



**Agenda  
Regular Meeting  
Board of Adjustment  
Tuesday, May 12, 2026  
12:00 PM**

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<b>Item</b>	<b>Topic</b>
1.	Call to Order
2.	Approval of February 10, 2026 Meeting Minutes
3.	ZVA-26-0001 / 5317 Twin Meadows Lane
4.	Updates
5.	Adjournment

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



Board of Adjustment Meeting  
February 10, 2026 - 12:00 PM  
502 Southtown Circle, Rolesville, NC 27571

## MINUTES

**PRESENT:** Melissa Elliott, 2026 Chair  
Jeffrey Wuchich, 2026 Vice-Chair  
Marc Camosci, Board Member  
Daniel Fox, Board Member  
Tracy Goss, Board Member  
Dan Alston, Commissioner Liaison  
David Neill, Town Attorney  
Lily Richardson, Human Resources Analyst  
Michael Elabarger, Assistant Planning Director  
Tanner Hayslette, Planner I  
Sharon Hope, Administrative Support Specialist

**ABSENT:** No Board members were absent

1. **CALL TO ORDER**

Chairperson, Melissa Elliott, called the meeting to order at 12:03 p.m.

2. **MEMBER SWEARING IN**

Board Members Marc Camosci, Daniel Fox and Tracy Goss were sworn in by Town of Rolesville Human Resources Analyst, Lily Richardson.

3. **APPROVAL OF MINUTES OF THE JANUARY 13, 2026, MEETING**

Chairperson, Melissa Elliott, called for a Motion for approval of the January 13, 2026, Minutes.

**Vice-Chairperson, Jeffrey Wuchich made a Motion to approve, and Board Member, Marc Camosci seconded. All members voted "Aye", and the Motion was passed (5-0).**

4. **VAR-26-001: 115 W. YOUNG STREET, THE JOEL FUND**

Attorney Worth Mills of Longleaf Law Partners described the variance request to LDO Section 6.2.2.1 to remove the 6' wall requirements from the Type 3 perimeter Buffer along the shared boundary line of the property with parcel id #1769023002 with an address of 119 West Young Street and described how the four Variance Standards would be addressed with the request

Mr. Mills next introduced Brooke Dickhart of The Joel Fund to give a summary of The Joel Fund and their plans for the property.

After Ms. Dickhart spoke to the Board, Mr. Mills introduced Mr. Samuel Nye, Principal Civil Engineer with The Site Group and tendered Mr. Nye as an expert witness.

After Mr. Nye spoke, Mr. Mills, Ms. Dickhart and Mr. Nye answered questions from the Board members.

**Melissa Elliott, Chair, made a Motion to approve the variance with modification in consideration of information presented at the Evidentiary Hearing.**

**Marc Camosci, Board Member, made a Motion to approve with no conditions. The Motion failed as there was no second.**

**Tracy Goss made a Motion for Denial; Daniel Fox seconded the motion. Melissa Elliott, Chair, asked for deliberation on the Motion. Hearing none, a roll call was made for the Motion for Denial. The Motion was carried by a 4-1 vote, 4 voted yes (Elliott, Wuchich, Goss, Fox), 1 voted no (Camosci).**

5. **UPDATES**

Melissa Elliott, Chair, asked if there were any updates. Mike Elabarger, Assistant Planning Director, announced that the next Board of Adjustment meeting will be held on March 10 and that the Board will be given a 10 day notice if the meeting will be cancelled due to lack of a case.

A conversation was held about Board of Adjustment meeting flow and procedure.

