENCE S 65° 04' 50" E, DISTANCE OF 466.51 FEET TO A POINT;

THENCE N 53° 18' 05" E, DISTANCE OF 169.95 FEET TO A POINT;

THENCE S 66° 03' 39" E, DISTANCE OF 264.29 FEET TO A POINT ON THE WEST LINE OF LANDS NOW OR FORMERLY OWNED BY NEW OXFORD DEVELOPMENT CO LLC (DB 19679 PG 1109);

THENCE S 03° 18' 53" W, ON THE WEST LINE OF SAID NEW OXFORD LANDS, A DISTANCE OF 49.41 FEET TO A FOUND STONE;

THENCE S 02° 27' 04" W, DISTANCE OF 1500.67 FEET TO A POINT ON THE NORTH RIGHT OF WAY OF BURLINGTON MILLS RD;

THENCE S 02° 27' 04" W, DISTANCE OF 30.20 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINING 1,367,065 SQUARE FEET, OR 31.38 ACRES OF LAND MORE OR LESS. 16,878 SQUARE FEET (0.39 ACRES) OF WHICH LIE WITHIN THE RIGHT OF WAY OF BURLINGTON MILLS ROAD.

Property Owners

List of Property Owners:

- J. Bryant Wiggins II, PO Box 371, Rolesville, NC 27571
- A. Taylor Wiggins Jr., 400 Brown Cir., Rolesville, NC 27251
- James Wall Wiggins, 3726 Southeast School Road, Greensboro, NC 27406
- Beverly Dixon, PO Box 70, Rolesville, NC 27571-0070
- James Timothy Wall, 1234 Legacy Green Ave., Wake Forest, NC 27587
- Jennifer Gregory and spouse, Sidney E. Gregory, 5028 Walls Cove Lane, Rolesville, NC 27251
- Gayle P. Wall Leighton, 3512 Piedmont Drive, Raleigh, NC 27604

Record of Title:

- Vesting Deed is dated November 2004 and was recorded in March 2005 at Book 11256, Page 2438, Wake County registry. The vesting deed vests a 1/3 undivided interest with Bertie Wall Wiggins, 1/3 undivided interest in Bessie Wake Dixon, and 1/3 undivided interest in Joan P. Wall.
- Bertie Wall Wiggins died in 2023, and her will devised her share of the property in equal parts to J. Bryant Wiggins II, A. Taylor Wiggins Jr., and James Wall Wiggins.
- Bessie Wake Dixon died in 2023, and here will devised her share of the property to her husband, Beverly Dixon.
- Joan P. Wall died in October 2005 and devised her share of the property in equal parts to James Timothy Wall, Jennifer Gregory, and Gayle P. Wall Leighron.

WAKE COUNTY, NC 456
 LAURA M RIDDICK
 REGISTER OF DEEDS
 PRESENTED & RECORDED ON
 03/09/2005 AT 15:12:58

BOOK:011256 PAGE:02438 - 02441

NORTH CAROLINA NON-WARRANTY DEED

Excise Tax: 0

Parcel Identifier No. 73783 & 73597 Verified by _____ County on the _____ day of _____, 20____
 By: _____

Mail/Box to: Warren, Perry & Anthony, PLLC, PO Box 1187, Wake Forest, NC 27588

This instrument was prepared by: Kelly J. Mackay, Attorney NO TITLE CERTIFICATION BY PREPARER

Brief description for the Index: _____

THIS DEED made this 19th day of November, 2004, by and between

GRANTOR

Elvis Chester Wall and wife, Marie
 Cunningham Wall

GRANTEE

Bertie Wall Wiggins, a 1/3 undivided
 interest; Bessie Wake Dixon, a 1/3
 undivided interest; and Joan P. Wall,
 a 1/3 undivided interest

P.O. Box 70
 Rolesville, NC 27571

Enter in appropriate block for each party: name, address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the City of _____, Wake Forest Township, Wake County, North Carolina and more particularly described as follows:

By this Non-Warranty Deed, Grantors convey to Grantees a one-quarter undivided interest in the following-described tracts to the Grantees, in the above-referenced proportions:

See attached Exhibit A.

The property hereinabove described was acquired by Grantor by instrument recorded in Book _____ page _____.

A map showing the above described property is recorded in Plat Book _____ page _____.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

The Grantor makes no warranty, express or implied, as to title to the property hereinabove described.

IN WITNESS WHEREOF, the Grantor has caused this instrument to be duly executed and delivered.

(Entity Name)

By: _____
Title: _____

By: _____
Title: _____

By: _____
Title: _____

USE BLACK INK ONLY

Elvis Chester Wall (SEAL)
Elvis Chester Wall

Marie Cunningham Wall (SEAL)
Marie Cunningham Wall

(SEAL)

(SEAL)



USE BLACK INK ONLY

State of North Carolina - County of CALDWELL

I, the undersigned Notary Public of the County and State aforesaid, certify that Elvis Chester Wall and Marie Cunningham Wall personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this 23 day of February, 2005

My Commission Expires: June 8, 2009 Helen M Harmon
Notary Public

State of North Carolina - County of _____

USE BLACK INK ONLY

I, the undersigned Notary Public of the County and State aforesaid, certify that _____ personally came before me this day and acknowledged that he is the _____ of _____ a North Carolina or _____ corporation/limited liability company/general partnership/limited partnership (strike through the inapplicable), and that by authority duly given and as the act of each entity, he signed the forgoing instrument in its name on its behalf as its act and deed. Witness my hand and Notarial stamp or seal this _____ day of _____, 20__.

My Commission Expires: _____
Notary Public

USE BLACK INK ONLY

State of North Carolina - County of _____

I, the undersigned Notary Public of the County and State aforesaid, certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this _____ day of _____, 20__.

My Commission Expires: _____
Notary Public

The foregoing Certificate(s) of _____ is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof. _____ Register of Deeds for _____ County

By: _____ Deputy/Assistant - Register of Deeds

EXHIBIT "A"**PARCEL ONE:**

ALL OF THE PROPERTY DESCRIBED IN DEED BOOK 484, PAGE 222 OF THE WAKE COUNTY REGISTRY AS 32.4 ACRES AND 25.6 ACRES, LESS AND EXCEPT THE FOLLOWING TRACTS:

- 1) **PROPERTY DESCRIBED IN DEED TO FRANK PEARCE RECORDED IN BOOK 8495, PAGE 870 AND SHOWN ON PLAT RECORDED IN BOOK OF MAPS 1999, PAGE 2220, WAKE COUNTY REGISTRY.**
- 2) **PROPERTY SHOWN AS "WALLS POND" ON PLAT RECORDED IN BOOK OF MAPS 2001, PAGE 279, WAKE COUNTY REGISTRY.**
- 3) **ALL OF LOTS 7, 8, & 9, SHOWN ON PLAT RECORDED IN BOOK OF MAPS 1990, PAGE 1018, WAKE COUNTY REGISTRY.**
- 4) **PROPERTY DESCRIBED IN DEED TO JOAN P. WALL RECORDED IN BOOK 9670, PAGE 1883 AND SHOWN AS 2.166 ACRES ON PLAT RECORDED IN BOOK OF MAPS 2002, PAGE 592, WAKE COUNTY REGISTRY. THIS PROPERTY IS ALSO INCLUDED IN THE FIRST EXCEPTION ABOVE LISTED.**
- 5) **ALL OF THE 7 LOTS SHOWN ON PLAT RECORDED IN BOOK OF MAPS 1982, PAGE 1073 WHICH ARE ALSO DESCRIBED IN DEED TO BEVERLY AND BESSIE DIXON RECORDED IN BOOK 9670, PAGE 1889, WAKE COUNTY REGISTRY.**
- 6) **LOTS SHOWN AS 3, 4, 5, 3A, 4A, & 5A, ON PLAT RECORDED IN BOOK OF MAPS 1981, PAGE 586. LOTS 3, 4, & 5 ARE MORE FULLY DESCRIBED IN DEED BOOK 1910, PAGES 648, 653, 655, WAKE COUNTY REGISTRY.**
- 7) **ALL OF LOTS 1 & 2 AS SHOWN ON BOOK OF MAPS 1986, PAGE 1385, WAKE COUNTY REGISTRY. LOT 1 IS DESCRIBED IN DEED BOOK 3816, PAGE 465 AND LOT 2 IS DESCRIBED IN DEED BOOK 4866, PAGE 287, WAKE COUNTY REGISTRY.**

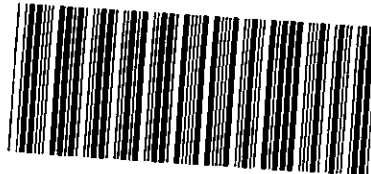
IT IS THE INTENTION OF THE GRANTOR TO CONVEY BY PARCEL ONE OF THIS DEED ALL OF THE PROPERTY LISTED FOR THE 2004 TAX YEAR AS 30.2 ACRES AND HAVING PIN #1758.01 39 9957 AND ACCOUNT #73783, WAKE COUNTY TAX ASSESSOR'S OFFICE.

