



**Agenda
Planning Board
Monday, September 27, 2021
7:00 PM**

- | ITEM | TOPIC |
|-------------|---|
| 1. | Call to Order |
| 2. | Pledge of Allegiance |
| 3. | Invocation |
| 4. | Approve August 23, 2021 Planning Board meeting minutes |
| 5. | Oath of Office <ul style="list-style-type: none">a) James Schwartzb) Steve Hillc) Donnie Lawrence |
| 6. | Rolesville & Wake Forest Annexation Agreement |
| 7. | Planning Director's Report |
| 8. | Town Attorney's Report |
| 9. | Other Business |
| 10. | Adjournment |

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



**Planning Board Meeting
August 23, 2021- 7:00 PM
502 Southtown Circle, Rolesville, NC 27571**

MINUTES

PRESENT: Mark Powers, Chairman
Davion Cross, Board Member
Dave Neil, Town Attorney
Meredith Gruber, Planning Director
Donnie Lawrence, Board Member
Renorda Pryor, Board Member
Michelle Medley, Mayor Pro-Tem
James Carter, Planner I

ABSENT: Mike Moss, Board Member, Jim Schwartz, Board Member

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

The board collectively recited the Pledge of Allegiance.

3. INVOCATION

Chairman Powers gave the invocation.

4. APPROVAL OF MINUTES

Moved by Board Member Donnie Lawrence and second by Board Member Renorda Pryor. The motion to approve the minutes of July 26, 2021, carried by unanimous vote.

5. Setback Dicussion: Planning Director Meredith Gruber spoke on the allowance of setback reduction within the Main Street Corridor. The Planning Board provided comments on the the potential criteria for such a reduction.

6. Modifications to Approved Site Plans: Ms. Gruber presented potential administrative modifications to approved site plans, utilizing the Cobblestone development as an example. The board provided comments on the potential administrative modifications.

7. **Planning Director's Report:** Ms. Gruber introduced Planner I James Carter to the Planning Board. Also, she included that the Planning staff has a job advertisement for a Senior Planner position.
8. **Town Attorney's Report:** Dave Neil informed the Planning Board that there will be more LDO amendment questions for the Board to comment on in the future.
9. **Other Business:** Mayor Pro Tem Michelle Medley noted the Planning Board may contact her about the board after succession.

10. ADJOURN

There being no more business before the board, upon a motion by Board Member Donnie Lawrence and second by Board Member Davion Cross, the motion to adjourn carried by unanimous vote. The meeting adjourned at 8:02 p.m.

ATTEST:

Mark Powers, Planning Board Chairman

James Carter, Planner I



Memo

To: Town of Rolesville Planning Board
From: Meredith Gruber, Planning Director
Date: September 23, 2021
Re: ANX 21-03: Annexation Agreement between the Town of Rolesville and the Town of Wake Forest

Background

North Carolina General Statutes Chapter 160A-58.21 et seq. authorizes towns to enter into binding agreements to enhance orderly planning by such towns. Both the Town of Rolesville and the Town of Wake Forest desire to foster orderly planning and strong intergovernmental relations. On March 5, 2001, the towns entered into an annexation agreement that lasted through March 2021, and the agreement is now up for revision and renewal. Notification was mailed on August 20, 2021 to the property owners of six parcels along Jones Dairy Road that will be in Rolesville's extraterritorial jurisdiction (ETJ) following the adoption of the agreement.

Schedules

Town of Wake Forest Schedule

- **September 7, 2021** – Board of Commissioners Meeting at 6:00 PM at Wake Forest Town Hall, 301 S. Brooks Street, Wake Forest to present the agreement
- **October 5, 2021** – Board of Commissioners Meeting at 6:00 PM at Wake Forest Town Hall, 301 S. Brooks Street, Wake Forest for public hearing and adoption

Town of Rolesville Schedule

- **September 7, 2021** – Board of Commissioners Meeting at 7:00 PM at Rolesville Town Hall, 502 Southtown Circle, Rolesville to set public hearing date for October 5, 2021
- **September 27, 2021** – Presentation to the Planning Board
- **October 5, 2021** – Board of Commissioners Meeting at 7:00 PM at Rolesville Town Hall, 502 Southtown Circle, Rolesville for public hearing and adoption

