



**Board of Commissioners
Regular Meeting**
January 6, 2026– 6:00 PM
502 Southtown Circle, Rolesville, NC 27571

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation – Reverend Steve Davis
4. Proclamation - Martin Luther King, Jr.
5. Consider Approval of the Agenda

6. Public Invited to be Heard

Individuals wishing to participate in Public Invited to be Heard (non-public hearing items) are requested to sign upon the form provided on the podium in the Town Board Chambers. When you are recognized, step to the podium, state your name and address then speak to the Town Board.

Individuals wishing to speak during the Public Invited to be Heard or Public Hearing proceedings are encouraged to be prepared and will be limited to three (3) minutes. Written comments are welcome and should be submitted to the Town Clerk before the start of the meeting.

7. Consent Agenda

- 7.a. Approval of the 2025 meeting minutes: October 30th, November 10th, November 18th, December 2nd
- 7.b. Approval of a Written Determination for an Alternative Parking Plan (APP) for 4724 Burlington Mills Road; the Board approved this matter at the Commissioners meeting during an Evidentiary Hearing on October 9, 2025.
- 7.c. Contract for Owners Representative of Town Campus Project
- 7.d. Approval of a Strategic Organizational Realignment Effective, January 12, 2026, and Amended FY26 Pay & Classification Plan

8. Board Liaison Reports

- 8.a. Mayor Pro Tem Alston – Veterans
- 8.b. Commissioner Sneed – Parks and Recreation Advisory Board
- 8.c. Commissioner Paul – Senior Citizens
- 8.d. Commissioner Long – Planning Board
- 8.e. Commissioner Bernat – Public Safety

9. Communication from Town Staff

- 9.a. Parks and Recreation – June Greene, Parks and Recreation Director
- 9.b. Public Works – Issac Poelman, Public Works Director

10. Old Business

- 10.a. Continued Legislative Hearing for Rezoning Map Amendment Application REZ-25-05, Scarboro Village –Michael Elabarger, Interim Planning Director
- 10.b. Continued Legislative Hearing for Voluntary Annexation Petition ANX-25-03, 200 School Street – Michael Elabarger, Interim Planning Director

11. New Business

- 11.a. Advisory Board Appointment Recommendations

Board of Adjustment – Mayor Pro Tem Alston

Planning Board – Commissioner Long

Parks & Recreation Advisory Board – Commissioner Sneed

Tree Board (subcommittee) – Commissioner Sneed

- 11.b. Legislative Hearing for TA-25-08, Land Development Ordinance Section 5.1, Hospital Use. – Michael Elabarger, Interim Planning Director

- 11.c. Legislative Hearing for TA-25-12, Land Development Ordinance Section 3.4.1. Use of Development Agreements – Michael Elabarger, Interim Planning Director

12. Communications

- 12.a. Town Attorney

- 12.b. Town Manager

- 12.c. Town Board

13. Adjourn

The Town of Rolesville will make reasonable accommodations for access to Town services, programs, and activities, and will make special communication arrangements for persons with disabilities. Please call (919) 556-3506 by noon on Thursday before the meeting to make arrangements.



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Proclamation of the Town of Rolesville Martin Luther King, Jr Day

WHEREAS, the Reverend Dr. Martin Luther King, Jr. devoted his life to advancing social justice, affirming human rights, and unifying communities; and

WHEREAS, the life and work of Dr. Martin Luther King, Jr. continues to inspire millions of North Carolinians and Americans to help others in their communities; and

WHEREAS, in 1994, the United States Congress designated the Martin Luther King, Jr. Day holiday as a National Day of Service, charging the Corporation for National and Community Services with leading this effort; and

WHEREAS, the Dr. Martin Luther King, Jr. Day of Service offers an opportunity for Americans to give back to their communities while making an ongoing commitment to serve throughout the year; and

WHEREAS, Rolesville residents are encouraged to volunteer during the Dr. Martin Luther King, Jr. Day of Service on January 19, 2026, and beyond to continue Dr. King's legacy; there are countless in-person and virtual volunteer opportunities for adults, families, and youth; and

WHEREAS, Dr. Martin Luther King, Jr. Day allows us all to reflect on the ongoing need to embrace those principles essential to Dr. King's message: loving our neighbors, ending poverty, creating equitable economic opportunities, and taking nonviolent, direct action against hatred, racism, and oppression of any kind; and

WHEREAS, the Town of Rolesville joins in celebrating Dr. King as an incomparable civil rights leader, and in honoring his life and legacy by promoting justice, peace, service, and community engagement;

NOW, THEREFORE, I, Ronnie Currin, Mayor of Rolesville, do hereby proclaim January 19, 2026, as "**DR. MARTIN LUTHER KING, JR. DAY**" in the Town of Rolesville, and commend its observance to all citizens.

Adopted on this 6th day of January 2026.

Ronnie I. Currin, Mayor

Christina Ynclan-Frazier
Town Clerk



Eastern Wake County Local Government Association

October 30, 2025
6:00 pm

Town of Rolesville Hosting
Wake Tech East Campus, Building C
5401 Rolesville Road, Wendell, NC

Present: (see the attached sign-in sheet on pages 5-6)

MINUTES

1. Welcome and Introductions – Mayor Ronnie Currin
2. Dinner – Strickland Farms Catering
3. **Raleigh Water System Update** – Presentation by Whit Wheeler, City of Raleigh Project Manager

Raleigh Water continues to experience rapid growth and is investing heavily in infrastructure, system reliability, and long-term water supply planning to support the expanding Triangle region.

System Growth & Operations

Raleigh Water's system now includes more than 5,000 miles of pipe, 26,000+ hydrants, 82,000 manholes, and 126 pump stations, with significant additions made over the past five years. In 2023, the utility inspected every hydrant, managed 244,000 utility locate tickets, responded to 200+ water main breaks, and conducted 23,000 water quality tests to ensure safety and reliability.

Water Treatment & Quality

More than 21 billion gallons of drinking water were treated in 2023. PFAS levels remain well below federal limits through advanced carbon treatment. Ongoing investments are expanding the chemical treatment campus and upgrading carbon feed systems to enhance water quality and address emerging contaminants.

Wastewater & Resource Recovery

Raleigh treated nearly 20 billion gallons of wastewater last year and removed over 7 million pounds of nitrogen. A new bioenergy program now converts biogas into fuel for GoRaleigh buses. Updated processes reduced biosolids by 66%, sharply decreasing truckloads and improving efficiency.

Customer Service & Metering

Service demands continue to rise, with a 31,000 increase in customer service needs over five years. Last year, the utility installed 7,000+ new meters, replaced 9,000 aging meters, and tested nearly 23,000 backflow preventers. Customer assistance programs supported 2,700 households, distributing over \$500,000 to residents facing hardships.

Budget & Capital Improvements

The FY26 operating budget is \$372 million, with 48% for operations, 32% for capital projects, and 20% for debt service. Major capital investments include a new transmission main on Durant Road, upgrades to the Smith Creek Wastewater Plant, and a \$375 million expansion of the E.M. Johnson Water Treatment Plant, increasing capacity from 82 to 120 million gallons per day.

Long-Term Water Supply Planning

Regional studies show current supplies may meet needs by 2045 and beyond, but rising demand signals the need for new water sources. Potential future options include the Little River Reservoir and the Neuse River alternative, both of which require multi-jurisdictional coordination. The next major supply project is expected to cost around \$1 billion.

Emergency Readiness & Regional Partnerships

Through the Triangle Water Supply Partnership, Raleigh participates in a regional water model that supports coordinated crisis planning. Interconnections with utilities in Cary, Durham, and Johnston County ensure mutual aid if major treatment facilities experience outages.

Policy & Growth Considerations

Growth areas such as Falls Lake and Little River pose long-term planning challenges related to private wells, septic systems, and watershed protection. While studies show that properly designed septic systems can function safely, past failures—such as in Ponderosa Pines—have driven stricter permitting and the construction of new sewer infrastructure.

Regional Overview

Across the region, towns report steady progress in capital projects, staffing, economic development, and community engagement. Downtown infrastructure projects such as Rolesville's have reached major completion milestones. Local economies continue to grow, with approximately 15 new businesses this year and 30 more expected within 18 months. Departments are expanding, especially in finance, HR, public works, and police. Towns are also focused on youth involvement, leadership development, and partnerships with local organizations. Multiple towns received recognition for excellence in budgeting, governance, and financial transparency.

4. Jurisdiction Updates Town-Specific

Knightdale

- Launched the Knightdale Commerce Association to support local businesses.
- Secured a 10-year leased space for Finance and HR near Knightdale Station Park while planning for a future town hall campus.
- Started a cultural arts pilot with United Arts Council.
- Hired a new CPA Finance Director and a professional engineer. Expanded fire services by adding 12 firefighters and two trucks post-merger.
- Implemented a Vision Zero communications effort with UNC.
- 13 employees enrolled in graduate-level conflict resolution/leadership programs at the University of Alabama.

Wendell

- Welcomed Jeffrey as Assistant Town Manager, overseeing public works and police.
- Construction began on the Carver Community Center (former Rosenwald school).
- Public works yard construction is on schedule; park-and-ride improvements and new GoTriangle bus stops added for hourly service to Raleigh.
- Earned two Polco Awards Best in Government top-five recognitions. “Transformation – Voice of the People” Top Performer awards in the following categories:
 - Health & Wellness
 - Economy
- Secured the GFOA Distinguished Budget Award for the 7th consecutive year and the ACFRA audit award.

Rolesville

- Major downtown intersection project reached 85% completion; Main Street work continues.
- Finalized plans for a large municipal complex including a fire station, police station, town hall, library, and community center.
- Site development begins early this year; public safety buildings will be constructed concurrently.
- Strong economic momentum with 15 new businesses opened and 30 more expected soon.
- Organizational restructuring includes creating a new engineering department and proposing a town engineer position to improve CIP oversight.
- Youth engagement strengthened through Leadership Rolesville, the Navy Cadet Program, and school partnerships.

Zebulon

- Construction started on a new Fire & EMS station.
- Entered new stadium lease; Capital Broadcasting will upgrade Five County Stadium.
- All police positions filled; Chief Anthony Puckett was appointed.
- Key hires include HR Director, HR Specialist, Public Works Director, Communications Manager, Executive Assistant, and Town Clerk.
- Launched an online finance transparency system for public spending.
- Six candidates applied for the town manager's role.
- Historic Whitley Furniture Store was renovated and reopened as Jernigan's Furniture Store.

Closing Notes

- Acknowledgment of long-standing partnerships with Raleigh, including sewer line installations dating back 35 years.
- Shared example of high rural infrastructure costs: Marshall, Mason County's \$37M sewer plant for 800 residents.
- Recognition of regional staff service milestones, including Christina's first year as a clerk and 13 previous years in the police department

4. Adjourn – Mayor Ronnie Currin

Zebulon has agreed to host the next meeting.

Eastern Wake County Local Government Association

“Raleigh Water by the Numbers”

Thursday, October 30, 2025

6 PM – 8 PM

(Please print your name and title)

| <u>NAME</u> | <u>TITLE</u> |
|----------------|-----------------------------------|
| Erika Bailey | Assistant Director, Raleigh WATER |
| Jeffry Brown | Assistant Town Manager |
| Shannon Baxter | TOD |
| Dee | Wendell Commissioner |
| Virginia Gray | Wendell Mayor |
| Heather Smith | Town Clerk - Knightdale |
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| NAME | TITLE |
|------------------|------------------------------|
| Antwan Morrison | Asst TM - Knightdale |
| CHRISTY FRAZIER | ROLESVILLE CLERK |
| Dan T. Alston | Rolesville Town Commissioner |
| APRIC SNEED | Rolesville Town Comm. |
| Mark Sway | Knightdale Town Council |
| Glenn York | Zebulon Mayor |
| Ronnie Swanson | Rolesville Mayor |
| MICHAEL PAUL | Rolesville Town Commissioner |
| Ben McDonald | Knightdale IC |
| Latatious Morris | Knightdale Town Council |
| Dustin Trapp | Knightdale - ATM |
| Brynn Hause | Wendell Mayor |
| Mac Collins | WENDELL TM |



Board of Commissioners

Special Meeting

November 10, 2025

5:00 PM

MINUTES

Present: Commissioner Lenwood Long
Mayor Ronnie Currin
Commissioner Dan Alston
Town Manager Eric Marsh
Town Attorney Dave Neil
Chief David Simmons
Presenter Colt Jensen

Mayor Pro Tem April Sneed
Commissioner Michael Paul
Human Resources Analyst Lily Richardson
Assistant Town Manager Steven Pearson
Finance Director Amy Stevens
Presenter Lindsey Ray

Call to Order

Mayor Ronnie Currin called the Rolesville Board of Commissioners work session to order on November 10, 2025, at 5:09 PM. He thanked everyone in attendance.

Consideration of Agenda

Commissioner Dan Alston made a motion to approve the agenda, Mayor Pro Tem April Sneed seconded the motion, and the motion was unanimously passed.

- The Mayor highlighted the need to make greater efforts to ensure the Mayor Pro Tem is equally familiar with the agendas as the Mayor. The

Mayor Pro Tem should receive the agendas at the same time as the Mayor, rather than only on the day of the meeting.

- The commissioners expressed their desire for the Town Manager to engage with residents and provide regular updates. They want the Town Manager to better inform and educate residents through clear communication, especially to address common complaints and questions.

Recess: 6:45 PM – 7:00 PM

- The Fountain Works presenters, Colt Jensen and Lindsey Ray, along with the Town Manager, discussed how the board should handle issues related to Town employees, Town events, the chain of command for internal communication, and how each commissioner is expected to follow Town policy in addition to general statutes.

Adjourn

With no further comments from board members, Mayor Ronnie Currin adjourned the meeting without opposition.

Ronnie Currin, Mayor

ATTEST:

Christy Ynclan Frazier



Board of Commissioners, Planning Board, and
Rolesville Downtown Development Association (RDDA)
Joint Meeting
November 18, 2025

5:00 PM

Present: Mayor Ronnie Currin

Mayor Pro Tem April Snead

Commissioner Dan Alston

Commissioner Lenwood Long

Commissioner Michael Paul

Commissioner Paul Vilga

Planning Board Mike Moss

Planning Board Derek Versteegen

RDDA Lisa Kane

RDDA Jacky Wilson

RDDS Lisa Harris

Assistant Town Manager Steven Pearson

Economic Development Director Mical McFarland

Interim Planning Director Michael Elabarger

Town Attorney Dave Neill

Town Manager Eric Marsh

Town Clerk Christy Ynclan Frazier

Police Captain Richard Haynes

Planning Board Donnie Lawrence

Planning Board Frank Pearce

Planning Jim Schwartz

RDDA Sheilah Sutton

RDDA Jenn Bernat

RDDA Billy Perry

RDDA Toni Kenion

MINUTES

1. Call to Order

Mayor Ronnie Currin called the special joint meeting to order at 5:15 PM on November 18, 2025. He welcomed all attendees, including the Board of Commissioners, the Planning Board, and the Rolesville Downtown Development Association (RDDA). He expressed gratitude to Sheila for mobilizing RDDA attendance and noted that the evening's agenda focused on a single item - the Joint Meeting Presentation.

2. Consideration of Agenda

Motion by Commissioner Michael Paul, seconded by Commissioner Paul Vilga, to approve the agenda. Motion carried unanimously.

3. Joint Meeting – Board of Commissioners, Planning Board, and Rolesville Downtown Development Association

Town Manager Eric Marsh opened with an extended introduction, sharing his four-year journey with Rolesville, having started as assistant town manager before transitioning to town manager when Kelly moved to Goldsboro. He expressed his love for the community, comparing it to his hometown of Roxboro, North Carolina, but noting that Rolesville's vitality is superior.

Marsh contextualized the meeting as one of four strategic gatherings, following a recent Board retreat and an all-staff meeting focused on departmental collaboration. He emphasized that department heads had conducted a deep dive into the 2024 strategic plan and developed departmental work plans to support it.

The Town Manager detailed how the strategic plan's vision emerged from extensive community engagement through community cafés, interactive fire station meetings, board sessions, and internal staff meetings. He highlighted Rolesville's vision as "a dynamic, tight-knit community that fosters genuine connections and embraces change while maintaining unique local character," with a mission to "provide the highest quality of service in an efficient, cost-effective, and courteous manner, focusing on a safe, livable, sustainable community with a strong sense of belonging."

Marsh outlined the plan's core values - accountable, collaborative, ethical, excellent, inclusive, and transparent - and emphasized how this drives all town initiatives, from fire and police station construction to CIP projects. He noted that residents particularly value small-town quality of life, housing affordability, housing diversity, and navigating growth while preserving character.

He stressed how the Board holds staff accountable to four key areas: connected communities, abundant amenities, intentional growth ("growth happening for us, not to us"), and promoting a strong organization. Recent grant pursuits exemplified this commitment, including a pitch to the Raleigh Visitors Bureau for \$3.6 million toward "the farm" - a hotel sports complex on the other side of Highway 401. When asked whether they could provide more funding, Marsh boldly suggested funding the entire \$.6 million project.

Marsh clarified that the evening wasn't about shifting vision but rather enhancing collaboration among boards and organizations. The meeting format intentionally created a "flat" environment in which titles were set aside to focus on a shared commitment to Rolesville. He introduced Fountain Works consultants Bo Mills and Danielle Badaki as "extended Rolesville family" who had facilitated both the strategic plan refresh and complete revamp.

- Overview of Strategic Planning

Bo Mills, who recently retired from the League of Municipalities after a career spanning state, local, and federal government, expressed honor at working with "the team that's going to make downtown Rolesville what it can be and what you want it to be." He outlined the evening's interactive agenda, emphasizing strategic planning as an organizational management tool for bringing different groups together.

Mills explained that strategic planning helps set priorities, focus energy and resources, strengthen operations, ensure employees and stakeholders work toward

common goals, establish agreement around intended outcomes, and assess and adjust direction in response to changing environments. He stressed the importance of active listening, helping teammates organize their thoughts, and staying engaged throughout the session.

The strategic planning framework requires establishing a vision first, followed by a mission, goals, performance measures, and, finally, action plans with specific strategies and tactics. Mills emphasized the critical importance of including input from key partners, stakeholders, the represented community, businesses, and the broader region.

- Visioning Forward

Mills initiated introductions, asking participants to share their name, affiliation, and one word describing their hope for downtown Rolesville:

- Tim Schwartz (Planning Board): "Community."
- Mayor Ronnie Currin (Mayor): "Parking."
- Donnie Lawrence (Planning Board): "Beautification."
- Frank Ferrell (Planning Board): "Quaint."
- Michael Paul (Commissioner): "Vibrant."
- Jackie Wilson (RDDA): "Peace."
- April Sneed (Commissioner): "Togetherness."
- Lisa Harris (RDDA): "Gathering."
- Lisa King (RDDA): "Thriving."
- Dan Alston (Town Board): "Engagement."
- Billy Perry (RDDA): "Charm."
- Sheilah Sutton (RDDA): "Walkable, beautiful downtown Rolesville with restaurants, retail places, and thriving, successful businesses" (acknowledging she exceeded the one-word limit)
- Lenwood Long (Commissioner): "Modernization" (after joking that Sheila had taken all his words)
- Jenn Bernat (newly elected but unsworn council member, RDDA subcommittee): "Community engagement."
- Derek (Planning Board): "Safety."
- Paul Vilga (Commissioner): "Families."
- Tyisha Lowe (Planning Board): "Thriving."
- Tony (RDDA): "Equitable."

Mills noted the clear theme of people coming together downtown, making it the heart and soul.

Michael McFarland, Economic Development Director, presented comprehensive data about Rolesville's economic landscape. He began by referencing the 2018 Main

Street Vision Plan that sparked the current \$23 million construction project, highlighting its five goals: create an equitable Main Street for all transportation modes; promote a diverse housing stock; celebrate the town with transparent gateways; reestablish a town center; and retain a small-town feel.

McFarland shared survey results from the recent comprehensive plan, where 236 participants identified their top concerns. While preserving the natural environment ranked first at 59%, maintaining or creating a vibrant Main Street/downtown area ranked second at 51%, consistent with other feedback indicating that downtown health is critical to overall community health. Participants expressed a desire for more restaurants and shopping options, noting they currently leave Rolesville to access amenities in Wake Forest or Raleigh.

He traced Main Street's evolution from US Highway 401 - primarily accommodating regional automotive traffic with highway-oriented businesses - to its transformation following the 2016 bypass completion, which enabled reclaiming Main Street for an authentic downtown experience. The current project reflects overwhelming community support from 2018 to create a destination that promotes walkability, bike-ability, and downtown revitalization, with completion anticipated in the spring.

Population data showed Rolesville's advantageous position in the Greater Triangle region - "location, location, location" - while maintaining a more minor genuine community character. The town has grown by 202% over 15 years to just over 12,000 residents, with demographics showing higher-than-average median income, home values, and educational attainment.

McFarland detailed the residential growth pipeline: over 5,500 new housing units approved and at various stages of plan review or construction over the next 5-10 years. This expected population doubling would translate into "manifold increase in demand for commercial products and services" - twice as many gas stations, restaurants ("all those extra teeth" needing dentists), storage units, and school seats.

He emphasized Rolesville's lagging commercial development, with a current tax base of 91% residential and 9% commercial, compared with the ideal 70-30 or even 60-40 ratio recommended by Wake County tax officials. Commercial development provides greater value per tax dollar as it requires fewer municipal services than residential development.

Major commercial projects on Main Street include:

- Cobblestone Village: \$80 million investment, 50,000 square feet retail/restaurant, 188 apartments
- Wallbrook (Publix location): \$120 million, 265,000 square feet retail/restaurant/office
- Glow on Main (old Pine Glo site): \$12 million, 64,000 square feet indoor recreational space

These developments, plus smaller projects (Learning Express, Scooter's Coffee, unnamed restaurants near Granite Falls Boulevard, North Wake Eye Care), would add approximately 25 businesses - a 20% increase compared to the typical 3-5 annual openings.

McFarland identified Rolesville as "land poor and demand rich," with virtually all commercially zoned land concentrated along Main Street. Burlington Mills Road and Jonesville Road have essentially no commercial zoning. For comprehensive plan estimations, 2025 demand is for 216,000 square feet of office space, 290,000 square feet of retail, and 511,000 square feet of industrial, with only 159,000 square feet currently in the development pipeline.

He highlighted the Gateway 401 parcels on southern Main Street as having key development potential, questioned whether this area qualifies as downtown, and emphasized their importance for the commercial growth opportunities identified in the comprehensive plan.

Following McFarland's presentation, Commissioner-Elect Jenn Bernat questioned why not develop commercially on the bypass rather than off Business 401/Main Street. McFarland outlined several constraints: NCDOT restrictions on new access points (limiting development to existing intersections at Jonesville, Young Street, and Rolesville Road); the Pointe development's 800+ homes consuming potential commercial land; challenging topography with gullies and hills that increase development costs; and landowners' unwillingness to sell. He suggested considering future land designation, purchase, and rezoning for commercial/industrial use.

The group then engaged in a vision board exercise led by Danielle Badaki. Participants created collages representing their vision for downtown Rolesville, with each table presenting their results:

Planning Board Table (presented by Tim Schwartz): Their literal interpretation included gathering places, varied office spaces (tall buildings for lawyers, doctors, accountants, PTAs), commercial spaces potentially including museums as destinations, gateway identification welcoming people to Rolesville, recreation facilities (parks, soccer fields, dog parks), and fireworks venues with adequate parking.

Commissioners Table (presented by Lenwood Long): Their collaborative vision featured nice restaurants with cloth napkins requiring actual utensils, social spaces for hanging out, safe harbor balancing safety with entertainment, embracing AI and technology advancement, diversity represented by "granny squares" encompassing all ages, family focus, local feel and shops, holiday town identity building on Rolesville's long-standing Christmas parade tradition, excellent public service from fire and police departments, love for their town, and emphatic desire for quality, fresh, delicious, hearty food options beyond current fast-food offerings. Long concluded with "we want to say thank you for coming to Rolesville and come back and see us again."

RDDA Table (presented by Sheilah Sutton): Their vision emphasized commitment to quality businesses, focus on retail and activities (acknowledging potential gender bias from three women at the table wanting shopping options), recognition that restaurants alone don't provide all-day engagement, family activities beyond just children's programming including options for grandparents and older generations, maintaining hometown charm with mom-and-pop stores, biking and walking paths, and sweet treats (represented by a donut). Sutton summarized: "fun for everyone, not just a focus on restaurants...What's going to keep people here? What's going to help others realize the charm that we do have in Rolesville?"

- Addressing Barriers + Bold Moves

Mills facilitated a gap analysis exercise in which participants individually brainstormed on sticky notes, answering three questions: Where are we now? What are we doing well? What's our ideal goal for downtown Rolesville? What do we need to do to get there?

Town Manager Marsh interjected, humorously banning "traffic" as an answer since it's already well known. He challenged participants to think beyond obvious concerns (traffic, walkability, greenway) that staff already hear through Facebook groups and regular feedback. "What's your 6?" he asked, encouraging deeper, less visible insights that staff might miss.

After individual reflection, tables shared and reached consensus on group answers:

Planning Board Results (presented by Tim Schwartz):

Where we are now/doing well:

- Growing well after being tiny for so long
- Planning developments with purpose, not haphazardly
- At a transformation from crossroads to destination
- Attracting growth, almost too much, with more demand than space

Ideal goal - "Stickability":

- Variety of places and activities (restaurants, theaters, sports complex, shops, museums)
- Multiple attractions keep people 3-6 hours
- Post-parade retention (contrasting current rapid departure with new Cobblestone shopping)
- Walkability connecting activities without requiring car travel

How to get there:

- Pursue economic growth, attracting variety beyond standard chains (Chick-fil-A, Chipotle, Jersey Mike's)
- Unique retail, like specialty cooking schools, spice shops with classes, meal prep facilities, bakeries
- Balance commercial development

Commissioners' Table (presented by Lenwood Long):

What we're doing now:

- Planning
- Community/staff/commission/board engagement
- Residential growth

Doing well:

- Locally owned businesses
- Mixed-use development

- Subject matter expert hiring ("We hire good folks, and they know what they're doing")

Ideal goals:

- Consistency in curated curb appeal (lighting, color, materials)
- Downtown zoning policy
- Thriving businesses through being welcoming, safe, walkable, charming yet modern
- 24-hour social district (not just evenings)
- Event spaces, halls, breweries, and venues for gatherings beyond shopping

How to get there:

- Specificity in downtown policies
- Unified plan and message
- Larger marketing campaign telling Rolesville's story beyond residents
- Alignment on messaging
- Modernization of marketing materials and attraction methods
- Addressing resident concerns immediately rather than "kicking the can down the road."
- Better communications
- Promoting engagement through visible board/commission openings
- Creating a community academy teaching decision-making complexity

RDDA Table (presented by April Sneed):

Current state - "Growing Pains":

- Business and residential growth (acknowledging pains as necessary problem identifiers)
- Getting things done ("we want something, we get it done. We approve it")

Doing well:

- Adding public space
- Unique offerings
- Great community events (July 4th, Fall Fun Festival, Christmas parade), attracting crowds but lacking retention activities

Ideal downtown:

- Destination with extended stays
- Welcoming, engaging, quality experience
- Gateway presence making downtown recognizable
- Property maintenance enforcement addressing overgrown establishments
- Unique Rolesville identity distinct from surrounding towns

- Balance between chains and small businesses
- Accessible housing/employment ("if they can't live here, can they work here? If they can't drive here, can they get here to work?")
- Place to live, work, eat, and play

How to get there:

- Compromise
- Balance and inclusion
- Parking garage to address land constraints ("We have land issues...when you don't have any more land, where else are you going to go? You've got to go up")
- More open space
- Stick to strategic plans developed through meetings
- Prioritizing Our Ideas

Town Manager Marsh provided context on staff's use of prioritization frameworks, leveraging his subject-matter expertise, including his Six Sigma Black Belt certification. He explained how ideas fall into four categories that drive CIP and project decisions:

- Quick Wins: High-impact, low-effort initiatives providing immediate progress
- Major Projects: High impact, high effort requiring significant resources, policy shifts, or legislative lobbying
- Fill-ins: Low-impact, low-effort tasks that are easy but less significant
- Rethink: Items requiring significant resources with minimal impact that should be reconsidered

Marsh shared examples of real-time flexibility, such as reallocating funds when projects like license plate readers get delayed, pivoting that \$15,000 to other quick wins within departmental budgets. He cited the accumulation of several small, delayed items to fund a \$230,000 compactor truck as demonstrating nimble resource management.

He emphasized the complexity of seemingly simple requests, noting that ideas classified as "major projects" may appear straightforward but face legislative barriers. Using car dealership regulations as an example in which state law creates a three-year moratorium, he described actively lobbying the General Assembly to find workarounds.

Marsh stressed the importance of understanding these frameworks, noting that many meeting attendees use similar tools in their workplaces. He emphasized the staff's role as "the machine of Rolesville government," looking to boards for direction on priorities and resource allocation.

Following Marsh's explanation, participants engaged in dot voting to identify quick wins (green dots) and major projects (blue dots) from the gap analysis ideas. Bo

Mills acknowledged that while staff would need to determine actual effort levels for implementation, the exercise provided immediate feedback on perceived priorities.

- Aligning for Action

Mills presented the roles and responsibilities framework for the three bodies:

Board of Commissioners: Legislative and policy-setting body that reviews and approves major items (annexations, zoning map amendments, text amendments, development agreements), adopts budgets and strategic direction, provides oversight of the town manager and staff, and makes final decisions on land use and development matters.

Planning Board: Advisory board appointed by and serving at the pleasure of commissioners, with legislated mandates to review various planning matters, prepare and maintain comprehensive plans, review and recommend zoning amendments, serve as subject matter experts and community voices vetting applicant proposals.

Rolesville Downtown Development Association (RDDA): A 501(c)(3) nonprofit created within the last year or two, focusing on downtown revitalization, attracting businesses, supporting existing businesses, and promoting downtown. They initiate programs to improve downtown appearance, collaborate with the town government and stakeholders, and organize special events.

Discussion arose about RDDA's specific role versus the Chamber of Commerce. Jenn Bernat clarified that while some of the presented definitions overlap with Chamber functions, RDDA focuses explicitly on commercial development in the downtown core and on developing relationships with developers to bring commercial businesses to Rolesville, rather than on providing granular business support workshops or marketing that the Chamber handles.

Michael McFarland raised an important process question about when and how different groups can weigh in on development proposals. He presented a hypothetical scenario: staff work with a real estate agent representing an unknown burger joint that proposes to locate across from McDonald's. By the time the required neighborhood meeting takes place and the entity is revealed as Burger King, leadership may question how far the process has progressed without broader input. Staff focused on attracting commercial development may not know when to discourage certain businesses.

Mayor Currin defended the current process as "clumsy, but it works," noting that neighborhood meetings serve their intended purpose of providing community input. Eric Marsh reinforced that neighborhood meetings are designed for precisely this feedback - "that's when it's supposed to happen" - explaining developers often work multiple deals simultaneously with empty boxes on their sites.

Dave Neill, Town Attorney, provided legal context: neighborhood meetings are a Rolesville creation, not a requirement under state law, as written into the Land Development Ordinance. They serve an informal purpose, with no requirement for the developer or the town to act on the feedback. State law mandates public hearing notices, and Rolesville exceeds the minimum requirements. The notice burden shifted to developers due to the cost when local governments expanded notification

radii. Neill suggested a potential compromise: developers prepare the notices, but town staff sends them, providing better accountability.

Mills introduced the RACI framework (Responsible, Accountable, Consulted, Informed) as a tool to clarify roles and reduce conflict when tackling initiatives, encouraging the group to consider who fits each category for various downtown efforts.

- Drafting Vision Statements

Danielle Badaki presented three draft vision statements for downtown Rolesville based on themes from earlier exercises:

- "Downtown Rolesville will serve as the gathering space for residents and visitors from all walks of life to enjoy engaging activities, local stores and boutiques, and the quality charm of Rolesville."
- "Downtown Rolesville will attract residents and visitors through a diverse range of activities, including quality restaurants, unique local shops, and engaging social places to invite all to celebrate our small-town charm."
- "Downtown Rolesville will be a welcoming social hub where residents and visitors come together to enjoy engaging activities, unique local shops, and quality restaurants celebrating our small-town charm."

An extensive discussion followed, with participants debating word choices and concepts. Key points included preferences for "destination" over "gathering space," inclusion of "walkable" or "pedestrian-friendly," debates about "charm" versus "character," and whether to include specific amenities. The group ultimately moved toward combining elements that emphasize downtown as a "walkable destination" and "welcoming social hub," while celebrating small-town character.

- Next Steps

Jenn Bernat thanked everyone for the opportunity to collaborate and emphasized the importance of continuing this high-level cooperation. She specifically requested advance notice of upcoming text amendments regarding downtown townhomes scheduled for the January discussion.