PARCEL TWO:

ALL OF THE PROPERTY DESCRIBED IN BOOK 687, PAGE 206, WAKE COUNTY REGISTRY AS 60.4 ACRES, LESS AND EXCEPT THE FOLLOWING TRACTS:

- 1) **ALL OF THE 18.151 ACRES SHOWN ON PLAT RECORDED IN BOOK OF MAPS 2001, PAGE 278, WAKE COUNTY REGISTRY.**
- 2) **ALL OF THE PROPERTY CONVEYED BY THE WALLS IN BOOK 1326, PAGE 468, ALSO DESCRIBED IN DEED TO JOHN CHAMPION & OTHERS AS SHOWN IN BOOK 1506, PAGE 35, WAKE COUNTY REGISTRY.**
- 3) **ALL OF THE PROPERTY CONVEYED BY THE WALLS IN BOOK 1326, PAGE 523, WHICH IS ALSO DESCRIBED IN DEED TO CLAUDE & LINDA HUNTER AS SHOWN IN BOOK 2086, PAGE 351, WAKE COUNTY REGISTRY.**
- 4) **ALL OF THE PROPERTY CONVEYED BY THE WALLS IN BOOK 1326, PAGE 523, WHICH IS ALSO DESCRIBED IN DEED TO PATRICIA WHITE AS SHOWN IN BOOK 8569, PAGE 2517, WAKE COUNTY REGISTRY.**
- 5) **ALL OF THE PROPERTY CONVEYED BY THE WALLS IN BOOK 1424, PAGE 557, ALSO DESCRIBED IN DEED TO MITCHELL & SAMANTHA AMIANO AS SHOWN IN BOOK 7117, PAGE 385, WAKE COUNTY REGISTRY.**
- 6) **ALL OF THE PROPERTY CONVEYED BY THE WALLS IN BOOK 3057, PAGE 688, ALSO DESCRIBED IN DEED TO MITCHELL & SAMANTHA AMIANO AS SHOWN IN BOOK 7117, PAGE 385, WAKE COUNTY REGISTRY.**
- 7) **ALL OF THAT .80 ACRE TRACT DESCRIBED IN DEED TO ALVIN & BERTIE WIGGINS RECORDED IN BOOK 1238, PAGE 302, WAKE COUNTY REGISTRY.**

IT IS THE INTENTION OF THE GRANTOR TO CONVEY BY PARCEL TWO OF THIS DEED ALL OF THE PROPERTY LISTED FOR THE 2004 TAX YEAR AS 37 ACRES AND HAVING PIN #1758.01 49 5036 AND ACCOUNT #73597, WAKE COUNTY TAX ASSESSOR'S OFFICE.



BOOK:011256 PAGE:02438 - 02441

Yellow probate sheet is a vital part of your recorded document.
Please retain with original document and submit for rerecording.



Wake County Register of Deeds
Laura M. Riddick
Register of Deeds

North Carolina – Wake County

The foregoing certificate___ of Helen M. Harmon

____ Notary(ies) Public is (are) certified to be correct. This instrument and this certificate are duly registered at the date and time and in the book and page shown on the first page hereof.

Laura M. Riddick, Register of Deeds

By: *Heather L. Spooner*
Assistant/Deputy Register of Deeds

This Customer Group
_____ # of Time Stamps Needed

This Document
_____ New Time Stamp
4 # of Pages

22.004-7/11/03

After Recording Mail to: Town of Rolesville
P. O. Box 250
Rolesville, NC 27571

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE TOWN OF ROLESVILLE UNDER THE
AUTHORITY GRANTED BY PART 1, ARTICLE 4A
CHAPTER 160A OF THE GENERAL STATUTES OF NORTH CAROLINA

ORDINANCE ORD-2026-____
CASE ANX-26-0002 – 4801 BURLINGTON MILLS ROAD – PIN 1758498280,

WHEREAS, the Mayor and Board of Commissioners for the Town of Rolesville, North Carolina has adopted a resolution under G.S. 160A-31 stating its intent to annex the area described below; and

WHEREAS, the petition has been certified by the Town Clerk as to its sufficiency of meeting G.S. 160A-31; and

WHEREAS, a legislative hearing on the question of this annexation was held in the Town Board Room at Rolesville Town Hall located at 502 Southtown Circle, Rolesville, NC 27571 at 6:30 pm or thereafter on August 18, 2026 after due notice; and

WHEREAS, the Mayor and Board of Commissioners finds that the proposed annexation meets the requirements of G.S. 160A-31;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Commissioners of the Town of Rolesville, North Carolina that:

Section 1. By the authority granted by G.S. 160A-31, the following described contiguous property owned by Comm Dev LLC is hereby annexed and made part of the Town of Rolesville effective as of August 18, 2026:

All that tract or parcel of land lying and being in Rolesville, Wake County North Carolina and being more particularly described as follows;

BEGINNING AT A POINT IN THE CENTERLINE OF BURLINGTON MILLS ROAD AT THE SOUTHEAST CORNER OF LANDS DESCRIBED IN DB 687 PG 206; SAID POINT HAVING NORTH CAROLINA STATE PLANE COORDINATES OF N:788227.32 AND E:2155330.82 (NAD83/2011); THENCE, ON THE CENTERLINE OF BURLINGTON MILLS ROAD, THE FOLLOWING 8 CALLS:

- 1) N 80° 56' 09" W A DISTANCE OF 57.77 FEET TO A POINT;
- 2) N 75° 47' 45" W, A DISTANCE OF 73.69 FEET TO A POINT;
- 3) N 70° 05' 06" W, A DISTANCE OF 91.44 FEET TO A POINT;
- 4) N 61° 11' 15" W, A DISTANCE OF 69.26 FEET TO A POINT;
- 5) N 55° 01' 49" W, A DISTANCE OF 64.62 FEET TO A POINT;
- 6) N 49° 22' 42" W, A DISTANCE OF 57.13 FEET TO A POINT;
- 7) N 46° 41' 03" W, A DISTANCE OF 63.44 FEET TO A POINT;
- 8) N 46° 05' 23" W, A DISTANCE OF 80.92 FEET TO A POINT A THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY WILLARD AND BARBARA PARK (DB 1781 PG 10);

THENCE N 01° 14' 02" W, ON THE EAST LINE OF SAID PARK LANDS, A DISTANCE OF 42.88 FEET TO A FOUND IRON PIPE ON THE NORTH RIGHT OF WAY LINE OF BURLINGTON MILLS ROAD;

THENCE N 01° 14' 02" W, CONTINUING ON THE EAST LINE OF PARK LANDS, A DISTANCE OF 319.33 FEET TO A FOUND IRON PIPE;

THENCE N 89° 44' 58" W, ON THE NORTH LINE OF PARK LANDS, A DISTANCE OF 410.67 FEET TO A POINT;

THENCE ON THE NORTH RIGHT OF WAY LINE OF BURLINGTON MILLS ROAD THE FOLLOWING 5 CALLS:

- 1) N 74° 26' 09" W, A DISTANCE OF 52.08 FEET TO A POINT;
- 2) N 80° 27' 10" W, A DISTANCE OF 65.97 FEET TO A POINT;
- 3) N 85° 07' 10" W, A DISTANCE OF 66.52 FEET TO A POINT;
- 4) N 87° 26' 45" W, A DISTANCE OF 10.55 FEET TO A POINT;
- 5) N 89° 46' 21" W, A DISTANCE OF 59.19 FEET TO A POINT;

THENCE N 10° 15' 50" W, DISTANCE OF 223.78 FEET TO A POINT;

THENCE N 04° 51' 10" E, DISTANCE OF 259.63 FEET TO A POINT;

THENCE N 10° 19' 11" E, DISTANCE OF 86.00 FEET TO A FOUND IRON PIPE AT THE SOUTHWEST CORNER OF LANDS NOW OR FORMERLY OWNED BY BERTIE WIGGINS (DB 12144 PG 2352);

THENCE S 67° 51' 59" E, ON THE SOUTH LINE OF SAID WIGGINS LANDS, A DISTANCE OF 280.65 FEET TO A FOUND IRON PIPE;

THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID WIGGINS LANDS, A DISTANCE OF 172.29 FEET TO A POINT

AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY JENNIFER AND SIDNEY GREGORY (DB 4866 PG 287);

THENCE N 04° 57' 19" E, ON THE EAST LINE OF SAID GREGORY LANDS, A DISTANCE OF 221.96 FEET TO A FOUND

IRON PIPE AT THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OWNED BY JAMES WALLS (DB 3816 PG 465);

THENCE N 19° 51' 19" E, ON THE EAST LINE OF SAID WALL LANDS, A DISTANCE OF 296.76 FEET TO A FOUND IRON PIPE;

THENCE S 65° 35' 25" E, DISTANCE OF 22.78 FEET TO A POINT;

THENCE S 65° 04' 50" E, DISTANCE OF 466.51 FEET TO A POINT;

THENCE N 53° 18' 05" E, DISTANCE OF 169.95 FEET TO A POINT;

THENCE S 66° 03' 39" E, DISTANCE OF 264.29 FEET TO A POINT ON THE WEST LINE OF LANDS NOW OR FORMERLY OWNED BY NEW OXFORD DEVELOPMENT CO LLC (DB 19679 PG 1109);
THENCE S 03° 18' 53" W, ON THE WEST LINE OF SAID NEW OXFORD LANDS, A DISTANCE OF 49.41 FEET TO A FOUND STONE;
THENCE S 02° 27' 04" W, DISTANCE OF 1500.67 FEET TO A POINT ON THE NORTH RIGHT OF WAY OF BURLINGTON MILLS RD;
THENCE S 02° 27' 04" W, DISTANCE OF 30.20 FEET TO THE POINT OF BEGINNING.
PARCEL CONTAINING 1,367,065 SQUARE FEET, OR 31.38 ACRES OF LAND MORE OR LESS. 16,878 SQUARE FEET (0.39 ACRES) OF WHICH LIE WITHIN THE RIGHT OF WAY OF BURLINGTON MILLS ROAD.

Section 2. That the Mayor and Board of Commissioners directs a duly certified copy of this ordinance and annexation boundary map be submitted for filing to the Office of the Register of Deeds of Wake County and the Office of the Secretary of the State of North Carolina.

Adopted this 18th day of August, 2026

Ronnie I. Currin
Town of Rolesville Mayor

CERTIFICATION

I, Christina Frazier, 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 18th day of August, 2026.

Christina Frazier
Town Clerk



Board of Commissioners

Item Memo

To: Mayor Currin and Town Board of Commissioners

From: Stephen Wensman, Planning Director

Date: Meeting Held August 18, 2026

Re: 10.b. ANX-26-0001 – 825 Averette Road

Background

The Town of Rolesville received a contiguous voluntary annexation petition for a 9.68-acre parcel located at 825 Averette Road with Wake County PIN 1860005632, to be annexed into Rolesville Town Limits.

The annexation petition was investigated by the Town Clerk as to its sufficiency of meeting G.S. 160A-31 – see Attachment 2.

The next step in the Annexation Process is for the Board of Commissioners to hold a legislative hearing on August 18, 2026.

Staff Recommendation

Staff recommends approval of annexation petition ANX 26-0001 received under G.S. 160A-31.

Suggested Motion

Motion to (approve or deny) annexation petition ANX 26-0001 received under G.S. 160A-31.

Attachments

1. Annexation Documents
2. ORD-26-____ for ANX-26-0001



Office Use Only

ANX-

Date received:

Application to Petition for Voluntary Annexation into Rolesville Town Limits

Planning Department • 502 Southtown Circle | Rolesville, NC 27571 | planning@rolesville.nc.gov | 919-554-6517

Section A Submittal

Applications to petition for voluntary annexation are accepted by the Planning Department according to our [submittal process](#). Please submit your complete application by the next deadline date (typically the 1st of the month unless it is a weekend day). [Fees](#) are invoiced and review will start after receipt of a complete application.

The items below are **required** to complete your application. ***Your application will not be processed until all documents are received.**

1. Please complete a **separate application for each Parcel** Identification Number/Real Estate Identification Number/Property Owner.
2. A copy of the last **deed of record stamped with the Register of Deeds Book of Maps and Page number**.
3. A clear and legible **annexation boundary plat or map prepared by a professional land surveyor** showing the boundaries of the area or property requested for annexation into the Town of Rolesville.
4. A **written legal description of the metes and bounds** based on the annexation boundary map or plat.
5. A complete **Property Owner Consent Form**.

Section B Legal Disclosure

Voluntary Annexation- A voluntary process initiated by landowners to join the towns limits and acquire city services.

§ 160A-31. Annexation by petition.

The governing board of any municipality may annex by ordinance any area contiguous to its boundaries upon presentation to the governing board of a petition signed by the owners of all the real property located within such area. The petition shall be signed by each owner of real property in the area and shall contain the address of each such owner. The town shall advertise in the local newspaper at least 10 (ten) but no more than (25) twenty-five days prior to the public hearing.

Vested Rights – Site-specific vesting plans are commonly tied to existing development approvals such as special use permits, and subdivision plats. Vesting rights must include a sufficient level of detail, as outlined in the statutes, and must be identified and approved through a legislative hearing.

NC General Statutes require petitioners of both contiguous and satellite annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. §160D-108 and G.S. §160D-108.1 for properties subject to the petition. Do you declare vested rights for the property subject to this petition?

☐ Yes ☒ No

If yes, please submit proof that vested rights have been granted by the governing board. I hereby declare that my failure to disclose the existence of a vested right terminates any vested right previously acquired for this property.

Section C Project and Property Information

- ❖ If no project name is given, the primary address will be used.
- ❖ Additional parcel information may be attached if multiple properties are owned by one person (attachment A).

Development Project Name: Hope Baptist Church

Street Address(es) of property requesting to be annexed:

1. 825 Averette Road

2.

3.

4.

5.

PIN 1860005632	REID 0150968	Deed BM# 016568	Deed PG# 01017	Acreage to be annexed 9.68
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
Total Acreage of Requested Annexation Site 9.68		Linear Feet of New Public Streets within Annexation Boundaries: 0		

Section D Property Owner Information

Applicant/Owner or Project Contact Information

We, the undersigned owners of the real properties contained in the legal metes and bounds description and plat/map attached, request that the area described be annexed into the Town of Rolesville, North Carolina. By signing below, we acknowledge that all information is correct.

- * NOTE: If the property is owned by Individuals, all legal owners must sign the application for each parcel including both spouses. If the property is owned by multiple owners, please attach a separate Applicant/Owner Contact Information sheet (attachment B).
- * NOTE: If the property is owned by a Company or Corporation, the Company or Corporation must be legally registered with the State of North Carolina- Office of the Secretary of State.
- * Please attach a separate notarization of signature sheet for a Company or Corporation.

Applicant/Owner Contact Information

Property Owner(s) Printed Name(s):

1. Hope Baptist Church 2. Mike Kennon, Deacon - Construction Coordinator

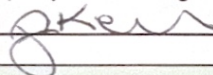
Applicant/Property Owner mailing address:

1. 1632 Oak Grove Church Rd, Wake Forest, NC 27587 2. _____

Phone Number(s) and email address(es):

1. 919-625-1581; mkennon@pobox.com 2. _____

Property Owner Signature(s)

1.  2. _____

Project Contact Information (if different than the property owner)

Name of Corporation:

Name of Registered Agent:

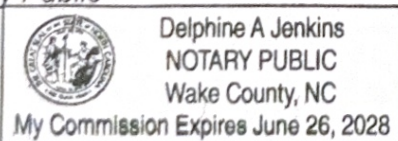
Corporation Address:

Corporation Phone Number and email address:

I, Delphine A. Jenkins, a Notary Public for said County and State, do hereby certify that the above signed individual(s) appeared before me this day and signed the foregoing instrument.