6. **ADJOURNMENT**

**Melissa Elliott, Chair, adjourned the meeting.**

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**Melissa Elliott**  
**Board of Adjustment Chair**

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**Sharon S. Hope**  
**Administrative Support Specialist**

# Memo

**To:** Board of Adjustment  
**From:** Planning Department Staff  
**Date:** Meeting Held May 12, 2026  
**Re:** ZVA-26-0001 – 5317 Twin Meadows

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## **Application**

Applicant: True Line Surveying  
Property Owners: Schaeffer, Donald Paul and Schaeffer, Susan T.  
Property Address: 5317 Twin Meadows Lane  
PIN: 1759339601  
Zoning: Residential Low (RL)  
Acreage: 10.94  
Total Lots: 1

## **Background**

The subject property is zoned Residential Low (RL); adjacent properties are also zoned RL.

LDO Section 9.2.1.A.1. states all subdivision lots shall abut, at least twenty (20) feet in width, on a public street and have street frontage width that is dictated by the zoning district. The RL zoning district requires a minimum one-hundred-foot (100') lot width.

LDO Section 9.2.1.B. defines Rolesville's street design standards, and all streets must meet these standards, including but not limited to, right-of-way width, pavement width, and geometric characteristics.

## **Request**

The applicant is requesting a Variance to LDO Section 9.2.1.A.1. to subdivide the subject property and create a new lot abutting a private street.

## **Review Standards**

As per LDO Appendix A Section 3.3. and North Carolina General Statutes Chapter 160D-705 (d), Variances, when unnecessary hardships would result from carrying out the strict letter of a zoning regulation, the Board of Adjustment shall vary any of the provisions of the zoning regulation upon a showing of all the following:

1. Unnecessary hardship would result from the strict application of the regulation. It is not necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.
2. The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as

hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance. A variance may be granted when necessary and appropriate to make a reasonable accommodation under the Federal Fair Housing Act for a person with a disability.

3. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance is not a self-created hardship.
4. The requested variance is consistent with the spirit, purpose, and intent of the regulation, such that public safety is secured and substantial justice is achieved.

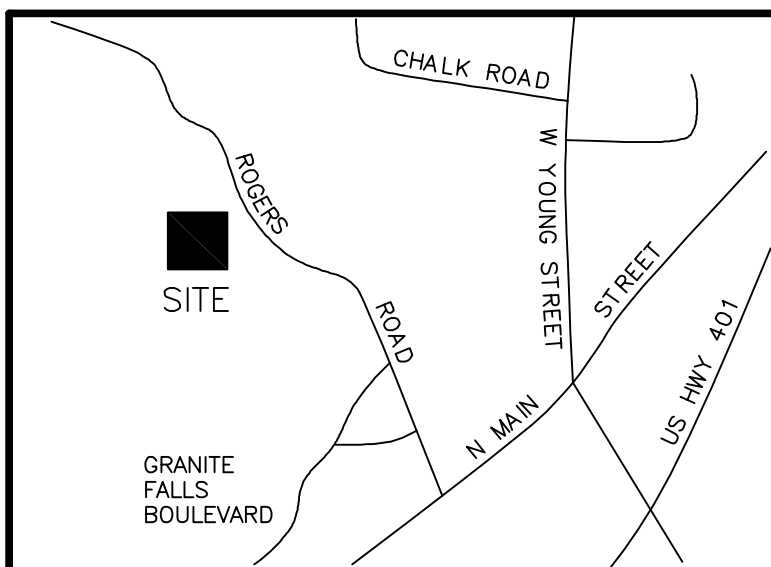
Note: No change in permitted uses may be authorized by a variance. Appropriate conditions may be imposed on any variance, provided that the conditions are reasonably related to the variance.

### **Potential Motions**

- *Motion for approval:* Involving case ZVA-26-0001, I make a motion to Approve the Variance request as presented...
- *Motion for approval:* Involving case ZVA-26-0001, I make a motion to Approve the Variance request with modifications in consideration of information presented at the evidentiary hearing...
- *Motion for denial:* Involving case ZVA-26-0001, I make a motion to Deny the Variance request because...