Mayor Currin provided an extensive update on town achievements and future goals. He highlighted accomplishments, including the approval of the comprehensive plan, the establishment of the Parks & Recreation Advisory Committee, the hiring of a general manager for the community center, the 2018 opening of Cobblestone Village after 7 years, and the current Main Street project, despite negative comments about disruption.

The Mayor outlined twelve priorities across four categories for the next two years:

Board Achievements:

- Senior citizen center inclusion in CIP (noting Rolesville as possibly the only Wake County town without one)
- Watershed modifications (acknowledging the complexity and long history of effort)

Town Services:

- Speed enforcement improvements ("We've been dismal on speed enforcement")
- Local veteran services office (addressing veterans currently traveling to Raleigh)
- Accessible/low-cost mental health services ("that's been a push of mine for several years")

Economic Development:

- Recruiting a hotel ("biggest one on there...big deal for us")
- Theater attraction
- Professional services center for attorneys, CPAs, and professional offices

Staff Priorities:

- Town campus master plan, including the fire department, police department, and veterans park
- Sports complex activation with \$12 million budgeted ("we want that activated in the next two years")
- Community center location and design finalization (acknowledging previous deal failures)

The discussion continued with the community center concept, with comparisons to Wake Forest's Renaissance Center, which can host 150-200 people for revenue-generating events. Participants debated public versus potential public-private partnership models.

4. Adjourn

The meeting adjourned with renewed commitment to collaboration and improved community engagement, with no opposition.



**Board of Commissioners
Regular Business Meeting
December 2, 2025 – 6:30 PM
502 Southtown Circle, Rolesville, NC 27571**

MINUTES

Present: Mayor Ronnie Currin,
Mayor Pro Tem Dan Alston
Commissioner April Sneed
Commissioner Lenwood Long
Commissioner Michael Paul
Commissioner Paul Vilga
Commissioner Jenn Bernat
Wake County Judge Craig Croom
Wake County Judge Ashleigh Parker

Town Attorney Dave Neill
Town Manager Eric Marsh
Town Clerk Christy Ynclan Frazier
Police Chief David Simmons

1. Call to Order

Mayor Ronnie Currin called the Rolesville Board of Commissioners' regular organizational meeting to order at 6:35 PM on December 2, 2025, after allowing time for the large crowd to get settled. He noted that due to the good turnout, they would start about five minutes late to accommodate everyone getting situated. The Mayor expressed appreciation for the strong attendance, acknowledging several dignitaries present, including members of the NC Senate and the NC House, as well as current and aspiring future commissioners.

2. Pledge of Allegiance and Invocation led by Reverend Michael Eley Sr. of New Bethel Baptist Church

The Navy National Defense Corps from Rolesville High School presented the colors, with Mayor Ronnie Currin noting that it was a brand-new group and possibly its first public appearance. He welcomed them warmly, asking everyone to stand for the color honors and remain standing for the invocation. Reverend Michael Eley Sr. led the invocation.

3. Recognition of Outgoing Members – Commissioner Paul Vilga

Mayor Ronnie Currin spoke about the bittersweet nature of this time, expressing how the board had bonded with Commissioner Vilga for a long time. He highlighted Vilga's service to the community, even before he was elected commissioner, including leading the fireworks celebration with his wife for several years when no one else did. The Mayor noted Vilga's continued work on the board for parks and recreation and stated they would certainly miss him.

Commissioner Paul Vilga then took the floor to deliver his farewell remarks, which he had written down. He began by thanking God for strength and his family for their

sacrifice and support over the past eight years. Vilga shared that his family moved to Rolesville in 2012 with four children ranging from 9 to almost 2 years old, noting how "time sure does fly by." He proudly mentioned that their then nearly 2-year-old is now a freshman at Rolesville High School, two are in college or working, and the oldest is a college graduate, married, working full time, and has blessed them with their first grandchild, Evelyn May.

Vilga detailed his family's involvement in the community, including coaching several sports over 9 years, helping manage the town's Fourth of July event for 4 years, and representing citizens for the past 8 years. He emphasized his commitment by noting he had only missed three regularly scheduled meetings in eight years - two for funerals and one for a wedding. He shared that seven months after his first term started, he had emergency gallbladder surgery and was diagnosed with kidney cancer but missed no time due to either condition. He clarified, "I don't mention these things for pity, but rather to hopefully show my commitment to this town through the last several years, and also ask that you extend some of your grace to our commissioners. They are fathers and mothers, husbands and wives, sons and daughters, just like those that they represent."

He recounted a special memory from his two years as Mayor Pro Tem, sharing how he had joked to his mother back in West Virginia that one day he'd be mayor of a town. On the only night Mayor Ronnie Currin had to be absent, Vilga covered the meeting, feeling honored by the statement of being "mayor for Rolesville, even if it was for one meeting only."

Expressing regret that he wouldn't be on the board for the nation's 250th anniversary celebration, Vilga tied his tenure to the words "life, liberty, and the pursuit of happiness." He explained how these related to his work: Life through the installation of school zone signs and lighted crosswalks for safe paths to school; Liberty through the military banner program and Fourth of July celebrations honoring those who defend freedom; and Pursuit of Happiness through environmental initiatives including Arbor Day celebrations, pollinator gardens at Town Hall and Redford Place Park, and advocacy for greenways and parkland in new developments.

Vilga emphasized his eight years as parks and recreation liaison, thanking staff and the advisory committee for their work making Rolesville "a great and natural area that everyone can enjoy." He noted Rolesville is a nine-year Tree City USA member and part of the Mayor's Monarch Pledge.

In closing, he thanked the mayor, past and present boards, the town attorney, the town management and staff, and all supporting elements. He expressed gratitude to Rolesville citizens for their trust and asked everyone to "continue to work together to make our town even greater." He concluded, "Based on our family's prior work in town, I'm not too sure this is goodbye, but rather until I see you again. May God bless us all and continue to bless the great town of Rolesville."

Mayor Ronnie Currin, without opposition, asked for Vilga's words to be entered into the record. He reiterated that Vilga had "probably missed a hundred things that he worked on," particularly praising his dedication to doing homework and always knowing what was going on, with several people nodding in agreement. The Mayor emphasized they would miss Vilga's communication skills, noting he was "a big communicator to the public, keeping the public informed" even before joining the board. A plaque was presented to Commissioner Vilga.

4. Swearing-in Ceremony

COmmissioner Dan Alston

Judge Craig Croom administered the oath of office to Dan Alston.

Commissioner Jennifer Jenn Bernat

Judge Ashley Parker administered the oath of office to Jennifer Jenn Bernat. Judge Parke noted this was her pleasure to be there, mentioning that Rolesville is in her GPS as well. She had Jenn Bernat face the people she would serve as she took the oath.

Commissioner April Sneed

Judge Ashley Parker also swore in April Sneed for her second term. The judge remarked this was her third time swearing in Sneed, having first done so in 2020 when she was appointed, then in 2021 when she won election, noting how "time flies" as they were now in 2025. She thanked Sneed for her continued service to the citizens of Rolesville.

5. Nomination and Appointment of Mayor Pro Tem

Mayor Ronnie Currin explained that the Mayor Pro Tem position is not an appointment by the mayor under the charter but instead requires a board vote, with the Mayor Pro Tem needing approval from their peers to represent them in the mayor's absence. He mentioned that Paul Vilga had once stepped up to this role. The Mayor opened the floor for nominations.

Commissioner April Sneed moved to nominate Commissioner Dan Alston to the position of Mayor Pro Tem. The motion was seconded by Commissioner Lenwood Long and approved unanimously.

6. Swearing in of Mayor Pro Tem

Judge Croom administered the oath of office to Dan Alston as Mayor Pro Tem.

7. Advisory Board Liaison Appointments

Mayor Ronnie Currin announced his appointees for the new board, stating this was a charter obligation:

Board Liaison Appointments:

- April Sneed: Liaison to Parks and Recreation Board (taking Paul Vilga's place)
- Lenwood Long: Liaison to Planning Board
- Jennifer Jenn Bernat: Liaison to Public Safety
- Dan Alston: Liaison to Veterans Affairs (continuing)
- Michael Paul: Liaison to Senior Citizens

Committee Chair Appointments:

- Downtown Development Association: Michael Paul continuing as director, Mayor as ex officio
- Budget Committee: Michael Paul as chair, Lenwood Long serving with him
- Nominating Committee (serving 2 years for board nominations):
- Planning Board: Lenwood Long, chair, with Michael Paul
- Parks & Recreation Board: April Sneed, chair, with Jennifer Jenn Bernat
- Board of Adjustments: Dan Alston, chair, with Mayor Ronnie Currin
- Tree Board: No committee needed this year as all members are continuing

New Special Committee: Mayor Ronnie Currin announced the creation of a Veterans Park Design Committee (one-function committee) with members:

- Dan Alston (Chair)
- Pam Eagles (Garden Club)
- Joe Grimm (9/11 organizer)
- Randy Bright (Veterans Memorial Wake Forest)
- Harriet (volleyball facility owner/operator and 9/11 first responder who was there on 9/11)
- Potential Wake County Public Schools representative to be determined

Regional Organization Alternates:

- North Carolina League of Municipalities: Lenwood Long Jr. (alternate to Mayor)
- Central Pines Regional Council: Dan Alston (alternate)
- Capital Area Metropolitan Planning Organization (CAMPO): Michael Paul (alternate)

The Mayor thanked board members for taking on these extra volunteer duties, praising the commissioners as a group that "works hard, doesn't mind working, and doesn't mind serving the community."

8. Review of Agenda by the New Board and Addition/Changes of Items of New Business to the Agenda for Consideration

The board reviewed the agenda and made a motion to approve it as presented.

Commissioner Lenwood Long moved to approve the agenda.

Commissioner April Sneed seconded the motion, which passed unanimously.

9. Public Invited to be Heard

Steve Rao from Morrisville approached the podium, introducing himself as a Morrisville city councilman of 14 years and Mayor Pro Tem for 2 years. He joked that his GPS wasn't connecting to his Apple card, but he'd been to Rolesville so much he remembered how to get there. Rao stated that December 9th would be his last city

council meeting in Morrisville after 14 years, calling it "one of the greatest chapters of my life." He emphasized the importance of regional collaboration, saying, "I think we often forget how important regional collaboration is. So that's my only words of encouragement and wisdom is just, you know, continue to collaborate with your governments across the country."

Rao mentioned he had ideas about technology and innovation, believing that AI and other technologies are moving so fast that towns can share best practices. He thanked each board member for their service, saying everyone on the board is a friend of his and he had just met Jennifer, hoping she'd become a friend soon. When asked by Mayor Ronnie Currin about his last name, Rao explained he's running for Wake County Commissioner and that "RAO" stands for Results (citing Morrisville's accomplishments), Action (working with residents and colleagues), and Opportunity - joking that "RAO is a spaghetti sauce as well" and that he wants to "turn Rolesville into Rao-lesville."

George Garcia of 524 Averett Road spoke next, thanking the board for putting up 35 mph signs coming into Jones Dairy and their area. He noted the speed sensor that had been there was gone, presumably malfunctioning, and requested it be replaced because "people still don't recognize the 35." Garcia expressed concern about people unfamiliar with the area flying by, especially those coming out of Jones Dairy, making a right into Rolesville, and folks coming from Highway 98. He warned, "someone's going to get hurt," explaining that if people were obeying the speed limit, there would be ample time to slow down. He reminded the board that someone was killed at his house about 10 years ago.

Mayor Ronnie Currin acknowledged receiving a letter from a resident in Elizabeth Springs. He suggested they look at the entire length of Averett Road to determine whether they have the authority to install 35 mph limits on the entire road, given the increasing number of houses. He noted uncertainty about jurisdiction since they don't control both sides and mentioned Old Pierce Road as another longstanding request for speed reduction, where people have also been killed. Commissioner Lenwood Long suggested exploring digital speed signs that display drivers' speed. The Mayor asked the police chief to take note of this for further discussion.

Mike Evans of 204 Cavanaugh Road spoke about the Atticus Woods zoning issue that borders Cavanaugh Road. He stated that the neighborhood would share ideas, comments, and concerns in writing before the zoning hearings, clarifying, "We're not trying to stop it, but we are concerned about a couple of things that are going on." Evans expressed specific concern about the most recent render showing Classical Way coming through the 28-acre commercial plot and emptying onto Cavanaugh Road, which would "create a lot of traffic on Cavanaugh Road." He explained that people coming home from Highway 98 wouldn't wait to get through the light at Averett and 98 but would instead "turn right on Classical Way, come right down into Elizabeth Springs, left on Cavanaugh, and then head home."

Evans argued against connectivity in this case, stating, "it doesn't seem like that connectivity ought to apply connecting a 28-acre commercial plot with a grocery store and a gas station... emptying right into a large residential area. Seems like we ought to be able to come up with a better solution than that." He confirmed he had submitted a report of concern on the website and that neighbors would do the same.

When asked about the Elizabeth Springs homeowners association, Mayor Ronnie Currin suggested that the HOA president contact them directly.

10. Consent Agenda

The consent agenda included the following items:

- 10.a. Minutes from November 6, 2025**
- 10.b. Adoption of scheduled meetings for 2026**
- 10.c. Declaration of Restrictive Covenant – The Pearce Land**
- 10.d. City of Raleigh - Parks and Recreation Sewer Easement**
- 10.e. Authorize (1) Additional Police Officer and Adopt Policy Ordinance Amendment**
- 10.f. Approval of Interlocal Agreement between Wake County and Wake County Public Municipal Parties for participation in the ECU eMPA professional degree program**
- 10.g. FY 25-26 Budget Amendment**
- 10.h. Main Street LAPP Project- Capital Project Ordinance Amendment**

The board decided to pull item 10.h (Main Street LAPP Project) for separate discussion under item 12. Old Business.

Mayor Pro Tem Dan Alston moved to approve Consent Agenda Item 10.a through 10.g, pulling 10.h for later discussion. Commissioner Michael Paul seconded the motion, which passed unanimously.

Commissioner Michael Paul, as legal counsel to the Rolesville Rural Fire Department, was recused from Item 10.c—Pearce Land, consent vote.

11. Staff Report

Two staff reports were provided only by memo: the Economic Development report and the Planning Department report. Mayor Ronnie Currin noted these were "excellent, detailed reports" and encouraged the public to review them as well.

12. Old Business

Capital Projects – Main Street Project Budget Amendment – Administration Department

Town Manager Eric Marsh presented the budget amendment for the Main Street project, explaining it as a LAP (Locally Administered Project) supporting the Main Street improvement plan vision, loosely referred to as U-6241. He clarified that this is a federally funded project that the town is administering on behalf of NCDOT, which has been ongoing for the last 18 months and is now in the closing phase, with the majority of the work completed.

Marsh explained that when the project was approved in 2018 and construction began in 2021, they knew costs would increase over time due to supply constraints and inflation. He noted that it's typical for municipal infrastructure projects to uncover unexpected issues once ground is broken. The federal funding came through CAMPO, and the agreement provided for 80% reimbursement, with the town paying 20%.

The budget amendment requires transferring \$3.4 million from the general fund to the project budget. Marsh detailed the reasons for cost increases:

- Utility conflicts: GIS system inaccuracies meant water lines, sewer lines, and other utilities weren't where they were supposed to be, requiring extensive potholing and physical location of utilities.
- Water system upgrades: Referenced as "the great waterline issue" requiring complete replacement, essentially becoming a project within the project.
- Contaminated soil: Found in two locations - the temporary parking lot and roadside. A gas station from long ago near Suzanne's Antiques was discovered only after contamination was found, verified verbally by a longtime resident.
- Flagging and signage: Being intentional about maintaining access for residents and businesses with light boards and proper signage.
- Inflation: Material shortages and prices on steel goods, plus requirements for American-made products.

Marsh stated the total project cost to complete is \$26.4 million. Of the \$3.4 million transfer, they anticipate \$2.3 million will be reimbursed through various sources, including the City of Raleigh (for waterline work), CAMPO, and ongoing Walbrook development work. The \$1.1 million gap includes temporary road construction (about \$680,000) and other non-reimbursable expenses.

During extensive discussion, board members asked numerous questions:

Commissioner Jenn Bernat inquired about reimbursement timing. Marsh explained that it's a monthly process: they pay contractors, then immediately submit for reimbursement through NCDOT's portal.

Commissioner Michael Paul asked if the \$3.4 million transfer would adversely impact other projects. Marsh confirmed it would not.

Commissioner Lenwood Long asked whether the 80% reimbursement could be higher. Marsh clarified that the 80/20 split is fixed, but they're working to get more items approved for reimbursement, citing French drains as an example of a \$160,000 change they believe will be reimbursed, though they can't confirm until DOT approves.

Mayor Pro Tem Dan Alston asked about the timing of payments related to project completion. Marsh explained that they must pay contractors within 45 days of completed work, regardless of reimbursement status, but they retain 3-5% until the project punch list is completed. Town Attorney Dave Neill clarified that state law limits public construction retainage to 5% maximum for projects over \$100,000.

Mayor Ronnie Currin pressed for clarity on when exact reimbursement numbers from the City of Raleigh and CAMPO would be known. Marsh said it would be "this week,"

explaining they're carefully parsing line items to ensure accuracy since multiple project components pull from the same budget lines.

The Mayor requested a January update showing original town funding commitment (which he recalled as about \$4.3 million) compared to the current projection, timeline for reimbursements, and answers to all questions raised.

Regarding streetlight installation, Marsh provided a detailed timeline: Duke Energy will install lights December 8-17, starting at the Main and Young intersection and moving south, while Wake Electric will begin the third week of December on the Walbrook side. Both utilities want completion before the holiday break. The installation will be minimally invasive as the conduit has already been run.

Commissioner Lenwood Long emphasized the need to hold contractors accountable beyond just financial measures, asking about checks and balances. He also questioned whether buffers like this should be built into future projects. Marsh confirmed they do build contingencies - 15% for infrastructure, 5% for engineering services, 10% for other areas, depending on risk assessment.

Commissioner Lenwood Long moved to approve the Capital Project Ordinance Amendment for the LAPP grants fund dated December 2, 2025. Commissioner Jenn Bernat seconded the motion, which passed unanimously.

13. New Business -NONE

14. Communications

Town Attorney

Dave Neill initially had no communications but then clarified the 5% retainage limit on public construction projects over \$100,000 in response to Commissioner Lenwood Long's earlier question, noting towns are limited in ways private parties would not be.

Town Manager

Eric Marsh highlighted the interlocal agreement passed in the consent agenda, explaining Wake County municipalities collaborated to make an executive MPA program available through ECU for just over \$10,000 - a significant cost reduction for a master's in public administration. He emphasized that this demonstrates their commitment to staff training and making public service careers accessible.

Marsh announced he would be away Tuesday through Thursday next week for Leadership North Carolina's education week fellowship in Greensboro, with Steven acting in his absence. He expressed excitement about learning and bringing resources back to town.

The Town Manager revealed he would participate in Sunday's Christmas parade with "a surprise" related to his hobby, encouraging everyone to attend. When Commissioner Lenwood Long asked for clarity about "hobby" versus "hobbit," Marsh joked he was "born not a hobbit" and said his participation reflects the desire to be "more visible and be more in the community and have more fun."

Town Board

Town Clerk Christy Ynclan-Frazier informed the board that nothing was scheduled for the December 16th Work Session and asked whether they wanted to hold or cancel it.

Commissioner April Sneed moved to cancel the December 16th meeting. Mayor Pro Tem Dan Alston seconded the motion, which passed unanimously.

Commissioner Jenn Bernat noted she would be out of town on January 13 for the CIP meeting. After discussing whether she could attend virtually and the possibility of rescheduling based on consultant availability, it was decided to explore options and finalize in January, with virtual participation or recorded viewing as backup.

Commissioner Jenn Bernat thanked the public for their vote and trust, promising to "hold true, to do my best, to work with my fellow council members, and just continue to build Rolesville in this fantastic direction that we're rolling into."

Commissioner Lenwood Long encouraged support for the police department's Shop with a Cop program in December, noting applications had closed. He mentioned stopping by the fire station and being told they have peppermint candy canes for visitors, joking, "If they don't, they will have them now." He also noted he would emcee the parade again at the corner of Main Street, asking people to "show me some love there with some hot chocolate because it is going to be cold."

Mayor Pro Tem Dan Alston praised the Navy National Defense Corps' performance, noting that he attended their banquet and inaugural ball. He said the emotional response from parents seeing their children have secondary options beyond college, adding, "Hope they go to the Army beat Navy," despite the Navy program. He thanked Dan and others for their work in making the program happen, noting they have 31 students in this first year, with hopes of 40 next semester.

Mayor Ronnie Currin delivered extensive closing remarks, first thanking the board for their achievements over the past two years:

- Fire department merger/unification after five years of work
- Landing a 55-and-over retirement community of about 550 homes
- Increased senior citizen activities through Parks and Recreation
- Veterans Joel Center opening
- Affordable housing plan approval and Habitat for Humanity project
- Cobblestone opening with first residents
- Walbrook's second grocery store
- Main Street project progress

The Mayor then outlined priorities for the new board across four categories:

Legislative priorities:

- Downtown parking zone for parking and stormwater
- Senior citizen center (not currently in CIP but wants it included)

- Continued work on watershed annexation (ongoing since 1992, requiring coordination between Rolesville, Raleigh, and Wake County)

Town services:

- Standalone post office serving all residents
- Enhanced local veteran services
- Wake County Public Library (funded and ready to proceed)

Economic development:

- Restaurants and new retail
- WakeMed facility (approvals mostly complete, intersection work needed)
- New professional center for services like stockbrokers and lawyers (distinct from retail/medical)

Staff priorities:

- Town campus first phase (fire department, police department, site plan, veterans memorial)
- Farm activation (with \$12 million allocated, potentially \$20 million with matching funds)
- Community center planning and location determination

The Mayor emphasized these align with the town's goals and strategic plan, expressing excitement about the next two years while acknowledging some items, like the watershed and post office, are less within their control.

Commissioner April Sneed reminded everyone about upcoming events: Sunday's Christmas parade at 2:00 PM, Monday's tree lighting at 5:00 PM, and Friday's Mingle on Main from 5:30-8:30 PM.

15. Adjourn

Mayor Ronnie Currin adjourned the meeting without opposition at 8:31 PM.



Memo

To: Mayor Currin and Town Board of Commissioners
From: Michael Elabarger, Interim Planning Director and Planning Department Staff
Date: For January 6, 2026 Meeting
Re: Alternative Parking Plan (APP), 4724 & 0 Burlington Mills Road
Written Decision Approval

Background

On October 9, 2025, the Board of Commissioners approved Rezoning Map amendment REZ-25-01 and an Alternative Parking Plan (APP) for a project known as Wallbrook Flats. The APP specifically applied to two of the 3 properties that were part of the Rezoning – 0 & 4724 Burlington Mills Road, which entail the land area where the project approved as part of the Rezoning would develop a multifamily community.

The Board of Commissioners conducted a Quasi-Judicial Evidentiary Hearing as part of the consideration and approval process for the Alternative Parking Plan, which allowed a reduction of the minimum provided parking spaces for that use.

The outcome document of that Approval process is the attached Written Decision prepared by the Applicant's attorney; this document receives signature of the Town Mayor and Town Clerk.

Recommendation

Staff recommends approval of the Written Decision for the approval by the Board of Commissioners for an Alternative Parking Plan for 0 & 4724 Burlington Mills Road.

Proposed Motion

Motion to Approve the Written Decision for the approval by the Board of Commissioners for an Alternative Parking Plan for 0 & 4724 Burlington Mills Road.

Attachments

Written Decision from Quasi-judicial Evidentiary Hearing held October 9, 2025 for LDO Section 6.4.3.K. Alternative Parking Plan for 4724 Burlington Mills Road Wake County PIN 1758486155 and 0 Burlington Mills Road Wake County PIN 1758479823

Prepared by & Return to: Town of Rolesville, 502 Southtown Circle, Rolesville, NC 27571
Tax ID Nos: 0528534; 0074571
Brief Description for Index: 0 Burlington Mills Road; 4724 Burlington Mills Road

**STATE OF NORTH CAROLINA
TOWN OF ROLESVILLE**

**BEFORE THE TOWN OF ROLEVILLE
BOARD OF COMMISSIONERS**

LDO Section 6.4.3.K.

Alternative Parking Plan for 4724 Burlington Mills Road

Wake County PIN 1758486155 and

0 Burlington Mills Rd

Wake County PIN 1758479823

**4724 BURLINGTON MILLS RD and
0 BURLINGTON MILLS RD
ALTERNATIVE PARKING PLAN**

This request from **WALLBROOK LANDCO, LLC** and **BROTHERS FORTY SIX, LLC** (the “**Applicant**”), pursuant to the Rolesville Land Development Ordinance (the “**LDO**”) for approval of an Alternate Parking Plan (“**APP**”) for a residential use located in the Town Center Conditional District (TC-CZ) came before the Town of Rolesville Board of Commissioners (the “**Board**”) on October 9, 2025. The real property that is the subject of this hearing is located at 0 and 4724 Burlington Mills Road, Rolesville, North Carolina, having Wake County Parcel Identification Numbers 1758486155 and 1758479823 (the “**Property**”).

Based upon testimony of the witnesses, documentary evidence, exhibits, and other evidence presented at the October 9, 2025 evidentiary hearing, the Board voted unanimously to APPROVE the APP, with the reasonable and appropriate conditions and safeguards set forth below.

The Board's decision to approve the APP application is based on the following Findings of Fact and Conclusions of Law:

SUMMARY OF EVIDENCE PRESENTED:

1. The Applicant proposes an alternative parking plan for a residential use located on the Property, according to the procedures and standards described in LDO Section 6.4.3(K).
2. The Property is approximately 10.48 acres.
3. The Property currently is zoned Town Center Conditional District (TC-CZ). Zoning Conditions applicable to the Property require development of the Property to be in substantial conformance with the Wallbrook Flats Concept Plan, dated September 19, 2025. The Wallbrook Flats Concept Plan contemplates a multifamily development on the Property with a maximum of 280 multifamily dwelling units.
4. The Applicant submitted the APP application to the Town of Rolesville requesting a reduction in the parking ratio required for the residential use proposed on the Property (the “**Application**”), which included a parking reduction study prepared by a licensed professional engineer (the “**Parking Reduction Study**”). The requested parking ratio is 1.5 parking spaces per dwelling unit.
5. Following public notice as required by law, the Board conducted an evidentiary hearing on the Application on October 9, 2025 (the “**Hearing**”).
6. The Application, Parking Reduction Study, Wallbrook Flats Concept Plan, the Applicant’s presentation, and other records pertaining to the APP application are complete and have been made a part of the record.
7. There was no evidence introduced in opposition to the APP at the hearing.
8. At the hearing, the Applicant was represented by attorney Mark Frederick of Parker Poe Adams & Bernstein LLP, and the following sworn oral and written testimony was offered:
 - a. Nate Bouquin, a North Carolina licensed professional engineer and certified professional traffic operations engineer, and the Practice Lead of Transportation Engineering at McAdams, testified as follows:
 - i. He prepared the Parking Reduction Study, which provided data supporting alternative parking requirements to accommodate the peak parking demand for the proposed development at full build out based on data published within the Institute of Transportation Engineers (ITE) Parking Generation Manual.
 - ii. The Parking Reduction Study includes the size, type, and proposed use of the development, the anticipated peak parking, anticipated normal parking amounts, and a narrative and data as to why the parking requirements of the LDO do not accurately reflect the needs of the proposed multifamily development.

- iii. Based on data published by the ITE Parking Generation Manual, 6th Edition, which utilized a calculation based on comparable site and development parameters, the peak parking demand for a development of this size (264 multifamily units) was found to be 329 parking spaces. After applying a parking buffer of 20% over peak parking demand, a parking supply of 395 spaces was determined, or approximately 1.5 parking spaces per dwelling unit.
- iv. The proposed parking rate of 1.5 spaces per dwelling unit is fine-tuned for this specific development, which will reduce the negative impacts of large surface parking areas that are vacant for most of the day.
- v. All parking is provided on site and in close proximity to the uses the parking spaces are serving, including the community amenities. The layout of the parking areas do not negatively impact traffic flow or create unsafe conditions for pedestrians.
- vi. The proposed apartment buildings are located along the property's frontage on Burlington Mills Road with the parking areas located behind or between the buildings. This creates a more visually appealing appearance and more pedestrian friendly environment along Burlington Mills Road.
- vii. The APP does not interfere with any other forms of transportation. The parking areas are designed to reduce conflicts between vehicles and pedestrians. The proposed reduction in parking spaces will minimize large parking fields, further reducing conflicts between pedestrians and vehicles.
- viii. The reduced parking rate will reduce the amount of disturbance to natural areas and features.
- ix. Accessible parking ratios are maintained by the APP according to LDO standards.

FINDINGS OF FACT & CONCLUSIONS OF LAW

1. Based upon the uncontested competent, substantial, and material evidence appearing in the record at the Hearing and in the Application, the approval criteria of an Alternative Parking Plan as contained in the LDO have been met, specifically:
 - a. A parking study was submitted that is prepared by a registered Professional Engineer or Certified Land Use Planner in the State of North Carolina;
 - b. The study includes the size, type, and proposed use(s) of the development; anticipated peak parking; anticipated normal parking amounts; and a narrative and data as to why the parking requirements of the LDO do not accurately reflect the needs of the proposed development;

- c. The APP may include provisions for off-site parking if the number of off-street parking spaces required cannot reasonably be provided on the same lot where the principal use is located;
- d. The APP does not detract from continuity, connectivity, and convenient proximity for pedestrians between or among existing or future uses in the vicinity;
- e. The APP minimizes the visual and aesthetic impact along the public street by placing parking areas to the rear or along the side of buildings, to the maximum extent feasible;
- f. The APP minimizes the visual and aesthetic impact on the surrounding neighborhood;
- g. The APP creates no physical impact on any facilities serving alternative modes of transportation;
- h. The APP creates no detrimental impact on natural areas or features; and
- i. The APP maintains accessible parking ratios.

ACCORDINGLY, based upon the foregoing FINDINGS OF FACT and CONCLUSIONS OF LAW, upon a motion duly made and seconded, the Board of Commissioners approved APP-4724 and 0 Burlington Mills Road on October 9, 2025 by a unanimous vote subject to the following additional reasonable and appropriate conditions and safeguards:

- None

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SIGNATURE & ACKNOWLEDGMENT PAGE FOLLOWS**

Reduced to writing and adopted this, the 6th day of January 2026 by the Town of Rolesville Board of Commissioners.

Ronnie Currin, Mayor of Rolesville

[Town Seal Above]

Attest:

Christina Ynclan-Frazier, Town Clerk

WAKE COUNTY, NORTH CAROLINA

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document: Ronnie Currin.

Date: _____, 20____

_____ [Notary's signature as name appears on seal]

_____, Notary Public
[Notary's printed name as name appears on seal]

My commission expires: _____, 20____

[Affix Official Seal in Space Above]



Memorandum

To: Mayor and Town Board
From: Amy Stevens, Finance Director
Date: December 30, 2025
Re: Town Campus Owners Representative, Agenda Item # 7.c.

Project Summary

This project is to construct a multi-building government complex on a 17-acre site close to downtown. The first phase includes Site Development, a Police Station, and a Main Fire Station. The Town is using the Construction Manager at Risk method of construction. ADW has been selected as the architect and SAMET as the contractor.

Owner's Representative

Staff have evaluated internal capacity and recommend contracting with an Owner's Representative to provide advisory services for this complex, multi-phased project. An Owner's Representative functions as a center point for communication and coordination, ensuring the project is delivered on time and within budget. While these services do have a cost, they are often offset by savings from strategic decision-making and avoidance of project delays.

Solicitation & Selection

Town staff issued a Request for Qualifications (RFQ) on October 31 seeking vendors who provide capital project advisory services. Ten vendors responded to the RFQ by the November 14 deadline. A review panel including the Town Manager, Capital Project Manager, Finance Director, and AP Accounting Technician was formed. After a review of submitted materials, interviews with the top candidates, and reference checks of former clients, the review panel recommends Turner & Townsend Heery be engaged for these services.

Turner & Townsend Heery is a national firm with a local presence in Raleigh. The Project Team for this engagement is Jessica Killian, PE, PMP; Charles Bostek, CMT; and Mike Aresco, MBS, CCM. The firm has extensive experience with public projects in North Carolina, including fire stations and public safety centers, and recognizes the importance of community engagement and public communication during project execution.

Next Steps

The services provided by an Owner's Representative will vary by owner and project. Town staff continue to work through the specific scope for this engagement. In addition, legal counsel is working on a new contract template for professional services. Therefore, the final contract documentation may not be available in time for the January 6 Town Board meeting. The anticipated costs for these services will vary depending on the final scope of services.