Witness my hand and official seal, this 6 day of April, 2026

Notary Public



Notary Seal

My commission expires: 06/26/2028

Section E Annexation Petition	
State of North Carolina, County of Wake, Petition of Annexation of Property to the Town of Rolesville, North Carolina	
Part 1 The undersigned, being all the owners of the real property described in this application (Section D) respectfully request the annexation of said property to the Town of Rolesville, North Carolina. The petitioners understand and agree that all streets and utilities within the annexed area will be constructed and installed by the developer according to the Subdivision Ordinance and any utilities that must be extended to the annexed area are the responsibility of the developers or successive property owners. The property to be annexed is:	
☒	Contiguous to the present corporate limits of the Town of Rolesville, NC, or
☐	Non Contiguous to the municipal limits of the Town of Rolesville, NC and is located within three miles of the municipal limits of the Town of Rolesville, NC (pursuant to Chapter 989 of the Sessions Law of North Carolina, 1967). Distance in miles to closest parcel located in town limits: Click or tap here to enter text..
Section F Submittal (Application Packet) Checklist	
☒	Annexation Petition Each parcel/property requires a separate annexation petition (application packet).
☒	Property Owner Consent Form Please complete a separate form for each Annexation Petition (application). All real property owners must sign and date the application. Please confirm the Correct Parcel Identification Number(s) (PIN). Call Wake County Geographic Information Services at 919-856-6360, if there are any questions about the parcel identifier. This is very important; Please indicate if the property being requested for annexation is only a portion of an existing parcel. Property Owned by a Corporation must include a Corporate Seal (refer to Section D).
☒	DEED- A copy of the last deed of record stamped with the Register of Deeds Book of Maps and Page number for proof of ownership.
☒	Annexation Boundary Survey or Plat showing above written metes and bounds description of the property to be annexed must be submitted electronically in .pdf format, if possible. The survey or plat, if not already recorded, must be signed by a land surveyor licensed in the State of NC. The survey must be valid for the purposes of recording as set forth in NC General Statute § 47-30.
☒	Metes and Bounds- A legal description of the written metes and bounds description based on the annexation boundary plat/map.

Additional Property (PIN and REID) information (attachment A)

Street Address(es) of property requesting to be annexed:

1.

2.

3.

4.

5.

PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed

Additional Applicant/ Owner Contact Information (Attachment B)

*Please use this attachment only if the Deed has multiple names listed and all parties own one single parcel/property. Please submit a separate application/petition for each parcel/property requesting annexation.

Property Owner(s) Name(s):

- 1.
- 2.
- 3.
- 4.
- 5.

Applicant/Property Owner mailing address:

- 1.
- 2.
- 3.
- 4.
- 5.

Phone Number(s) and email(s):

- 1.
- 2.
- 3.
- 4.
- 5.

Property Owner's Consent & Authorization Form

Property Owner's Consent is required for each Development Application. A completed and signed copy of this form is required to be included with every Application submittal.

For Property with more than one owner, each owner must sign a separate copy of this form.

For Applications with more than one Applicant/representative, enter all names in this form, or submit separate forms.

In the event that the Owner of Property is an organization/entity, proof of signature authority on behalf of the organization/entity (ie Secretary of State business registration) must be attached to this form.

	Authorization by Property Owner(s)	
--	------------------------------------	--

I, Mike Kennon, Deacon of Hope Baptist/Construction Coordinator,

(property owner's printed legal name; include signatory name and title if signing for a company)

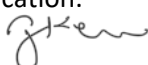
swear and affirm that I am the owner of property at 825 Averette Rd,

(property address, legal description; provide separate sheet if required)

as shown in the records of Wake County, North Carolina, which is the subject of this Application

(Type and Case # Annexation Petition).

I further affirm that I am fully aware of the Town's Application, fee(s), and procedural requirements, and consent to this Application. I authorize the below listed person(s) to submit this Application and serve as representative/point of contact for this Application.

Property Owner's Signature:  Date: 4/2/26

Applicant/Agent/Contact persons:	
Print:	Signature:
Jon Frazier / FLM Engineering	

I, L. JORDAN PARKER, JR. CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY PERFORMED UNDER MY SUPERVISION FROM REFERENCES AS NOTED HEREON; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION SHOWN IN THE REFERENCES; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS GREATER THAN 1:10000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED, WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL

THIS _____ DAY OF _____ A.D. 2026.

PRELIMINARY
FOR REVIEW PURPOSES ONLY

PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4685

THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.

PRELIMINARY
FOR REVIEW PURPOSES ONLY

PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4685

CERTIFICATE OF OWNERSHIP & DEDICATION.

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON, WHICH IS LOCATED IN THE SUBDIVISION JURISDICTION OF WAKE FOREST, AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT, ESTABLISH MINIMUM BUILDING SETBACK LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER SITES AND EASEMENTS TO PUBLIC OR PRIVATE USE AS NOTED. FURTHERMORE, I HEREBY DEDICATE ALL SANITARY SEWER, STORM SEWER AND WATER LINES TO THE TOWN OF WAKE FOREST OR OTHER PUBLIC AGENCY AS NOTED ON THIS PLAT.

DATE _____ OWNER(S) _____
ANNEXATION MAP: AN- _____, SOUTH FOREST, LLC
16.376± ACRES
TOWN OF WAKE FOREST
FULFILLS REQUIREMENTS OF N.C.G.S. 160A-29
ORDINANCE # _____
ADOPTED: N.C. NAD 83 (2011)
EFFECTIVE DATE OF ANNEXATION: _____

I, _____, TOWN CLERK, TOWN OF WAKE FOREST, NORTH CAROLINA CERTIFY THAT THIS IS A TRUE AND ACCURATE MAP OF ANNEXATION ADOPTED THE _____ DAY OF _____, 20____, BY THE WAKE FOREST BOARD OF COMMISSIONERS. I SET MY HAND AND SEAL OF THE TOWN OF WAKE FOREST,

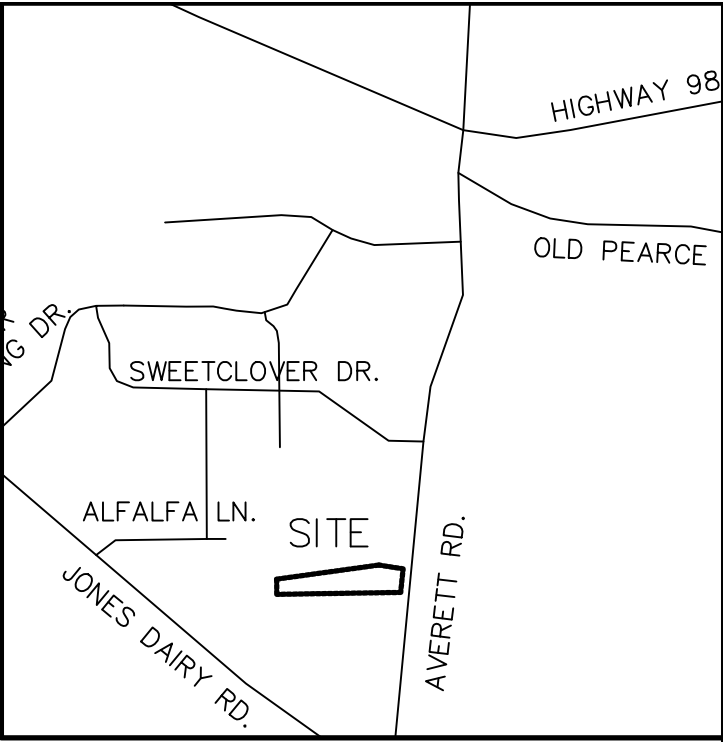
_____, 20_____

LINE TYPE LEGEND

---	PROPERTY LINE - LINE SURVEYED
---	RIGHT-OF-WAY
---	ADJOINING LINE - LINE NOT SURVEYED
---	OVERHEAD LINE
---	BUILDING SETBACK
---	EASEMENT
---	BUFFER
---	FLOOD HAZARD SOILS

LEGEND:

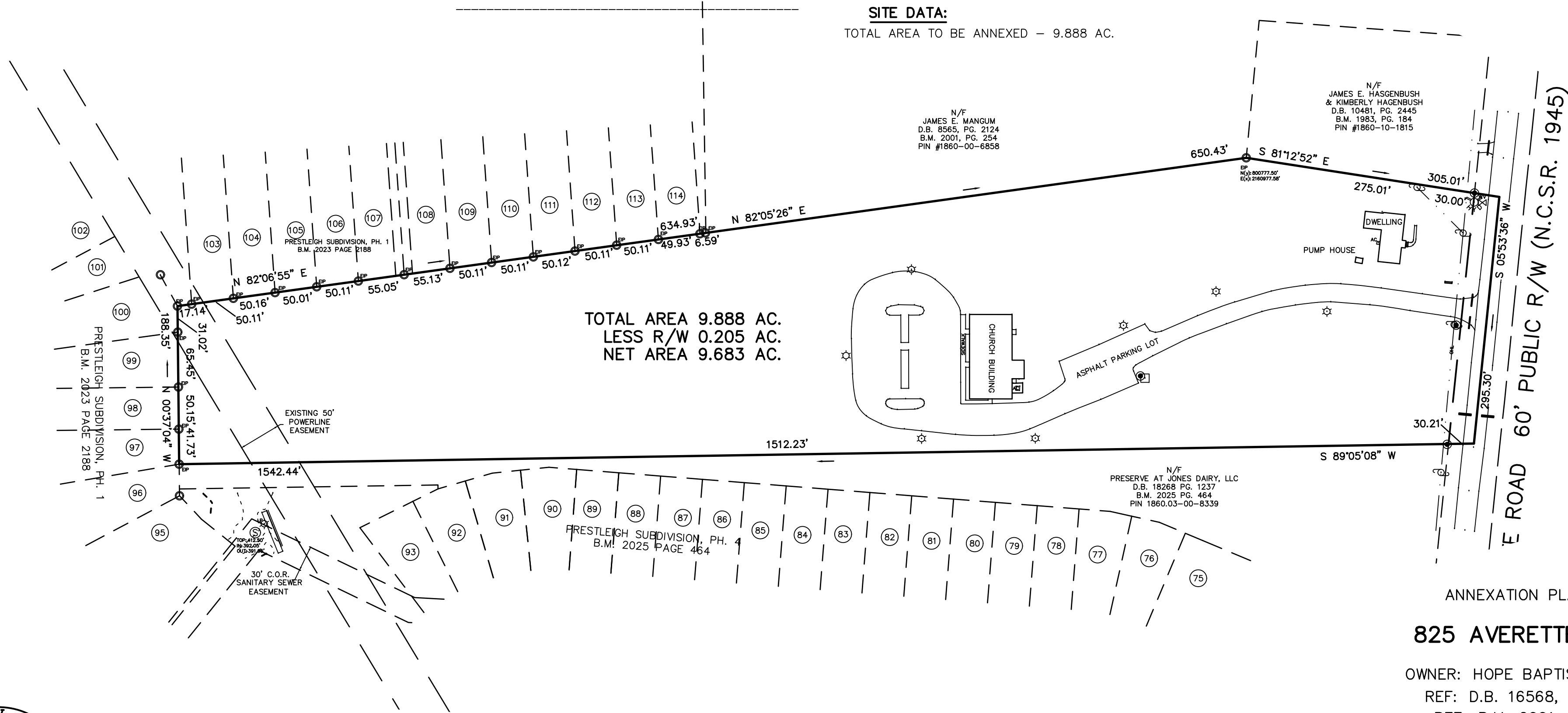
EIP - EXISTING IRON PIPE
EIB - EXISTING IRON BAR
BEIP - BENT IRON PIPE
BEIB - BENT IRON BAR
CM - CONCRETE MONUMENT
EPK - EXISTING PK NAIL
NIP - NEW IRON PIPE SET
R/W - RIGHT OF WAY
CATV - CABLE TV BOX
EB - ELECTRIC BOX
TEL - TELEPHONE PEDESTAL
PP - POWER POLE
OHL - OVERHEAD LINE
LP - LIGHT POLE
WM - WATER METER
WV - WATER VALVE
CO - SEWER CLEAN-OUT
CC - CONCRETE
CB - CATCH BASIN
MH - MANHOLE
FH - FIRE HYDRANT



VICINITY MAP

SITE DATA:

TOTAL AREA TO BE ANNEXED - 9.888 AC.



ANNEXATION PLAT FOR

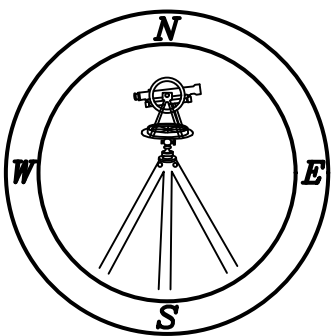
825 AVERETTE ROAD

OWNER: HOPE BAPTIST CHURCH
REF: D.B. 16568, PG. 1017
REF: B.M. 2001, PG. 591
WAKE FOREST TOWNSHIP
WAKE COUNTY, NORTH CAROLINA



SCALE 1"=100'

APRIL 23, 2026
PIN # 1860-00-5632



CMP

PROFESSIONAL LAND SURVEYORS, C-1525, 333 S. WHITE STREET, P.O. BOX 1253, WAKE FOREST N.C., 27588, (919) 556-3148

This instrument prepared by: James S. Warren, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds.

HOLD FOR: Warren Shackleford, Attorneys, P.L.L.C.

PREPARED BY and RETURN TO: Warren Shackleford, Attorneys, P.L.L.C.,
P.O. Box 1187, Wake Forest, NC 27588

TAX IDENTIFICATION #: 0150968 REVENUE STAMPS \$ 884.00

NORTH CAROLINA GENERAL WARRANTY DEED

This deed made this 12th day of October, 2016 by and between:

GRANTOR: **DATATEK PROPERTIES, LLC**

GRANTEE: **HOPE BAPTIST CHURCH**
1632 Oak Grove Church Rd., Wake Forest, NC 27587

Grantor, for valuable consideration paid by Grantee, receipt of which is hereby acknowledged, does grant, convey and transfer unto Grantee in fee simple the property described as follows:

TOWNSHIP OF _____, COUNTY OF WAKE

Being all of that 9.89 acre tract as shown on plat entitled "Oakview Christian Church" a copy of which is recorded in Book of Maps 2001, Page 591, Wake County Registry.

The above property was acquired by Grantor by instrument recorded in Book 15530, Page 1298.

All or a portion of the property herein conveyed ___ includes or / does not include the primary residence of a Grantor.

submitted electronically by "Warren Shackleford, Attorneys, PLLC"
in compliance with North Carolina statutes governing recordable documents
and the terms of the submitter agreement with the Wake County Register of Deeds.

TO HAVE AND TO HOLD the above described property and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

Grantor covenants with Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title to the property against the lawful claims of all others except for the exceptions set out below.

Title to the property described herein is subject to the following exceptions:

1. Subject to 50' Right of Way to CP&L as shown on map.
2. Subject to the right of way of Averette Road.
3. Subject to Easement to Progress Energy Carolinas recorded in Book 10444 and Page 643, aforesaid county registry.
4. Subject to Alternative Sewage Disposal System Maintenance Schedule recorded in Book 1109, Page 755, Wake County Registry.

IN WITNESS WHEREOF, Grantor has set his hand and seal, or if corporate, has caused this instrument to be signed in its corporate name by a duly authorized officer.

DATATEK PROPERTIES, LLC

By: [Signature]

MANAGING MEMBER (Title)

(SEAL)

STATE OF NORTH CAROLINA, COUNTY OF Durham

I, Ivette C. Gutierrez Romero, a Notary Public for the County of Durham, State of North Carolina, certify that Daniel Edward Horn personally appeared before me this day and acknowledged that he/she is Managing member of Datatek Properties, LLC, a **North Carolina limited liability company** and that by authority duly given, the foregoing instrument was signed by him/her in the Company name as the act of the Company..

Witness my hand and official stamp or seal, this the 14 day of October, 2016.

[Signature]
Notary Public

My Commission Expires Jan 23, 2019

IVETTE C GUTIERREZ ROMERO
Notary Public
Durham Co., North Carolina
My Commission Expires Jan. 23, 2019

CAWTHORNE, MOSS & PANCIERA, PC
MICHAEL A. MOSS, PLS
333 S. WHITE STREET
WAKE FOREST, NC 27587
(919) 556-3148
MIKE@CMPPLS.COM

**Annexation
Legal Description for
825 Averette Road**

BEGINNING at a point in the centerline of Averette Rd., said point being the North Eastern Corner of said parcel, said point having NC Grid NAD 83 (2011) coordinates N(y): 800,730.92' E(x): 2,161,279.00'; Thence S 05°53'36"W a distance of 295.30' to a point; Thence S 89°05'08"W a distance of 1,542.44' to an Existing Iron Pipe; Thence N 00°37'04"W a distance of 188.35' to an Existing Iron Pipe; Thence N 82°06'55"E a distance of 634.93' to an Existing Iron Pipe; Thence N 82°05'26"E a distance of 650.43' to an Existing Iron Pipe; Thence S 81°12'52"E a distance of 305.01' to a point; which is the point of beginning, containing an area of 430,725 square feet, 9.888 acre

After Recording Mail to: Town of Rolesville
P. O. Box 250
Rolesville, NC 27571

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE TOWN OF ROLESVILLE UNDER THE
AUTHORITY GRANTED BY PART 1, ARTICLE 4A
CHAPTER 160A OF THE GENERAL STATUTES OF NORTH CAROLINA

ORDINANCE ORD-2026-____
CASE ANX-26-0001 – 825 AVERETTE ROAD – PIN 1860005632

WHEREAS, the Mayor and Board of Commissioners for the Town of Rolesville, North Carolina has adopted a resolution under G.S. 160A-31 stating its intent to annex the area described below; and