Maps

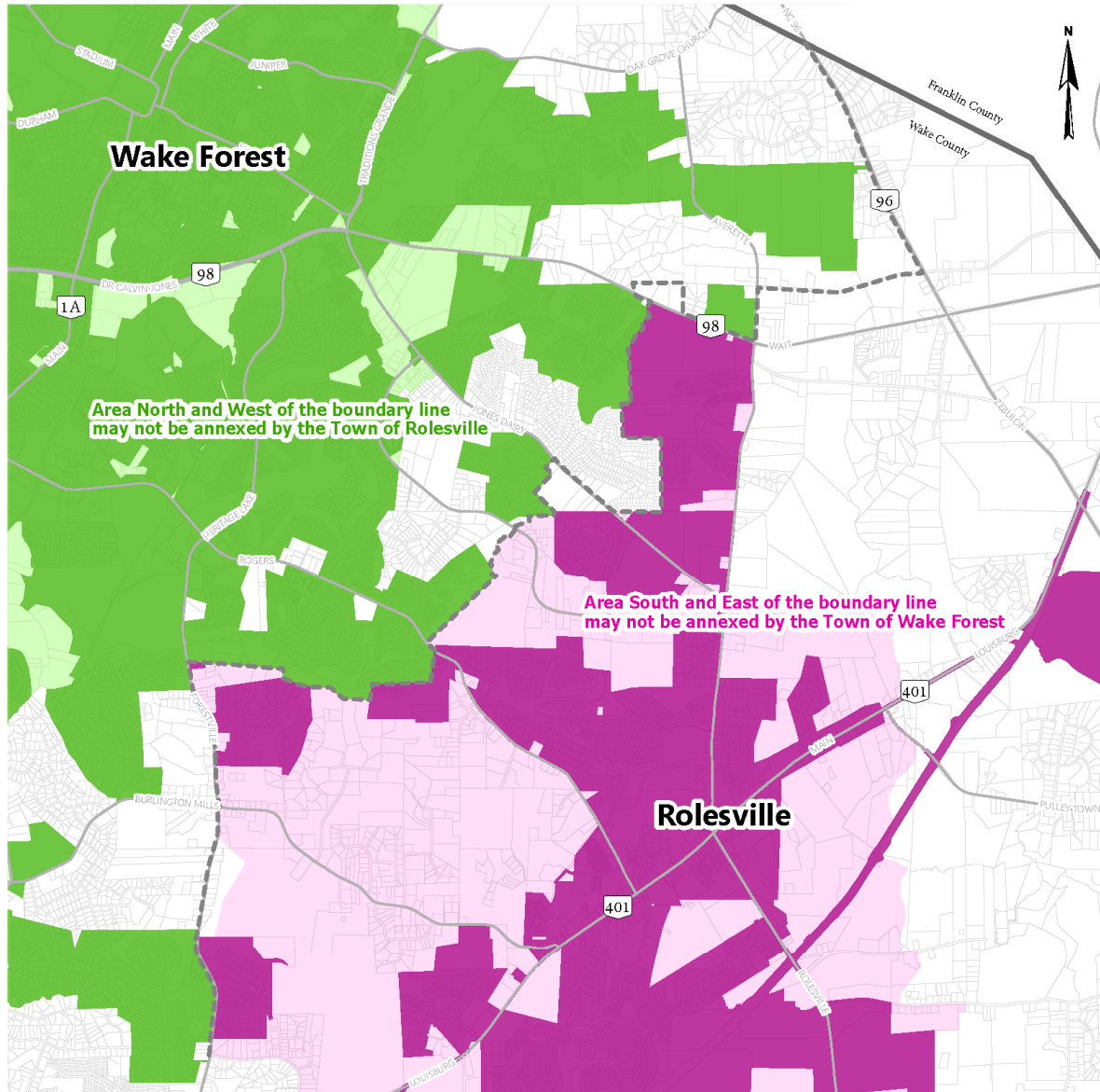
The *Annexation Agreement Boundary Map* and *Annexation Agreement 2001 – 2021 Comparison Map* are included with this memo.

Town of Rolesville/Town of Wake Forest Annexation Agreement Boundary

EXHIBIT B



TOWN of
WAKE FOREST



Note: In the event there are discrepancies between Exhibit B and the Ordinance text and Exhibit A Metes and Bounds, the Ordinance text and Exhibit A Metes and Bounds shall prevail.