Staff are seeking governing board authorization for the Town Manager to proceed with a final contract with Turner & Townsend Heery for these services.

Recommended Action

Authorize the Town Manager to execute a contract with Turner & Townsend Heery for Owner's Representative services for the Town Center project, subject to Town Attorney review.



Memorandum

TO: Honorable Mayor Currin and Members of the Board of Commissioners

FROM: Virginia H. Jones, Interim Human Resources Director

DATE: Tuesday, December 30, 2025

RE: **Consent Agenda Item:**
Approval of a Strategic Organizational Realignment Effective Monday, January 12, 2026 & the Amended FY26 Pay & Classification Plan

Issues:

Approval of an organizational realignment involving a strategic realignment of some Town of Rolesville departments, roles, and reporting lines to boost efficiency, improve services, and better meet community needs effective Monday, January 12, 2026.

Approval of Exhibit 1, Amended FY26 Pay and Classification Plan.

Justification:

This strategic realignment is designed to align with the final phases of the 2019 organizational assessment and meet the needs identified by Administration over the last year. These changes support the goals of the Town's Strategic Plan—specifically, building a **Strong Organization**.

The three priorities set forth in the FY 2025–26 budget are:

- **Priority 1:** Investing in Current Personnel and Building Organizational Capacity
- **Priority 2:** Focusing on Essential Services and Strategic Expansion
- **Priority 3:** Creating a Foundation for Long-Term Planning

Staff anticipates that this strategic organizational realignment will boost efficiency and performance, improve adaptability, and ensure staff roles and efforts support shared goals, effective strategies, and improved day-to-day operations.

Departmental Changes:

The following positions/departments will report directly to the Assistant Town Manager (ATM):

- **Communications Specialist**, which will also transition into the Administration Department.
- **Community Engagement and Economic Development**, which will be renamed the **Economic Development Department**
- **Planning Department**
- **Community Engagement** will become a primary focus area within the **Administration Department**
- **Economic Development Director**, who will report to the ATM and be reclassified as **Economic Development Manager**

Departmental Changes:

- The **Parks Superintendent** position will transition to the **Public Works Department** and will be reclassified as **Building & Grounds Superintendent**. Additionally, the two part-time temporary Maintenance Worker positions that currently report to the Parks Superintendent will also relocate to Public Works. The responsibilities of these positions will remain unchanged.

Fiscal Impact:

The fiscal impact associated with this organizational realignment can be absorbed within existing budgeted resources/requires a budget amendment. This action aligns with the Town's strategic priorities by improving efficiency and realigning resources to core missions.

Staff Recommendation:

Staff recommends that the Board approve the strategic organizational realignment as indicated above effective Monday, January 12, 2026, and the Amended FY26 Pay & Classification Plan.

General Pay Plan

| Grade | Minimum | Midpoint | Maximum |
|-------|--------------|--------------|--------------|
| G1 | \$43,162.88 | \$58,269.88 | \$73,376.89 |
| G2 | \$45,321.02 | \$61,183.38 | \$77,045.73 |
| G3 | \$47,587.07 | \$64,242.54 | \$80,898.02 |
| G4 | \$49,966.42 | \$67,454.67 | \$84,942.92 |
| G5 | \$52,464.74 | \$70,827.40 | \$89,190.07 |
| G6 | \$55,087.98 | \$74,368.78 | \$93,649.57 |
| G7 | \$57,842.38 | \$78,087.21 | \$98,332.05 |
| G8 | \$60,734.50 | \$81,991.57 | \$103,248.65 |
| G9 | \$63,771.22 | \$86,091.15 | \$108,411.08 |
| G10 | \$66,959.79 | \$90,395.71 | \$113,831.64 |
| G11 | \$70,307.78 | \$94,915.50 | \$119,523.22 |
| G12 | \$73,823.16 | \$99,661.27 | \$125,499.38 |
| G13 | \$77,514.32 | \$104,644.33 | \$131,774.35 |
| G14 | \$81,390.04 | \$109,876.55 | \$138,363.06 |
| G15 | \$85,459.54 | \$115,370.38 | \$145,281.22 |
| G16 | \$89,732.52 | \$121,138.90 | \$152,545.28 |
| G17 | \$98,705.77 | \$133,252.79 | \$167,799.81 |
| G18 | \$108,576.35 | \$146,578.07 | \$184,579.79 |
| G19 | \$119,433.98 | \$161,235.87 | \$203,037.77 |
| G20 | \$131,377.38 | \$177,359.46 | \$223,341.54 |
| G21 | \$144,515.12 | \$195,095.41 | \$245,675.70 |

Public Safety Pay Plan

| Grade | Minimum | Midpoint | Maximum |
|-------|--------------|--------------|--------------|
| PS1 | \$55,946.80 | \$75,528.18 | \$95,109.56 |
| PS2 | \$59,303.61 | \$80,059.87 | \$100,816.13 |
| PS3 | \$62,861.82 | \$84,863.46 | \$106,865.10 |
| PS4 | \$66,633.53 | \$89,955.27 | \$113,277.01 |
| PS5 | \$70,631.55 | \$95,352.59 | \$120,073.63 |
| PS6 | \$74,869.44 | \$101,073.74 | \$127,278.05 |
| PS7 | \$79,361.61 | \$107,138.17 | \$134,914.73 |
| PS8 | \$84,123.30 | \$113,566.46 | \$143,009.61 |
| PS9 | \$90,853.17 | \$122,651.77 | \$154,450.38 |
| PS10 | \$96,304.36 | \$130,010.88 | \$163,717.40 |
| PS11 | \$102,082.62 | \$137,811.53 | \$173,540.45 |
| PS12 | \$108,207.57 | \$146,080.22 | \$183,952.88 |
| PS13 | \$114,700.03 | \$154,845.04 | \$194,990.05 |
| PS14 | \$121,582.03 | \$164,135.74 | \$206,689.45 |

| General Pay Plan | | |
|--------------------------------------|-------------|-----------|
| Classification | FLSA Status | Pay Grade |
| Maintenance Worker I | | G1 |
| Maintenance Worker II | | G3 |
| Accounting Technician I | | G4 |
| Administrative Support Specialist I | | G4 |
| Human Resources Technician | | G4 |
| Permit Technician | | G5 |
| Accounting Technician II | | G6 |
| Administrative Support Specialist II | | G6 |
| Lead Maintenance Worker | | G6 |
| Stormwater Technician | | G6 |
| Engineering Inspector | | G7 |
| Program Coordinator I | | G8 |
| Executive Analyst | | G9 |
| Executive Assistant | | G9 |
| Human Resources Analyst | | G9 |
| Operations Coordinator | | G9 |
| Planner I | | G9 |
| Accountant | | G10 |
| Communications Specialist | | G10 |
| Program Coordinator II | | G10 |
| Planner II | | G11 |
| Town Clerk | | G11 |
| Building & Grounds Superintendent | | G12 |
| Economic Development Manager | Exempt | G13 |
| Senior Planner | | G13 |
| Capital Project Manager | | G13 |
| Assistant Planning Director | Exempt | G16 |
| Human Resources Director | Exempt | G18 |
| Parks And Recreation Director | Exempt | G18 |
| Planning Director | Exempt | G18 |
| Public Works Director | Exempt | G18 |
| Town Engineer | Exempt | G18 |
| Finance Director | Exempt | G19 |
| Assistant Town Manager | Exempt | G21 |

| Public Safety Pay Plan | | |
|------------------------|-------------|-----------|
| Classification | FLSA Status | Pay Grade |
| Firefighter I (Cadet) | | PS1 |
| Police Cadet | | PS1 |
| Firefighter II | | PS2 |
| Police Officer I | | PS2 |
| Firefighter III | | PS3 |
| Police Officer II | | PS3 |
| Master Police Officer | | PS4 |
| Senior Police Officer | | PS5 |
| Fire Lieutenant | | PS7 |
| Police Sergeant | | PS7 |
| Fire Captain | | PS8 |
| Police Lieutenant | | PS8 |
| Fire Division Chief | Exempt | PS10 |
| Police Captain | Exempt | PS10 |
| Fire Chief | Exempt | PS13 |
| Police Chief | Exempt | PS14 |

| Temporary Staff Pay Plan (non-benefitted) | | | |
|---|----------|----------|---------------------------|
| Title | Min Rate | Max Rate | Notes |
| TM Evidence Specialist | 30.66 | 52.12 | grade G9 equivalent |
| TM Intern | 10.00 | 19.00 | |
| TM Program Support Specialist I | 10.00 | 13.00 | Up to \$0.25 /yr increase |
| TM Program Support Specialist II | 11.00 | 14.00 | Up to \$0.25 /yr increase |
| TM Program Support Specialist III | 12.50 | 15.50 | Up to \$0.25 /yr increase |
| TM Fire Battalion Chief | | | \$600 /month stipend |
| TM Volunteer Firefighter | | | \$11 /call |

Career Ladder Program

The Town Manager is authorized to administratively create and maintain a career ladder program for the positions identified below. Movement through the identified

General Pay Plan

Maintenance Worker I > Maintenance Worker II

Accounting Technician I > Accounting Technician II

Administrative Support Specialist I > Administrative Support Specialist II

Program Coordinator I > Program Coordinator II

Public Safety Pay Plan

Police Cadet > Police Officer I > Police Officer II > Master Police Officer > Senior Police Officer

Firefighter I (Cadet) > Firefighter II > Firefighter III



Memo

To: Mayor Currin and Town Board of Commissioners
From: Michael Elabarger, Interim Planning Director
Date: Meeting Held January 6, 2026
Re: Rezoning Map Amendment Application REZ-25-05 – Scarboro Village and ANX-25-03 – 200 School Street

The Town Board of Commissioners continued both REZ-25-05 and ANX-25-03 to their January 6, 2026 meeting to allow the applicant time to respond to the following concerns discussed at the November 6, 2025 meeting:

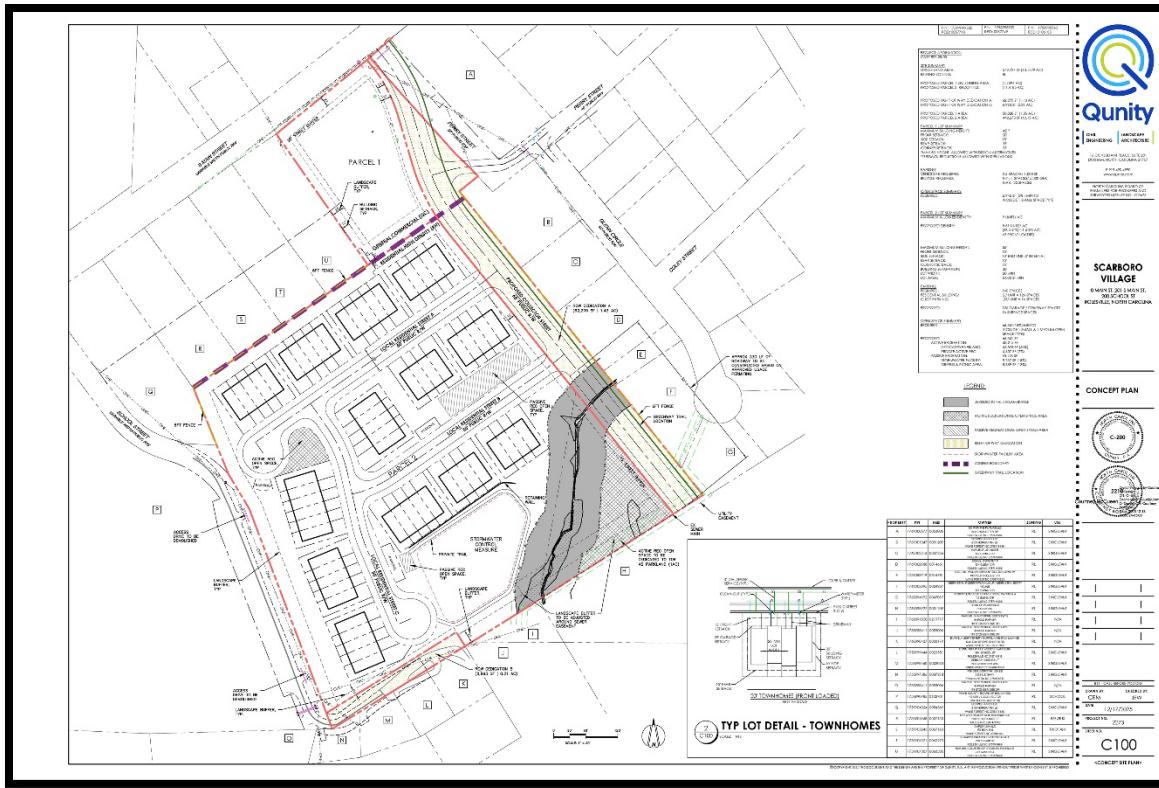
- Commercial use restrictions;
- Right-of-Way dedication;
- Public comments.

The following attachments have been updated:

- Attachment 8 – Concept Site Plan dated December 17, 2025;
- Attachment 9 – Proposed Conditions V4 dated December 17, 2025.

Background

The Town of Rolesville Planning Department received a Rezoning Map Amendment application in July 2025 for 13.15 acres comprising three (3) properties located on the eastern side of S. Main Street just south of Perry Street. The property includes two (2) parcels located within the Town's Corporate Limits, and one (1) parcel that lies in the Town's Extraterritorial Jurisdiction (ETJ). The request is to change the Zoning District of the subject properties from Residential Low Zoning District (RL) to a mix of General Commercial Conditional Zoning District (GC-CZ) and Residential High Density Conditional Zoning District (RH-CZ). The request includes a set of proposed Conditions of Approval and Concept Site Plan of a development.



REZ-25-05 Concept Site Plan

Previous Rezoning Application for Property

Rezoning Map Amendment application **REZ-23-05 Scarboro Apartments** was denied on November 7, 2024 by the Town Board of Commissioners; that request was for a Town Center zoning district to develop a mixed use project of 240 Multi-family Dwelling Units (Density of 18.2 du/ac) and a certain amount of non-residential square footage.

Proposed Conditions of Approval – REZ-25-05

Following is a summary of the proposed Conditions of Approval:

- Development shall be in compliance with the Concept Site Plan.
- Documentation of the existing single family home at 201 S. Main Street. Development shall have priority to relocating or removing any items of historic significance and building items for reuse.
- If the Development chooses not to relocate the existing home, it will allow any non-profit entity, individual, or for-profit entity wishes to relocate the home.
- Vehicular ingress and egress via School Street are prohibited.
- Development shall construct proposed collector road.
- Development shall construct a 10'wide sidepath within the new Collector Street right-of-way.
- Provide a six foot (6') fence along shared boundary lines.
- Include one (1) acre of parkland located south of the stream in the southeastern corner of the subject property.
- **(New)** Dedication of right-of-way in front of the four existing homes on School Street.
- **(New)** Prohibited uses in the General Commercial parcel fronting Main Street: (i) Dwelling, Upper Story Unit; (ii) Schools (K-12); (iii) Bars and Nightclubs; (iv) Breweries and Distilleries; (v) Commercial Parking; (vi) Carwash; (vii) Gas Station; (viii) Golf

Course; (ix) Retail Sales and Services, Community; (x) Retail Sales and Services, Shopping Center; (xi) Tattoo Establishment; (xii) Vape and Tobacco Store; (xiii) Vehicle, Rental and Sales; (xiv) Vehicle, Minor Service; (xv) Flex; (xvi) Fulfillment Center; (xvii) Major Utility; (xviii) Major Transportation Installation; (xix) Telecommunication Tower; and (xx) Water Storage Tower.

Voluntary Annexation Petition – ANX-25-03 200 School Street

A contiguous Voluntary Annexation petition for PIN 1758998560, being a 0.7366-acre tract, has been submitted, reviewed, and processed simultaneously with this Rezoning application. The Annexation Petition and Ordinance are included as attachments to this report.

Applicant Statement of Justification

The Applicant has provided a detailed Statement of Justification about the Rezoning request; it is included as an attachment.

Neighborhood Meetings

The Applicant conducted the required Neighborhood Meeting on August 18, 2025. Six (6) residents attended sharing concerns about intersection safety at Perry Street, having a fence for screening purposes, and the viability of townhomes selling and not being rental-only. Complete meeting minutes from the Applicant are included as an attachment to this report.

Comprehensive Plan

Land Use

The 2017 Comprehensive Plan's Future Land Use Map designates the subject property – and multiple adjacent properties - as appropriate for **High Density Residential (HDR)** development. In 2017, when the Town planned for this property to be best suited for high-density residential use, these properties were zoned as a Residential 1 Zoning District under the Unified Development Ordinance (*UDO, no longer in effect, being replaced by the LDO*), which was a lower density designed Zoning District; the R-1 District translated into the RL (Residential Low Density) District under the LDO. Thus, at the time of that land use designation, the property was not zoned appropriately to fulfill that land use plan and would have necessitated a Rezoning to achieve that plan.

The **Rolesville 2050 Comprehensive Plan's** Future Land Use Map identifies the subject property as Downtown Residential. These parcels surround the Town's core and represent the concentrated residential development that supports a walkable downtown identity. Various support uses and mixed-use developments add to the diversity of these parcels. Design considerations include consideration of architectural enhancements, as they represent the first impressions of residential development in downtown Rolesville. Also, robust landscaping can help balance some separation for residents while still enjoying easy access to Main Street and nearby amenities. The Residential High (RH) zoning district is compatible with the Downtown Residential Future Land Use category. While the General Commercial (GC) zoning district is not listed as a compatible zoning district, the combination of residential and commercial development aligns with the other compatible zoning district, Neighborhood Center (NC).

Community Transportation Plan

The Town of Rolesville's Community Transportation Plan (CTP) was adopted by the Town Board of Commissioners in 2021 – it is the Town's long-range vision for improving existing, and developing all new, roadways so as to provide Rolesville accessible and redundant means of vehicular circulation that ensure movement through the community for both convenience and during times of emergency/construction. Below are the recommendations for Thoroughfares, Collectors, and intersections that directly affect or are in close proximity to this subject property:

Thoroughfare Recommendations (Figure 31)

- South Main Street is proposed to be a two (2) lane Divided with Curb & Gutter, Bike Lanes, and Sidewalk.
- *EXISTING Condition: South Main Street is a two-lane undivided with two-way left turn lane, with Curb & Gutter and Sidewalks.*

Collector Recommendations (Figure 32) – see clip below.

- A new (mostly running north/south) Collector roadway in this area is recommended that generally connects S. Main Street (opposite Main Street Park) with a new (mostly running east/west) roadway, which would connect to E. Young Street.
- *EXISTING Condition: This roadway does not exist.*

As envisioned in the CTP and demonstrated in the Concept Site Plan (in Attachment 8 & 9), the development is proposing to construct its portion of the north/south Collector road from S. Main Street to its southern property line; this roadway would, on the Town's property, be continued by the Town and then intersect with another CTP planned east/west Collector. The Town's 'town campus' project south of the subject property is proposing construction of that Collector between the Parker Ridge subdivision and E. Young Street.

Per the CTP, this new Collector road within this subject property would - where Perry intersects with S. Main Street - over-top or replace the existing Perry Street connection to Main. The existing local and residential Perry Street would then "T" intersect with this new Collector, providing full access to S. Main Street but via a new and widened point of intersection. In the clip below, the subject property is outlined in red; the yellow highlight is the North/South Collector, and the green highlight is the (off-site) East/West Collector that would run from the Parker Ridge subdivision through the Town Campus property to an intersection with E. Young Street.



Greenway and Bike Plans

As per the 2022 Greenway Plan, the Concept Site Plan details the north/south Greenway through the project parallel to the proposed Collector road, from S. Main Street to the east/west Collector off the subject property. This Greenway is the last link to reach S. Main Street, opposite Main Street Park, connecting to other Greenway segments that will ultimately provide a pedestrian pathway to, under, and beyond the 401 Bypass to the south.

The Bicycle Plan identifies S. Main Street to include bicycle lanes within the vehicle travel lanes; this property has just 200' of Main Street road frontage; generally, piecemeal striping of Bicycle lanes is not permitted by NCDOT.

Traffic Generation

The applicant hired The John R. McAdams Company to prepare a Trip Generation Letter to determine whether or not a full Traffic Impact Analysis (TIA) would be required. The TIA studied a proposed sixty-three (63) townhomes and determined that to generate 430 daily trips, 27 AM peak hour trips, and 34 PM peak hour trips. These trip counts fall below the Land Development Ordinance's threshold of 500 daily trips and 50 peak (AM or PM) hour trips; therefore, a Traffic Impact Analysis was not required.

Development Review

The Technical Review Committee (TRC) reviewed two (2) versions of the Rezoning application, with all comments pertinent to considering the proposed Zoning Districts and the general development plan being resolved.

NOTE: The project Concept Site Plan as part of the proposed Conditions of Approval has not been reviewed as a Site Development Plan (a construction document) for compliance with all applicable LDO site development regulations; it is a general conceptual plan and not an engineered and dimensioned layout. It was reviewed for compliance with major Town Policy elements related to the Comprehensive Plan, Community Transportation Plan, and

Greenway/Bicycle Plans. It was reviewed against the Land Development Ordinance (LDO) for major spatial aspects such as Bufferyards, and for identifying potential conflicts related to the proposed voluntary conditions. Should the Rezoning request be approved by the Town Board of Commissioners, the next development step is a Preliminary Subdivision Plat (PSP), where it will receive a complete and full review for compliance by the entire Technical Review Committee of the Town.

Planning Board Recommendation

At their meeting on September 22, 2025, the Planning Board unanimously recommend approval with a condition of timing based upon the construction of the Collector street. Board members were interested in how the new Collector connection will tie into the existing Perry Street and the future Town Campus.

Staff Analysis / Recommendation

The Application seeks to establish a General Commercial (GC) Zoning District and a Residential High (RH) Zoning District, both as Conditional Zoning Districts.

- The Non-Residential component is conditioned to be a **1.35-acre parcel** fronting S. Main Street.
- The Residential component entails a maximum of **63 Townhome dwellings** at a **density of 6.08** units per gross site acre.

The Land Development Ordinance (LDO) was adopted in 2021, four (4) years after the Comprehensive Plan and Future Land Use categories were adopted. In 2024, the Board of Commissioners began a review and revision process to the entirety of the Comprehensive Plan, including examining the appropriate residential density policies across the Town. At this time however, Rezonings must be compared to the 2017 policy direction of the Town Board.

LDO Section 3.1.3. for the RH District permits up to nine (9) units per acre for a Single Family Attached dwelling units. The proposed density of 6.08 units per acre is below the maximum allowed density. The High Density Residential future land use category (which is 6-12 units per acre), does envision a variety of housing types – single family detached, single family attached (townhomes), and multifamily – and this application represents single family attached dwelling units.

The by-right residential development potential of the property under RL zoning is 20,000 SF minimum single family detached lots. Theoretically, 13.15 acres divided by 20,000 SF lots yields 28 home lots. The reality is that major spatial requirements like minimum open space (10% for RL, or 1.3 acres), the Collector road right-of-way area (approximately 1.5 acres), stormwater management (~1 acre), and unknown amounts of 50' wide right-of-way for local streets to achieve lot frontage for every lot, the practical yield is estimated to be more like 18 - 20 lots.

The Conditions of Approval make several voluntary commitments to development aspects up front, such as no vehicular connection to School Street, a six foot (6') fence adjacent to existing single family homes, and considerations for removal and reuse by others of the existing stone building on site. By-right development would yield no such conditions.

Staff finds the proposed Rezoning request REZ-25-05 consistent with the Comprehensive Plan (2017) future land use category of High Density Residential and the 2050 Comprehensive Plan future land use category of Downtown Residential, as the project is a mixed-use development composed primarily of Single Family Attached housing units. The project meets many of the goals of the Comprehensive Plan and the Main Street Vision, when compared to what the

Existing Zoning, RL, would yield in single family detached lots. The Rezoning provides a highly certain development scheme versus uncertain by-right potential.

Policy Plan Consistency

The Application's rezoning request is consistent with the Town of Rolesville's Comprehensive Plan and Main Street Vision Plan for the following reasons:

- The proposed mix of townhomes with a commercial element fits the High Density Residential land use description as well as the Downtown Residential (2050 Comprehensive Plan) land use description.
- The permitted density under the Residential High Zoning District (9 townhome dwelling units per acre) falls in the middle of the High Density Residential land use category (6-12 dwelling units); the applicant proposes 6.08 units per acre as per the Site Concept Plan.
- The proposed vehicular circulation network will establish Collector connections as the Town's Community Transportation Plan recommends.
- The proposed Greenway will establish pedestrian connections as Rolesville's Greenway Plan recommends.
- Townhome housing units fulfill Main Street Vision Goal #2: Promote Diverse Housing Stock for Multiple Age Groups and Income Levels.
- The mixed-use project works to fulfill Main Street Vision Goal #4, to Reestablish a Town Center.

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-25-05 is thus consistent and is therefore reasonable.

Proposed Motions

1. Motion to (*approve or deny*) rezoning **REZ-25-05 Scarboro Village**.
2. (Following Approval) Motion to adopt a Plan Consistency Statement and Statement of Reasonableness for **REZ-25-05**. (*Please include examples of consistency or inconsistency.*)
3. Motion to (*approve or deny*) the Voluntary Annexation Petition received under G.S. 160A-31 for **ANX-25-03 – 200 School Street**.

Or

4. Motion to continue the Legislative Hearing and/or further consideration for **REZ-25-05** and **ANX-25-03** to a future date-certain Town Board of Commissioners' meeting.

Attachments

| | |
|----|--|
| 1 | Rezoning Application |
| 2 | Deed |
| 3 | Legal Description (<i>Also Exhibit 1 for ORD-2026-01</i>) |
| 4 | Rezoning Plat (<i>Also Exhibit 2 for ORD-2026-01</i>) |
| 5 | Statement of Justification |
| 6 | Neighborhood Meeting Packages, August 18, 2025 |
| 7 | Trip Generation Letter, June 27, 2025 |
| 8 | Concept Site Plan, December 17, 2025 (<i>Also Exhibit 3 for ORD-26-01</i>) |
| 9 | Proposed Conditions of Approval, December 17, 2025 (<i>Also Exhibit 3 for ORD-26-01</i>) |
| 10 | Ordinance ORD-2026-01 for Case REZ-25-05 |
| 11 | Annexation Petition for Case ANX-25-03 |
| 12 | Ordinance ORD-2026-02 for Case ANX-25-03 |

Zoning Map (Rezoning) Application

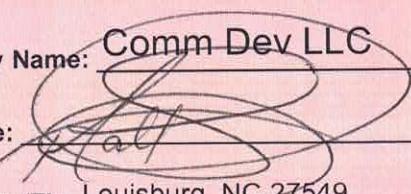
Town of Rolesville Planning Department | PO Box 250 | Rolesville, NC 27571 | 919-554-6517 | planning@rolesvillenc.gov
 Planning Department Home Page: [Official Town Webpage](#)

Complete one form for each parcel identification number.

| APPLICATION INFORMATION: | |
|---|--|
| Site Address: 0 Main St, 201 S. Main St, 200 School St. | Site Area (in acres): 13.15 |
| Rezoning Type: <input type="checkbox"/> General <input checked="" type="checkbox"/> Conditional | Total area requested to be rezoned (in acres): 1.71 to GC 11.44 to RH |
| Voluntary Annexation Application Submitted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No ANX- | Current Location: <input type="checkbox"/> County Limits <input checked="" type="checkbox"/> ETJ <input checked="" type="checkbox"/> Town Limits |
| Existing Zoning District: RL | Proposed Zoning District(s): GC & RH |
| PIN: 1758-99-8560, 1758-99-8909, 1759-90-9525 | Associated Previous Case(s): |
| Current Use(s): vacant | Proposed Use(s): Commercial & Residential |

| APPLICATION REQUIREMENTS: | |
|--|---|
| <input checked="" type="checkbox"/> Complete Application and checklist. | <input checked="" type="checkbox"/> Completed Property Owner's Consent Form – 1 per Owner- See page 5. |
| <input checked="" type="checkbox"/> 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. | <input checked="" type="checkbox"/> A <u>Concept (nee site) Plan</u> * 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. |
| <input checked="" type="checkbox"/> 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) | <input type="checkbox"/> * The Activity Center (AC) and Neighborhood Commercial (NC) zoning districts <u>require the submission of a Concept Plan (also known as a site plan) as per LDO Sections 3.4.1 and 3.4.2.</u> |
| <input checked="" type="checkbox"/> Legal Metes & Bounds | <input checked="" type="checkbox"/> Deeds with Book of Map & Page Number |
| <input checked="" type="checkbox"/> Sketch/Pre-submittal meeting held on: 6/12/2025 | <input checked="" type="checkbox"/> Meeting Notes submitted |
| <input type="checkbox"/> <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: Matthew Shuey | Company Name: Comm Dev LLC |
| Title: CEO | Signature:  |
| Mailing Address: 1340 Clifton Pond Road | City/State/Zip: Louisburg, NC 27549 |
| Phone: (919) 761-4331 | Email: Barbara@commandcs.com |

Property Owner (First name on Deed)
Name: Comm Dev LLC, Attn Matthew Shuey
Address: 1340 Clifton Pond Rd, Louisburg, NC

Signature: 
Email: Matt@commandcs.com

Property Owner (Second name on Deed or Spouse information required if applicable)

Name: _____
Address: _____

Signature: _____
Email: _____

Preferred Point of Contact: Owner Agent Applicant Architect Attorney Engineer

Please add contact information if applicable.

Agent Name: Peter Crossett
Phone: 315-882-8440

Title/ Firm KDM Development
Email: peterc@kdmdevelopment.com

Applicant Name: Courtney McQueen, PLA
Phone: 919-490-4990

Title/ Firm Project Coordinator, Qunity
Email: cmcqueen@qunity.com

Architect Name: _____
Phone: _____

Title/ Firm _____
Email: _____

Attorney Name: _____
Phone: _____

Title/ Firm _____
Email: _____

Engineer Name: _____
Phone: _____

Title/ Firm _____
Email: _____

Owner Name: _____
Phone: _____

Title/ Firm _____
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

| | |
|---|--|
| <input type="checkbox"/> Complete Application | <input type="checkbox"/> Legal Metes and Bounds |
| <input type="checkbox"/> Concept Plan (if applicable) | <input type="checkbox"/> Property Owner Consent form(s) |
| <input type="checkbox"/> Conditional Zoning Proposed List (if applicable) | <input type="checkbox"/> Rezoning Boundary Survey with Total Area Requested and Zoning Districts labeled |
| <input type="checkbox"/> Deeds | <input type="checkbox"/> Rezoning Justification Statement |
| <input type="checkbox"/> Financial Responsible Party information | <input type="checkbox"/> Sketch Plan meeting notes (if applicable) |

Required documents for Planning Board and/or Town Board meeting

| | |
|---|---|
| <input type="checkbox"/> Neighborhood Meeting Information | <input type="checkbox"/> PowerPoint slides (or other digital media) to include in the Planning Board and Town Board Agenda Packets. |
| <input type="checkbox"/> 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: Scarboro Village

Site Address: 0 Main St

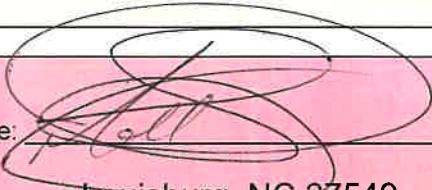
Parcel ID: 1759-90-9525 Deed Reference: BK 018825 PG297-301

Property Owner *This field is required.

1) Name: Comm Dev LLC, Attn Matthew Shuey
(Type or print clearly.)

Mailing Address: 1340 Clifton Pond Rd

Phone: 919-761-4331

Signature: 

City/State/Zip: Louisburg, NC 27549

Email: Matt@commandcs.com

2) Name:
(Type or print clearly.) (spouse if applicable)

Signature: 

Mailing Address:

City/State/Zip:

Phone:

Email:

Company Name:

Title:

Applicant P.O.A. Agent Legal Representative

Check all that apply.

1) Name: Courtney McQueen, PLA
(Type or print clearly)

Signature: 

Mailing Address: 16 Consultant Place, Suite 201

City/State/Zip: Durham NC 27707

Phone: 919-490-4990

Email: cmcqueen@qunity.com

Company Name: Qunity

Title: Project Coordinator

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

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: Scarboro Village

Site Address: 201 S. Main St

Parcel ID: 1758-99-8909 Deed Reference: BK 018825 PG297-301

Property Owner *This field is required.

1) Name: Comm Dev LLC, Attn Matthew Shuey
(Type or print clearly.)