### **Attachments**

1. Shaeffer Twin Meadows Plat
2. Applicant Statement of Justification



VICINITY MAP (NOT TO SCALE)

PROPERTY SHOWN HEREON \_\_\_\_\_ IS \_\_\_\_\_ IS NOT LOCATED IN A FEMA DESIGNATED FLOOD ZONE. FEMA FLOOD HAZARD PANEL NO. 3720175900 K EFFECTIVE DATE: 7-19-2022

DATE \_\_\_\_\_ SURVEYOR \_\_\_\_\_

THIS SURVEY:

- A. CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.
- B. IS LOCATED IN A PORTION OF A COUNTY OR MUNICIPALITY THAT IS UNREGULATED AS TO AN ORDINANCE THAT REGULATES PARCELS OF LAND.
- C. IS ONE OF THE FOLLOWING:
  - 1) IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.
  - 2) IS OF AN EXISTING FEATURE, SUCH AS A BUILDING OR OTHER STRUCTURE, OR NATURAL FEATURE, SUCH SUCH AS A WATERCOURSE.
  - 3) IS A CONTROL SURVEY
  - 4) IS OF A PROPOSED EASEMENT FOR A PUBLIC UTILITY AS DEFINED IN G.S. 62-3.
- D. IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.
- E. THE INFORMATION AVAILABLE TO THE SURVEYOR IS SUCH THAT THE SURVEYOR IS UNABLE TO MAKE A DETERMINATION TO THE BEST OF THE SURVEYOR'S PROFESSIONAL ABILITY AS TO PROVISIONS CONTAINED IN (A) THROUGH (D) ABOVE.

DATE \_\_\_\_\_ SURVEYOR \_\_\_\_\_

SURVEYOR'S DISCLAIMER: NO ATTEMPT WAS MADE TO LOCATE ANY CEMETERIES, WETLANDS, HAZARDOUS MATERIAL SITES, UNDERGROUND UTILITIES OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN THOSE SHOWN.

DATE \_\_\_\_\_ SURVEYOR \_\_\_\_\_

STATE OF NORTH CAROLINA, \_\_\_\_\_ WAKE \_\_\_\_\_ COUNTY

I, CURK T. LANE, DO HEREBY CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK \_\_\_\_\_, PAGE \_\_\_\_\_, ETC.); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK \_\_\_\_\_, PAGE \_\_\_\_\_; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000±; THAT THE GLOBAL POSITIONING ACCURACY (GPS) OBSERVATIONS WERE PERFORMED TO THE GEOSPATIAL POSITIONING ACCURACY STANDARDS, PART 2: STANDARDS FOR GEODETIC NETWORKS AT 1 CENTIMETER ACCURACY CLASSIFICATION (95% CONFIDENCE) USING RTK NETWORK; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. THAT THIS PLAT MEETS THE REQUIREMENT OF G.S. 47-30 SECTION F-11 A. WITNESS MY ORIGINAL SIGNATURE AND SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2025

SURVEYOR

L - 3990  
LICENSE NUMBER

CERTIFICATE OF APPROVAL FOR RECORDING

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE TOWN OF ROLESVILLE, NORTH CAROLINA, AND THAT THIS PLAT HAS BEEN APPROVED BY THE LDA OF THE TOWN OF ROLESVILLE FOR RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS OF WAKE COUNTY.

DATE \_\_\_\_\_ LDA, TOWN OF ROLESVILLE  
ROLESVILLE, NORTH CAROLINA

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON, WHICH IS IN THE SUBDIVISION JURISDICTION OF THE TOWN OF ROLESVILLE AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT AND ESTABLISH MINIMUM BUILDING SETBACK LINES AS NOTED.

DATE \_\_\_\_\_ OWNER \_\_\_\_\_

DATE \_\_\_\_\_ OWNER \_\_\_\_\_

NORTH CAROLINA, WAKE COUNTY

I, \_\_\_\_\_, A NOTARY PUBLIC FOR SAID COUNTY AND STATE HEREBY CERTIFY THAT \_\_\_\_\_ PERSONALLY APPEARED BEFORE ME THIS DAY AND ACKNOWLEDGED THE EXECUTION OF THE FOREGOING INSTRUMENT. WITNESS MY HAND AND SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025. MY COMMISSION EXPIRES \_\_\_\_\_.

