



**Planning Board Meeting**  
**November 25, 2024 - 7:00 PM**  
**502 Southtown Circle, Rolesville, NC 27571**

**MINUTES**

**PRESENT:** Mike Moss, Chair  
Jim Schwartz, Board Member  
Frank Pearce, Board Member  
Erin Catlett, Deputy Town Attorney  
Tanner Hayslette, Planner I  
Derek Versteegen, Board Member  
Tisha Lowe, Board Member  
April Sneed, Mayor Pro Tempore/Liaison  
Mike Elabarger, Asst. Planning Director

**ABSENT:** Donnie Lawrence, Vice-Chair

**A. CALL TO ORDER**

Chair Moss called the meeting to order at 7:00 p.m.

**A.1. PLEDGE OF ALLEGIANCE**

The Board collectively recited the Pledge of Allegiance.

**A.2. INVOCATION**

Chair Moss delivered the invocation.

**A.3. Approval of August 26, 2024, meeting minutes.**

**Moved by Board Member Versteegen and Seconded by Board Member Pearce. The motion to approve the minutes of August 26, 2024, was carried with a unanimous vote, (5 voted aye, 1 absent being Vice-Chair Lawrence, & 1 vacancy).**

**B. REGULAR AGENDA**

**B.1. TA-24-03 Tree Ordinance Applicability Text Amendment**

Mr. Elabarger described the proposed Land Development Ordinance Text Amendment that would allow the Town to plant and upkeep all trees on town owned property and town street rights of way.

The Board collectively supported the proposed Text Amendment but asked if the wording of the Text Amendment could include Town easements such as greenway easements.

**Moved by Board Member Versteegen and Seconded by Board Member Lowe. The motion to recommend Approval was carried by a unanimous vote (5-0, 1 absent being Vice-Chair Lawrence, & 1 vacancy).**

**C. COMMUNICATIONS**

**C.1. Planning Director's Report**

**a. Upcoming Text Amendments**

- Mr. Elabarger went over four upcoming Land Development Ordinance Text Amendments with high priority.

**C.2. Town Attorney's Report**

None currently.

**C.3. Other Business**

The Board discussed upcoming agenda items.

**C.4. Adjournment**

Board Member Schwartz made a motion to adjourn and Seconded by Board Member Pearce. The motion was carried by a unanimous (5-0, 1 absent being Vice-Chair Lawrence, & 1 vacant) vote. The meeting was adjourned at 7:21 p.m.



Mike Moss, Planning Board Chair



Tanner Hayslette, Planner I