Mailing Address: 1340 Clifton Pond Rd

Phone: 919-761-4331

Signature: 

City/State/Zip: Louisburg, NC 27549

Email: Matt@commandcs.com

2) Name:
(Type or print clearly.) (spouse if applicable)

Signature: 

Mailing Address:

City/State/Zip:

Phone:

Email:

Company Name:

Title:

Applicant P.O.A. Agent Legal Representative

Check all that apply.

1) Name: Courtney McQueen, PLA
(Type or print clearly)

Signature: 

Mailing Address: 16 Consultant Place, Suite 201

City/State/Zip: Durham NC 27707

Phone: 919-490-4990

Email: cmcqueen@qunity.com

Company Name: Qunity

Title: Project Coordinator

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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: Scarboro Village

Site Address: 200 School St.

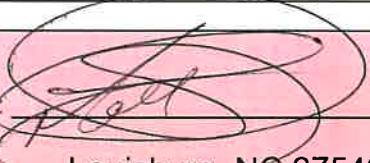
Parcel ID: 1758-99-8560 Deed Reference: BK 018825 PG297-301

Property Owner **This field is required.*

1) Name: Comm Dev LLC, Attn Matthew Shuey
(Type or print clearly.)

Mailing Address: 1340 Clifton Pond Rd

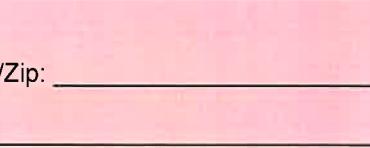
Phone: 919-761-4331

Signature: 

City/State/Zip: Louisburg, NC 27549

Email: Matt@commandcs.com

2) Name:
(Type or print clearly.) (spouse if applicable)

Signature: 

Mailing Address:

City/State/Zip:

Phone:

Email:

Company Name:

Title:

Applicant P.O.A. Agent Legal Representative

Check all that apply.

1) Name: Courtney McQueen, PLA
(Type or print clearly)

Signature: 

Mailing Address: 16 Consultant Place, Suite 201

City/State/Zip: Durham NC 27707

Phone: 919-490-4990

Email: cmcqueen@qunity.com

Company Name: Qunity

Title: Project Coordinator

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.

Revenue : \$ 3600. 00

(For Recording Data)

Parcel Identifier/Tax Account/PIN No.: 1758998909, 1758998560 and 1759909525

Brief Description for the Index:

Prepared by: Edward W. Scarboro, Jr., Attorney at Law

Return to: Grantee

Property Address: 201 S. Main Street, Rolesville, NC

All or a portion of this property _____ was or _____ was not used as the primary residence of the Grantor.

NORTH CAROLINA GENERAL WARRANTY DEED

This Deed is made as of this the 2 day of December, 2021 by and between **EDWARD W. SCARBORO, JR. AND SPOUSE, KIMBERLY MOORE SCARBORO** with a mailing address of **4325 JONESVILLE ROAD, WAKE FOREST, NC 27587** AND **SPENCER PULLEY SCARBORO AND SPOUSE, DONNA M. SCARBORO** with a mailing address of **6625 Pulley Town Road, Wake Forest, NC 27587** ("Grantors") and **COMM DEV LLC, a North Carolina Limited Liability Company** with a mailing address of **1340 Clifton Pond Road, Louisburg, NC 27549** ("Grantee").

For valuable consideration paid by Grantee to Grantor, the receipt and sufficiency of which is hereby acknowledged, Grantor has and by these presents does hereby grant, bargain, sell and convey unto Grantee in fee simple absolute all of that certain lot, parcel of land or unit of ownership (the "Premises") located in WAKE County, North Carolina and more particularly described as follows:

SEE ATTACHED EXHIBIT "A"

ALSO, BEING the same Premises conveyed to Grantor by deed recorded in **Book 01112 page 65**, **WAKE** County Registry.

TO HAVE AND TO HOLD all of that interest in the Premises and all privileges and appurtenances thereto belonging to Grantee in fee simple absolute.

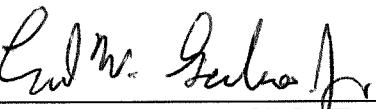
And Grantor covenants with Grantee that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, and valorem taxes for the year **2021** and subsequent years, easements, restrictions and rights of way of record, if any, affecting the Property herein described; and utility lines, easements and rights of way located over, under or upon the subject property.

SUBJECT TO RESTRICTIVE COVENANTS, EASEMENTS AND RIGHTS OF WAY OF RECORD, WAKE COUNTY REGISTRY.

The designation of Grantor and Grantee as used in this Deed includes the parties expressly named herein, their heirs, successors, and assigns and shall include the singular, plural, masculine, feminine or neuter as required by context.

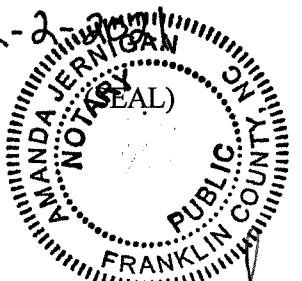
The remainder of this page intentionally left blank.

IN WITNESS WHEREOF, Grantors have hereunto set their hands and seals all as of the day and year first above written.


 (SEAL)
 EDWARD W. SCARBORO, JR.

STATE OF North Carolina
 COUNTY OF wake

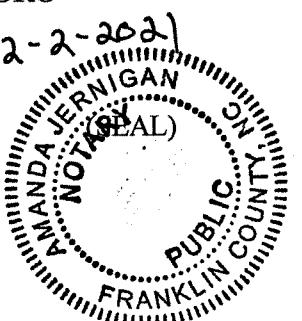
I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **EDWARD W. SCARBORO, JR.**

Date: 12-2-2021

Kimberly Moore Scarbo
 (SEAL)
 KIMBERLY MOORE SCARBORO

Amanda Jernigan
 Printed Name of Notary:
 Notary Public Amanda Jernigan
 My commission expires:
09-15-2023

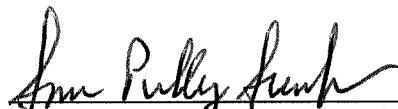
STATE OF North Carolina
 COUNTY OF wake

I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **KIMBERLY MOORE SCARBORO**

Date: 12-2-2021


Amanda Jernigan
 Printed Name of Notary:
 Notary Public Amanda Jernigan
 My commission expires:
09-15-2023

IN WITNESS WHEREOF, Grantors have hereunto set their hands and seals all as of the day and year first above written.



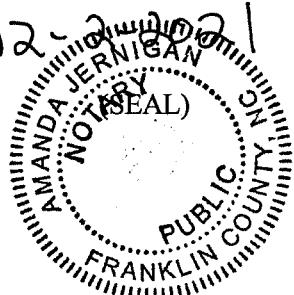
SPENCER PULLEY SCARBORO

(SEAL)

STATE OF North Carolina
COUNTY OF wake

I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **SPENCER PULLEY SCARBORO**

Date: 12-2-2021



Amanda Jernigan

Printed Name of Notary:

Notary Public

My commission expires:

Amanda Jernigan
09-15-2023

Donna M. Scarboro (SEAL)
DONNA M. SCARBORO

STATE OF North Carolina
COUNTY OF wake

I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **DONNA M. SCARBORO**

Date: 12-2-2021



Amanda Jernigan

Printed Name of Notary:

Notary Public

My commission expires:

Amanda Jernigan
09-15-2023

Exhibit A

COMMENCING AT NCGS MONUMENT 'STREET' HAVING NC GRID NAD '83 / 2011 COORDINATES OF N=790,603.030 FT. AND E=2,159,788.080 FT.; THENCE N 43°22'24"E A DISTANCE OF 56.02 FEET TO HE POINT OF BEGINNING IN THE SOUTHERN RIGHT-OF-WAY OF S. MAIN ST, A VARIABLE PUBLIC RIGHT-OF-WAY, SAID POINT BEING THE NORTHWEST CORNER OF THE PROPERTY OF THE SPENCER PULLEY HEIRS AS REFERENCED IN D.B. 1112, PAGE 65; THENCE LEAVING THE SAID RIGHT-OF-WAY AND WITH THE COMMON LINE OF THE SAID SPENCER PULLEY HEIRS PROPERTY, S38°29'42"E A DISTANCE OF 300.00 FEET TO AN EXISTING IRON PIPE BEING THE NORTHWEST CORNER OF THE PROPERTY OF THE EDDINS FAMILY, LLC AS REFERENCED IN B.M. 2013, PG. 218; THENCE S38°47'03"E A DISTANCE OF 729.30 FEET TO A POINT BEING THE SOUTHERN MOST CORNER OF THE PROPERTY OF DAVID T. MERRITT AND BETTY M. MERRITT, TRUSTEES AS REFERENCED IN D.B. 9470, PG. 1562, SAID POINT ALSO BEING IN THE COMMON LINE OF THE PROPERTY OF DONNIE L. WOODLIEF AS REFERENCED IN D.B. 2906, PG. 75; THENCE CONTINUING WITH THE COMMON LINE OF THE SAID WOODLIEF PROPERTY, S57°30'43"W A DISTANCE OF 400.50 FEET TO A POINT IN THE LINE OF THE W. H. PARKER & DORIS FAYE PARKER PROPERTY AS REFERENCED IN D.B. 5409, PG. 926; THENCE S58°02'43"W A DISTANCE OF 127.18 FEET TO AN EXISTING AXLE BEING THE NORTHEAST CORNER OF THE PROPERTY OF ALBERT EMERY BURKE & KIMBERLY LUANNE BURKE AS REFERENCED IN D.B. 15944, PG. 1564; THENCE S58°12'26"W A DISTANCE OF 84.72 FEET TO A POINT BEING THE NORTHEAST CORNER OF THE PROPERTY OF RICHARD E. DUNN & MARDENIA WOODS AND OTHERS AS REFERENCED IN D.B. 9721, PG. 2124; THENCE S57°50'19"W A DISTANCE OF 74.89 FEET TO AN EXISTING ANGLE IRON BEING THE NORTHEAST CORNER OF THE PROPERTY OF RUTH DEBNAM UPCHURCH HEIRS; THENCE WITH THE COMMON LINE OF THE SAID UPCHURCH HEIRS PROPERTY, S58°20'21"W A DISTANCE OF 73.62 FEET TO A POINT BEING THE NORTHEAST CORNER OF THE PROPERTY OF DOROTHY JONES PENDER; THENCE WITH THE COMMON LINE OF THE SAID PENDER PROPERTY, S58°20'21"W A DISTANCE OF 60.00 FEET TO A POINT IN THE WESTERN RIGHT-OF-WAY OF SCHOOL STREET, A VARIABLE PUBLIC RIGHT-OF-WAY; THENCE ALONG SAID SCHOOL STREET RIGHT-OF-WAY, N20°43'10"W A DISTANCE OF 439.68 FEET TO A POINT ON A CURVE HAVING A RADIUS OF 211.05 FEET; THENCE WITH THE SAID CURVE AS IT TURNS TO THE LEFT AN ARC LENGTH OF 75.77 FEET AND HAVING A CHORD BEARING OF N31°00'17"W AND A CHORD DISTANCE OF 75.36 FEET TO A POINT; THENCE LEAVING THE SAID SCHOOL STREET RIGHT-OF-WAY, N22°13'08"W A DISTANCE OF 59.02 FEET TO A POINT BEING THE SOUTHEAST CORNER OF THE PROPERTY OF EDDINS FAMILY LLC AS REFERENCED IN D.B. 17186, PG. 434; THENCE CONTINUING WITH THE COMMON LINE OF THE SAID EDDINS FAMILY LLC PROPERTY, N22°13'08"W A DISTANCE OF 61.29 FEET TO A POINT; THENCE N22°13'08"W A DISTANCE OF 55.00 FEET TO AN EXISTING IRON PIPE BEING THE SOUTHWEST CORNER OF THE PROPERTY OF BREWER REAL ESTATE HOLDINGS LLC AS REFERENCED AS LOT 1 IN D.B. 13085, PG. 1846; THENCE N55°20'53"E A DISTANCE OF 99.72 FEET TO AN EXISTING IRON PIPE BEING THE SOUTHWEST CORNER OF THE PROPERTY OF DUPLEX 209 LLC AS REFERENCED IN D.B. 15172, PG. 1630; THENCE N54°52'50"E A DISTANCE OF 200.04 FEET TO AN EXISTING IRON PIPE BEING THE SOUTHWEST CORNER OF THE PROPERTY OF COLUMBUS F. EAGLES, III AND PAMELA S. EAGLES AS REFERENCED IN D.B. 5389, PG. 639; THENCE WITH THE SAID EAGLES COMMON LINE, N55°02'10"E A DISTANCE OF 100.00 FEET TO A POINT; THENCE N34°57'50"W A DISTANCE OF 300.00 FEET TO A POINT IN THE SOUTHERN RIGHT-OF-WAY OF AFOREMENTIONED S. MAIN ST.; THENCE WITH THE SAID S. MAIN ST. RIGHT-OF-WAY, N50°50'17"E A DISTANCE OF 201.58 FEET TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 12.9073 ACRES OR 562,241 SQ. FT, as shown on that survey entitled "Boundary Survey for Scarboro Property" dated December 28, 2020 and prepared by Bass, Nixon & Kennedy, Inc.

PARCEL PIN# 1759909525 (AREA TO BE REZONED GC):

COMMENCING AT EXISTING NCGS MONUMENT "STREET", SAID MONUMENT HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 790603.030 FEET AND E: 2159788.080 FEET; THENCE N 43°22'24" E A DISTANCE OF 56.02 FEET TO THE POINT OF BEGINNING AT THE SOUTHERN RIGHT-OF-WAY OF S. MAIN STREET, SAID POINT BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY COMM DEV LLC AS RECORDED IN DEED BOOK 19072, PAGE 155, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 50°50'17" E A DISTANCE OF 25.00 FEET TO A POINT AT THE INTERSECTION OF THE WESTERN RIGHT-OF-WAY OF PERRY STREET; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY S 42°17'19" E A DISTANCE OF 300.64 FEET TO A POINT, SAID POINT BEING A NORTHWESTERN PROPERTY CORNER OF LOT 2 AS SHOWN IN BOOK OF MAPS 2013, PAGE 218, WAKE COUNTY REGISTRY; THENCE LEAVING SAID RIGHT-OF-WAY S 51°06'44" W A DISTANCE OF 44.89 FEET TO AN EXISTING IRON PIPE; THENCE N 38°29'42" W A DISTANCE OF 300.00 FEET TO THE POINT OF BEGINNING, CONTAINING 0.2407 ACRES.

PARCEL PIN# 1758998909 (AREA TO BE REZONED GC):

COMMENCING AT EXISTING NCGS MONUMENT "STREET", SAID MONUMENT HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 790603.030 FEET AND E: 2159788.080 FEET; THENCE N 43°22'24" E A DISTANCE OF 56.02 FEET TO THE POINT OF BEGINNING AT THE SOUTHERN RIGHT-OF-WAY OF S. MAIN STREET, SAID POINT BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY COMM DEV LLC AS RECORDED IN DEED BOOK 19072, PAGE 155, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 38°29'42" E A DISTANCE OF 300.00 FEET TO AN EXISTING IRON PIPE, SAID PIPE BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 2 AS SHOWN IN BOOK OF MAPS 2013, PAGE 218, WAKE COUNTY REGISTRY; THENCE S 38°47'03" E A DISTANCE OF 15.36 FEET TO A POINT; THENCE S 55°02'10" W A DISTANCE OF 220.54 FEET TO A POINT, SAID POINT BEING THE SOUTHEASTERN PROPERTY CORNER OF LOT 4 AS SHOWN IN BOOK OF MAPS 1928, PAGE 108, WAKE COUNTY REGISTRY; THENCE N 34°57'50" W A DISTANCE OF 300.00 FEET TO A POINT ON THE SOUTHERN RIGHT-OF-WAY OF S. MAIN STREET; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 50°50'17" E A DISTANCE OF 201.58 FEET TO THE POINT OF BEGINNING, CONTAINING 1.4887 ACRES.

PARCEL PIN# 1758998909 (AREA TO BE REZONED RH):

COMMENCING AT EXISTING NCGS MONUMENT "STREET", SAID MONUMENT HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 790603.030 FEET AND E: 2159788.080 FEET; THENCE N 43°22'24" E A DISTANCE OF 56.02 FEET TO A POINT AT THE SOUTHERN RIGHT-OF-WAY OF S. MAIN STREET, SAID POINT BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY COMM DEV LLC AS RECORDED IN DEED BOOK 19072, PAGE 155, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 38°29'42" E A DISTANCE OF 300.00 FEET TO AN EXISTING IRON PIPE, SAID PIPE BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 2 AS SHOWN IN BOOK OF MAPS 2013, PAGE 218, WAKE COUNTY REGISTRY; THENCE S 38°47'03" E A DISTANCE OF 15.36 FEET TO THE POINT OF BEGINNING; THENCE S 38°47'03" E A DISTANCE OF 713.94 FEET TO A POINT, SAID POINT BEING THE SOUTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY EDDIE C. HENDERSON AND PATRICIA A. HENDERSON AS RECORDED IN DEED BOOK 19208, PAGE 2339, WAKE COUNTY REGISTRY; THENCE S 57°30'43" W A DISTANCE OF 400.50 FEET TO A POINT; THENCE S 58°02'43" W A DISTANCE OF 112.68 FEET TO A POINT AT THE NORTHERN PROPERTY

LINE OF LANDS NOW OR FORMERLY OWNED BY LENNAR CAROLINAS, LLC AS RECORDED IN DEED BOOK 19559, PAGE 276, WAKE COUNTY REGISTRY; THENCE S 89°02'14" W A DISTANCE OF 320.84 FEET TO A POINT AT THE EASTERN RIGHT-OF-WAY OF SCHOOL STREET; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY N 20°43'10" W A DISTANCE OF 271.91 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 75.77 FEET, SAID CURVE HAVING A RADIUS OF 211.05 FEET, A CHORD BEARING OF N 31°00'17" W AND A CHORD DISTANCE OF 75.36 FEET TO A POINT; THENCE LEAVING SAID EASTERN RIGHT-OF-WAY N 22°13'08" W A DISTANCE OF 59.02 FEET TO A POINT, SAID POINT BEING THE SOUTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY EDDINS FAMILY LLC AS RECORDED IN DEED BOOK 17186, PAGE 434, WAKE COUNTY REGISTRY; THENCE N 22°13'08" W A DISTANCE OF 61.29 FEET TO A POINT; THENCE N 22°13'08" W A DISTANCE OF 55.00 FEET TO AN EXISTING IRON PIPE, SAID BEING THE SOUTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 1928, PAGE 108, WAKE COUNTY REGISTRY AND HAVING NC GRID (NAD '83/2011) COORDINATES OF N: 790041.514 FEET AND E: 2159514.571 FEET; THENCE N 55°20'53" E A DISTANCE OF 99.72 FEET TO AN EXISTING IRON PIPE; THENCE N 54°52'50" E A DISTANCE OF 200.04 FEET TO AN EXISTING IRON PIPE; THENCE N 55°02'10" E A DISTANCE OF 100.00 FEET TO A POINT; THENCE N 55°02'10" E A DISTANCE OF 220.54 FEET TO THE POINT OF BEGINNING, CONTAINING 10.8361 ACRES.

PARCEL PIN# 1758998560 (AREA TO BE REZONED RH):

COMMENCING AT EXISTING NCGS MONUMENT "STREET", SAID MONUMENT HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 790603.030 FEET AND E: 2159788.080 FEET; THENCE N 43°22'24" E A DISTANCE OF 56.02 FEET TO A POINT AT THE SOUTHERN RIGHT-OF-WAY OF S. MAIN STREET, SAID POINT BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY COMM DEV LLC AS RECORDED IN DEED BOOK 19072, PAGE 155, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 38°29'42" E A DISTANCE OF 300.00 FEET TO AN EXISTING IRON PIPE, SAID PIPE BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 2 AS SHOWN IN BOOK OF MAPS 2013, PAGE 218, WAKE COUNTY REGISTRY; THENCE S 38°47'03" E A DISTANCE OF 15.36 FEET TO A POINT; THENCE S 38°47'03" E A DISTANCE OF 713.94 FEET TO A POINT, SAID POINT BEING THE SOUTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY EDDIE C. HENDERSON AND PATRICIA A. HENDERSON AS RECORDED IN DEED BOOK 19208, PAGE 2339, WAKE COUNTY REGISTRY; THENCE S 57°30'43" W A DISTANCE OF 400.50 FEET TO A POINT; THENCE S 58°02'43" W A DISTANCE OF 112.68 FEET TO THE POINT OF BEGINNING AT THE NORTHERN PROPERTY LINE OF LANDS NOW OR FORMERLY OWNED BY LENNAR CAROLINAS, LLC AS RECORDED IN DEED BOOK 19559, PAGE 276, WAKE COUNTY REGISTRY; THENCE S 58°02'43" W A DISTANCE OF 14.50 FEET TO AN EXISTING AXLE, SAID AXLE BEING THE NORTHEASTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2012, PAGES 393-395, WAKE COUNTY REGISTRY; THENCE S 58°12'26" W A DISTANCE OF 84.72 FEET TO A POINT; THENCE S 57°50'19" W A DISTANCE OF 74.89 FEET TO AN EXISTING ANGLE IRON, SAID ANGLE IRON BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY MICHAEL T. DEBNAM AS SHOWN IN BOOK OF MAPS 2012, PAGES 393-395, WAKE COUNTY REGISTRY; THENCE S 58°20'21" W A DISTANCE OF 73.62 FEET TO A POINT; THENCE S 58°20'21" W A DISTANCE OF 60.00 FEET TO A POINT AT THE EASTERN RIGHT-OF-WAY OF SCHOOL STREET; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY N 20°43'10" W A DISTANCE OF 167.77 FEET TO A POINT; THENCE LEAVING SAID EASTERN RIGHT-OF-WAY N 89°02'14" E A DISTANCE OF 320.84 FEET TO THE POINT OF BEGINNING, CONTAINING 0.5824 ACRES.

Scarboro Village | Conditional Rezoning: Statement of Justification

July 1st, 2025

1. Is the application consistent with the Comprehensive Plan, Community Transportation Plan, Bicycle and Greenway Plans, and any other adopted Town policy plans?

This conditional rezoning petition proposes a dedicated right-of-way along the eastern boundary, in keeping with the Town's strategic transportation plan, a change from Residential Low Density (RL) to General Commercial (GC) along the Main Street corridor (± 1.35 ac), and changing the balance of the parcel assemblage from Residential Low Density (RL) to Residential High Density (RH), while leaving the environmental features along the southern boundary undisturbed.

The site is designated High Density Residential on the Town's Future Land Use Map (FLUM), which supports a variety of housing types at a density of 6 to 12 dwelling units per acre. As defined in the Comprehensive Plan on pg. 37, this category includes townhomes and encourages compact, mixed residential development. This RH rezoning petition proposes a townhome development with a density of 6.08 units per acre, which aligns with the intended land use vision for the area.

The proposed GC zoning is consistent with the Town's Main Street Vision Plan. The parcel is located within the Town Center Core, identified in the Vision Plan as a key area for pedestrian activity, civic presence, and mixed-use development. The site sits directly across from one of the entrances to Main Street Park, which the Main Street Vision Plan designates as a civic anchor within the downtown core. This area is envisioned as a vibrant destination supporting walkability and community engagement.

According to the Vision Plan, this location supports development strategies that encourage small-scale office or professional space to support downtown uses and integrate local service restaurants or retail adjacent to public and civic buildings. The maps on pages 96–97 identify a proposed pedestrian crossing from this parcel to Main Street Park, reinforcing the site's role in promoting safe and accessible pedestrian connections.

Rezoning to GC along the Main Street corridor would strengthen the existing non-residential pattern along this segment of Main Street and enhance the commercial node created by adjacent General Industrial (GI) and Town Center (TC) districts across the street. This strategic land use supports the corridor's intended mix of uses and aligns with the Town's goal of fostering an economically vibrant, pedestrian-friendly downtown core.

The project also supports the multimodal transportation goals outlined in the Community Transportation Plan (CTP), Greenway Plan, and Bicycle Plan. The CTP recommends a new collector street along the eastern edge of the site to improve local network connectivity. This project includes a right-of-way dedication that will enable the Town to implement that critical north-south connection between Main Street and nearby neighborhoods.

The Greenway Plan highlights the need for improved multimodal access to parks, particularly the need for more bicycle and pedestrian connections to Main Street Park. Our project directly addresses this gap by locating residential development adjacent to a planned greenway. By dedicating right-of-way, we eliminate the need for future easements and support the implementation of the greenway as envisioned on pg. 103 of the plan, thereby reducing long-term infrastructure costs and enhancing community connectivity.

The area proposed for GC zoning is located on the existing GoRaleigh 401X express bus route. In addition, the Town's Bicycle and Greenway Plan identifies a dedicated bike lane along Main Street and collector

street with a future greenway along the eastern edge of the subject parcel. Our site plan dedicates right-of-way in support of both planned facilities.

Together, these elements demonstrate that the proposed development is fully aligned with Rolesville's adopted land use, transportation, and infrastructure plans by promoting responsible growth, multimodal access, and integrated public investments.

2. Does the application conflict with any provision of the LDO or the Town Code of Ordinances?

This application does not conflict with any provision of the Town of Rolesville's Land Development Ordinance (LDO) or Code of Ordinances. The proposed rezoning and development are consistent with the permitted uses, dimensional standards, and procedural requirements outlined in both documents.

3. Does the application correct any errors in the existing zoning present when it was adopted?

This application does not correct any errors in the existing zoning.

4. Does the rezoning allow uses compatible with existing and permitted uses on surrounding land/properties?

The proposed rezoning is compatible with both existing and permitted uses on surrounding properties. To the north, across Main Street, is Main Street Park, a nonresidential use located within nonresidential zoning. Adjacent to the park are parcels zoned General Industrial (GI). The proposed General Commercial (GC) zoning aligns with and complements these established nonresidential uses.

To the west, the proposed Residential High Density (RH) zoning is located adjacent to Rolesville Elementary School, a civic use that is compatible with residential development. The site also borders the future Parker Ridge residential development to the southwest and the existing Perry Street neighborhood to the east, making the proposed residential use contextually appropriate and in harmony with the surrounding area.

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?

The application supports efficient development by aligning with the Town's adopted transportation and infrastructure plans. The project includes right-of-way dedication for a future collector street along the eastern edge of the site, consistent with the Community Transportation Plan's goal to improve network connectivity and support future traffic capacity.

Residential units are strategically located near existing public facilities, including Rolesville Elementary School and Main Street Park, promoting walkability and reducing infrastructure strain. The northern portion of the site lies along the GoRaleigh 401X bus route and adjacent to proposed separated bike lanes, supporting safe and accessible transit options. Additionally, the site has access to public water and sewer, further supporting cost-effective development and reducing the need for new utility extensions.

By integrating this proposed land use with planned transportation, civic infrastructure, and public utilities, the project promotes compact, connected, and sustainable growth within the Town.

6. Would the application result in a logical and orderly development pattern?

This application supports a logical and orderly development pattern by transitioning from General Commercial (GC) zoning along Main Street, consistent with adjacent nonresidential uses, to Residential High Density (RH) zoning to the south, which aligns with surrounding neighborhoods and planned residential developments. The concept plan reflects thoughtful integration with existing land uses, public facilities, and transportation infrastructure.

By concentrating commercial uses along the Main Street corridor and placing residential units adjacent to schools and other residential communities, the proposed development reinforces the Town's goals for walkable, mixed use centers and connected neighborhoods. The inclusion of right of way dedication for a future collector street further enhances connectivity and supports coordinated growth consistent with the Town's long-term vision.

7. Would the application result in adverse impacts on water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment?

This application is not expected to result in any adverse environmental impacts. The concept plan has been designed to avoid disturbance to the jurisdictional wetlands and limits development to the northern side of the on-site riparian buffer. This approach preserves the natural functioning of the buffer and protects water quality and adjacent ecosystems.

The project will meet all applicable state and local requirements for stormwater detention and treatment, ensuring proper management of runoff and minimizing downstream impacts. While the majority of the site is currently cleared, the concept plan prioritizes the preservation of existing tree stands surrounding the riparian buffer, contributing to habitat value and vegetative stability.

There are no anticipated negative effects on air or noise quality as a result of the proposed development. By concentrating development within appropriate areas and integrating environmental protection measures from the outset, the application reflects responsible site planning and environmental stewardship consistent with the Town's development goals.

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.

The proposed conditions of approval for this Conditional District directly address and mitigate potential impacts that could be reasonably expected from the development. These proposed conditions include specific measures to preserve historical character, addresses neighborhood circulation and safety concerns, and ensures the proposed development has the flexibility to respond to site conditions and public input as it strives to meet the Towns planned goals and objectives.

Conditions such as the documentation and preservation efforts related to the existing single-family home at 201 S. Main Street provide thoughtful recognition of the site's historic context. Provisions for public notice and opportunities for relocation or salvage by third parties, including nonprofits and the Town, demonstrate a good-faith effort to reduce cultural and material loss.

Additionally, the prohibition of vehicular access from School Street is a proactive measure to minimize traffic impacts on surrounding residential areas, while still allowing flexibility for pedestrian connections if appropriate.

All proposed conditions are clear, reasonable, and enforceable through the Town's existing review and permitting procedures. Compared to what could be developed under the base zoning standards without conditions, the application with these commitments results in a more predictable, considerate, and community-sensitive development outcome.

July 28, 2025

Re: Community Information Meeting on August 18 2025 for Conditional Rezoning of Scarboro Village at 0 Main St., 201 S Main St., 200 School St., Rolesville, North Carolina.

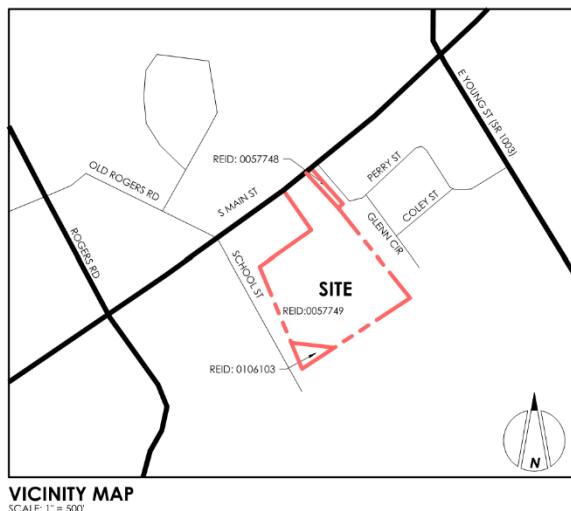
Dear Neighbor:

You're invited to a Neighborhood Meeting regarding the Conditional Rezoning for Scarboro Village, which is proposed on 13.15 Acres of land (REIDs: 0057748, 0057749, 0106103) near your property. The site is located at 0 Main St., 201 S. Main St., and 200 School St (see Vicinity Map below).

An informal community meeting will be held in-person on **Monday, August 18 from 6:00pm-7:00pm** at the **Rolesville Community Center** (514 Southtown Circle Rolesville, NC 27571).

This project proposes a conditional rezoning from **RL (Residential Low Density)** to **GC (General Commercial) & RH (Residential High Density)** to allow for the development of 63 lots for townhomes.

Plans for the proposed development will be presented at the meeting. Attendees will have the opportunity to ask questions and share feedback with individuals knowledgeable about the project. We would appreciate your attendance and input at this community meeting. If you have questions before the meeting, you may contact the person noted below.