NOTARY PUBLIC

REVIEW OFFICER'S CERTIFICATE

I, \_\_\_\_\_ REVIEW OFFICER OF THE TOWN OF ROLESVILLE, WAKE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE \_\_\_\_\_ REVIEW OFFICER \_\_\_\_\_

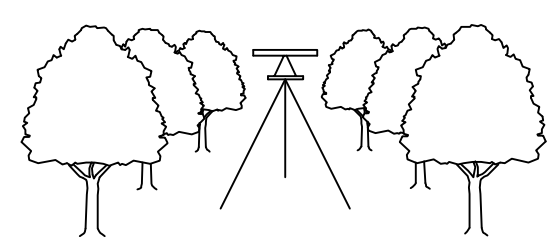
I, CURK T. LANE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION, FOR THE PURPOSE OF HORIZONTAL CONTROL IN ORDER TO TIE THIS SURVEY TO NC GRID; AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:  
 CLASS OF SURVEY: CLASS AA  
 POSITION ACCURACY: 0.026 FEET, ELLIPTICAL ERROR AXIS  
 TYPE OF GPS FIELD PROCEDURE: VRS SESSION 2 CONTROL POINTS  
 DATES OF SURVEY: 10-15-25  
 DATUM/EPOCH: NAD 83(2011)/EPOCH 2010.000  
 PUBLISHED/FIXED-CONTROL USED: NC GNSS CORS AND RTK  
 GEOD MODEL: NAVD 88 USING GEOID 18  
 COMBINED GRID FACTOR: 0.99988779(AVG)  
 REPORTING UNITS: US FEET

LEGEND

- IPF IRON PIPE FOUND
- IPS IRON PIPE SET
- ◻ CMF CONCRETE MONUMENT FOUND
- ◻ PNKF PARKER-KALON NAIL FOUND
- PNKS
- RRS RAILROAD SPIKE
- CSF COTTON SPIKE FOUND
- CSS COTTON SPIKE SET
- CC CONTROL CORNER
- CP COMPUTED POINT
- OP POWER POLE
- OPW OVERHEAD POWER LINE
- R/W RIGHT OF WAY
- S.F. SQUARE FEET
- AC ACRE
- DB DEED BOOK
- PB PLAT BOOK
- BOM BOOK OF MAPS
- PG PAGE
- LF LINEAR FEET
- 15S LOT HAS OFFSITE SEWER
- 15SL OFFSITE SEWER LOT
- 15R RECOMBINATION LOT
- A/G ABOVE GROUND
- B/G BELOW GROUND
- [100] STREET ADDRESS
- LINES NOT SURVEYED

SURVEYED BY:	TL5
DRAWN BY:	MIKE
CHECKED BY:	CURK
DRAWING NAME:	MINOR.DWG
SURVEY DATE:	10-15-25
JOB NO.	5418.001

*TRUE LINE SURVEYING, P.C.*



205 WEST MAIN STREET  
CLAYTON, N.C. 27520  
TELEPHONE: (919) 359-0427  
FAX: (919) 359-0428  
www.truelinesurveying.com

NOTES:

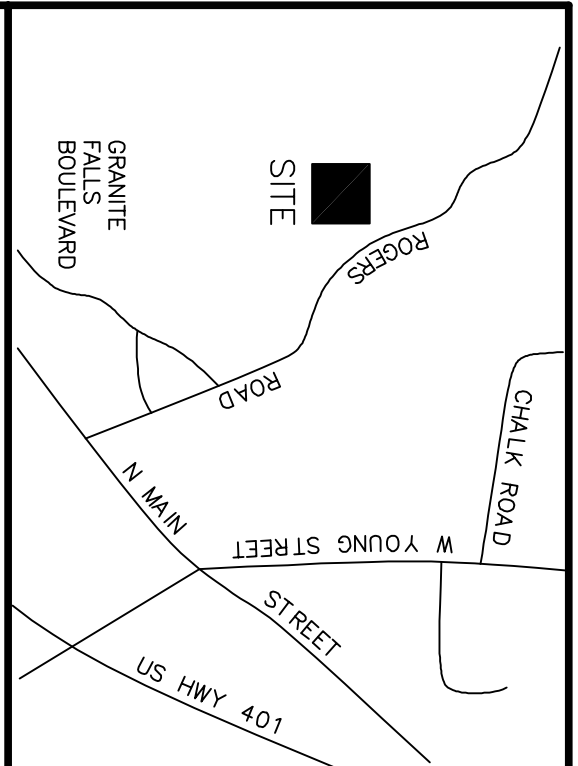
- 1) ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES
- 2) AREAS COMPUTED BY COORDINATE METHOD
- 3) PROPERTY SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD
- 4) NO. 5 REBAR IRON STAKES SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED
- 5) ZONING: RL (ROLESVILLE)
- 6) PARENT TRACT DEED DB 11273 PG 1515
- 7) REID NO. 0245628
- 8) NC PIN NO 1759-33-9601
- 9) GRID TIE BY GPS
- 10) NO HORIZONTAL CONTROL FOUND WITHIN 2000' OF SURVEY
- 11) PROPERTY IS LOCATED WITHIN THE PLANNING JURISDICTION OF THE TOWN OF ROLESVILLE, N.C.

REFERENCES:

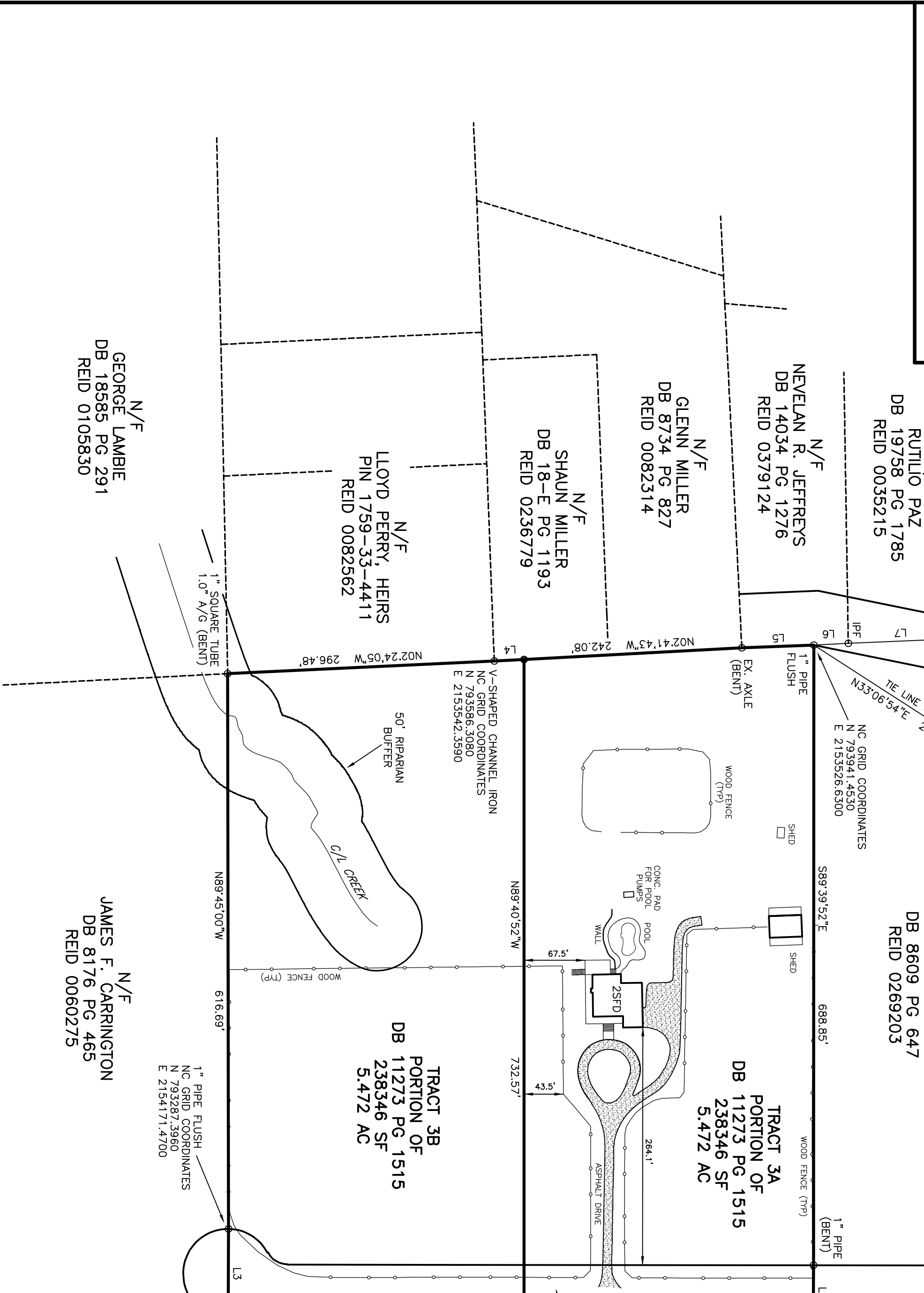
DB 11273 PG 1515	BOM 1997 PG 1195
DB 8282 PG 1621	BOM 1998 PG 1406
DB 8457 PG 2018	BOM 2002 PG 0020
DB 16968 PG 1267	BOM 2010 PG 0297
DB 8176 PG 465	BOM 2021 PG 1265
DB 18585 PG 291	BOM 1999 PG 0866
DB 18-E PG 1193	
DB 8734 PG 827	
DB 14034 PG 1276	
DB 19758 PG 1785	
DB 8609 PG 647	