- Major Roads
- Proposed 2021 Annexation Agreement Boundary
- Wake County/Franklin County Line
- Rolesville Corporate Limits
- Rolesville ETJ
- Wake Forest Corporate Limits
- Wake Forest ETJ
- Land Parcels



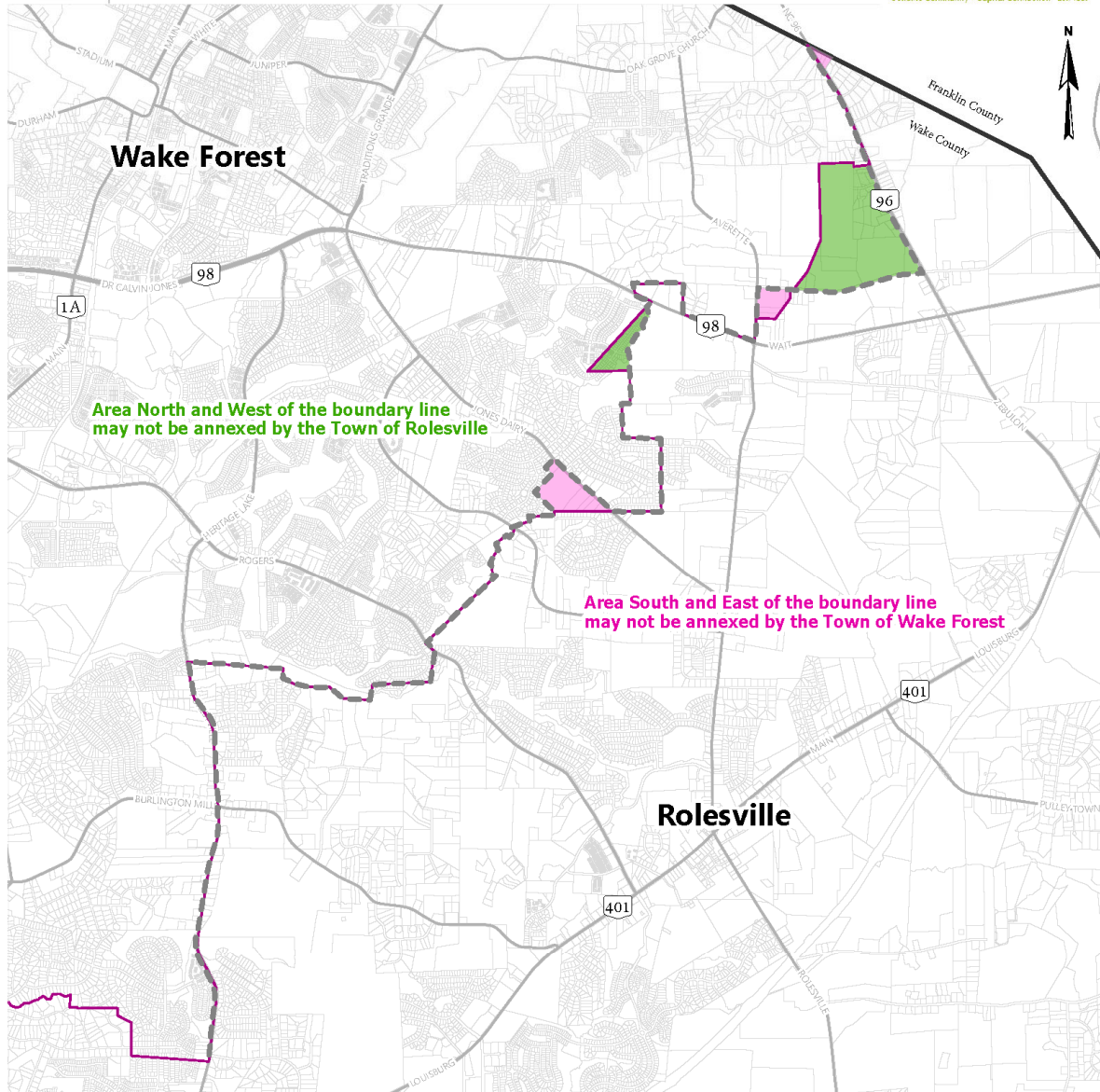
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Town of Rolesville/Town of Wake Forest Annexation Agreement Boundary 2001 to 2021 Comparison



TOWN of
WAKE FOREST



Wake County/Franklin County Line
Major Roads

2001 Annexation Agreement Boundary
Proposed 2021 Annexation Agreement Boundary

Land Area to Rolesville
Land Area to Wake Forest



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