Sincerely,

Courtney McQueen

Courtney McQueen, PLA
Landscape Architecture Project Coordinator
(919) 490-4990
cmcqueen@qunity.com

| Property Owner Name | Street Address | Town, State, Zip | Parcel REID | Parcel PIN |
|--|-----------------------|-------------------------|--------------------|-------------------|
| WHITAKER, BARRY W WHITAKER, BETTY P | 200 PERRY ST | ROLESVILLE, NC 27571 | 75956 | 1769003587 |
| POWERS, MARK R POWERS, MARY K | 120 S MAIN ST | ROLESVILLE, NC 27571 | 55852 | 1759918091 |
| ABERNETHY, ROBERT FRANKLIN JR ABERNETHY, BETTY YOUNG | 108 GLENN CIR | ROLESVILLE, NC 27571 | 24237 | 1769003095 |
| WILLOUGHBY, DAPHNE B | 210 S MAIN ST | ROLESVILLE, NC 27571 | 8895 | 1759901581 |
| BURKE, ALBERT EMERY BURKE, KIMBERLY LUANNE | 0 SCHOOL ST | ROLESVILLE, NC 27571 | 33179 | 1768090437 |
| BURKE, ALBERT EMERY BURKE, KIMBERLY LUANNE | 206 SCHOOL ST | ROLESVILLE, NC 27571 | 33180 | 1768090349 |
| MOORE, MICHAEL EDWARD | 204 BROWN CIR | ROLESVILLE, NC 27571 | 2408 | 1759913002 |
| COOKE, WILLIS NANCY V | 115 S MAIN ST | ROLESVILLE, NC 27571 | 14688 | 1769002815 |
| WELLS, ANGELA S | 113 S MAIN ST | ROLESVILLE, NC 27571 | 73785 | 1769003849 |
| BREWER REAL ESTATE HOLDINGS LLC | 211 S MAIN ST | ROLESVILLE, NC 27571 | 27130 | 1759904168 |
| HURLBUT, JEANNE B | 102 GLENN CIR | ROLESVILLE, NC 27571 | 7256 | 1769002216 |
| PEARCE, LYNDA S | 207 PERRY ST | ROLESVILLE, NC 27571 | 80612 | 1769003716 |
| GALLAGHER, MICHAEL | 109 GLENN CIR | ROLESVILLE, NC 27571 | 346 | 1769005049 |
| ROLESVILLE COMMUNITY PARK | 121 REDFORD PLACE DR | ROLESVILLE, NC 27571 | 189833 | 1758980948 |
| EAGLES, COLUMBUS F III EAGLES, PAMELA S | 205 S MAIN ST | ROLESVILLE, NC 27571 | 60335 | 1759907307 |
| AUTERI, DONALD W | 122 S MAIN ST | ROLESVILLE, NC 27571 | 8892 | 1759908823 |
| WHITAKER, BARRY WAYNE WHITAKER, BETTY P | 202 PERRY ST | ROLESVILLE, NC 27571 | 8896 | 1769002594 |
| DUNN, RICHARD E WOODS, MARDENIA | 204 SCHOOL ST | ROLESVILLE, NC 27571 | 23551 | 1758999444 |
| WAKE COUNTY BOARD OF EDUCATION | 307 S MAIN ST | ROLESVILLE, NC 27571 | 102701 | 1758990785 |
| HENDERSON, EDDIE C HENDERSON, PATRICIA A | 112 GLENN CIR | ROLESVILLE, NC 27571 | 47017 | 1768094992 |
| BRAGDON, JESSE DAVID BRAGDON, JENNIFER KAY | 111 GLENN CIR | ROLESVILLE, NC 27571 | 72001 | 1768096906 |
| SUGGS, STEPHANIE SUGGS, ROBERT | 119 S MAIN ST | ROLESVILLE, NC 27571 | 73754 | 1769000796 |
| SUGGS, STEPHANIE SUGGS, ROBERT | 0 PERRY ST | ROLESVILLE, NC 27571 | 283590 | 1769001695 |
| EL-KAISSI, OMAR N EL-KAISSI, SUSIE E | 207 S MAIN ST | ROLESVILLE, NC 27571 | 60273 | 1759906321 |
| DURAN-LEMUZ, HUGO ALBERTO | 202 BROWN CIR | ROLESVILLE, NC 27571 | 6161 | 1759902826 |
| EDDINS FAMILY, LLC | 99 GLENN CIR | ROLESVILLE, NC 27571 | 98901 | 1769002540 |
| EDDINS FAMILY, LLC | 101 GLENN CIR | ROLESVILLE, NC 27571 | 57845 | 1769003415 |
| EDDINS FAMILY, LLC | 103 GLENN CIR | ROLESVILLE, NC 27571 | 8894 | 1769003452 |
| COOKE, JERRY V LAPLANTE, KIMBERLY | 104 GLENN CIR | ROLESVILLE, NC 27571 | 14661 | 1769002188 |
| COOKE, JERRY V LAPLANTE, KIMBERLY | 106 GLENN CIR | ROLESVILLE, NC 27571 | 8893 | 1769003150 |
| ROLESVILLE, LLC | 302 S MAIN ST | ROLESVILLE, NC 27571 | 357169 | 1759808293 |
| EDDINS FAMILY LLC | 213 S MAIN ST | ROLESVILLE, NC 27571 | 54369 | 1759904024 |

| | | | | |
|-----------------------------------|--------------------|----------------------|--------|------------|
| EDDINS FAMILY LLC | 208 S MAIN ST | ROLESVILLE, NC 27571 | 73782 | 1759904541 |
| EDDINS FAMILY LLC | 206 S MAIN ST | ROLESVILLE, NC 27571 | 84033 | 1759904676 |
| EDDINS FAMILY LLC | 204 S MAIN ST | ROLESVILLE, NC 27571 | 76637 | 1759905567 |
| LENNAR CAROLINAS LLC | 82 SCHOOL ST | ROLESVILLE, NC 27571 | 53006 | 1758988402 |
| LAMM, JAMES R LAMM, LOUISE S | 101 COLEY ST | ROLESVILLE, NC 27571 | 47907 | 1769004306 |
| DEBNAM, MICHAEL T | 202 SCHOOL ST | ROLESVILLE, NC 27571 | 22033 | 1758998460 |
| YOUNG, PATSY V YOUNG, HARRIET D | 506 E YOUNG ST | ROLESVILLE, NC 27571 | 80478 | 1768194694 |
| KEITH, BETTY C KEITH, RALPH BRIAN | 104 COLEY ST | ROLESVILLE, NC 27571 | 38634 | 1769006376 |
| COMM DEV LLC | 201 S MAIN ST | ROLESVILLE, NC 27571 | 57749 | 1758998909 |
| COMM DEV LLC | 200 SCHOOL ST | ROLESVILLE, NC 27571 | 106103 | 1758998560 |
| TOWN OF ROLESVILLE | 0 E YOUNG ST | ROLESVILLE, NC 27571 | 106105 | 1768094465 |
| COMM DEV LLC | 0 S MAIN ST | ROLESVILLE, NC 27571 | 57748 | 1759909525 |
| NC FOR THE FUTURE LLC | 121 S MAIN ST | ROLESVILLE, NC 27571 | 53005 | 1769000577 |
| EDDINS FAMILY LLC | 100 GLENN CIR | ROLESVILLE, NC 27571 | 1209 | 1769001347 |
| DUPLEX 209 LLC | 209 S MAIN ST | ROLESVILLE, NC 27571 | 67163 | 1759905245 |
| BELL, MORGAN V | 102 COLEY ST | ROLESVILLE, NC 27571 | 63013 | 1769005278 |
| COBBLESTONE CROSSING SPE LLC | 100 S MAIN ST | ROLESVILLE, NC 27571 | 72561 | 1769011435 |
| PENDER, DOROTHY JONES | 118 SCHOOL ST | ROLESVILLE, NC 27571 | 37218 | 1758997386 |
| YOUNG, PATSY V YOUNG, BOBBY W | 508 E YOUNG ST | ROLESVILLE, NC 27571 | 106104 | 1768192148 |
| TOWN OF ROLESVILLE | 408 E YOUNG ST | ROLESVILLE, NC 27571 | 12313 | 1768098727 |
| WOODBY, THERESA M | 100 COLEY ST | ROLESVILLE, NC 27571 | 70593 | 1769004281 |
| ROLESVILLE TOWN OF | 200 S MAIN ST | ROLESVILLE, NC 27571 | 69979 | 1759922076 |
| YOUNG, PATSY V | 504 E YOUNG ST | ROLESVILLE, NC 27571 | 80445 | 1768193779 |
| WILLOUGHBY, DAPHNE B | 5300 OLD ROGERS RD | ROLESVILLE, NC 27571 | 10254 | 1759809483 |



Scarboro Village Rezoning

REZ-25-05

Neighborhood Meeting

August 18, 2025
Rolesville Community Center
6:00 PM – 7:00 PM



Meet the Team

Developer

KDM Development Corp.

Peter Crossett and Shane Saucier

Engineering and Design Firm

Qunity

Courtney McQueen, PLA , Alex Craig, MLA, SITES AP





Agenda

- Description of Property
- Project Changes
- Rezoning Process
- Questions/Comments

Overview of REZ-23-05

Site Information

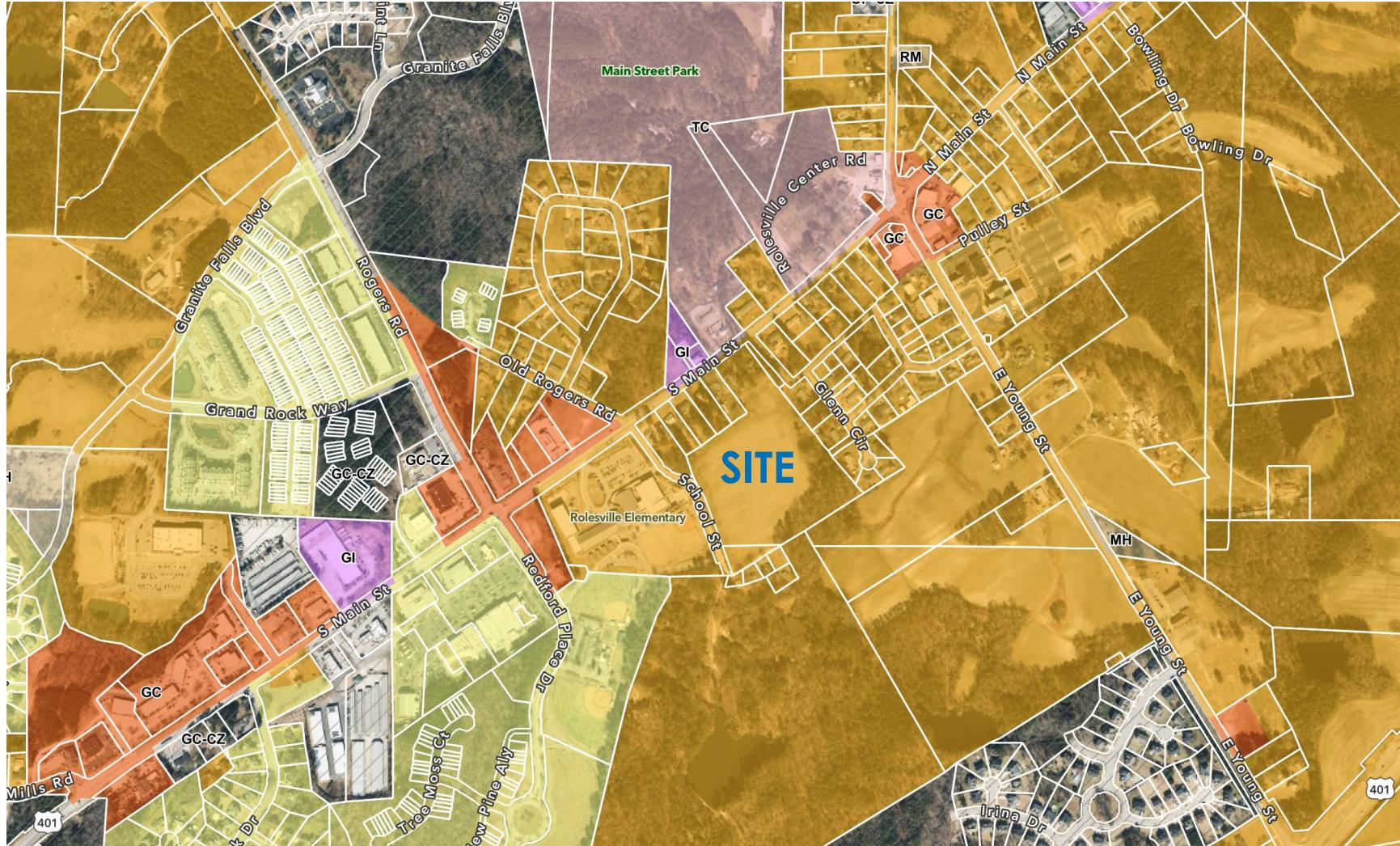
13.15 Acres

Existing Zoning:
Residential Low
Density (RL)



Current Zoning

Existing Zoning:
Residential Low
Density (RL)



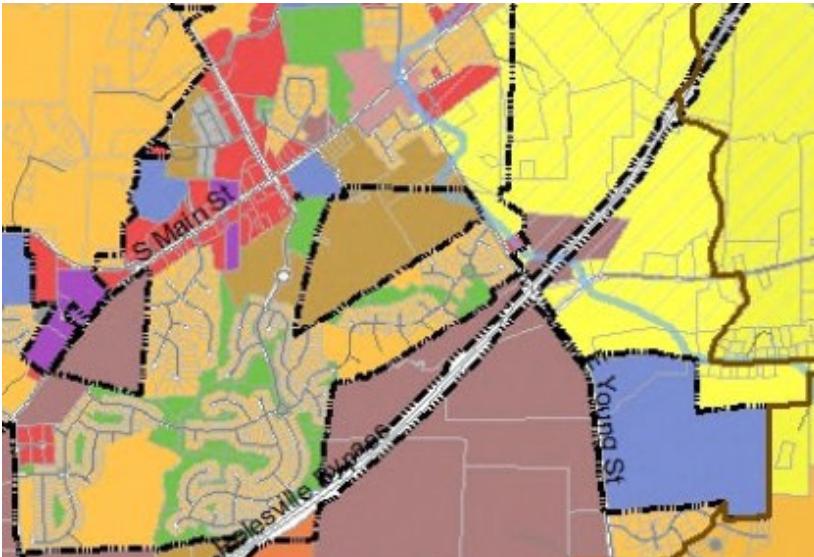


Future Land Use Map & Main Street Vision Plan

FLUM:
High Density Residential

No proposed change to current FLUM

Main Street Vision Plan:
Site is adjacent to Village Core



Rolesville: Future Land Use Map

| | | |
|----------------------------|--------------------------|----------------------|
| ETJ Boundary | High Density Residential | Industrial |
| — Town Boundary | Town Center | School |
| Water Supply Watershed | Mixed Use Neighborhood | Preserved Open Space |
| Low Density Residential | Commercial | Water Sewer Services |
| Medium Density Residential | Business Park | |



Figure 1-3: Main Street Context Zones Map



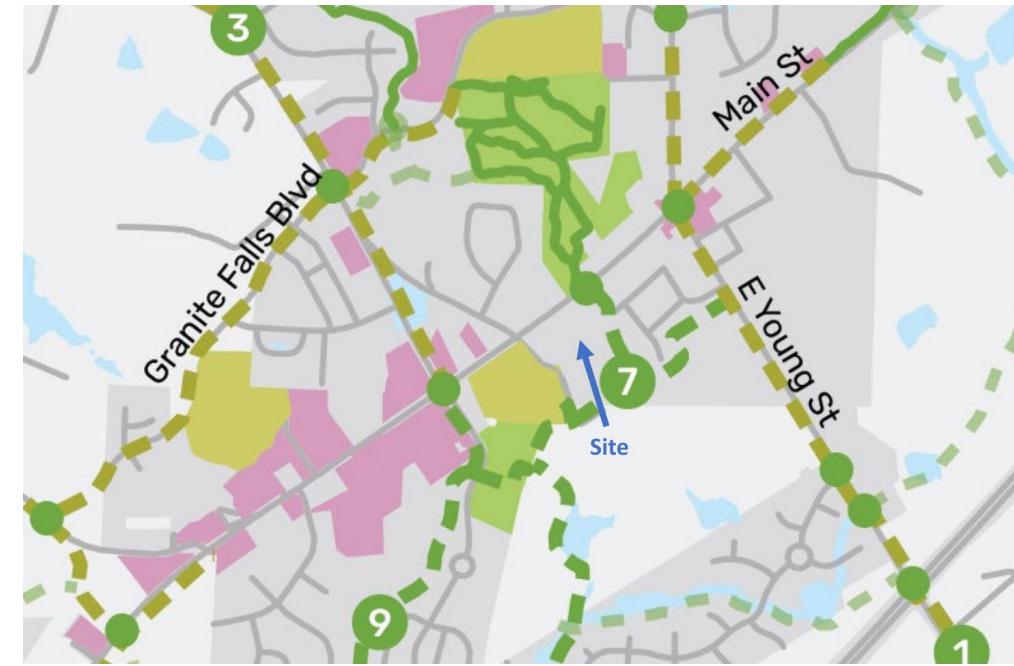
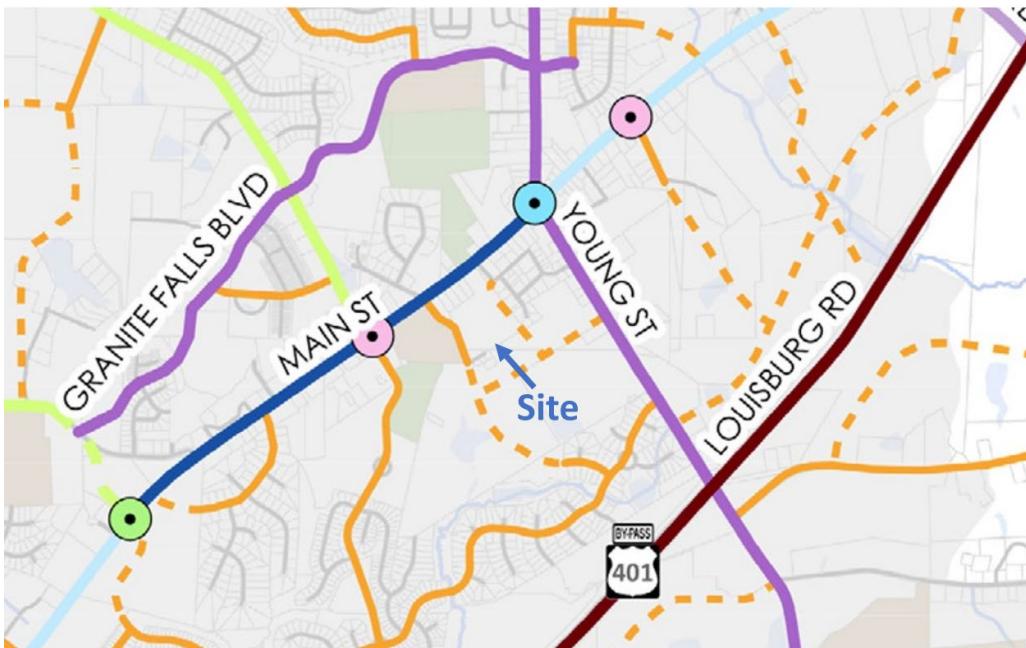
Rolesville Transportation & Greenway Plan

Transportation Plan:

requires a collector road connecting Main Street to the new Town Campus property

Greenway Plan:

Requires a connection from the new Town Campus property to Main Street Park



Proposed Concept Site Plan

Site Information

Parcel 1- 1.35 ac

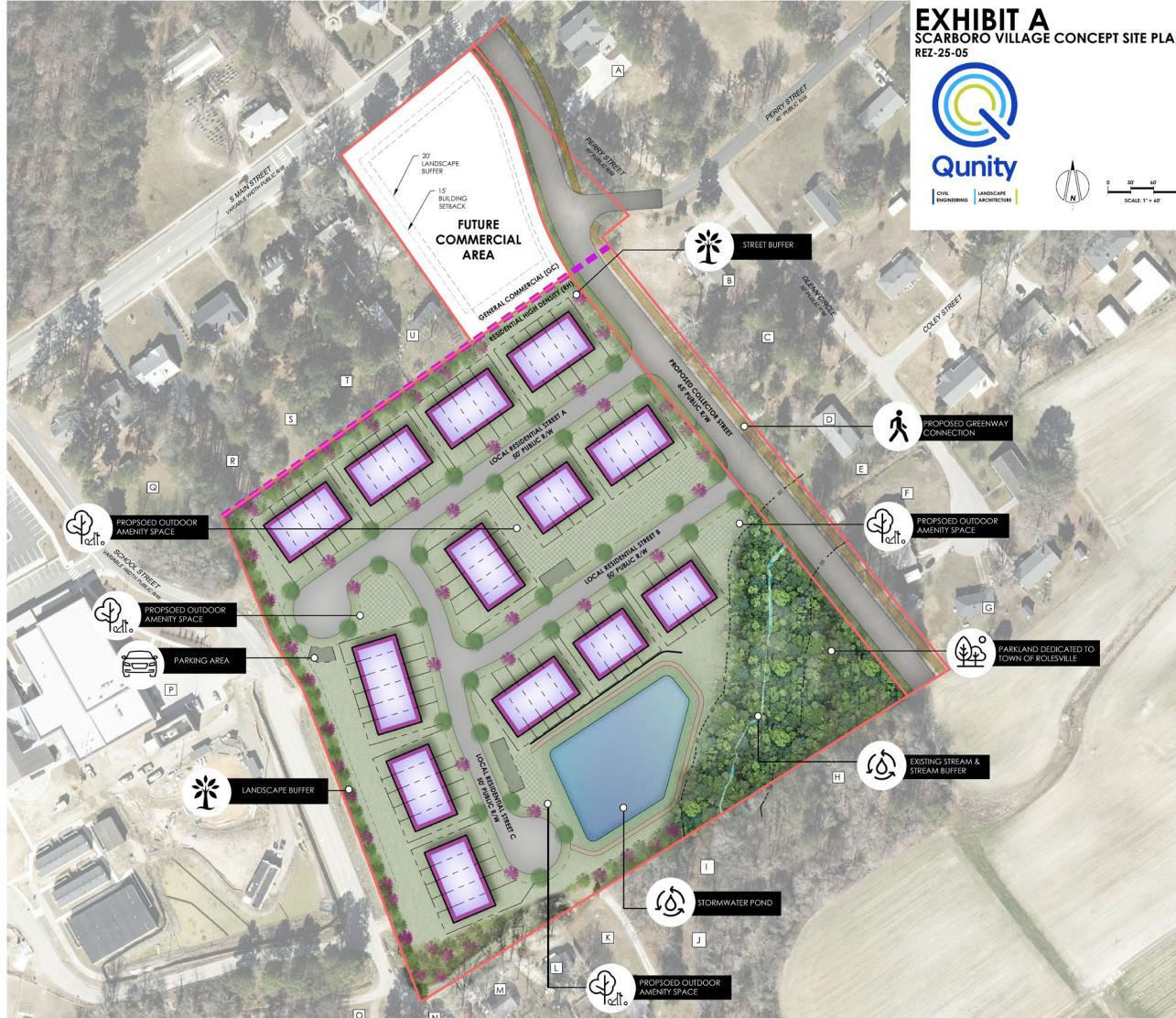
General Rezoning
To General
Commercial (GC)
1.35 ac

Parcel 2- 10.36 ac

Conditional Rezoning
to Residential High
Density (RH)
63 townhomes

Construction of new
street connecting S
Main St. to Rolesville
Town Center

Installation of new
greenway path to
Main St Park



Timeline

Neighborhood meeting

Development Team receives feedback from neighbors

Rezoning and Development Plan Process

Resubmit plans to TOR on the 1st of each month.

Once plans are clear of staff comments the project will be scheduled for the following board reviews:

1. Planning Board Review
2. Board of Commissioners Review & Approval

Project Page on TOR Website



<https://www.rolesvillenc.gov/project/scarboro-village-fka-apartments-201-s-main>

Questions?



August 18, 2025

Scarboro Village – Neighborhood Meeting Report

Attendees

- Courtney McQueen | LA Project Coordinator, **Qunity**
- Alex Craig | LA Designer II, **Qunity**
- Shane Saucier | Project Manager, **KDM Development Corp.**
- Community Members (6 Total)

Reactions and Feedback from Neighbors:

- **Neighbor comment:** Neighbors express they are pleased with the change from apartments to townhomes and the reduction in traffic.
 - **Qunity Response:** -Acknowledged comments.
- **Neighbor comment:** Neighbor asks if the area to be dedicated as future parkland is the swampy area of the site.
 - **Qunity Response:** Confirms yes that is correct.
- **Neighbor comment:** Neighbor asks if the development is part of Parker Ridge development.
 - **Qunity Response:** Confirms no it is not.
- **Neighbor comment:** Neighbor asks who owns the properties south of the site. Which properties are south of the land.
 - **Qunity Response:** Confirms that area of land belongs to the Town of Rolesville, that is why the southeastern portion of the site would be dedicated to the parks department.
- **Neighbor comment:** Neighbor asks if the intersection at Perry street is going to change.
 - **Qunity Response:** Qunity explained the currently the design is still conceptual. The intersection will start designed at the time of site plan.
- **Neighbor comment:** Neighbors are concerned about the safety of the intersection at Perry St.
 - **Qunity Response:** Qunity explains this intersection will be designed by an engineering team working with NCDOT.
- **Neighbor comment:** Neighbors are concerned with the viability of the project due to other townhome development in the area and that developer may have difficulty.
 - **Qunity:** Qunity and KDM acknowledges the statement and thanked for the feedback.
- **Neighbor comment:** Neighbor asks if they will be rental units or owner occupied.
 - **Qunity Response:** KDM says we do not know yet.
- **Neighbor comment:** Neighbors prefer the townhomes to be owner occupied.

- **Qunity Response:** Qunity responds that they will communicate this to the town that the goal is not for all properties to be rentals. KDM suggests that this could be in the HOA Declarants. Design teams will investigate these items
- **Neighbor comment:** Neighbor asks why the fence is no longer being shown on the conceptual site plan and that they would like a screening fence to be added back.
 - **Qunity Response:** Qunity explains that since the design has been redone, we are waiting for feedback from neighbors before adding additional items back to the plan. Due to feedback from neighbors about a fence, a 6' fence will be added to the concept plan along the greenway and adjacent to the northern properties. The fence will be 6' instead of the previous 8' since they will no longer be screening tall apartment buildings.
- **Neighbor comment:** A neighbor is concerned about the intersection at Perry and the safety and wonders if we will have it fully designed by the time it is brought before the planning board.
 - **Qunity Response:** Qunity explains that the intersection will only be designed conceptually at that point.
- **Neighbor comment:** A neighbor asks if the town is still planning to extend and connect the collector road to future developments.
 - **Qunity Response:** Qunity confirms that that is still the plan.
- **Neighbor comment:** Neighbor asks what the proposed commercial site will be. Neighbors believe that since the town wants more commercial development it would be helpful to have an idea of what the commercial will be.
 - **Qunity Response:** KDM explains it has not been decided due to it being early in the process, and if the property gets sold it will be up to the new owner to decide what it will be.
- **Neighbor comment:** Neighbor asks if there will be another neighborhood meeting due to multiple community members not being able to attend due to sickness.
 - **Qunity Response:** Qunity commits to sending out the meeting presentation to the current attendees for them to share with neighbors and would confirm the next neighborhood meeting in the email. Qunity sent the request information in an email on 8/20/25

Summary of main concerns:

1. Intersection safety at Perry St.
2. Having a fence to screen the townhomes along the greenway trail and the Northern adjacent properties.
3. The viability of townhomes selling and not being rental-only.



McADAMS

621 Hillsborough Street
Suite 500
Raleigh, NC 27603
919.361.5000

SPEC23591

June 27, 2025

Meredith Gruber
Town of Rolesville
502 Southtown Circle, PO Box 250
Rolesville, NC 27571
919.554.6517

RE: Scarboro Village – Rolesville, North Carolina – Trip Generation Letter

Dear Ms. Gruber,

Trip Generation Letter

This letter presents a summary of the trip generation potential for the proposed Scarboro Village development to be located at 201 S. Main Street in Rolesville, North Carolina. The purpose of this letter is to review the anticipated trip generation potential of the proposed site. The proposed development is expected to consist of 63 townhomes.

Site access will be served via two (2) full movement driveways along the extension of Perry Street.

Similar Site Data

Based on the Institute for Transportation Engineers (ITE) *Trip Generation Manual*, 11th Edition, and the suggested method of trip calculations provided in NCDOT's *Rate vs. Equation spreadsheet*, trips for the proposed development were calculated for weekday daily, weekday AM peak hour, and weekday PM peak hour. Refer to Table 1 below for the trip generation for the proposed land uses.

| TABLE 1: TRIP GENERATION | | | | | | | | | |
|---------------------------------|----------------|--------------------------------|--------------------|---------------------|-------------|--------------|---------------------|-------------|--------------|
| Land Use (ITE Code) | Density | Calculation Methodology | Daily Trips | AM Peak Hour | | | PM Peak Hour | | |
| | | | | Enter | Exit | Total | Enter | Exit | Total |
| Townhomes (215) | 63 units | Adjacent / Equation | 430 | 7 | 20 | 27 | 20 | 14 | 34 |

The proposed development is expected to generate 430 daily trips consisting of 27 trips (7 entering and 20 exiting) during the weekday AM peak hour and 34 trips (20 entering and 14 exiting) during the weekday PM peak hour.

Based on the Town of Rolesville (Town) Unified Development Ordinance (UDO), a Traffic Impact Analysis (TIA) is required if the trip generation threshold is expected to generate greater than 1,000 daily trips or greater than 100 peak hour trips. The threshold for the North Carolina Department of Transportation (NCDOT) requiring a TIA of a proposed development is that of generating more than 3,000 daily trips. Based on a review of the proposed density and associated trip generation potential, the proposed development is expected to be well below these thresholds. Due to these reasons, offsite traffic impacts by the proposed development are expected to be negligible.

Summary

This letter presents a summary of the trip generation potential for the Scarboro Village development. The proposed development is at 201 S. Main Street in Rolesville, North Carolina. The purpose of this letter is to review the anticipated trip generation potential of the proposed site. The proposed development is expected to consist of 63 townhomes.

Based on review of the trip generation calculations using the methodology contained within the ITE *Trip Generation Manual*, 11th Edition, the proposed development is expected to generate a maximum of 430 daily trips consisting of 27 trips during the weekday AM peak hour and 34 trips during the weekday PM peak hour. This falls below the typical threshold for requiring a Traffic Impact Analysis (TIA) set by the Town of Rolesville of generating greater than 1,000 daily trips or 100 peak hour trips. Due to the low trip generation estimates for the proposed development, the development is expected to have a negligible impact on the area street network.

If you should have any questions or comments relative to this study, please feel free to contact me at 919.961.4065.

