



**Planning Board Special Meeting**  
**December 15, 2025 - 7:00 PM**  
**502 Southtown Circle, Rolesville, NC 27571**

**MINUTES**

**PRESENT:** Mike Moss, Chair  
Derek Versteegen, Board Member  
Jim Schwartz, Board Member  
Lenwood Long Jr., Planning Board Liaison  
Michael Elabarger, Interim Planning Director  
Tanner Hayslette, Planner I  
Donnie Lawrence, Vice-Chair  
Frank Pearce, Board Member  
Tisha Lowe, Board Member  
Dave Neill, Town Attorney  
Michele Raby, Planner II

**ABSENT:**

**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.4. Approval of October 27, 2025, meeting minutes.**

**Moved by Board Member Lowe and Seconded by Board Member Pearce. The motion to approve the minutes of October 27, 2025, was carried with a 6-0 vote, 6 voted aye (Moss, Lawrence, Pearce, Schwartz, Versteegen, Lowe), 0 voted nay.**

**B. REGULAR AGENDA**

**B.1. REZ-25-03 – Rezoning Map Amendment for 625 Averette Road**

Mr. Elabarger reintroduced the Application by describing the Applicant's request for rezoning 12.283 acres from Residential & Planned Unit Development (R&PUD) to Residential High Conditional Zoning District (RH-CZ).

The Applicant proceeded to describe the reasons and purpose of their request, as well as addressed the Planning Board's previous comments.

The Board collectively asked about the location of the proposed parkland dedication and the previous Approval for this parcel.

**A motion to recommend Approval of REZ-25-03 to the Board of Commissioners was made by Board Member Pearce and Seconded by Board Member Schwartz. The motion was carried by a 5-0-0-1**

vote, 5 voted aye (Lawrence, Pearce, Schwartz, Versteegen, Lowe), 0 voted nay, 0 absent, 1 recused (Moss).

**B.2. REZ-24-05 – Rezoning Map Amendment for Atticus Woods - Wait Avenue**

Mr. Elabarger reintroduced the Application by describing the Applicant's request for rezoning 105.619 acres of land from the Residential & Planned Unit Development (R&PUD) Zoning District to a Neighborhood Center Conditional Zoning (NC-CZ) District.

The Applicant proceeded to describe the reasons and purpose of their request.

Michael Givens at 204 Kavanaugh Road emphasized a desire for an increased buffer and a concern about increased neighborhood traffic including the use of the road by commercial vehicles.

Josh Hurst at 208 Kavanaugh Road expressed that this proposed adjacent land use is much less desirable than the property's current zoning. Mr. Hurst also stated that this development is inconsistent with the Mixed-Residential Community future land use category and the LDO's intent of the NC Zoning District.

Molly Hurst at 208 Kavanaugh Road stated that the intent of the previously planned development on this site was to highlight the natural beauty of the site, whereas this proposed development has insufficient buffers and will negatively affect the ecosystem by draining the ponds and displacing the wildlife.

Margaret Watkins at 407 Belmellen Court, Wake Forest, requested that the Planning Board includes a 50' evergreen buffer as part of their recommendation, suggested that the parking should be relocated to the interior of the site, and recommended full cut-off lighting fixtures and hours of operation for the commercial portion of this proposed development.

Ed Ortals at 308 Kavanaugh Road suggested moving the proposed parkland behind the homes on Kavanaugh Road to increase the buffer and tie into the existing pond on the site, and he expressed concern about commercial traffic on neighborhood streets.

George Garcia at 524 Averette Road expressed his dissatisfaction with the Board making land use decisions within the Town's ETJ when the ETJ residents cannot vote for elected officials in the Town of Rolesville.

Heather Engard at 216 Kavanaugh Road expressed concern about how this proposed development would negatively impact her lot and the value of her home, and she asked the Board to consider increasing the buffer along the homes located on Kavanaugh Road.