MINIMUM BUILDING SETBACKS  
ZONING: RL

FRONT YARD.....	30 FEET
SIDE YARD.....	12 FEET
REAR YARD.....	25 FEET
CORNER SIDE.....	17 FEET
MIN LOT WIDTH.....	100 FEET
MIN LOT SIZE.....	20000 SF



VICINITY MAP (NOT TO SCALE)

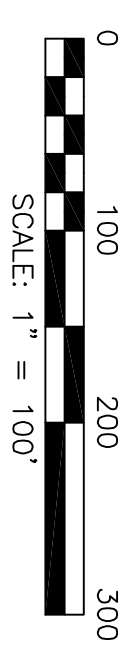


STATE OF NORTH CAROLINA, \_\_\_\_\_ WAKE \_\_\_\_\_ COUNTY

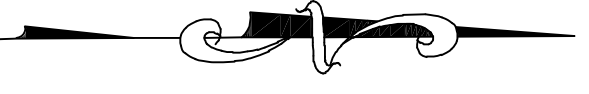
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SURVEYOR \_\_\_\_\_  
 LICENSE NUMBER L-3990

LINE	BEARING	DISTANCE
L1	S89°26'16"E	59.83'
L2	S00°20'53"W	81.94'
L3	N89°30'56"W	99.64'
L4	N02°41'43"W	33.32'
L5	N01°59'16"W	80.09'
L6	N02°21'55"W	38.43'
L7	N02°06'42"W	118.98'
L8	S00°36'54"W	100.58'