Sincerely,
McAdams

Nate Bouquin, PE, PTOE | Practice Lead, Traffic Engineering
bouquin@mcadamsco.com | 919. 961. 4065

The John R. McAdams Company, Inc.
NC License #C-0293



EXHIBIT A: SCARBORO VILLAGE CONCEPT PLAN



CIVIL
ENGINEERING

LANDSCAPE
ARCHITECTURE

16 CONSULTANT PLACE, SUITE 201
DURHAM, NORTH CAROLINA 27707

P 919.490.4990
www.qunity.com

NORTH CAROLINA BOARD OF
EXAMINERS FOR ENGINEERS AND
SURVEYORS LICENSE NO.: C-0676



LEGEND

- STREAM BUFFER
- ACTIVE RECREATIONAL OPEN SPACE AREA
- RIGHT OF WAY DEDICATION
- STORMWATER FACILITY AREA
- ZONING BOUNDARY

0 30' 60' 120'

| DRAWN BY: | CHECKED BY: | PROJECT NO. |
|------------|-------------|------------------|
| CRM | TS | 2273 |
| 07-01-2025 | | |
| | | EXHIBIT A |

SCALE AS NOTED

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| PROJECT INFORMATION | |
|---|---|
| SITE SUMMARY | |
| GROSS LAND AREA: | 572,727 SF (13.15 AC) |
| PROPOSED RIGHT OF WAY DEDICATION: | 62,433 SF (1.44 AC) |
| EXISTING ZONING: | RL |
| PROPOSED PARCEL 1 AREA: | 58,828 SF (1.35 AC) |
| PROPOSED ZONING: | GC |
| PROPOSED PARCEL 2 AREA: | 451,266 SF (10.36 AC) |
| PROPOSED ZONING: | RH |
| PARCEL 1 LOT SUMMARY | |
| MAXIMUM BUILDING HEIGHT: | 35' |
| FRONT SETBACK: | 20' |
| SIDE SETBACK: | 15' |
| REAR SETBACK: | 35' |
| CORNER SETBACK: | 25' |
| *SETBACK REDUCTIONS ALLOWED WITH STIPULATIONS | |
| LOT WIDTH: | 100' MIN |
| LOT AREA: | 20,000 SF MIN |
| PARKING | |
| VEHICULAR REQUIRED: | 2.5 SPACES/ 1,000 SF |
| BICYCLE REQUIRED: | MIN: 1 SPACES/ 5,000 GFA MAX: 20 SPACES |
| OPEN SPACE SUMMARY | |
| REQUIRED: | 2,942 SF (5%) MIN TO INCLUDE 1 SMALL SPACE TYPE |
| PARCEL 2 LOT SUMMARY | |
| MAXIMUM ALLOWED DENSITY: | 9 UNITS/ AC |
| PROPOSED DENSITY: | 6.08 UNITS/ AC (63 UNITS/ 10.36 AC) 63 FRONT LOADED |
| MAXIMUM BUILDING HEIGHT: | 35' |
| FRONT SETBACK: | 15' |
| SIDE SETBACK: | 10' END UNIT, 0' INTERNAL |
| REAR SETBACK: | 15' |
| CONNECTION BACK: | 15' |
| BUILDING SEPARATION: | 30' |
| LOT WIDTH: | 20' MIN |
| LOT AREA: | 2,000 SF MIN |
| PARKING | |
| REQUIRED: | 140 SPACES |
| RESIDENTIAL BUILDING: | 2 / UNIT = 126 SPACES |
| GUEST PARKING: | .25/ UNIT = 16 SPACES |
| PROPOSED: | 126 GARAGE / DRIVEWAY SPACES 16 SURFACE SPACES |
| OPEN SPACE SUMMARY | |
| REQUIRED: | 67,690 SF (15%) MIN TO INCLUDE 1 SMALL & 1 MEDIUM OPEN SPACES |
| PROPOSED: | 76,514 SF 23,373 SF (35%) 13,538 SF (20%) 30,779 SF (45%) |

| PROPERTY | PIN | RED | OWNER | ZONING | USE |
|----------|------------|---------|--|--------|----------|
| A | 1769000577 | 0053005 | NC FOR THE FUTURE LLC 100 GLEN CIR ROLESVILLE NC 27597-3384 | RL | SINGLFAM |
| B | 1769001347 | 0001209 | EDDINS FAMILY LLC 100 GLEN CIR WAKE FOREST NC 27587-8426 | RL | SINGLFAM |
| C | 1769002216 | 0007256 | HURBUT, JEANNE B 102 GLEN CIR ROLESVILLE NC 27597-9408 | RL | SINGLFAM |
| D | 1769002188 | 0014661 | COORE, DOROTHY F 104 GLEN CIR ROLESVILLE NC 27597-9408 | RL | SINGLFAM |
| E | 1759083719 | 0316781 | BEC TON, WILLIAM BRYANT BEC TON, AMIE W 1837 OLD COLLEGE CIR WAKE FOREST NC 27587-9823 | RL | SINGLFAM |
| F | 1769003095 | 0024237 | ABERNETHY, ROBERT FRANCIS JR ABERNETHY, BETTY YOUNG 100 GLEN CIR ROLESVILLE NC 27597-9408 | RL | SINGLFAM |
| G | 1768094992 | 0047017 | HENDERSON, LISA C HENDERSON, PATRICIA A 102 GLEN CIR ROLESVILLE NC 27597-9408 | RL | SINGLFAM |
| H | 1768098727 | 0001209 | TOWN OF ROLESVILLE PO BOX 290 ROLESVILLE NC 27597-0290 | RL | SINGLFAM |
| I | 1768091558 | 0219717 | PARKER, W H PARKER, CORIS FAYE HAROLD PARKER 145 STONEBRIDGE DR PARKER, W H PARKER, CORIS FAYE HAROLD PARKER 145 STONEBRIDGE DR | RL | N/A |
| J | 1758988411 | 0053006 | PARKER, W H PARKER, CORIS FAYE HAROLD PARKER 145 STONEBRIDGE DR | RL | N/A |
| K | 1768090437 | 0033179 | BURKE, ALBERT EMMETT JR KIMBERLY LUANNE 832 GROVE CHASE RD WAKE FOREST NC 27587-7910 | RL | N/A |
| L | 175899444 | 0023551 | DUNN, RICHARD E WOODS, MARDENIA 100 GLEN CIR ROLESVILLE NC 27597-9418 | RL | SINGLFAM |
| M | 1758998460 | 0022033 | DEBHAM, MICHAEL T 240 1/2 E 1/2 AVE BRIDGEPORT CT 06836-9338 | RL | SINGLFAM |
| N | 1758997386 | 0037218 | PENDER, DOROTHY JONES 2108 US1 HWY FRANKLIN NC 27705-9710 | RL | SINGLFAM |
| O | 1758988411 | 0053006 | PARKER, W H PARKER, CORIS FAYE HAROLD PARKER 145 STONEBRIDGE DR | RL | N/A |
| P | 1758990785 | 0102701 | WAKE COUNTY BOARD OF EDUCATION RE SERVICES DIRECTOR 809 WAKE FOREST RD EDDINS FAMILY LLC | RL | SCHOOL |
| Q | 1759004024 | 0054369 | 6105 HOP FARM LN WAKE FOREST NC 27587-4426 | RL | SINGLFAM |
| R | 1759904168 | 0027130 | BIG DADDY'S FISHING CHARTERS LLC 100 SILVER OAKS CT RALEIGH NC 27614-3539 | RL | RES/BUS |
| S | 1759905245 | 0061743 | DOUGLASS, LINDA PO BOX 181 WAKE FOREST NC 27588-1811 | RL | TWOFAM |
| T | 1759906321 | 0040273 | ELKASSET, LOUIS 100 GLEN CIR 207 MAIN ST ROLESVILLE NC 27597-1960 | RL | SINGLFAM |
| U | 1759907307 | 0060335 | EAGLES, COLUMBIA FISHERIES, PAMELA S 2055 1/2 E 1/2 AVE ROLESVILLE NC 27597-9660 | RL | SINGLFAM |

REZ-25-05
CONCEPT SITE PLAN
SCARBORO VILLAGE

0 MAIN ST, 201 S. MAIN ST, 200 SCHOOL ST, ROLESVILLE, NORTH CAROLINA

PIN: 1759-90-9525 PIN: 1758998909
REID: 0057748 REID: 0057749 REID: 0106103



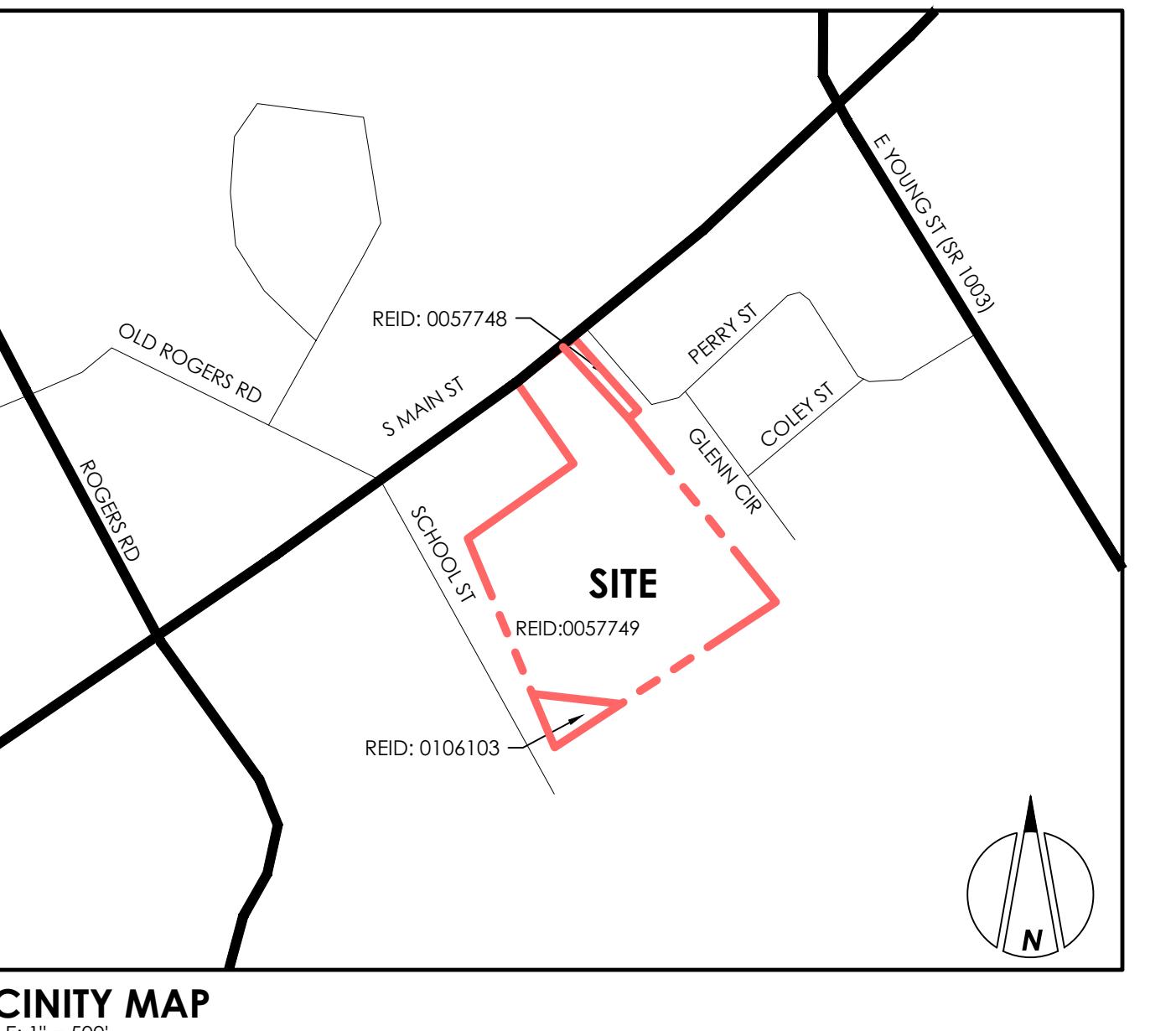
CIVIL
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LANDSCAPE
ARCHITECTURE

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P 919.490.4990
www.qunity.com

NORTH CAROLINA BOARD OF
EXAMINERS FOR ENGINEERS AND
SURVEYORS LICENSE NO.: C-0676

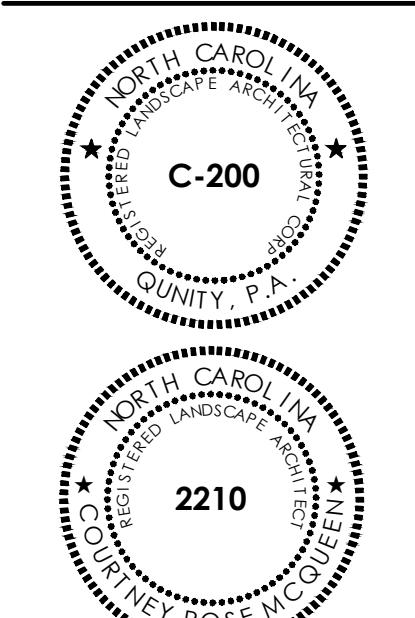


**SCARBORO
VILLAGE**

0 MAIN ST, 201 S MAIN ST,
200 SCHOOL ST,
ROLESVILLE, NORTH CAROLINA

OWNER
COMM DEV,LLC

MATTHEW SHUEY
1340 CLIFTON POND ROAD
LOUISBURG, NC 27549
MATT@COMMANDCS.COM



ENGINEER/LAND PLANNER

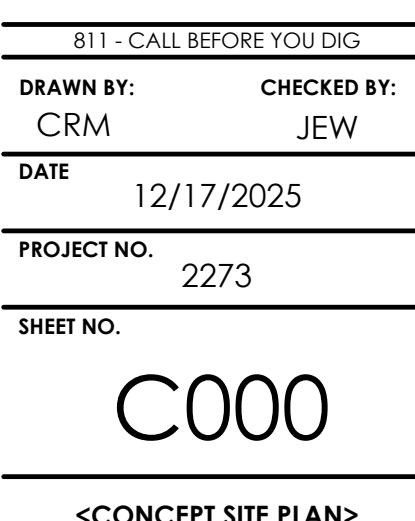
QUNITY, PA
COURTNEY MCQUEEN, PLA
16 CONSULTANT PLACE, SUITE 201
DURHAM, N.C. 27707
P: (919) 490-4990
F: (919) 490-8953
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SURVEYOR
BNK

DAN GREGORY, PLS
6310 CHAPEL HILL ROAD, SUITE 250
RALEIGH, NC 27607
P: (919) 851-4422
F: (919) 851-8968



C000

<CONCEPT SITE PLAN>

| | | |
|---|-----------------|-----------------|
| PIN: 1759-90-9525 | PIN: 1758998909 | PIN: 1758998560 |
| REID: 0057748 | REID: 0057749 | REID: 0106103 |
| PROJECT INFORMATION CASE REZ-25-05 | | |
| SITE SUMMARY GROSS LAND AREA: 572,727 SF (13,147.9 AC) EXISTING ZONING: RL | | |
| PROPOSED PARCEL 1 GC ZONING AREA: (1,729 AC) PROPOSED PARCEL 2 RH ZONING: (11,418.5 AC) | | |
| PROPOSED RIGHT OF WAY DEDICATION A: 62,270 SF (1.43 AC) PROPOSED RIGHT OF WAY DEDICATION B: 8,993 SF (0.21 AC) | | |
| PROPOSED PARCEL 1 AREA: 58,828 SF (1.35 AC) PROPOSED PARCEL 2 AREA: 442,273 SF (10.15 AC) | | |
| PARCEL 1 LOT SUMMARY MAXIMUM BUILDING HEIGHT: 42' FRONT SETBACK: 20' SIDE SETBACK: 15' REAR SETBACK: 35' COURTYARD SETBACK: 22' *MAX 50' HEIGHT ALLOWED WITH DESIGN ALTERNATIVES **SETBACK REDUCTIONS ALLOWED WITH STIPULATIONS | | |
| PARKING VEHICULAR REQUIRED: 2.5 SPACES/ 1,000 SF BIKE REQUIRED: MIN: 1 SPACES/ 5,000 GFA MAX: 20 SPACES | | |
| OPEN SPACE SUMMARY REQUIRED: 2,942 SF (5%) MIN TO INCLUDE 1 SMALL SPACE TYPE | | |
| PARCEL 2 LOT SUMMARY MAXIMUM ALLOWED DENSITY: 9 UNITS/ AC PROPOSED DENSITY: 5.51 UNITS/ AC (63 UNITS/ 11.4185 AC) 63 FRONT LOADED | | |
| MAXIMUM BUILDING HEIGHT: 35' FRONT SETBACK: 15' SIDE SETBACK: 10' END UNIT, 0' INTERNAL REAR SETBACK: 15' COURTYARD SETBACK: 30' BUILDING SEPARATION: 20' MIN LOT WIDTH: 20' MIN LOT AREA: 2,000 SF MIN | | |
| PARKING REQUIRED: 140 SPACES RESIDENTIAL BUILDING: 2/ UNIT = 126 SPACES GUEST PARKING: 25/ UNIT = 16 SPACES | | |
| PROPOSED: 126 GARAGE / DRIVEWAY SPACES 16 SURFACE SPACES | | |
| OPEN SPACE SUMMARY REQUIRED: 66,341 (1.5%) MIN TO INCLUDE 1 SMALL & 1 MEDIUM OPEN SPACE TYPES PROPOSED: 66,341 SF ACTIVE RECREATION: 48,215 SF DEDICATED PARKLAND: 43,573 SF (65%) PRIVATE ACTIVE REC: 4,637 SF (7%) PASSIVE RECREATION: 18,126 SF STORMWATER FACILITY: 9,737 SF (15%) GREENS & PICNIC AREA: 8,389 SF (13%) | | |



| PROPERTY | PIN | REID | OWNER | ZONING | USE |
|----------|------------|----------|--|--------|----------|
| A | 1769000577 | 00530005 | NC FOR THE FUTURE LLC 248 CHARLOTTE DR ROLESVILLE NC 27571-9394 | RL | SINGLFAM |
| B | 1769001347 | 0001209 | EDDINS, FAMILY LLC 6195 HOPE FARM LN WAKE FOREST NC 27587-9426 | RL | SINGLFAM |
| C | 1769002216 | 0007256 | HURBUT, JEANNE B 1032 CIR ROLESVILLE NC 27571-9408 | RL | SINGLFAM |
| D | 1769002188 | 0014661 | CODE, DOROTHY F 141 CIR ROLESVILLE NC 27571-9408 | RL | SINGLFAM |
| E | 1759083719 | 0316781 | BECTON, WILLIAM BRYANT BECTON, AMIE W 101 CIR WAKE FOREST NC 27587-3823 | RL | SINGLFAM |
| F | 1769003095 | 0024237 | ABERNETHY, ROBERT FRANKLIN JR ABERNETHY, BETTY YOLANDA 108 CIR ROLESVILLE NC 27571-9408 | RL | SINGLFAM |
| G | 1768094992 | 0047017 | HENDERSON, EDDIE C HENDERSON, PATRICIA A 112 GLEN CIR ROLESVILLE NC 27571-9408 | RL | SINGLFAM |
| H | 1768098727 | 0001209 | TOWN OF ROLESVILLE PO BOX 258 ROLESVILLE NC 27571-0259 | RL | SINGLFAM |
| I | 1768091558 | 0219717 | PARKER, W H PARKER DORRIS FAYE HAROLD PARKER 149 STONEBRIDGE DR | RL | N/A |
| J | 1758988411 | 00530006 | PARKER, W H PARKER DORRIS FAYE HAROLD PARKER 149 STONEBRIDGE DR | RL | N/A |
| K | 1768090437 | 0033117 | BURKE, ALBERT L BURKE, MARYLYN 162 OAK GROVE CHURCH RD WAKE FOREST NC 27587-7003 | RL | N/A |
| L | 1758994444 | 0023551 | DUNN, RICHARD L DUNN, MARDENIA 204 SCHOOL ST ROLESVILLE NC 27571-9418 | RL | SINGLFAM |
| M | 175898460 | 0022033 | EDDINS, LISA L 241 WOODROW AVE BRIDGPORT CT 06806-3938 | RL | SINGLFAM |
| N | 175897386 | 0037218 | PENDER, DOROTHY JONES 1300 W 100TH FRANKLIN TN 37067-9710 | RL | SINGLFAM |
| O | 1758988411 | 00530004 | PARKER, W H PARKER DORRIS FAYE 149 STONEBRIDGE DR | RL | N/A |
| P | 175890785 | 0102701 | WAKE COUNTY BOARD OF EDUCATION RE: 1000 WAKE FOREST RD 1951 ROCK QUARRY RD | RL | SCHOOL |
| Q | 1759004024 | 0054369 | EDDINS, FAMILY LLC 6195 HOPE FARM LN WAKE FOREST NC 27587-9426 | RL | SINGLFAM |
| R | 1759004168 | 0027130 | BREWER REAL ESTATE HOLDINGS LLC 100 SILVERLEAVES CT ROLESVILLE NC 27571-9399 | RL | RES/BUS |
| S | 175905245 | 0067163 | DUPLEX 209 LLC PO BOX 189 WAKE FOREST NC 27588-1811 | RL | TWOPFAM |
| T | 175906321 | 0060273 | ELKAISS, OMAR EL-KAISS, RUISE E 207 MAIN ST ROLESVILLE NC 27571-9960 | RL | SINGLFAM |
| U | 175907307 | 0060335 | EAGLES, COLUMBUS BEARLES, PAMELA S 205 MAIN ST ROLESVILLE NC 27571-9660 | RL | SINGLFAM |

<CONCEPT SITE PLAN>

Scarboro Village | Conditional Rezoning: Voluntary List of Proposed Conditions 12/17/25

1. The Development shall be in general compliance with the Concept Site Plan dated December 17, 2025. Approval of this rezoning and Concept Site Plan shall not preclude the Developer from pursuing any administrative amendments to the Concept Site Plan as prescribed in LDO Section 6.9.
2. Prior to the submittal of a demolition permit for the removal of the existing single-family home at 201 S. Main Street (PIN 1758-99-8909), the Development shall document the existing structure through photographs and detailed exterior elevation drawings. The Development shall send the documentation to the Town of Rolesville Planning Department and Board of Commissioners. Prior to the demolition, the Development shall have first priority to relocate or remove any items of historic significance and building materials for reuse.
3. If the Development chooses not to relocate the existing home, the following Condition shall apply: Prior to the demolition, the Development will allow any non-profit entity, individual or for-profit entity to relocate any of the existing single-family home at no cost to the Development and without payment to the Development so long as the party relocating the single-family home is solely responsible for the relocation, including without limitation, securing all permits and approvals required by law. The Development will provide general public notice in the News & Observer of the offer for relocation or salvage. Public notice shall occur at least one hundred eighty (180) days prior to the scheduled demolition of the home. Prior to demolition of the single-family home that has not been relocated within thirty (30) days prior to demolition, the Development will allow the Town of Rolesville or any local organization (such as Habitat for Humanity) at least fifteen (15) days to remove items of historic significance and building materials for reuse. This condition shall not require the Development to demolish or remove the single-family home.
4. Vehicular ingress and egress via School Street are prohibited. Any existing access shall be removed. This condition shall not act as a prohibition on pedestrian access to School Street, nor shall it require pedestrian access to School Street.
5. The development shall construct the proposed collector road, as shown on the Community Transportation Plan, beginning at the S. Main Street Intersection to shared boundary line of that property with PIN 1768-09-8727. Construction of the proposed collector road as shown on the Concept Plan shall be conditioned on obtaining all necessary local, State and/or Federal permits or approval.
6. The Development shall construct a 10' wide sidepath (the "Path") within the new Collector Street right-of-way, beginning at the S. Main Street intersection and terminating at the boundary line with adjacent property with PIN 1768-09-8727, subject to all governmental reviews and approvals, in accordance with the Town of Rolesville Greenway Plan. The Path will be located on the eastern side of the new collector street, as shown on the Concept Site Plan. The Path shall be paved with either asphalt or concrete, at the discretion of Town staff at the time of development approval. A planting strip at least five feet (5') wide shall separate the Path from the back of curb. The Path shall take the place of and serve as the sidewalk along the eastern side of the new Collector Street.
7. The Development shall provide a fence at least six feet (6') in height along the shared boundary lines with those parcels have Wake County Property Identification Numbers (PINs) 1759-90-4168, 1759-90-5245, 1759-90-6321, 1759-90-7307, and 1759-90-4024. The location of the fence is shown on the Concept Site Plan.
8. To provide a buffer for the single-family homes along Glenn Circle from the new Collector Street right-of-way, the Development shall provide an opaque fence at least six feet (6') in height on the

eastern side of the new Collector Street, beginning south of the intersection with Perry Street and the new Collector Street and terminating at the parcel with Wake County Property Identification Number 1768-09-8727. The approximate location of the fence is shown on the Concept Site Plan.

9. The development shall dedicate one (1) acre of parkland located south of the stream in the southeastern corner as outlined on the Concept Site Plan to the Town of Rolesville at the time of final plat.
10. At the time of final subdivision plat, the development shall dedicate that area from the southwestern corner of the development to the shared boundary line of that parcel with PIN 1768090437 (Deed Book 15944, Page 1564, Wake County Registry) as right-of-way, as shown on the Concept Site Plan. This condition shall not require the construction of any roadway improvements within this dedicated right-of-way.
11. The following Principal Uses as listed in LDO Section 5.1 that are permitted or special uses in the GC district shall be prohibited on Parcel 1: (i) Dwelling, Upper Story Unit; (ii) Schools (K-12); (iii) Bars and Nightclubs; (iv) Breweries and Distilleries; (v) Commercial Parking; (vi) Carwash; (vii) Gas Station; (viii) Golf Course; (ix) Retail Sales and Services, Community; (x) Retail Sales and Services, Shopping Center; (xi) Tattoo Establishment; (xii) Vape and Tobacco Store; (xiii) Vehicle, Rental and Sales; (xiv) Vehicle, Minor Service; (xv) Flex; (xvi) Fulfillment Center; (xvii) Major Utility; (xviii) Major Transportation Installation; (xix) Telecommunication Tower; and (xx) Water Storage Tower.

ORDINANCE ORD-2026-01

**ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWN OF
ROLESVILLE AMENDING THE OFFICIAL ZONING DISTRICT MAP OF THE
TOWN OF ROLESVILLE TO CHANGE THE ZONING OF APPROXIMATELY 13.15
ACRES LOCATED AT 200 SCHOOL STREET, 0 SOUTH MAIN STREET, 201
SOUTH MAIN STREET BEING WAKE COUNTY TAX PINS 1758998560, 1759909525,
1758998909 FROM RESIDENTIAL LOW ZONING DISTRICT (RL) TO
RESIDENTIAL HIGH CONDITIONAL ZONING DISTRICT (RH-CZ) AND
GENERAL COMMERCIAL CONDITIONAL ZONING DISTRICT (GC)**

REZ-25-05

**200 SCHOOL STREET, 0 SOUTH MAIN STREET, 201 SOUTH MAIN STREET –
SCARBORO VILLAGE**

WHEREAS, the application submitted by Comm Dev, LLC for the rezoning of land hereinafter described was duly filed with the Planning Department; and

WHEREAS, the Planning Board was presented the application for Recommendation on September 22, 2025, and the Board of Commissioners held Legislative hearings on November 6, 2025 and January 6, 2026;

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 generally consistent with the Comprehensive Plan 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** and shown in **Exhibit 2 – Rezoning Plat**, which is incorporated herein by reference, and said lands are hereafter referred to as the "Rezoned Lands."

Section 2: The parcels identified by the Wake County Tax Parcel Identification Numbers 1759909525, 1758998909, 1758998560, and described and observed in **Exhibits 1 and 2**, are located within the Town's Corporate Limits OR Extraterritorial Jurisdiction OR in Wake County.

Section 3: The Town of Rolesville Land Development Ordinance, including the Town of Rolesville North Carolina Official Zoning District Map, which is a part of said Ordinance, is hereby amended by changing the zoning classification of the "Rezoned Lands" from existing RL zoning district to a proposed RH-CZ and GC-CZ zoning districts.

Section 4: The "Rezoned Lands" are subject to all the standards and conditions in **Exhibit 3 – Conditions of Approval dated December 17, 2025, and associated and referenced Exhibits**, which are imposed as part of this rezoning.

Section 5: The Administrator is hereby authorized and directed to cause the said Official Zoning District 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 Rolesville Board of Commissioners find the Rezoning map amendment request reasonable and consistent with the 2017 Comprehensive Plan and 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 6th day of January, 2025.

Ronnie Currin
Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Ynclan-Frazier
Town Clerk

Dave Neill
Town Attorney



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:

Street Address(es) of property requesting to be annexed:

1.

2.

3.

4.

5.

| PIN | REID | Deed BM# | Deed PG# | Acreage to be annexed |
|--|------|---|----------|-----------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Total Acreage of Requested Annexation Site | | Linear Feet of New Public Streets within Annexation Boundaries: | | |

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. Comm Dev LLC, Attn Matthew Shuey 2. _____

Applicant/Property Owner mailing address:

1. 1340 Clifton Pond Rd, Louisburg, NC 27549 2. _____

Phone Number(s) and email address(es):

1. Matt@commandcs.com 2. _____

1. Matt@commandcs.com 2. _____

Property Owner Signature(s):

1.  2. _____

Project Contact Information (if different than the property owner)

Name of Corporation:

Qunty PA

Name of Registered Agent:

Courtney McQueen, PLA

Corporation Address:

16 Consultant Place, Suite 201, Durham NC 27707

Corporation Phone Number and email address:

9191-490-4990; cmcqueen@qunty.com

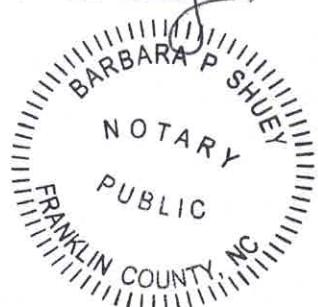
I, Barbara P Shuey, a Notary Public for said County and State, do hereby certify that the above signed individual(s) appeared before me this day and signed the foregoing instrument.

Witness my hand and official seal, this 28th day of June, 2025.

Notary Public

Barbara P Shuey

Notary Seal



My commission expires: _____

My Commission Expires December 12, 2027

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:

| | |
|--------------------------|--|
| <input type="checkbox"/> | Contiguous to the present corporate limits of the Town of Rolesville, NC, or |
| <input type="checkbox"/> | 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

| | |
|--------------------------|--|
| <input type="checkbox"/> | Annexation Petition Each parcel/property requires a separate annexation petition (application packet). |
| <input type="checkbox"/> | 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). |
| <input type="checkbox"/> | 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. |
| <input type="checkbox"/> | 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 18 x 24 and 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. |
| <input type="checkbox"/> | Metes and Bounds - A legal description of the written metes and bounds description based on the annexation boundary plat/map. |

Property Owner's Consent & Authorization Form

A 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.

Each owner or spouse must sign a separate copy of this form for a property with more than one owner. For Applications with more than one Applicant/representative, enter one name on each form and submit separate forms if the Owner of Property is an organization/entity, proof of signature authority on behalf of the organization/entity (i.e., Secretary of State business registration) must be attached to this form.

I, MATTHEW ALEX SHUEY

(property owner's **printed** legal name), swear and affirm that I am the owner of the property at

200 School St.

(Property Address)

1758-99-8560

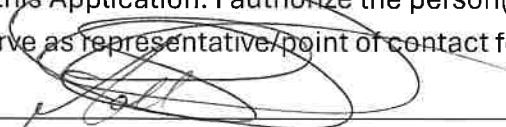
(PIN)

0.5824 ac

(Acreage)

as shown in the records of Wake County, North Carolina, which is the subject of this Application Case # ANX-_____.

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 person(s) listed below to submit this Application and serve as representative/point of contact for this Application.

Property Owner's Signature: 

Date: 6/26/2025



Scarboro Village | Annexation: Justification Statement

This request seeks the Town Board's approval to voluntarily annex a 0.58-acre triangle-shaped parcel located at 200 School Street, assigned Wake County PIN 1758-99-8560, along the edge of Rolesville's current municipal boundary. Although this parcel remains unincorporated, it is contiguous to the present corporation's limits and it is part of a larger group of parcels under the same ownership that are already fully annexed into the Town.

Bringing this remaining parcel into the Town's jurisdiction will create a consistent boundary, support unified planning and development under a single municipal authority, and align with the Town's long-range growth goals outlined in its adopted Comprehensive Plan. This annexation will also improve the efficiency of municipal service delivery and land use regulation for the collective property.

We respectfully request the Town Board's approval to annex this parcel to support cohesive planning, coordinated development, and Rolesville's vision for orderly, connected growth.

METES AND BOUNDS DESCRIPTION

200 SCHOOL STREET

Beginning at a Control Point in the southwestern corner of that parcel with PIN 1758-99-8560, the POINT OF BEGINNING, thence N 20° 43'10" W 167.77 feet to a point, thence S 89°02'14" W 320.84 feet to a point, thence S 58°02'43" W 14.50 feet to a point, thence S 58°12'26" W 84.72 feet to a point, thence S 57°50'19" W 74.89 feet to a point, thence S 58°20'21" W 73.62 feet to a point, thence S 58°20'21" W 60 feet to the POINT OF BEGINNING containing 0.5824 acres and being owned by Comm Dev LLC as shown on survey entitled "Boundary & Topographic Survey for Scarboro Property" by Bass, Nixon & Kenney, Inc dated March 31, 2022 and last revised April 22, 2022.

Revenue : \$ 3600. 00

(For Recording Data)

Parcel Identifier/Tax Account/PIN No.: 1758998909, 1758998560 and 1759909525

Brief Description for the Index:

Prepared by: Edward W. Scarboro, Jr., Attorney at Law

Return to: Grantee

Property Address: 201 S. Main Street, Rolesville, NC

All or a portion of this property _____ was or _____ was not used as the primary residence of the Grantor.

NORTH CAROLINA GENERAL WARRANTY DEED

This Deed is made as of this the 2 day of December, 2021 by and between **EDWARD W. SCARBORO, JR. AND SPOUSE, KIMBERLY MOORE SCARBORO** with a mailing address of **4325 JONESVILLE ROAD, WAKE FOREST, NC 27587** AND **SPENCER PULLEY SCARBORO AND SPOUSE, DONNA M. SCARBORO** with a mailing address of **6625 Pulley Town Road, Wake Forest, NC 27587** ("Grantors") and **COMM DEV LLC, a North Carolina Limited Liability Company** with a mailing address of **1340 Clifton Pond Road, Louisburg, NC 27549** ("Grantee").

For valuable consideration paid by Grantee to Grantor, the receipt and sufficiency of which is hereby acknowledged, Grantor has and by these presents does hereby grant, bargain, sell and convey unto Grantee in fee simple absolute all of that certain lot, parcel of land or unit of ownership (the "Premises") located in WAKE County, North Carolina and more particularly described as follows:

SEE ATTACHED EXHIBIT "A"

ALSO, BEING the same Premises conveyed to Grantor by deed recorded in **Book 01112 page 65**, **WAKE** County Registry.

TO HAVE AND TO HOLD all of that interest in the Premises and all privileges and appurtenances thereto belonging to Grantee in fee simple absolute.

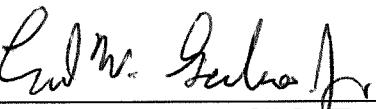
And Grantor covenants with Grantee that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, and valorem taxes for the year **2021** and subsequent years, easements, restrictions and rights of way of record, if any, affecting the Property herein described; and utility lines, easements and rights of way located over, under or upon the subject property.

SUBJECT TO RESTRICTIVE COVENANTS, EASEMENTS AND RIGHTS OF WAY OF RECORD, WAKE COUNTY REGISTRY.