The Board collectively asked about the location of the parkland dedication and greenway routing, the inconsistencies with the Community Transportation Plan (CTP) and Land Development Ordinance (LDO), the buffer between this development and the adjacent homes, and the drainage of the existing ponds.

**A motion to recommend Approval of REZ-24-05 to the Board of Commissioners was made by Board Member Schwartz and Seconded by Vice-Chair Lawrence. This recommendation came with two conditions. The first is an additional condition between the proposed commercial area and the adjacent Elizabeth Springs community on the southside of the plot to meet the standards of a Type 4 buffer between the two locations. The second is while this meets the standards of our Community Transportation Plan (CTP), that the Board of Commissioners consider either an exception to that to limit the thoroughfare access or consider other options around the CTP between those two streets exclusive to Classical Way. The motion was carried by a 6-0 vote, 6 voted aye (Moss, Lawrence, Pearce, Schwartz, Versteegen, Lowe), 0 voted nay.**

**A motion to recommend Approval of the Development Agreement associated with REZ-24-05 to the Board of Commissioners was made by Board Member Schwartz and Seconded by Board Member Versteegen. The motion was carried by a 6-0 vote, 6 voted aye (Moss, Lawrence, Pearce, Schwartz, Versteegen, Lowe), 0 voted nay.**

- B.3. TA-25-10 – Text Amendments to LDO Section 3.1.1. Townhome Building Separation Requirements**  
Mr. Elabarger introduced the applicant-initiated Text Amendment to modify LDO Section 3.1.1. Townhome Building Separation Requirements which would decrease the minimum separation of two-unit and three-unit townhome buildings from 30 feet to 10 feet.

The Board collectively expressed their thoughts including the minimum building separation between buildings with a different number of units, proposed regulating the minimum separation by width of the building face instead of the number of units, and considered unintended consequences of large façade frontages of wide units.

**A motion to recommend Approval of TA-25-10 with the conditions that the maximum of two (2) to three (3) units would have a distance of the same and anything greater would assume the existing 30' building separation and that the Board of Commissioners consider a maximum building width for those two (2) or three (3) unit structures to the Board of Commissioners was made by Board Member Versteegen and Seconded by Board Member Lowe. The motion was carried by a 6-0 vote, 6 voted aye (Moss, Lawrence, Pearce, Schwartz, Versteegen, Lowe), 0 voted nay.**

- B.4. TA-25-11 – Text Amendments to LDO Table 6.2.2.2. Perimeter Buffer Requirements**  
Mr. Elabarger introduced the applicant-initiated Text Amendment that proposed modifying the Perimeter Buffer Requirements to eliminate walls between residential developments.

The Applicant proceeded to describe the reasons and purpose of their request.

The Board collectively expressed their thoughts including increasing the rate and opacity of plantings in replacement of the wall.

**A motion to recommend Approval of TA-25-11 to the Board of Commissioners with the consideration of adding additional plantings at a rate of 25% at all levels per 100 feet was made by Board Member Versteegen and Seconded by Vice-Chair Lawrence. The motion was carried by a 6-0 vote, 6 voted aye (Moss, Lawrence, Pearce, Schwartz, Versteegen, Lowe), 0 voted nay.**

## **C. COMMUNICATIONS**

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

Mr. Elabarger made mention of the following: a status update on the GovWell platform, the recent decrease in development applications and expected increase in the volume of permits, the multitude of newly approved development applications, and a status update on the newly opened businesses in Town.

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

Mr. Neill informed the Board about permit choice in North Carolina.

### **C.3. Other Business**

This Planning Board meeting was Board Member Versteegen's and potentially Board Member Lowe's last meeting while serving on the Planning Board.

**C.4. Adjournment**

A motion to adjourn was made Board Member Lowe by and Seconded by Vice-Chair Lawrence. The motion was carried by a 6-0 vote, 6 voted aye (Moss, Lawrence, Pearce, Schwartz, Versteegen, Lowe), 0 voted nay. The meeting was adjourned at 9:59 p.m.



**Mike Moss, Planning Board Chair**



**Tanner Hayslette, Planner I**