NC GRID NORTH NAD 83/2011



MINOR SUBDIVISION PLAT FOR

# DONALD PAUL SCHAEFFER AND SUSAN T. SCHAEFFER

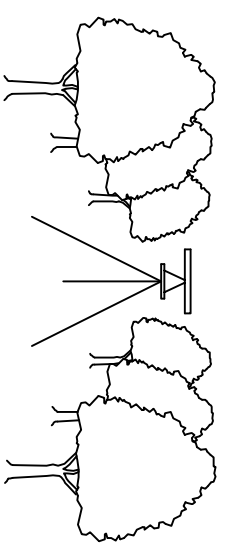
WAKE FOREST TOWNSHIP, WAKE COUNTY  
 NORTH CAROLINA  
 NOVEMBER 3, 2025  
 SHEET 2 OF 2

OWNER: DONALD PAUL SCHAEFFER  
 SUSAN T. SCHAEFFER  
 5317 TWIN MEADOWS, LN  
 WAKE FOREST, N.C. 27587

- LEGEND
- I.P.F. IRON PIPE FOUND
  - C.M.F. CONCRETE MONUMENT FOUND
  - P.M.F. PARKER-FALCON NAIL SET
  - P.M.S. PARKER-FALCON NAIL SET
  - R.R.S. RAILROAD SPIKE
  - C.C.S. COTTON SPIKE FOUND
  - C.C. CONTROL CORNER
  - C.P. COMPUTED POINT
  - O.P. OVERHEAD POWER LINE
  - R.F. RIGHT OF WAY
  - S.F. SQUARE FEET
  - D.B. DEED BOOK
  - P.B. PLAT BOOK
  - P.O.M. PLAT OF MAPS
  - L.F. LINEAR FEET
  - L.S. LOT HAS OFFSITE SEWER
  - L.S. RECOMBINATION LOT
  - A/G ABOVE GROUND
  - B/G BELOW GROUND
  - [100] STREET ADDRESS
  - LINES NOT SURVEYED

SURVEYED BY:	TLS
DRAWN BY:	MIKE
CHECKED BY:	CURK
DRAWING NAME:	MINOR.DWG
SURVEY DATE:	10-15-25
JOB NO.:	5418.001

## TRUE LINE SURVEYING, P.C.



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 CLAYTON, N.C. 27520  
 TELEPHONE: (919) 359-0427  
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 www.truelinesurveying.com

C-1859

**March 18, 2026**

### **Statement of Justification**

Provide below a "Statement of Justification" (including Date) that addresses each and all of the following:

- Unnecessary hardship would result from the strict application of Land Development Ordinance Section(s) - List all separately.
  - Under the current rules the land cannot be developed in any way. We are requesting a Variance for the word "Public" to also include "Private" since this property is located on a Private road. The Private Road cannot be made Public since it does not have enough houses on it to qualify for DOT approval. Also the Private Road is located in the ETJ and not in the City Limits for Town approval.
- The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as those arising from conditions common to the neighborhood or the public, may not be the basis for granting a variance. A variance may be granted when necessary and appropriate to make reasonable accommodation under the Federal Fair Housing Act for a person with a disability.
  - The Lot and Private Road were created in Wake County Planning Jurisdiction in 1998. The land has since been added to the ETJ area which makes it subject to the Planning rules off the Town of Rolesville. The request is to create two 5 acre lots from the existing 10-acre lot. The subdivision request as submitted meets all requirements except for the frontage on a Public Road.
- The hardship did not result from actions taken by the Applicant or the Property Owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance is not a self-created hardship.
  - When the lot was purchased, the lot was in the Wake County Planning Jurisdiction. The subdivision plan as submitted would be allowed in Wake County. Since the ETJ is not voluntary, the rules of UDO for Town of Rolesville that now govern will not allow for further development of this 10-acre Lot.
- The requested Variance is consistent with the spirit, purpose, and intent of the Land Development Ordinance, such that public safety is secured and substantial justice is achieved.
  - The subdivision request is to create an additional residential lot in keeping with the residential zoning and the current surroundings.