The designation of Grantor and Grantee as used in this Deed includes the parties expressly named herein, their heirs, successors, and assigns and shall include the singular, plural, masculine, feminine or neuter as required by context.

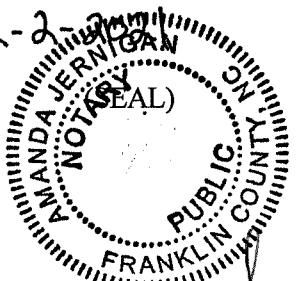
The remainder of this page intentionally left blank.

IN WITNESS WHEREOF, Grantors have hereunto set their hands and seals all as of the day and year first above written.


 (SEAL)
 EDWARD W. SCARBORO, JR.

STATE OF North Carolina
 COUNTY OF wake

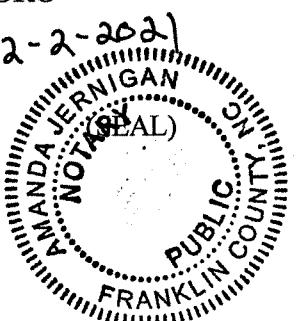
I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **EDWARD W. SCARBORO, JR.**

Date: 12-2-2021

Kimberly Moore Scarbo
 (SEAL)
 KIMBERLY MOORE SCARBORO

Amanda Jernigan
 Printed Name of Notary:
 Notary Public Amanda Jernigan
 My commission expires:
09-15-2023

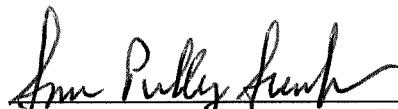
STATE OF North Carolina
 COUNTY OF wake

I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **KIMBERLY MOORE SCARBORO**

Date: 12-2-2021


Amanda Jernigan
 Printed Name of Notary:
 Notary Public Amanda Jernigan
 My commission expires:
09-15-2023

IN WITNESS WHEREOF, Grantors have hereunto set their hands and seals all as of the day and year first above written.



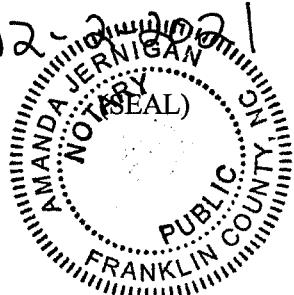
SPENCER PULLEY SCARBORO

(SEAL)

STATE OF North Carolina
COUNTY OF wake

I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **SPENCER PULLEY SCARBORO**

Date: 12-2-2021



Amanda Jernigan

Printed Name of Notary:

Notary Public

My commission expires:

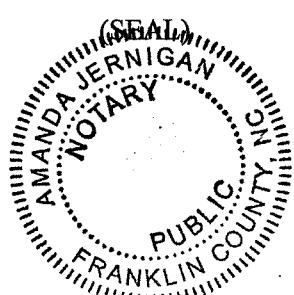
Amanda Jernigan
09-15-2023

Donna M. Scarboro (SEAL)
DONNA M. SCARBORO

STATE OF North Carolina
COUNTY OF wake

I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **DONNA M. SCARBORO**

Date: 12-2-2021



Amanda Jernigan

Printed Name of Notary:

Notary Public

My commission expires:

Amanda Jernigan
09-15-2023

Exhibit A

COMMENCING AT NCGS MONUMENT 'STREET' HAVING NC GRID NAD '83 / 2011 COORDINATES OF N=790,603.030 FT. AND E=2,159,788.080 FT.; THENCE N 43°22'24"E A DISTANCE OF 56.02 FEET TO HE POINT OF BEGINNING IN THE SOUTHERN RIGHT-OF-WAY OF S. MAIN ST, A VARIABLE PUBLIC RIGHT-OF-WAY, SAID POINT BEING THE NORTHWEST CORNER OF THE PROPERTY OF THE SPENCER PULLEY HEIRS AS REFERENCED IN D.B. 1112, PAGE 65; THENCE LEAVING THE SAID RIGHT-OF-WAY AND WITH THE COMMON LINE OF THE SAID SPENCER PULLEY HEIRS PROPERTY, S38°29'42"E A DISTANCE OF 300.00 FEET TO AN EXISTING IRON PIPE BEING THE NORTHWEST CORNER OF THE PROPERTY OF THE EDDINS FAMILY, LLC AS REFERENCED IN B.M. 2013, PG. 218; THENCE S38°47'03"E A DISTANCE OF 729.30 FEET TO A POINT BEING THE SOUTHERN MOST CORNER OF THE PROPERTY OF DAVID T. MERRITT AND BETTY M. MERRITT, TRUSTEES AS REFERENCED IN D.B. 9470, PG. 1562, SAID POINT ALSO BEING IN THE COMMON LINE OF THE PROPERTY OF DONNIE L. WOODLIEF AS REFERENCED IN D.B. 2906, PG. 75; THENCE CONTINUING WITH THE COMMON LINE OF THE SAID WOODLIEF PROPERTY, S57°30'43"W A DISTANCE OF 400.50 FEET TO A POINT IN THE LINE OF THE W. H. PARKER & DORIS FAYE PARKER PROPERTY AS REFERENCED IN D.B. 5409, PG. 926; THENCE S58°02'43"W A DISTANCE OF 127.18 FEET TO AN EXISTING AXLE BEING THE NORTHEAST CORNER OF THE PROPERTY OF ALBERT EMERY BURKE & KIMBERLY LUANNE BURKE AS REFERENCED IN D.B. 15944, PG. 1564; THENCE S58°12'26"W A DISTANCE OF 84.72 FEET TO A POINT BEING THE NORTHEAST CORNER OF THE PROPERTY OF RICHARD E. DUNN & MARDENIA WOODS AND OTHERS AS REFERENCED IN D.B. 9721, PG. 2124; THENCE S57°50'19"W A DISTANCE OF 74.89 FEET TO AN EXISTING ANGLE IRON BEING THE NORTHEAST CORNER OF THE PROPERTY OF RUTH DEBNAM UPCHURCH HEIRS; THENCE WITH THE COMMON LINE OF THE SAID UPCHURCH HEIRS PROPERTY, S58°20'21"W A DISTANCE OF 73.62 FEET TO A POINT BEING THE NORTHEAST CORNER OF THE PROPERTY OF DOROTHY JONES PENDER; THENCE WITH THE COMMON LINE OF THE SAID PENDER PROPERTY, S58°20'21"W A DISTANCE OF 60.00 FEET TO A POINT IN THE WESTERN RIGHT-OF-WAY OF SCHOOL STREET, A VARIABLE PUBLIC RIGHT-OF-WAY; THENCE ALONG SAID SCHOOL STREET RIGHT-OF-WAY, N20°43'10"W A DISTANCE OF 439.68 FEET TO A POINT ON A CURVE HAVING A RADIUS OF 211.05 FEET; THENCE WITH THE SAID CURVE AS IT TURNS TO THE LEFT AN ARC LENGTH OF 75.77 FEET AND HAVING A CHORD BEARING OF N31°00'17"W AND A CHORD DISTANCE OF 75.36 FEET TO A POINT; THENCE LEAVING THE SAID SCHOOL STREET RIGHT-OF-WAY, N22°13'08"W A DISTANCE OF 59.02 FEET TO A POINT BEING THE SOUTHEAST CORNER OF THE PROPERTY OF EDDINS FAMILY LLC AS REFERENCED IN D.B. 17186, PG. 434; THENCE CONTINUING WITH THE COMMON LINE OF THE SAID EDDINS FAMILY LLC PROPERTY, N22°13'08"W A DISTANCE OF 61.29 FEET TO A POINT; THENCE N22°13'08"W A DISTANCE OF 55.00 FEET TO AN EXISTING IRON PIPE BEING THE SOUTHWEST CORNER OF THE PROPERTY OF BREWER REAL ESTATE HOLDINGS LLC AS REFERENCED AS LOT 1 IN D.B. 13085, PG. 1846; THENCE N55°20'53"E A DISTANCE OF 99.72 FEET TO AN EXISTING IRON PIPE BEING THE SOUTHWEST CORNER OF THE PROPERTY OF DUPLEX 209 LLC AS REFERENCED IN D.B. 15172, PG. 1630; THENCE N54°52'50"E A DISTANCE OF 200.04 FEET TO AN EXISTING IRON PIPE BEING THE SOUTHWEST CORNER OF THE PROPERTY OF COLUMBUS F. EAGLES, III AND PAMELA S. EAGLES AS REFERENCED IN D.B. 5389, PG. 639; THENCE WITH THE SAID EAGLES COMMON LINE, N55°02'10"E A DISTANCE OF 100.00 FEET TO A POINT; THENCE N34°57'50"W A DISTANCE OF 300.00 FEET TO A POINT IN THE SOUTHERN RIGHT-OF-WAY OF AFOREMENTIONED S. MAIN ST.; THENCE WITH THE SAID S. MAIN ST. RIGHT-OF-WAY, N50°50'17"E A DISTANCE OF 201.58 FEET TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 12.9073 ACRES OR 562,241 SQ. FT, as shown on that survey entitled "Boundary Survey for Scarboro Property" dated December 28, 2020 and prepared by Bass, Nixon & Kennedy, Inc.

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE TOWN OF ROLEVILLE UNDER THE
AUTHORITY GRANTED BY PART 1, ARTICLE 4A
CHAPTER 160A OF THE GENERAL STATUTES OF NORTH CAROLINA

ORDINANCE ORD-2026-02
CASE ANX-25-03 - 200 SCHOOL STREET

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 November 6, 2025 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 September 03, 2024:

All that tract or parcel of land lying and being in Rolesville, Wake County North Carolina and being more particularly described as follows:

PARCEL PIN# 1758998560
COMMENCING AT EXISTING NCGS MONUMENT "STREET", SAID MONUMENT HAVING
NC GRID(NAD '83/2011) COORDINATES OF N: 790603.030 FEET AND E: 2159788.080 FEET;
THENCE N 43°22'24" E A DISTANCE OF 56.02 FEET TO A POINT AT THE SOUTHERN RIGHT-
OF-WAY OF S. MAIN STREET, SAID POINT BEING THE NORTHEASTERN PROPERTY

CORNER OF LANDS NOW OR FORMERLY OWNED BY COMM DEV LLC AS RECORDED IN DEED BOOK 19072, PAGE 155, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 38°29'42" E A DISTANCE OF 300.00 FEET TO AN EXISTING IRON PIPE, SAID PIPE BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 2 AS SHOWN IN BOOK OF MAPS 2013, PAGE 218, WAKE COUNTY REGISTRY; THENCE S 38°47'03" E A DISTANCE OF 15.36 FEET TO A POINT; THENCE S 38°47'03" E A DISTANCE OF 713.94 FEET TO A POINT, SAID POINT BEING THE SOUTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY EDDIE C. HENDERSON AND PATRICIA A. HENDERSON AS RECORDED IN DEED BOOK 19208, PAGE 2339, WAKE COUNTY REGISTRY; THENCE S 57°30'43" W A DISTANCE OF 400.50 FEET TO A POINT; THENCE S 58°02'43" W A DISTANCE OF 112.68 FEET TO THE POINT OF BEGINNING AT THE NORTHERN PROPERTY LINE OF LANDS NOW OR FORMERLY OWNED BY LENNAR CAROLINAS, LLC AS RECORDED IN DEED BOOK 19559, PAGE 276, WAKE COUNTY REGISTRY; THENCE S 58°02'43" W A DISTANCE OF 14.50 FEET TO AN EXISTING AXLE, SAID AXLE BEING THE NORTHEASTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2012, PAGES 393-395, WAKE COUNTY REGISTRY; THENCE S 58°12'26" W A DISTANCE OF 84.72 FEET TO A POINT; THENCE S 57°50'19" W A DISTANCE OF 74.89 FEET TO AN EXISTING ANGLE IRON, SAID ANGLE IRON BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY MICHAEL T. DEBNAM AS SHOWN IN BOOK OF MAPS 2012, PAGES 393-395, WAKE COUNTY REGISTRY; THENCE S 58°20'21" W A DISTANCE OF 73.62 FEET TO A POINT; THENCE S 58°20'21" W A DISTANCE OF 60.00 FEET TO A POINT AT THE EASTERN RIGHT-OF-WAY OF SCHOOL STREET; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY N 20°43'10" W A DISTANCE OF 167.77 FEET TO A POINT; THENCE LEAVING SAID EASTERN RIGHT-OF-WAY N 89°02'14" E A DISTANCE OF 320.84 FEET TO THE POINT OF BEGINNING, CONTAINING 0.5824 ACRES.

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 6th day of January, 2026.

Ronnie I. Currin
Town of Rolesville Mayor

CERTIFICATION

I, Christina Ynclan-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 6th day of January, 2026.

Christina Ynclan-Frazier
Town Clerk



Memo

To: Mayor Currin & Town Board
From: Christy Ynclan Frazier, Town Clerk
Date: 1/06/2026
Re: Board of Adjustment Appointment Recommendation

Background

The Town received a total of three applications for the two upcoming vacancies on the Board of Adjustment—one representing the in-town limits and one representing the Extraterritorial Jurisdiction (ETJ). Of the applications received, one was from an incumbent representing the in-town limits who has confirmed continued interest, one was from a new applicant residing within the town limits, and one was from the incumbent ETJ representative, who has also confirmed interest in continuing service.

Interviews with all applicants have been completed, and based on those discussions, Mayor Pro Tem Alston is prepared to make a recommendation to fill both Board of Adjustment vacancies. The recommended appointments would take effect in 2026 and will be presented for consideration at January 6, 2026, Town Board Meeting.

Recommendation

Appoint members to the Board of Adjustment as recommended by the interview committee.

Attachments:

(3) Applications received

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|-----------------|-------------|
| Jeffrey Wuchich | 3/11/1968 |

Physical Address

545 Irina Dr Rolesville, NC 27571

Mailing Address

545 Irina Dr Rolesville, NC 27571

| Phone | Phone |
|----------------|--------------|
| (919) 412-1870 | |

Email

jwuchich@gmail.com

Points of Interest

Board of Adjustment

How long have you lived in Rolesville?

18.5 years

What is your formal education?

M Div. and MA Pastoral Counseling

Current Occupation

Psychotherapist

Employer

Paradigm Therapy

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?

none

Do you have any business relationships in the Rolesville area?

No other business investments in rolesville

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)

I'm currently the Vice Chair for the Board of Adjustment

Why do you want to serve on a Town of Rolesville board or committee?

It has been an honor to serve so far, and I believe I can continue to bring value to the Board

What is your “vision” for Rolesville?

I see Rolesville learning from the mistakes of Wake Forest and building smartly while retaining the charm and quality of life that has made this town great

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?

1)

Traffic. The challenges of growth have created burdens that need to be addressed.

2)

Attracting businesses.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

No conflicts

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

No conflicts

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

Yes

Comments

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature**Date**

12/2/2025

A handwritten signature in dark blue ink, appearing to read "B. W. R. S.", is written over a horizontal line.

502 Southtown Circle • P.O. Box 250 • Rolesville, NC 27571 • P: 919.556.3506 • F: 919.556.6852

www.rolesvillenc.gov

Entry #: 136 - 12/9/2025

Status: Submitted

Submitted: 12/9/2025 12:57 PM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
12/9/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|-----------------|-------------|
| Melissa Elliott | 12/8/2025 |

Physical Address
605 Vigo Ct Rolesville NC 27571

Mailing Address
Same

| Phone | Phone |
|----------------|--------------|
| (919) 306-4815 | |

Email
melissa@elliottpros.com

Points of Interest
Board of Adjustment

How long have you lived in Rolesville?
19 years

What is your formal education?
Master of education

| Current Occupation | Employer |
|---------------------------|-----------------|
| Realtor | Self employed |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?
None

Do you have any business relationships in the Rolesville area?
No

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)
Board of Adjustments

Why do you want to serve on a Town of Rolesville board or committee?

Rolesville has been my community for 19 years. My husband and I are committed to assist in Rolesville's positive growth.

What is your "vision" for Rolesville?

To grow strategically and well thought out learning from other small towns around us.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?

1)

2)

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

Yes

Comments

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

12/8/2025



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Entry #: 133 - 12/2/2025

Status: Submitted

Submitted: 12/2/2025 11:58 AM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
12/2/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|-------------|-------------|
| tracy goss | 12/2/2025 |

Physical Address
3191 Century Farm Rd

Mailing Address
3191 Century Farm Rd

| Phone | Phone |
|----------------|--------------|
| (919) 369-8657 | |

Email
tracygoss@earthlink.net

Points of Interest
Board of Adjustment

How long have you lived in Rolesville?
Rolesville

What is your formal education?
BS in Business Admin. Gardner Webb University, Boiling Springs, NC

| Current Occupation | Employer |
|---------------------------|--------------------------|
| Sales | Aluminum Trailer Company |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?
n/a

Do you have any business relationships in the Rolesville area?
no

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)
Board of Adjustments - Rolesville , NC

Why do you want to serve on a Town of Rolesville board or committee?

reapply

What is your “vision” for Rolesville?

reapply

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?

1)

reapply

2)

reapply

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

none

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

none

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

Yes

Comments

reapply

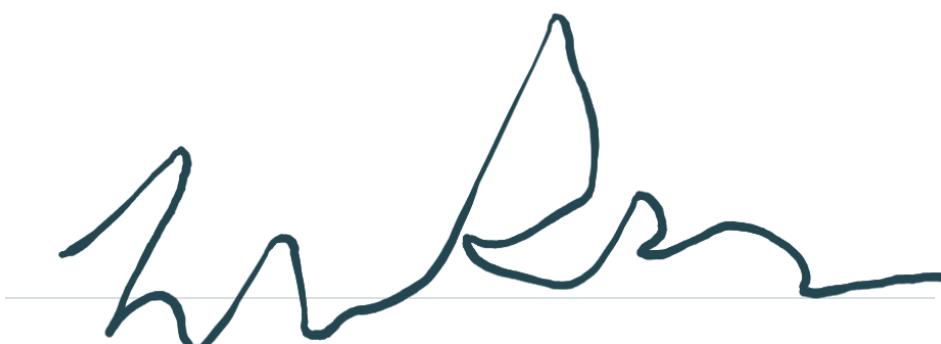
All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

12/2/2025

A handwritten signature in dark ink, appearing to read "John Doe", is written over a horizontal line.

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Memo

To: Mayor Currin & Town Board
From: Christy Ynclan Frazier, Town Clerk
Date: 1/06/2026
Re: Planning Board Appointment Recommendation

Background

The Town received a total of nine applications for the three upcoming in-town vacancy positions on the Planning Board. This included one application from an incumbent member residing within town limits who has confirmed continued interest, seven applications from new candidates within town limits, and one application from a non-qualifying (N/A) applicant.

Interviews have been conducted by Commissioners Long and Paul. Commissioner Long is prepared to recommend that the Town Board appoint three candidates to fill the vacancies, with terms effective in 2026, at the January 6, 2026, Town Board Meeting.

Recommendation

Appoint members to the Planning Board as recommended by the interview committee.

Attachments:

(9) Applications received

Entry #: 122 - 11/18/2025

Status: Submitted

Submitted: 11/4/2025 1:32 PM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
11/18/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|---------------|-------------|
| Brian Kennedy | 11/4/2025 |

Physical Address
204 Hampton Lake Drive

Mailing Address
204 Hampton Lake Drive

| Phone | Phone |
|----------------|--------------|
| (434) 409-1387 | |

Email
bekesq@gmail.com

Points of Interest
Planning Board

How long have you lived in Rolesville?
9 years

What is your formal education?
BA degree, JD degree

| Current Occupation | Employer |
|---|-----------------|
| Head of Corporate Development and Licensing | LexisNexis |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?
none

Do you have any business relationships in the Rolesville area?
no

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)
I served as Vice President of the Hampton Point HOA. Other than that, no other community boards.

Why do you want to serve on a Town of Rolesville board or committee?

Over the past 9 years I've seen a lot of change in Rolesville. I welcome this change and I look forward to when more local restaurants and vendors decide to set up shop here. I believe that growth must be strategic and incremental. I feel that I could provide that voice of reason that will help direct controlled, sustained growth.

What is your "vision" for Rolesville?

Local restaurants, local stores, and a walkable Main Street with safe crossing. Proactive traffic management that is implemented prior to business buildouts. Continued growth while maintaining the small town feel.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?**1)**

Strategic growth. Growth is great but infrastructure and other factors must be taken into account first.

2)

Activities for residents. Rolesville is in a unique position. It is a small town verging on a mid size town. The best of both worlds would be sustained growth while keeping that small town feel. This can be achieved by increasing activities for all residents, kids as well as adults.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

none

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

none

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

No

Comments

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

11/4/2025



A handwritten signature in black ink, appearing to read "BE Kennedy". The signature is fluid and cursive, with "BE" on the left and "Kennedy" on the right, all written in a single continuous line.

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Entry #: 127 - 11/26/2025

Status: Submitted

Submitted: 11/19/2025 6:50 PM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
11/26/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|---------------|-------------|
| Lisa Anderson | |

Physical Address

3309 Century Farm Rd

Mailing Address

3309 Century Farm Rd

Phone

(919) 369-3882

Phone

(919) 369-3882

Email

anayatribehb@gmail.com

Points of Interest

Planning Board

How long have you lived in Rolesville?

my whole life 62 yrs

What is your formal education?

High school and Trade School

Current Occupation

Retired

Employer

Retired

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?

7 acres land

Do you have any business relationships in the Rolesville area?

not any more. was a small business owner a for 45 yrs

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)

yes Rec board many yrs ago

Why do you want to serve on a Town of Rolesville board or committee?

because i feel being a local will put a local touch to the board and I have the best interest of the town in mind

What is your “vision” for Rolesville?

growth but with small town feel. Restore some of the charm of the town

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?

1)

I think the growth is out of control with no focus and direct plan. I think we need to slow down and make strategic moves not tactical moves.

2)

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

i don't have any conflicts

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

none

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

No

Comments

I have not talked with anyone as I don't want to be swayed in any way as i see the facts

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

SignatureA handwritten signature in dark blue ink, appearing to read "Lyn" or a similar name.**Date**

11/19/2025

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www.rolesvillenc.gov

Entry #: 125 - 11/26/2025

Status: Submitted

Submitted: 11/19/2025 8:14 AM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
11/26/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|-------------|-------------|
| Lisa Harris | 11/19/2025 |

Physical Address

304 Crossington Ct

Mailing Address

| Phone | Phone |
|----------------|----------------|
| (919) 427-9107 | (919) 427-9107 |

Email

teamharris.1997@gmail.com

Points of Interest

Planning Board

How long have you lived in Rolesville?

Since 2018

What is your formal education?

Some college, MAMA Degree, RE License

| Current Occupation | Employer |
|---------------------------|-----------------|
| Realtor | eXp Realty |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?

I do not own any additional property in Rolesville beyond my primary home.

Do you have any business relationships in the Rolesville area?

Yes. I work with Lisa Kane of eXp Realty, based in Rolesville. Over the past two years, I've focused on land and small-town development, which gives me insight into local growth trends. These relationships would not affect my independent judgment on the board.

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)

Yes. I currently serve on the Rolesville Downtown Development Association (RDDA), focused on Economic Vitality. Through this role, I discuss efforts to strengthen the local economy and downtown corridor.

Why do you want to serve on a Town of Rolesville board or committee?

Rolesville is growing, and I want to support thoughtful, intentional growth. I have experience in land and small-town development, and I hope to contribute practical ideas while learning from seasoned board members. I am particularly interested in helping Rolesville's downtown corridor and gateway areas become vibrant, destination places, with walkable streets, eclectic restaurants, unique shops, and active and recreational experiences for residents and visitors.

What is your "vision" for Rolesville?

I envision Rolesville as a connected, walkable town where growth is intentional. Its Main Street corridor becomes a lively district of commerce and community activity, and the gateway corridors along US401 serve as welcoming, well-designed entrances that reflect the town's character. Growth should support local businesses, preserve green space, and enhance connectivity, while reinforcing the town's identity and quality of life.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?**1)**

Supporting a diverse mix of businesses along key corridors. Encouraging a variety of businesses along Main Street and other visible corridors will strengthen downtown, attract visitors, and create a more vibrant, intentional destination. I hope to contribute by considering corridor and gateway design standards and supporting development that aligns with the Comprehensive Plan.

2)

Balancing residential growth with infrastructure and quality of life. Residential growth is important to provide the people who will support downtown shops, restaurants, and local businesses. I hope to contribute by reviewing rezonings and site plans with attention to connectivity, walkability, open space, and long-term land-use goals, and recommending accordingly to support thoughtful, sustainable growth.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:**Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:**

As a licensed real estate agent, I would recuse myself from any matters involving clients or properties I am directly connected to. Otherwise, I have no conflicts.

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

Yes

Comments

I attended the November 18 collaborative meeting between the Town Commissioners, the Planning Board, and the RDDA (on which I currently serve). I am grateful to learn of the Planning Board vacancy and the opportunity to contribute. I'm here to serve!

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

11/19/2025

A handwritten signature in cursive script that reads "Lisa M. Harris". The signature is written in black ink on a white background, with a thin horizontal line extending from the end of the signature.

502 Southtown Circle • P.O. Box 250 • Rolesville, NC 27571 • P: 919.556.3506 • F: 919.556.6852

www.rolesvillenc.gov

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|----------------|-------------|
| Leonard Kenion | 12/1/2025 |

Physical Address

520 Barrington Hall Drive Rolesville, NC 27571

Mailing Address

520 Barrington Hall Drive Rolesville, NC 27571

| Phone | Phone |
|----------------|--------------|
| (843) 749-0487 | |

Email

lkenion@precisiontl.com

Points of Interest

Planning Board

How long have you lived in Rolesville?

5yrs

What is your formal education?

Degree in Business Administration with a concentration in Supply Chain Management

| Current Occupation | Employer |
|-------------------------------|------------------------------|
| General Manager of Operations | Precision Terminal Logistics |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?

None other than what I own.

Do you have any business relationships in the Rolesville area?

Yes- Co-owner- Concinnity Health Primary Care

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)

No

Why do you want to serve on a Town of Rolesville board or committee?

I want to serve on a Rolesville board because I believe in contributing to the stability, growth, and long-term well-being of the place my family and I call home. With more than two decades of experience in operations, safety, leadership, and problem-solving, I'm comfortable working through complex issues, listening to different perspectives, and making decisions that balance practicality with long-term vision.

I'm drawn to public service for the same reasons I've thrived in my professional career: I care about people, I value transparency, and I believe strong communities are built through thoughtful planning and open communication. As Rolesville continues to grow, I want to help ensure that growth reflects the interests of its citizens and preserves the welcoming, connected feel that makes this town special.

What is your “vision” for Rolesville?

I appreciate the growth our town is experiencing and want to see it guided by thoughtful, citizen-focused decisions. My vision is a community that remains vibrant and welcoming—one that embraces diversity, prioritizes the well-being of its residents, and makes strategic choices that strengthen the quality of life for everyone who calls it home.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?**1)**

One of the most significant challenges facing this advisory board is the pace of growth within the town. As development accelerates, it becomes essential to ensure that residents understand what is happening, why it is happening, and how it will impact their daily lives. The board can address this by strengthening transparency—providing clear, accessible information about upcoming projects, timelines, and long-term benefits. Regular communication, open forums, and proactive engagement will help residents feel informed, included, and confident in the town's direction.

2)

With growth comes an influx of new residents, which can dilute the sense of connection that defines a small community. The board should help foster opportunities for people to meet, interact, and build relationships. Supporting community events, promoting shared public spaces, and encouraging volunteer involvement can help ensure that as the town expands, its sense of community remains strong.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

None at this time.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

None at this time.

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

No

Comments

No further comments.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

12/1/2025

A handwritten signature in cursive script that reads "Leonard Kenion".

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www.rolesvillenc.gov

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|--------------|-------------|
| Mindy Barham | 11/20/2025 |

Physical Address

304 Hines Point Drive, Rolesville, NC 27571

Mailing Address

304 Hines Point Drive, Rolesville, NC 27571

Phone

(253) 632-8383

Phone

(253) 632-8383

Email

mindy.barham.20@gmail.com

Points of Interest

Planning Board

How long have you lived in Rolesville?

I have lived in Rolesville since April 2021, over four (4) years.

What is your formal education?

BS Business Administration, Marketing, Western Governors University

Current Occupation

Marketing and Events Manager

Employer

Urban Land Institute

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?

I do not own any additional real estate within Rolesville or its planning jurisdiction.

Do you have any business relationships in the Rolesville area?

No, I do not have any business relationships in the Rolesville area, which allows me to serve on the board impartially and objectively.

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)

Highlands Community Association | Secretary | Renton, WA

Served as Secretary for the community association, responsible for maintaining accurate records, documenting meeting minutes, and supporting board operations. Assisted with coordinating communication among board members and residents, helping ensure transparency, effective governance, and community engagement.

International MOMS Club | Event Planner | Kent, WA

Served on the board of the local MOMS Club chapter, organizing a wide range of events, programs, and service projects for families and children. I fostered participation and built a strong sense of community while managing logistics, coordinating volunteers, and problem-solving to ensure children had safe, enriching experiences and parents benefited from supportive community connections.

Moms Day Out (MDO) | Member-At-Large | Kent, WA

As a Member at Large, I actively supported board discussions, strategic program planning, volunteer coordination, and community outreach. I helped to ensure that Moms Day Out continued to provide a safe, nurturing, and inclusive environment for children while giving parents and caregivers a much-needed break.

Girl Scouts of the USA | Troop Leader 4423 | Wake Forest, NC

As a Troop Leader, I guided and mentored a troop of 16 girls, planning and facilitating activities that promoted leadership, teamwork, and personal development. I organized meetings, volunteer activities, and community service projects while ensuring a safe, supportive, and engaging environment for all participants. This role strengthened my skills in program planning, youth development, volunteer coordination, and communication with parents and community partners.

Falls Baptist Church | Director of Missions | Wake Forest, NC

In this leadership role, I coordinated outreach programs, mission activities, and community initiatives serving diverse populations. I worked closely with volunteers and community partners to plan and execute events and programs that addressed local needs. This experience strengthened my abilities in project management, team leadership, and community engagement.

Through my professional roles, I have developed experience and skills in stakeholder engagement, strategic planning, and thoughtful, community-centered decision-making. I have participated in statewide and national working groups focused on policy, program development, and community initiatives. In these roles, I contributed to grassroots advocacy, grant writing, community outreach, and fundraising efforts to help programs better serve residents and diverse communities. This work involved collaborating with policymakers, community organizations, and other partners to ensure initiatives were effective, inclusive, and aligned with community goals.

Why do you want to serve on a Town of Rolesville board or committee?

I want to serve because I care deeply about our community and believe in the importance of thoughtful, inclusive planning as Rolesville continues to grow. My experience working with a wide range of people, including public officials, planners, nonprofit leaders, and community members, has given me insight into how strong, collaborative planning supports a community's long-term success. My background in administrative coordination, marketing, advocacy, and government relations strengthens my ability to bring people together, communicate clearly, and help residents feel informed and engaged. Rolesville is growing quickly, and I want to use my skills to ensure that growth is smart, transparent, and aligned with the values of the people who live here.

What is your "vision" for Rolesville?

My vision for Rolesville is a town that works for everyone, balancing thoughtful growth with the small-town charm, rich history, and sense of community that make it special. I see a vibrant, inclusive, and walkable community where neighborhoods are strong, local businesses thrive, mobility is improved, and all residents feel heard and supported. By prioritizing thoughtful land use planning, transparent communication, and meaningful community engagement, Rolesville can grow in ways that honor its history, enhance quality of life, and remain welcoming and accessible to all.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?

1)

Managing rapid population growth and development

Rapid growth in Rolesville brings complex decisions about infrastructure, housing, and community character that require careful planning and clear communication. Residents are often frustrated because they don't always have easy access to accurate information about what's happening or why certain decisions are made. Growth is inevitable, but it can be managed thoughtfully.

As a member of this board, I would use my skills, experience, and knowledge to review development proposals, plan strategically, and work closely with public officials, developers, and residents. Using a practical, common-sense approach, I would evaluate the trade-offs involved in growth—like balancing new housing with traffic, protecting green space, or supporting local businesses—and communicate them clearly so residents understand the reasoning behind decisions and trust that growth is thoughtful, sustainable, and benefits the entire community.

2)

Improving communication, transparency, and community involvement

As the town grows, residents want to feel informed, included, and confident that decisions are made thoughtfully. While we can't please everyone, frustration often comes from a lack of clear communication rather than the changes themselves.

As a member of this board, I would work to expand opportunities for residents to stay informed and provide input. I would use multiple communication channels to share information clearly, correct misinformation, and encourage engagement early in the decision-making process. I would also ensure that the town's history and character are considered in decisions, so growth honors what makes Rolesville unique.