WHEREAS, the petition has been certified by the Town Clerk as to its sufficiency of meeting G.S. 160A-31; and

WHEREAS, a legislative hearing on the question of this annexation was held in the Town Board Room at Rolesville Town Hall located at 502 Southtown Circle, Rolesville, NC 27571 at 6:30 pm or thereafter on August 18, 2026 after due notice; and

WHEREAS, the Mayor and Board of Commissioners finds that the proposed annexation meets the requirements of G.S. 160A-31;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Commissioners of the Town of Rolesville, North Carolina that:

Section 1. By the authority granted by G.S. 160A-31, the following described contiguous property owned by Comm Dev LLC is hereby annexed and made part of the Town of Rolesville effective as of August 18, 2026:

All that tract or parcel of land lying and being in Rolesville, Wake County North Carolina and being more particularly described as follows;

BEGINNING at a point in the centerline of Averette Rd., said point being the North Eastern Corner of said parcel, said point having NC Grid NAD 83 (2011) coordinates N(y): 800,730.92' E(x): 2,161,279.00'; Thence S 05°53'36"W a distance of 295.30' to a point; Thence S 89°05'08"W a distance of 1,542.44' to an Existing Iron Pipe; Thence N 00°37'04"W a distance of 188.35' to an Existing Iron Pipe; Thence N 82°06'55"E a distance of 634.93' to an Existing Iron

Pipe; Thence N 82°05'26"E a distance of 650.43' to an Existing Iron Pipe; Thence S 81°12'52"E a distance of 305.01' to a point; which is the point of beginning, containing an area of 430,725 square feet, 9.888 acre

Section 2. That the Mayor and Board of Commissioners directs a duly certified copy of this ordinance and annexation boundary map be submitted for filing to the Office of the Register of Deeds of Wake County and the Office of the Secretary of the State of North Carolina.

Adopted this 18th day of August, 2026

Ronnie I. Currin
Town of Rolesville Mayor

CERTIFICATION

I, Christina Frazier, 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 18th day of August, 2026.

Christina Frazier
Town Clerk



Board of Commissioners

Item Memo

To: Mayor Currin and Town Board of Commissioners
From: Stephen Wensman, Planning Director
Date: Meeting Held August 18, 2026
Re: 10.c. TA-26-0006 & REZ-26-0004 Downtown Overlay

Background

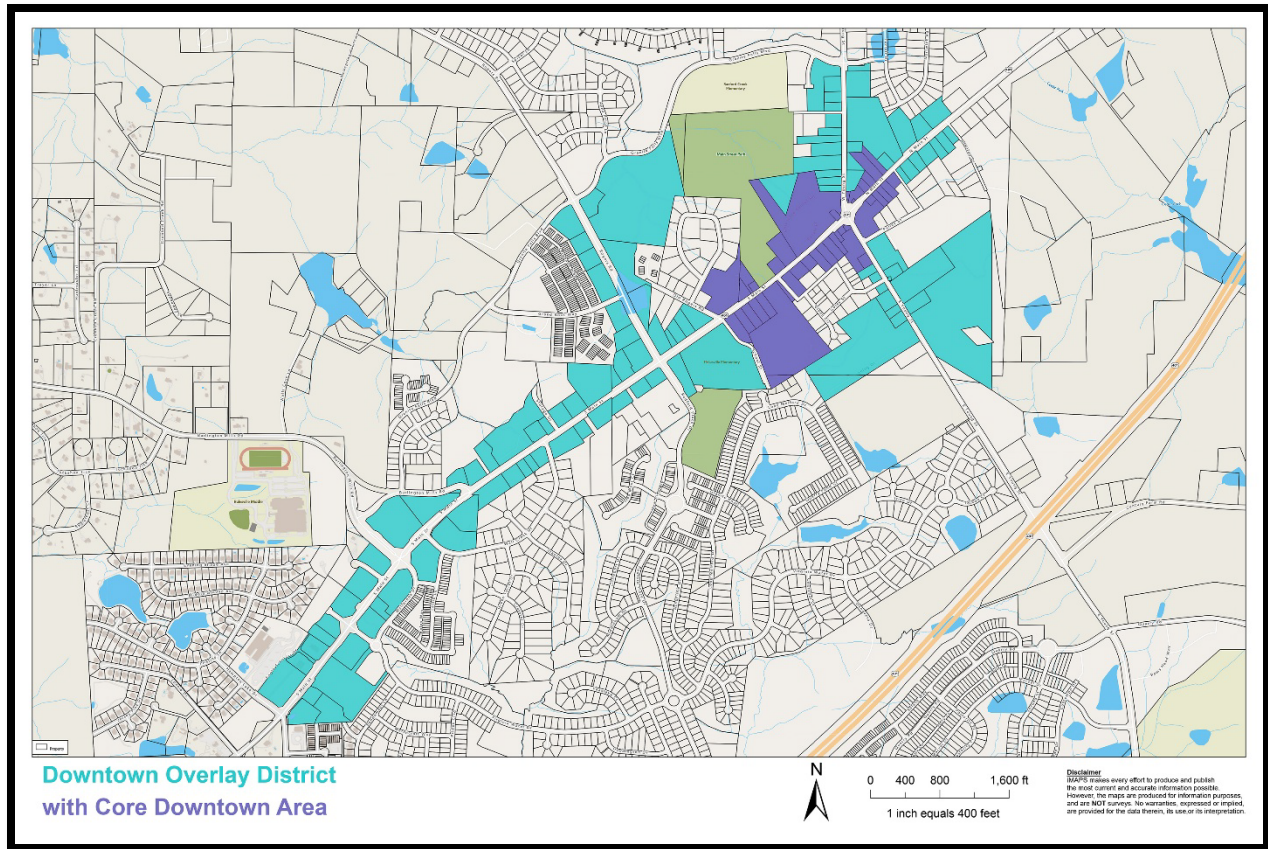
This staff-initiated Text Amendment is a response to direction from the Town Board of Commissioners to prepare a Downtown Overlay District as well as collaboration with the Rolesville Downtown Development Association.

Proposed Text Amendment Language

Proposed text amendment language is included in the attached ***Ordinance for TA-26-0006***. Please see new Section 4.3. Downtown Overlay District. (Other minor technical/clean up text amendments are found in Sections 4.1. Special Highway Overlay and 4.2. Watershed Overlay.)

REZ-26-0004

A Rezoning/Map Amendment is required to include the boundaries of the Downtown Overlay District on Rolesville's Official Zoning Map. See the map below.



Comprehensive Plan Consistency

The Rolesville 2050 Comprehensive Plan Focus Areas include looking at challenges and opportunities as they relate to:

- Transportation,
- Economic Development,
- Housing & Land Use, and
- Parks, Recreation, & Community Character.

Having clear and effective development regulations has the potential to support all the Focus Areas in Rolesville's Comprehensive Plan. In addition, TA-26-0006, along with REZ-26-0004, implements the Comprehensive Plan Big Idea 7 to develop a Downtown Overlay District to address infill design, architectural standards, and more within the community's core.

Planning Board Recommendation

At their meeting on July 27, 2026, the Planning Board unanimously recommended approval of TA-26-0006 and REZ-26-0004 Downtown Overlay District with a vote of 7 – 0. The Board proposed two additional revisions to TA-26-0006 that have been included in the attached Ordinance:

- Front setbacks should be a minimum of five feet (5') and a maximum of 20 feet (20'), and

- Mailboxes shall be located internally, with development or redevelopment of a site, or along an adjacent side street. Mailboxes may be clustered.

Staff Recommendation

Staff recommends approval of TA-26-0006 and REZ-26-0004 – Downtown Overlay due to consistency with the Comprehensive Plan.

Proposed Motions

- Motion to (**approve** or **deny**) **TA-26-0006 – Downtown Overlay District**, to the Town Board of Commissioners, because it is (consistent or inconsistent) with the Comprehensive Plan. (Please include examples of consistency or inconsistency.)
- Motion to (**approve** or **deny**) **REZ-26-0004 – Official Zoning Map Update for the Downtown Overlay District**, to the Town Board of Commissioners, because it is (consistent or inconsistent) with the Comprehensive Plan. (Please include examples of consistency or inconsistency.)

If REZ-26-0004 is approved:

- Motion to adopt a Statement of Consistency and Reasonableness as REZ-26-0004 is consistent with Rolesville's Comprehensive Plan for the following reasons: _____.