By fostering transparency and open dialogue, I would help build trust between the board and the community, ensuring residents feel heard and involved in shaping the town's future.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

I do not have any activities or relationships that would create a conflict of interest. I have no business dealings in Rolesville and do not anticipate any conflicts that would prevent me from serving impartially.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

I do not have any activities or relationships that would create a conflict of interest. I have no business dealings in Rolesville and do not anticipate any conflicts that would prevent me from serving impartially.

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

No

Comments

No, I have not attended meetings or spoken with current board members, which I see as a positive because it allows me to approach the role with a fresh perspective and unbiased judgment.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

11/20/2025

A handwritten signature in cursive script that reads "Mindy Barham". The signature is written in black ink on a white background, with a thin horizontal line underneath it.

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Entry #: 130 - 11/26/2025

Status: Submitted

Submitted: 11/20/2025 5:59 PM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
11/26/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|---------------|-------------|
| Mitzi Overton | 11/20/2025 |

Physical Address
2708 Eastern Star Circle Rolesville NC 27571

Mailing Address

| Phone | Phone |
|----------------|--------------|
| (919) 523-9183 | |

Email
mitzioverton@nc.rr.com

Points of Interest
Planning Board

How long have you lived in Rolesville?

11

What is your formal education?
Community college degree

| Current Occupation | Employer |
|---------------------------|-----------------|
| Stay at home | Stay at home |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?
None

Do you have any business relationships in the Rolesville area?
None

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)
None

Why do you want to serve on a Town of Rolesville board or committee?

I would love the opportunity to help Rolesville grow.

What is your “vision” for Rolesville?

To get any and all businesses in Rolesville that will elevate us to the next level.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?

1)

Would love to see better businesses come to Rolesville

2)

I want to make Rolesville a place where people would want to come and spend their time a money.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

None that I can think of.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

None

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

No

Comments

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

11/20/2025

A handwritten signature in dark blue ink, appearing to read "M. J. Smith".

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Entry #: 128 - 11/26/2025

Status: Submitted

Submitted: 11/19/2025 11:39 PM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
11/26/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|---------------|-------------|
| Scott Flowers | 11/19/2025 |

Physical Address
526 Redford Place Drive

Mailing Address

| Phone | Phone |
|----------------|----------------|
| (919) 602-1568 | (919) 693-2990 |

Email
thinblueline74@gmail.com

Points of Interest
Planning Board

How long have you lived in Rolesville?
8 years

What is your formal education?
Bachelors; currently pursuing Masters

| Current Occupation | Employer |
|------------------------------------|--------------------------------|
| Director of Hospitality and Safety | Camp Oak Hill & Retreat Center |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?
NA

Do you have any business relationships in the Rolesville area?
No

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)
Only private biards

Why do you want to serve on a Town of Rolesville board or committee?

I wish to serve my community as I am invested emotionally and physically in the future of this community

What is your “vision” for Rolesville?

To grow as population increases but in a way that meets the needs of the population as well as maintains our unique identity

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?

1)

Incoming growth and investment creates a crucial time for strategic planning as to how this growth served the community as a whole

2)

Maintaining the integrity of a small town family atmosphere while facilitating the imminent expansion of commerce and residents for the area

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

NA

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

NA

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

No

Comments

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

11/19/2025

R. Scott Flowers

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Entry #: 131 - 11/26/2025

Status: Submitted

Submitted: 11/26/2025 9:59 AM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
11/26/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|------------------|-------------|
| Spenser Shumaker | 11/26/2025 |

Physical Address
7433 Pomona Ave, Rolesville NC 27571

Mailing Address

| Phone | Phone |
|----------------|--------------|
| (717) 903-6410 | |

Email
spensershumaker@gmail.com

Points of Interest

Planning Board

How long have you lived in Rolesville?

9 years

What is your formal education?

Bachelors of Science - Computer Engineering

| Current Occupation | Employer |
|--|---|
| Senior Director, Software Engineering/Business owner | Tanium/Co-Owner Rolesville Physical Therapy |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?

n/a

Do you have any business relationships in the Rolesville area?

Co-Owner Rolesville Physical Therapy

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)
n/a

Why do you want to serve on a Town of Rolesville board or committee?

I recently ran as a write in candidate for Town Commissioner due to concerns of our rapid growth, I unfortunately did not win but I think I will be a valuable voice on this board.

What is your “vision” for Rolesville?

I fully support Rolesville's growth but I think we need to focus on smart, sustainable, and respectful growth. I want a Rolesville where residents want to spend their entire weekend in Rolesville and not need to go to Raleigh/Wake Forest. This means a safe town where we can dining out, shop, walk to/play at vibrant parks and enjoy a sweet treat to end the fun day. All of this also requires the appropriate infrastructure to safely support our community.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?**1)**

We have a significant traffic problem on main street which is only going to become worse with the recent additions of town homes and apartments. During rush hour both in the morning and night it resembles a parking lot. We need to pivot the towns focus to commercial growth and only targeted residential growth only for areas that infrastructure supports additional traffic.

2)

As residents of Rolesville we constantly find ourselves going outside of Rolesville. This includes fun activities for kids, shopping, restaurants, parks/walks and treats like ice cream. Similar to my vision I really want residents to spend as much time in our vibrant, charming town and not feel the need to go elsewhere.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

Co-Owner of Rolesville Physical therapy but I do not think this is a conflict of interest.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

Co-Owner of Rolesville Physical therapy but I do not think this is a conflict of interest.

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

No

Comments

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

11/26/2025



A handwritten signature in cursive script that reads "Spenser Shumaker". The signature is written in black ink on a white background, with a thin horizontal line underneath it.

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Entry #: 121 - 11/4/2025

Status: Submitted

Submitted: 11/2/2025 8:12 PM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
11/4/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|------------|------|
| Tisha Lowe | |

Physical Address

729 Inglemoor Lane

Mailing Address

729 Inglemoor Lane

| Phone | Phone |
|----------------|-------|
| (919) 740-4390 | |

Email

tbakerlowe@gmail.com

Points of Interest

Planning Board

How long have you lived in Rolesville?

Rolesville

What is your formal education?

BS in Economics, Masters in Strategic Project Management

| Current Occupation | Employer |
|--------------------|----------------|
| Consultant | Self employed- |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?

N/A

Do you have any business relationships in the Rolesville area?

I am a self employed business consultant, currently facilitator for Youth Leadership Rolesville.

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)

Currently serving first term on Planning Board

Why do you want to serve on a Town of Rolesville board or committee?

To help advocate and shape the change in our growing community.

What is your “vision” for Rolesville?

Smart sustainable growth with strong sense of community. Eat, shop, work without leaving the area.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?

1)

Balancing commercial vs residential growth

2)

Preserving community and legacy

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

none

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

none

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

Yes

Comments

Currently serving term since 2023

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

A handwritten signature in dark blue ink, appearing to read "John S. Jones". The signature is fluid and cursive, with a distinct "J" at the beginning.

Date

11/2/2025

502 Southtown Circle • P.O. Box 250 • Rolesville, NC 27571 • P: 919.556.3506 • F: 919.556.6852

www.rolesvillenc.gov



Memo

To: Mayor Currin & Town Board
From: Christy Ynclan Frazier, Town Clerk
Date: 1/06/2026
Re: Parks and Recreation Advisory Board Appointment Recommendation

Background

The Town received two applications for the two upcoming vacancies on the Parks and Recreation Advisory Board, both within the in-town limits. One application was submitted by an incumbent member whose interest in continuing service has been confirmed, and the second was submitted by a new in-town applicant.

Interviews with both candidates were conducted by Commissioners Sneed and Bernat, and following this process, Commissioner Sneed is prepared to present a recommendation to fill the two vacancies. The appointments are anticipated to take effect in 2026 and will be brought forward for consideration at the January 6, 2026, Town Board Meeting.

Recommendation

Appoint members to the Parks and Recreation Advisory Board as recommended by the interview committee.

Attachments:

(2) Application recommendation

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|-------------|-------------|
| Judith Siwy | 12/11/2025 |

Physical Address

237 Lily Oak Dr

Mailing Address

| Phone | Phone |
|----------------|----------------|
| (716) 997-4066 | (716) 997-4066 |

Email

judithsiwy@yahoo.com

Points of Interest

Parks and Recreation Advisory Board

How long have you lived in Rolesville?

4 years

What is your formal education?

| Current Occupation | Employer |
|---------------------------|-----------------|
| Retired | |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?

None

Do you have any business relationships in the Rolesville area?

No

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)

Yes, three years on Parks and Recreation.

Why do you want to serve on a Town of Rolesville board or committee?

I believe every one who lives, and is able, needs to give back to there community.

What is your “vision” for Rolesville?

Enhance parks, playgrounds and walking trails to improve the quality of life for our residents.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?

1)

The completion of the Farm.

2)

More programs for our expanding senior population.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

None

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

None

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

Yes

Comments

I am currently on the Parks and Recreation board.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

12/11/2025



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www.rolesvillenc.gov

Entry #: 126 - 11/26/2025

Status: Submitted

Submitted: 11/19/2025 5:16 PM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
11/26/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|-------------|-------------|
| Ryan Paul | 11/19/2025 |

Physical Address
424 Granite Saddle Dr

Mailing Address
424 Granite Saddle Dr

| Phone | Phone |
|----------------|----------------|
| (919) 561-1318 | (919) 561-1318 |

Email
RJP0119@hotmail.com

Points of Interest
Parks and Recreation Advisory Board

How long have you lived in Rolesville?
9 years

What is your formal education?
Bachelors Degree

| Current Occupation | Employer |
|---------------------------|-----------------|
| Senior Manager | Accenture |

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?
I own no other real estate in Rolesville outside of my current residence

Do you have any business relationships in the Rolesville area?
I do not have any business relationships in the Rolesville area

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)
No

Why do you want to serve on a Town of Rolesville board or committee?

I am committed to supporting sustainable growth for our town. The current pace of development, with construction occurring at nearly every corner, poses challenges for maintaining a vibrant parks and recreation division. Extended project timelines discourage residents from enjoying the streets of Rolesville and contribute to growing frustration within the community. Additionally, as someone with a sports background and children involved in athletics, I am concerned about the delays in building the baseball complex. These setbacks negatively impact the town's revenue, as local travel ball organizations are forced to seek facilities outside the Triangle each weekend, rather than hosting events here in Rolesville.

What is your "vision" for Rolesville?

Sustainable growth should encompass both the development of the community and the business sector, while also prioritizing the enhancement of green spaces within the town. Currently, the restaurant offerings in Rolesville largely mirror those found in Heritage, Wake Forest, resulting in limited variety. To attract visitors and residents, it is essential to diversify dining options and introduce unique establishments.

Furthermore, the pace of growth must be carefully managed to avoid disruptions and to ensure that residents can continue to enjoy the town in a practical and accessible manner. Strategic planning is required to guide future development, ensuring that new additions to the town align with long-term objectives and contribute positively to the community's character and vitality.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?**1)**

The development of Athletic Park should be elevated as a strategic priority. Given the substantial number of travel sports organizations within the region and across the state, the completion of this facility has the potential to generate significant revenue and provide meaningful support to local businesses. Each month of delay results in missed opportunities for the town, as residents and visitors are compelled to travel outside the Triangle area to participate in such events. Prompt action is essential to maximize economic benefits and enhance the town's appeal as a destination for athletic activities.

2)

It is advisable to moderate the pace of the town's development to ensure that the most suitable businesses and residences are established. At present, the rapid expansion appears to favor replication of establishments that already exist within a short distance, rather than fostering originality. To cultivate a distinctive identity for the town, it is important to avoid emulating neighboring communities such as Wake Forest and instead focus on attracting unique enterprises and residential options.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

N/A

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

N/A

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

No

Comments

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

11/19/2025

A handwritten signature in cursive script that reads "Ryan Paul". The signature is written in black ink on a white background, with a thin horizontal line underneath it.

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Memo

To: Mayor Currin & Town Board
From: Christy Ynclan Frazier, Town Clerk
Date: 1/06/2026
Re: Tree Board Appointment Recommendation

Background

The Town received two applications for the two vacancies on the Tree Board reserved for residents of the Extraterritorial Jurisdiction (ETJ) of Rolesville. Both applications received were from people who live in the ETJ.

Staff conducted interviews for these vacant positions and presented the results to PARAB at the November 2025 meeting. PARAB has recommended that these vacancies be filled with these two applicants. The recommended appointments would take effect in 2026 and are scheduled for consideration at the Town Board Meeting on January 6, 2026.

Recommendation

Appoint the members to the Tree Board as recommended by the PARAB interview committee.

Angela Von Canon – ETJ

Brandy Schultz – ETJ

Attachments:

(2) Applications received

Entry #: 123 - 11/18/2025

Status: Submitted

Submitted: 11/5/2025 2:01 PM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
11/18/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|------------------|-------------|
| Angela Von Canon | 11/5/2025 |

Physical Address

4952 Tuckahoe Trce

Mailing Address

4952 Tuckahoe Trce

Phone

(919) 408-2618

Phone

(919) 999-0800

Email

angelavoncanon@gmail.com

Points of Interest

Planning Board

How long have you lived in Rolesville?

In ETJ, over 5 years

What is your formal education?

Completing law degree with concentration in Business Law and Compliance with BSBA with concentration in Project Management

Current Occupation

Art Instructor and Student

Employer

Art and Soul Sisters Studio

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?

N/A

Do you have any business relationships in the Rolesville area?

Yes - I teach at the Recreation Center my art to local children and adults

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)

N/A

Why do you want to serve on a Town of Rolesville board or committee?

I would love to be annexed, first. Next, I want to give back to the community I am closest to and I conduct business in. Finally, I love Rolesville.

What is your “vision” for Rolesville?

My vision for Rolesville is a place where the community remains high on the safety list for North Carolina with people who can operate businesses, play in parks, and enjoy the natural beauty Rolesville has always offered.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?

1)

Approval of additional housing

2)

Additional housing with inadequate road infrastructure

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

N/A

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

N/A

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

No

Comments

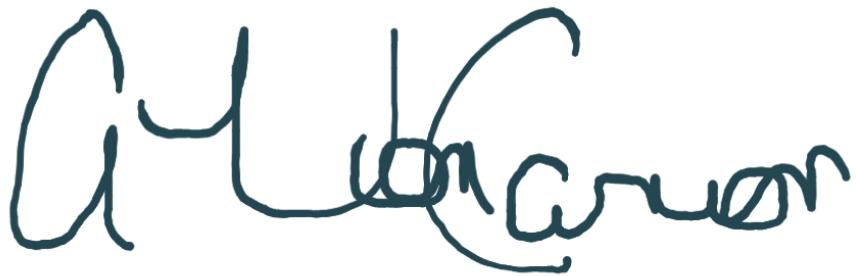
All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

11/5/2025

A handwritten signature in dark blue ink that reads "Alan Connor". The signature is fluid and cursive, with "Alan" on top and "Connor" below it, with a small "a" preceding "Connor".

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Entry #: 120 - 11/4/2025

Status: Submitted

Submitted: 10/4/2025 12:29 PM

The Town Clerk will acknowledge receipt and you will be contacted to schedule an interview regarding available position on the board you have chosen.

Date Received by Clerk
11/4/2025

Qualifications: Some advisory boards require residency within the Town of Rolesville or its ETJ.

Candidates may be invited to meet with an interview panel and appointments are made by the Town Board as a whole.

| Name | Date |
|---------------|-------------|
| Brandy Shultz | 7/13/1984 |

Physical Address

4924 Tuckahoe Trce

Mailing Address

4924 Tuckahoe Trce

Phone

(828) 719-7591

Phone

Email

brandyshultz@gmail.com

Points of Interest

Tree Board

How long have you lived in Rolesville?

16 years

What is your formal education?

Some College

Current Occupation

Home Maker, Occasional Artist

Employer

Besides your residence, what real estate do you own in Rolesville and within its planning jurisdiction?

None

Do you have any business relationships in the Rolesville area?

None other than being a frequent customer to many of our amazing local businesses!

Have you ever served on any boards or committees in Rolesville or other towns? (If so, please list)

Not yet!

Why do you want to serve on a Town of Rolesville board or committee?

I am passionate about preserving as much of our natural surroundings as possible while growing a connected and sustainable community.

What is your “vision” for Rolesville?

I would love to see Rolesville continue to build on the current conscientious plan for the future that both maintains the small town community feel and encourages the thoughtful growth of more schools, retail, roads and amenities to support our booming population!

My family loves both Main Street Park (it was my girls favorite as littles) as well as Mill Bridge Park. I would love to see more Parks similar to Mill Bridge with the real feel of natural surroundings as I believe that experiencing nature is a vital part of the health for the individual as well as the community. I would love to see the continued growth of locally owned businesses to balance with the larger corporations so that everyone has an invested interest in the quality of life in our town.

Briefly, explain what you believe are the two most important issues facing this advisory board, and how do you believe this board should address each issue?**1)**

I believe the most important issue facing this board would be identifying and placing protections on more trees.

2)

I feel the second most important issue for this board would be growing community education and awareness of the mission as well as encouraging active participation in identifying and caring for the protected trees.

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

None

Please specify any activities, which might create a conflict of interest that would prevent you from official action should you be appointed to this advisory board:

None

Have you attended a meeting of the board you are applying to or talked to anyone currently on the board?

No

Comments

I was unaware the board had been formed until the latest email from the town. I do my best to keep up with Town events and policy changes and admire the progress made across the entire Town Hall governance. The past year alone has seen many important changes that will prove vital for moving forward with the wonderful, purpose driven community we live in!

All applicants are strongly encouraged to attend a regularly scheduled meeting of the advisory board for which they are applying.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature

Date

10/4/2025



A handwritten signature in cursive script, reading "Brandy Shultz", is written over a horizontal line.

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www.rolesvillenc.gov



Memo

To: Mayor Currin and Town Board of Commissioners
From: Michael Elabarger, Interim Planning Director & Meredith Gruber, Senior Planner
Date: Meeting Held January 6, 2026
Re: TA-25-08 Land Development Ordinance (LDO) Text Amendments to Table 5.1. Permitted Principal Use Table and Section 5.1.5.C. for Hospital Use

Background

Land Development Ordinance (LDO) Text Amendment Application TA-25-08 was submitted by Toby Coleman of Smith Anderson in September 2025. The application proposes modifying LDO Table 5.1. Permitted Principal Uses as well as adding a new subsection to LDO Section 5.1.5.C. to eliminate the Special Use Permit (SUP) process if a Hospital use is permitted by a condition of a conditional rezoning application.

The LDO currently permits a Hospital use by Special Use Permit (SUP). The purpose of an SUP is to allow uses that may be appropriate in a zoning district but require individual review of their location, design, and operation to ensure they are compatible with surrounding properties and protect public health, safety, and welfare.

Proposed Text Amendment

The proposed text for TA-25-08 is shown in blue and underlined.

Table 5.1. Permitted Principal Use Table

| | RL | RM | RH | MH | GC | CH | OP | GI | BT | TC | AC | NC | |
|--------------------------|----|----|----|----|------------|------------|------------|----|----|----|----|----|----------|
| OFFICE AND MEDICAL | | | | | | | | | | | | | |
| Hospital | - | - | - | - | <u>P/S</u> | <u>P/S</u> | <u>P/S</u> | - | - | - | - | - | 5.1.5.C. |

5.1.5. Office and Medical Principal Uses

C. Hospital

5. A Hospital use may be permitted by right as a condition of a conditional zoning district.

Comprehensive Plan Consistency

The Rolesville 2050 Comprehensive Plan Focus Areas include looking at challenges and opportunities as they relate to:

- Transportation,
- Economic Development,
- Land Use & Housing, and
- Parks, Recreation, & Community Character.

A text amendment facilitating development of a Hospital use may support the Economic Development Focus Area by adding to the Town's portfolio of nonresidential development. The Comprehensive Plan notes the importance of achieving a balanced tax base of residential and nonresidential land use.

Planning Board Recommendation

At their regular meeting on October 27, 2025, the Planning Board unanimously recommended approval of TA-25-08 Hospital Use. The Board collectively expressed their thoughts including how to ensure that the Conditional Zoning process would have the same scrutiny as an Evidentiary Hearing/Special Use Process. The Board concluded that the proposed process would give the Board of Commissioners more latitude to mitigate potential impacts of a Hospital use.

Staff Recommendation

Based on consistency with the Comprehensive Plan, as well as concurrence with the Planning Board's analysis noted above, Staff recommends approval of TA-25-08.

Proposed Motions

- Motion to (approve or deny) **TA-25-08 - LDO Text Amendments to Table 5.1. Permitted Principal Use Table and Section 5.1.5.C. for Hospital Use** because it is (consistent or inconsistent) with the Comprehensive Plan. (Please include examples of consistency or inconsistency.)

If TA-25-08 is approved:

- Motion to adopt a Statement of Consistency and Reasonableness as **TA-25-08** is consistent with Rolesville's Comprehensive Plan, supporting the plan's Economic Development Focus Area, and is therefore reasonable

Or

- Motion to continue **TA-25-08 - LDO Text Amendments to Table 5.1. Permitted Principal Use Table and Section 5.1.5.C. for Hospital Use** to a future Town Board of Commissioners meeting (Provide date certain.)

Attachment

- Text Amendment Application TA-25-08
- ORD-2026-03



Case No. TA-25-08

Date rcvd 9-2-2025

Text Amendment Application

Contact Information

Name Toby Coleman, Smith Anderson

Address 150 Fayetteville St., Ste. 2300

City/State/Zip Raleigh, NC 27601

Phone 919-821-6778

Email tcoleman@smithlaw.com

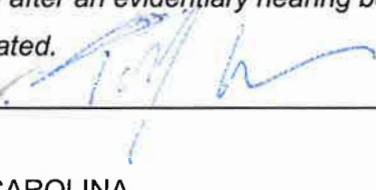
Amendment Information

This petition is to amend the Unified Development Ordinance Section(s) Table 5.1 and Section 5.1.5.C of the LDO to allow the Board of Commissioners to permit Hospital uses as a permitted use in conditional zoning districts.

as a *permitted use* *conditional use* *special use*
in the zoning district.

Applicant Signature

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

Signature 

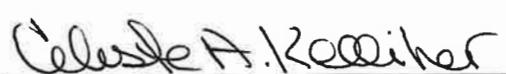
Date 9/2/25

STATE OF NORTH CAROLINA

COUNTY OF Wake

I, a Notary Public, do hereby certify that Toby Coleman personally appeared before me this day and acknowledged the due execution of the foregoing instrument. This the 2nd day of September 2025.

My commission expires 8/12/2027.

Signature  Seal

CELESTE A. KELLIHER
NOTARY PUBLIC
WAKE COUNTY, N.C.

Description of Proposed Text Change Amendment

The applicant proposed that the LDO be changed to permit the Board of Commissioners to approve a hospital use as part of a conditional zoning district. The proposed text change amendment is as follows, with proposed changes in red:

A. The listing for Hospital use in the Office and Medical Section of Table 5.1, Permitted Use Table is modified as follows:

| | RL | RM | RH | MH | GC | CH | OP | GI | BT | TC | AC | NC | |
|--------------------|----|----|----|----|------------|------------|------------|----|----|----|----|----|---------|
| OFFICE AND MEDICAL | | | | | | | | | | | | | |
| Hospital | - | - | - | - | <u>P/S</u> | <u>P/S</u> | <u>P/S</u> | - | - | - | - | - | 5.1.5.C |

B. Add the following new subsection to Section 5.1.5.C of the LDO:

5. A Hospital use may be permitted by right as a condition of a conditional zoning district.

Justification

The LDO currently provides that a hospital use is only allowed via a special use permit. When a potential hospital user needs to rezone property for a hospital use, the LDO requires that user to obtain rezoning approval for the hospital use from the Board of Commissioners and then go to the Town Board of Adjustment for a special use permit. Requiring rezoning applicants to obtain functionally redundant permits from separate boards is unnecessarily cumbersome. Permitting the Board of Commissioners to permit hospital uses by right as part of a site-specific conditional rezoning streamlines the process while ensuring that the project is fully vetted and reviewed prior to approval, which presumably is the intent of the requirement that hospital uses obtain a special use permit.

**PROPOSAL TO AMEND
THE LAND DEVELOPMENT ORDINANCE,
TOWN OF ROLESVILLE, NORTH CAROLINA**

Case Number TA-25-08 Land Development Ordinance (LDO) Text Amendments to

**Table 5.1. Permitted Principal Use Table and Section 5.1.5.C. for Hospital Use
Ordinance # ORD-2026-03**

WHEREAS, the Town of Rolesville seeks to amend the Land Development Ordinance Table 5.1. and Section 5.1.5.C. for Hospital Use.

WHEREAS, North Carolina General Statute Section NC Chapter § 160D-702. (Effective January 1, 2025) 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 Table 5.1. and Section 5.1.5. be amended to read as follows:

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

Table 5.1. Permitted Principal Uses

| | RL | RM | RH | MH | GC | CH | OP | GI | BT | TC | AC | NC | |
|--------------------------|----|----|----|----|------------|------------|------------|----|----|----|----|----|----------|
| OFFICE AND MEDICAL | | | | | | | | | | | | | |
| Hospital | - | - | - | - | <u>P/S</u> | <u>P/S</u> | <u>P/S</u> | - | - | - | - | - | 5.1.5.C. |

5.1.5. Office and Medical Principal Uses

C. Hospital

5. A Hospital use may be permitted by right as a condition of a conditional zoning district.

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 6th day of January 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 Ynclan - Frazier
Town Clerk



Memo

To: Mayor Currin and Town Board of Commissioners
From: Michael Elabarger, Interim Planning Director & Meredith Gruber, Senior Planner
Date: Meeting Held January 6, 2026
Re: TA-25-12 Land Development Ordinance (LDO) Text Amendments to Table 3.4.1. to Modify Options for Development Agreements in the Town Center (TC) Zoning District

Background

TA-25-06 Part B, Modify Options for Development Agreements in the Activity Center (AC) and Neighborhood Center (NC) Zoning Districts, was approved by the Town Board of Commissioners on October 9, 2025. Town-initiated Text Amendment TA-25-12 proposes to match what was approved in the AC and NC Zoning Districts in the Town Center (TC) Zoning District.

Proposed Text Amendment

The proposed text for TA-25-12 is shown in blue and underlined.

Table 3.4.1. TC District Development Standards

| STANDARDS | TC REQUIREMENTS |
|--|-----------------|
| Notes: <u>Any/all development standards in Table 3.4.1. may be modified if part of a Development Agreement approved by the Town Board of Commissioners.</u> | |

Comprehensive Plan Consistency

The Rolesville 2050 Comprehensive Plan Focus Areas include looking at challenges and opportunities as they relate to:

- Transportation,
- Economic Development,
- Land Use & Housing, and
- Parks, Recreation, & Community Character.

A text amendment facilitating flexibility for Development Agreements in the Town Center Zoning District may support the Economic Development and Land Use & Housing Focus Areas. The Comprehensive Plan notes the importance of incorporating flexibility in the TC Zoning District requirements to provide for a unique, lifestyle destination.

Planning Board Recommendation

At their regular meeting on October 27, 2025, the Planning Board unanimously recommended approval of TA-25-12. There was little to no discussion on the Text Amendment application following the Staff presentation.

Staff Recommendation

Based on consistency with the Comprehensive Plan, as well as alignment with recently approved TA-25-06 Part B, Modify Options for Development Agreements in the Activity Center (AC) and Neighborhood Center (NC) Zoning Districts, Staff recommends approval of TA-25-12.

Proposed Motions

- Motion to (*approve or deny*) **TA-25-12 Land Development Ordinance (LDO) Text Amendments to Table 3.4.1. to Modify Options for Development Agreements in the Town Center (TC) Zoning District** because it is (*consistent or inconsistent*) with the Comprehensive Plan. (*Please include examples of consistency or inconsistency.*)

If TA-25-12 is approved:

- Motion to adopt a Statement of Consistency and Reasonableness as **TA-25-12** is consistent with Rolesville's Comprehensive Plan, supporting the plan's Economic Development and Land Use & Housing Focus Areas, and is therefore reasonable

Or

- Motion to continue **TA-25-12 Land Development Ordinance (LDO) Text Amendments to Table 3.4.1. to Modify Options for Development Agreements in the Town Center (TC) Zoning District** to a future Town Board of Commissioners meeting (**Provide date certain.**)

Attachment

- ORD-2026-04

**PROPOSAL TO AMEND
THE LAND DEVELOPMENT ORDINANCE,
TOWN OF ROLESVILLE, NORTH CAROLINA**

**Case Number TA-25-12 Land Development Ordinance (LDO) Text Amendments to
Table 3.4.1. to Modify Options for Development Agreements in the Town Center (TC)
Zoning District
Ordinance # ORD-2026-04**

WHEREAS, the Town of Rolesville seeks to amend the Land Development Ordinance Table 3.4.1. to modify options for Development Agreements in the Town Center (TC) Zoning District.

WHEREAS, North Carolina General Statute Section NC Chapter § 160D-702. (Effective January 1, 2025) 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 Table 3.4.1. be amended to read as follows:

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

Table 3.4.1. TC District Development Standards

| STANDARDS | TC REQUIREMENTS |
|--|-----------------|
| Notes: | |
| <u>Any/all development standards in Table 3.4.1. may be modified if part of a Development Agreement approved by the Town Board of Commissioners.</u> | |

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 6th day of January 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 Ynclan - Frazier
Town Clerk



FUTURE TOWN BOARD MEETINGS
(Please note the schedule is subject to change)

January 6, 2026 Town Board Regular Meeting – 6:00 p.m.

- Legislative Hearing Continued - REZ-25-05, Rezoning Map Amendment – Scarboro Village – Applicant and Michael Elabarger, Interim Planning Director
- Legislative Hearing Continued – ANX-25-03, Voluntary Annexation Petition – 200 School Street – Applicant and Michael Elabarger, Interim Planning Director
- Advisory Board Appointment Recommendations: Board of Adjustment, Planning Board, PARAB & Tree Board
- Legislative Hearing – TA-25-12, Land Development Ordinance Text Amendment (Sec. 3.4.1 Development Agreement) – Michael Elabarger, Interim Planning Director
- Legislative Hearing – TA-25-08 - Land Development Ordinance Text Amendment (Hospital Use) – Applicant and Michael Elabarger, Interim Planning Director
- Legislative Hearing – REZ-24-05, Rezoning Map Amendment – Atticus Woods - Applicant and Michael Elabarger, Interim Planning Director

January 13, 2026 Town Board Work Session – 6:30 p.m.

- Capital Improvement Project – Eric Marsh, Town Manager

January 20, 2026 Town Board Work Session – 6:30 p.m.

- Capital Improvement Project Follow-Up – Eric Marsh, Town Manager
- Downton District Designation – Mical McFarland, Development Director & Rolesville Downtown Development Association (RDDA)
- Town Code – Chicken/Rabbit – Christy Frazier, Town Clerk, and Michael Elebarger, Interim Planning Director
- Closed Session

February 3, 2026 Town Board Regular Meeting – 6:30 p.m.

- Legislative Hearing – REZ-25-03, Rezoning Map Amendment – 625 Averette Rd - Applicant and Michael Elabarger, Interim Planning Director
- Legislative Hearing – TA-25-10 - Land Development Ordinance Text Amendment (Building Separation) – Applicant and Michael Elabarger, Interim Planning Director
- Legislative Hearing – TA-25-11 - Land Development Ordinance Text Amendment (Buffer yards) – Applicant and Michael Elabarger, Interim Planning Director

February 17, 2026 Town Board Budget & Work Session – 12:00 p.m.

March 3, 2026 Town Board Regular Meeting – 6:30 p.m.

March 17, 2026 Town Board Work Session – 6:30 p.m.

April 7, 2026 Town Board Regular Meeting – 6:30 p.m.

April 21, 2026 Town Board Work Session – 6:30 p.m.

May 5, 2026 Town Board Regular/Org. Meeting – 6:30 p.m.

May 19, 2026 Town Board Work Session – 6:30 p.m.

June 16, 2026 Town Board Work Session – 6:30 p.m.

July 21, 2026 Town Board Regular Meeting – 6:30 p.m.

August 18, 2026 Town Board Regular Meeting – 6:30 p.m.

September 8, Town Board Regular Meeting – 6:30 p.m.

September 22, 2026 Town Board Work Session – 6:30 p.m.

October 8, 2026 Town Board Regular Meeting – 6:30 p.m. (date change due to National Night Out)

October 20, 2026 Town Board Work Session Meeting – 6:30 p.m.

November 5, 2026 Town Board Regular Meeting – 6:30 p.m. (date change due to Voting)

November 17, 2026 Town Board Work Session – 6:30 p.m.

December 1, 2026 Town Board Regular Meeting – 6:30 p.m.

Work Session topics to be scheduled: TBD

Economic Development Incentives Policy – Mical McFarland, Economic Development Director

Planning items to be scheduled: TBD