Or

- Motion to continue **TA-26-0006 – Downtown Overlay District** and **REZ-26-0004 – Official Zoning Map Update for the Downtown Overlay District** to a future Town Board of Commissioners' meeting (provide date certain).

Attachments

- ORD-26-____ for TA-26-0006
- ORD-26-____ for REZ-26-0004

**PROPOSAL TO AMEND
THE LAND DEVELOPMENT ORDINANCE,
TOWN OF ROLESVILLE, NORTH CAROLINA
Case Number TA-26-0006 Land Development Ordinance (LDO) Text Amendments to
Section 4. Overlays
Ordinance # ORD-2026-___**

WHEREAS, the Town of Rolesville seeks to amend the Land Development Ordinance Section 4. Overlays to add new Section 4.3. Downtown Overlay as well as making other minor technical corrections in Sections 4.1. Special Highway Overlay District for the U.S. 401 Bypass (SHOD) and 4.2. Watershed Overlay.

WHEREAS, North Carolina General Statute Section NC Chapter § 160D-702. (Effective January 1, 2026) Grant of power; (a) A local government may adopt zoning regulations. Except as provided in subsections (b) and (c) of this section, a zoning regulation may 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 spaces; the density of population; the location and use of buildings, structures, and land.

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

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

SECTION 1. That Section 4. Overlays be amended to read as follows:

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

4. OVERLAYS

4.1. SPECIAL HIGHWAY OVERLAY DISTRICT FOR THE U.S. 401 BYPASS (SHOD)

4.1.1. INTRODUCTORY PROVISIONS

- A. **Purpose.** The purpose of this section is to maintain the long-term safety and mobility function of the proposed U.S. 401 Bypass (R-2814); to limit the number of conflict points and thereby, reduce the need for additional crossover locations and traffic signals; to promote improved pedestrian and vehicular circulation; to encourage land assembly and the most desirable use of land in accordance with the Town of Rolesville Community Plan; to encourage designs which produce a desirable relationship between individual buildings; and to control visibility obstructions and clutter.
- B. **Applicability.** The Special Highway Overlay District (hereby known as SHOD) shall be an overlay over existing underlying districts as shown on the official zoning map and as such, the provisions (development standards, access, and internal circulation) of the SHOD shall serve as a supplement to the underlying district regulations and provisions. Where there is any conflict between provisions or requirements between the SHOD or the underlying zoning districts, the more restrictive shall apply.

- C. **Boundaries.** The SHOD boundaries shall be established on the official zoning map of the Town of Rolesville and are hereby as part of the proposed U.S. 401 Bypass route as presented by the North Carolina Department of Transportation under project number R-2814. The development standards within this section shall apply to all property with frontage of the approved corridor existing from Louisburg Road to NC 96. If a parcel of land has any part within the twenty-five (25) feet buffer of this proposed road, all structures and site design elements listed within this ordinance shall pertain to the entire property. The official map of the U.S. 401 Bypass route corridor shall be located and maintained by the Land Development Administrator.
- D. **Exemptions.** The development standards herein shall apply to all property^{ies} within the SHOD except for the following:
 - 1. Residential uses and bona-fide farm uses and related uses located on individual parcels of land that are not part of a subdivision, commercial, or industrial development.
 - 2. Property that has been developed prior to the effective date of this ordinance.

4.1.2. DEVELOPMENT STANDARDS

- A. **Development Standards.** In addition to the existing development standards within this LDO, the additional standards of this section shall apply in all underlying zoning districts within the SHOD.
- B. **Facades.** All structures must have façades that shall either be of brick, fiber cement board, metal, glass, or stone. No other façades materials shall be installed unless otherwise approved by the Town Board of Commissioners.
- C. **Roof.** All structures must have roofing made of asphalt, slate, rubber membrane, or metal.
- D. **Mechanical Equipment.**
 - 1. **Ground Equipment.** All mechanical equipment located on the ground shall be screened with a façade similar in color and material as the exterior of the primary structure. The height of the screening wall shall be no less than the highest point of the mechanical equipment being screened. All access points to the mechanical equipment shall be serviced by gates made of either metal or a composite material. Wooden gates will not be permitted.
 - 2. **Roof Equipment.** All mechanical equipment located on the roof shall be screened with a parapet or low wall with a façade in similar color as the exterior of the building it is located on. The height of the screening wall shall be no less than the highest point of the mechanical equipment being screened.
- E. **Dumpster and Waste Disposal Equipment.** All dumpsters and waste disposal equipment shall be screened with a façade similar in color and material as the exterior of the primary structure. The height of the screening wall shall be no less than the highest point of the dumpster or waste disposal equipment being screened. All access points to the dumpster and waste disposal equipment shall be serviced by opaque screened gates made of either metal or a composite material. Wooden gates will not be permitted.

- F. **Location of Primary Buildings ~~On~~ At the Property.** All buildings are encouraged not to have the service area (dumpsters, loading docks, and the like) side of the building face any public road.
- G. **Landscaping.**
1. **Grasses.** Drought tolerant grasses (Bermuda, zoysia, and the like) are encouraged to be sowed or laid down in turf areas.
 2. **Berms.** In transitional areas where there are adjacent residential uses that exist, berms and swales shall be required. Such berms shall have a slope no greater than a 2:1 slope and shall not be over 48 inches in height measured from the ground up. All berms shall be landscaped and may be counted when meeting landscape buffering setback requirements.
 3. **Tree Survey.** On parcels of land greater than ten acres in size at the time ~~the time~~ an application is submitted, a tree survey shall be submitted that was performed by a certified landscape architect or arborist. This tree survey shall note all trees with a six (6) feet or greater circumference. The size of a parcel of land shall be calculated by the existing acreage when the development review application is submitted.
 4. **Maintenance of Landscaping.** All vegetation planted shall be bonded for 125 percent of the cost of materials and installation for the first two years after site construction completion.
- H. **Stormwater Devices.** All retention and detention ponds not subject to recreational use shall be landscaped with a five (5) feet thick vegetative buffer. This buffer shall be of vegetation planted at maturity and shall be opaque in nature. The buffer shall also consist of a fence that is similar in color ~~as to~~ the exterior of the primary structure. If the fence is a chain linked ~~fence~~, then it shall be of the PVC coated variety.
- I. **Utilities.** All existing and new above-ground electrical, telephone, and cable utility lines shall be placed underground. All improvements to existing and new utilities when crossing public or private roads shall also be placed underground.
- J. **On-Site Parking.**
1. **Connectivity.** Connectivity via service roads and cross access agreements to adjacent properties is required.
 2. **Markings.** All parking lot, safety, and directional markings within parking areas and public or private roads shall be ~~of the~~ thermo-stripe material paint.
 3. The overnight parking of all motor vehicles (including over the road tractors, trailers, recreational vehicles, and the like) is prohibited. Signs stating prohibiting overnight parking shall be erected at the entrance of the property at the cost of the property owner.
- K. **Energy and Environmental Design.** The design of all structures is encouraged to meet LEED (Leadership in Energy and Environmental Design) standards.

4.2. WATERSHED OVERLAY

4.2.5. SUBDIVISION APPLICATION AND REVIEW PROCESS

- A. As a minimum, all proposed subdivisions shall be processed and reviewed as specified in this LDO. For subdivision with the Watershed Overlay, the Land Development Administrator (LDA) will review the proposed subdivision to ~~assure~~ensure compliance with provisions of this section prior to forwarding the preliminary plat for approval.
- B. Approval shall be indicated on all copies of the preliminary and final plat, consistent with typical subdivision certificate procedure.
- C. If the subdivision is disapproved or approved conditionally, the reasons for such action shall be stated in writing for the applicant ~~and entered in the minutes~~. The owner/developer may make changes and submit a revised plan that shall constitute a separate request for the purposes of review.
- D. The plat shall be recorded within thirty (30) days of final approval. The owner/developer shall provide the LDA with evidence the plat has been recorded with the Register of Deeds within five (5) working days.

4.2.9. STREAM PROTECTION BUFFERS AND RIPARIAN BUFFER AREAS REQUIRED

- A. **Applicability.** Stream protection buffers and riparian protection buffers are required in accordance with the requirements in this section. Any activities allowed in the buffer should minimize built-upon surface area, direct runoff away from the surface water and maximize the utilization of stormwater best management practices.
- B. **Purpose and Intent.** Stream protection buffers provide strips of natural vegetation that remove pollutants from stormwater runoff before they reach streams or watercourses that eventually drain into a water supply water source. They do so by allowing infiltration of runoff and filtration of pollutants through the ground and soil, slowing runoff flow to allow settling and deposition of pollutants, and providing vegetation that absorbs pollutants through root systems. In addition, these natural buffers preserve habitat for both prolific and endangered wildlife and plant species. Plant and wildlife preservation ensures a diverse ecosystem. Finally, stream protection buffers provide scenic areas for human recreation and enjoyment. The provision of vegetated, undisturbed buffers serves to preserve and protect the quality of our streams and watercourses; to preserve and protect the drinking water sources for our downstream neighbors; to preserve and protect habitat to wildlife and plants; and to preserve and protect natural areas for ~~the~~ human recreation and stress relief.

4.3. DOWNTOWN OVERLAY

4.3.1. INTRODUCTORY PROVISIONS

- A. **Purpose.** The purpose and intent of the Downtown Overlay District (“DOD”) is to have new development exhibit the characteristics of a traditional small town North Carolina downtown. The Overlay identifies the design and zoning standards that define the attributes of a downtown and proposes the following standards to establish Rolesville’s downtown. These standards emphasize existing patterns/best planning practices and include building orientation, parking, perimeter and street buffers, setbacks, and similar. For single family detached housing, multifamily and nonresidential uses, this also includes pedestrian scale signage, façade patterns, street level façades, and window patterns.
- B. **Applicability.** The DOD shall be an overlay over existing underlying districts as shown on the official zoning map and as such, the provisions (development standards, access, and internal circulation) of the DOD shall serve as a supplement to the underlying district regulations and provisions. Where there is any conflict between provisions or requirements between the DOD or the underlying zoning, the more restrictive shall apply.
- C. **Boundaries.** The DOD boundary and the Core Area within the DOD boundary are shown on the official zoning map.
- D. **Exemptions.** No provision or requirement of the DOD shall be applied to property such that (i) the development density of the property is less dense than was allowed under the land’s previous usage; (ii) the permitted uses specified in the underlying district of the property are reduced to fewer uses than were allowed prior to the adoption of the DOD; or (iii) a nonconformity is created on any land not situated in a residential zoning district, including any nonconforming use, nonconforming structure, nonconforming improvement, or nonconforming site element.

4.3.2. PERMITTED AND SPECIAL USES IN DOWNTOWN OVERLAY.

- A. **Downtown Overlay:** Only the following uses are permitted or special uses in the DOD and only to the extent they are permitted or special uses within the underlying zoning district:
 - 1. Dwelling, Single Family Attached
 - 2. Dwelling, Double Family
 - 3. Dwelling, Multiple Family
 - 4. Dwelling, Upper Story Unit.
 - 5. Family Care Facility.
 - 6. Live-Work Unit
 - 7. State Licensed Group Homes
 - 8. Assembly/Church
 - 9. Cultural Facility

10. [Day Care](#)
11. [Government Facility](#)
12. [Lodge or Private Club](#)
13. [Parks/Public Recreation Facilities](#)
14. [Preserved Open Space](#)
15. [Social Services](#)
16. [Bank](#)
17. [Bars and Nightclubs](#)
18. [Breweries and Distilleries](#)
19. [Commercial Parking](#)
20. [Eating Establishment](#)
21. [Event Center](#)
22. [Gas Station](#)
23. [Lodging](#)
24. [Recreation, Indoor](#)
25. [Recreation, Outdoor](#)
26. [Retail Sales and Services](#)
27. [Animal Care](#)
28. [Dental Facility](#)
29. [Medical Facility](#)
30. [Professional Office](#)
31. [Urgent Care](#)
32. [Artisanal Manufacturing](#)
33. [Minor Utility](#)
34. [Major Utility](#)
35. [Water Storage Tower](#)

4.3.3. PROHIBITED USES

- A. [All uses not listed above in 4.3.2 of this section are prohibited in the DOD.](#)

4.3.4. DESIGN STANDARDS

- A. **Building Orientation.** Both residential and non-residential buildings shall face North Main Street, South Main Street, East Young Street, West Young Streets or Rogers Road. Architectural features shall also address the street frontage.
- B. **Parking.** All parking spaces shall be located at the side or rear of the primary structure. Alternate Parking Plans (APPs) may be used for shared parking and/or up to a fifty percent (50%) reduction in otherwise required parking spaces.
- C. **Perimeter Buffers.** Properties with the DOD are exempt from Section 6.2.2.1. Perimeter Buffers.
- D. **Street Buffers.** Properties within the DOD are exempt from Section 6.2.2.2. Street Buffers. If a building is set back from the public right-of-way more than fifteen (15) feet, then landscaping, fencing or architectural features shall maintain the street building edge.
- E. **Setbacks.**
 - 1. Front and corner setbacks shall be a minimum of five feet (5') and a maximum of twenty feet (20').
 - 2. Side setbacks are not required.
 - 3. All other setbacks shall be in accordance with the underlying zoning district.
- F. **Drive-Throughs.** Drive-through windows shall not face North Main Street, South Main Street, East Young Street, West Young Street, or Rogers Road and are prohibited in the Core Downtown Area.
- G. **Vegetation Preservation.** Properties within the DOD are exempt from Section 6.2.4.5. Vegetation Preservation.
- H. **Mailboxes.** Mailboxes shall be located internally, with development or redevelopment of a site, or along an adjacent side street. Mailboxes may be clustered.

SECTION 2. That all laws and clauses of law in conflict herewith are hereby repealed to the extent of said conflict.

SECTION 3. That if this ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given separate effect and to the end the provisions of this ordinance are declared to be severable.

SECTION 4. That this ordinance has been adopted following a duly advertised legislative hearing of the Town Council and following review and recommendation by the Planning Board.

SECTION 5. That this ordinance shall be enforced as provided in the Town of Rolesville's Land Development Ordinance.

SECTION 6. Effective Date. This ordinance shall become effective on the date of its adoption by the Board of Commissioners.

Adopted this 18th day of August 2026 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 _____, 2026.

In witness whereof, I have hereunto set my hand and caused the seal of the Town of Rolesville to be affixed this ____ day of _____, 2026.

(seal)

Christina Frazier
Town Clerk

ORDINANCE ORD-2026-____

**ORDINANCE OF THE TOWN OF ROLESVILLE BOARD OF COMMISSIONERS
AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF ROLESVILLE
TO ADD A DOWNTOWN OVERLAY DISTRICT**

**REZ-26-0004
DOWNTOWN OVERLAY DISTRICT**

WHEREAS the application submitted by the Town of Rolesville, for the rezoning of land hereinafter described was duly filed with the Planning Department; and

WHEREAS the Planning Board reviewed the application for recommendation on July 27, 2026, and the Board of Commissioners held a Legislative Hearing on August 18, 2026; and

WHEREAS a large format legal advertisement was carried out in advance of the Legislative hearing pursuant to G.S. § 160D-602 and the Land Development Ordinance; and

WHEREAS the Planning Board submitted its recommendation to the Board of Commissioners recommending approval of said application that was consistent with the Comprehensive Plan and in the best interests of the Town for the lands hereinafter described, all in accordance with the requirements of the Town of Rolesville Land Development Ordinance and the provisions of Chapter 160D, Article 6, of the North Carolina General Statutes.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Rolesville, North Carolina:

Section 1: The lands that are the subject of the Ordinance are those certain lands illustrated in **Exhibit 1 – Downtown Overlay District Map**, which is incorporated herein by reference, and said lands are hereafter referred to as an amendment to the Town of Rolesville Official Zoning Map.

Section 2: The parcels identified in **Exhibit 1**, are currently located within the Town's Corporate Limits except for one unaddressed property on Grand Park Drive with PIN 1758479681.

Section 3: The Town of Rolesville Land Development Ordinance, including the Town of Rolesville North Carolina Official Zoning Map, which is a part of said Ordinance, is hereby amended by adding a Downtown Overlay District.

Section 4: The Land Development Administrator is hereby authorized and directed to cause the said Official Zoning Map for the Town of Rolesville, North Carolina, to be physically revised and amended to reflect the zoning changes ordained by this Ordinance.

Section 5: After reviewing all the information presented at the Legislative Hearing and the Town of Rolesville plans, policies, and ordinances, the Town of Rolesville Board of Commissioners finds the Rezoning map amendment request reasonable and consistent with the Rolesville 2050 Comprehensive Plan and is in the interest of the public and adopted a Plan Consistency and Reasonableness Statement.

Adopted and effective this the 18th day of August, 2026.

Ronnie I. Currin
Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Frazier
Town Clerk

David J. Neill
Town Attorney

Exhibit 1 Downtown Overlay Map

The Downtown Overlay shall consist of properties immediately adjacent to the public rights-of-way described and shall include the entirety of said property as it exists in a Deed/Book of Maps as of the date of the Ordinance adoption.

