



## SPECIAL USE PERMIT APPLICATION

FOR PUBLIC HEARING AND APPROVAL BY THE TOWN BOARD OF COMMISSIONERS

### ***Section A.*** ***SUBMITTAL CHECKLIST***

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*Prior to submittal, contact Planning and Development staff to review this completed application for completeness and to verify the parcel(s) information. Do not leave this completed application on the front desk without review. Incomplete application submittal packages will not be processed. Please schedule an appointment for application review to ensure prompt service upon arrival.*

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#### **SUBMITTAL PACKAGE MUST INCLUDE ALL OF THE FOLLOWING: (CHECK OFF)**

- APPLICATION FEE.** The fee for Special Use Permit application in a non-residential zoning district is \$600. The fee for a Special Use Permit application in a residential zoning district is \$300 plus \$8 per unit. Payments may be made by cash or by check, but not by credit card. Checks made payable: Town of Rolesville.
- THREE ORIGINALS OF THIS APPLICATION FORM** completed (Section B), signed by the property owner and notarized.
- THREE COPIES OF PROPOSED PLANS.** Maximum sheet size shall be 30" x 42". Plans must be to engineering scale (1" = 20', 1" = 100', etc.). Proposed plans must be prepared by a licensed professional and need an engineer's, surveyor's, or landscape architect's seal. A list of items required to be shown on the plans, from sections 3.1.2 and 3.1.3 of the Rolesville UDO, are attached in Section E. Information shown on the plan should relate to the findings that must be made by the Board of Commissioners. See Section 3.6.2 and Article 8 of the Rolesville UDO for specific findings the Board is to make for this special use.
- A DIGITAL COPY OF THE PLAN AND ELEVATIONS.** A digital copy of the plan must be included with the submission of the above mentioned plan proposals. The digital image should be provided in pdf format on a CD. If the plan was not digitally created, provide an 8 1/2" x 11" reduction of the plan.

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#### **PROCEDURE FOR HEARING AND APPROVAL OF A SPECIAL USE PERMIT BY BOARD OF COMMISSIONERS:**

It is very important that this application is complete, accurate, and the signature of the property owner is notarized! A special use hearing is a quasi-judicial proceeding, and the special use permit may be invalidated if any information is inaccurate or incomplete.

If the initial application is complete, it will be reviewed by staff. If the application contains a site plan, it will be reviewed by the Town's Technical Review Committee (TRC) in the interim. After receiving comments from town staff and TRC, the special use permit will most likely be heard by the Board of Commissioners approximately four (4) weeks later at a public hearing.

Applicant must be present at the hearing to present the case for issuance of the special use permit. Town staff will provide a written draft set of findings for the Board to consider. Staff will contact the applicant with the time and place of the proceeding and will also provide a draft of the special use findings prior to the hearing.

**Section B.**  
**SUMMARY INFORMATION – (SHOW ON PLANS)**

DEVELOPMENT NAME: A Master Team Townhomes

LOCATION: 151 Grand Rock Way

Show Wake County Property Identification (PIN) Number(s) on plan. Submit PIN Map. See Submittal Checklist on front page.

ZONING DISTRICT: CO-SUP ~~SUD~~ SUD TOTAL SITE ACREAGE: 7.44 ac

SPECIAL USE REQUESTED:  
Townhome and commercial mixed use

OWNER/DEVELOPER:  
NAMES(S): A Master Team

ADDRESS: 6200 Falls of Neuse Rd, Ste.10 Raleigh, NC 27609

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: halperry@remc.us

STAFF CONTACT FOR COMMENTS OR QUESTIONS:  
NAMES(S): Johnny Edwards Jr.  
John Edwards & Company

ADDRESS: 333 Wade Ave., Raleigh, NC 27605

TELEPHONE: 919-828-4428 FAX: 919-828-4711

EMAIL: johnny@jaeco.com

**OWNER'S SIGNATURE:**

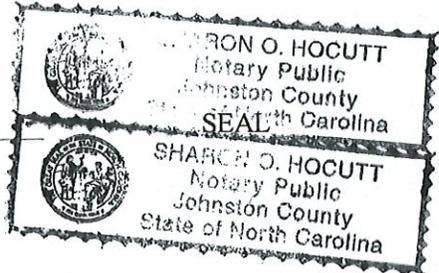
*I hereby certify that the information contained herein is true and completed. I understand that if any item is found to be otherwise after evidentiary hearing before the Town Board of Commissioners, that the action of the Board may be invalidated.*

Date: 5-17-19 Signed: W. Harold Perry

STATE OF NC \_\_\_\_\_  
COUNTY OF Johnston W. Harold Perry - Manager

*I, a Notary Public, do hereby certify that*  
W. Harold Perry personally appeared  
before me this day and acknowledged the due execution of the  
foregoing instrument. This the  
17th day of May, 2019. My commission expires 6/12/21

Signed: Sharon O. Hocutt



**Section C.**  
**APPLICANT STATEMENT**

Section 3.6.2 of the Unified Development Ordinance (UDO) imposes the following FINDINGS before a special use permit may be issued. Please address each of them in the area below as they relate to this request. The applicant should be prepared to demonstrate that, if the land is used in a manner consistent with the plans, specifications, and other information presented to the Town Board of Commissioners, the proposed use will comply with each of the following findings. *(Attach additional sheets if necessary):*

1. That the proposed development and/or use will not materially endanger the public health or safety;  
The proposed development will resemble surrounding development.  
\_\_\_\_\_  
\_\_\_\_\_
  
2. That the proposed development and/or use will not substantially injure the value of adjoining property;  
The proposed development will be developed in accordance with the Future Land Use Map & consistent with surrounding densities.  
\_\_\_\_\_  
\_\_\_\_\_
  
3. That the proposed development and/or use will be in harmony with the scale, bulk, coverage, density, and character of the neighborhood in which it is located;  
This will conform & resemble surrounding neighborhood and conform with the comprehensive plan and will be keeping with regulations.  
\_\_\_\_\_  
\_\_\_\_\_
  
4. That the proposed development and/or use will generally conform with the Comprehensive plan and other official plans adopted by the Town;  
This will conform with Rolesville's comprehensive plan and UDO.  
\_\_\_\_\_  
\_\_\_\_\_
  
5. That the proposed development and/or use is appropriately located with respect to transportation facilities, water and sewer supply, fire and police protection, and similar facilities;  
Street and utility improvements will be provided for the benefit of development and adjoining. It is located within close proximity to fire and police departments.  
\_\_\_\_\_  
\_\_\_\_\_
  
6. That the proposed development and/or use will not cause undue traffic congestion or create a traffic hazard;  
TIA not required for less than 100 lots. Existing streets designed for connection to Granite Falls Road.  
\_\_\_\_\_  
\_\_\_\_\_
  
- (G) That the proposed development and use comply with all applicable requirements of this ordinance.  
This will conform to current UDO regulations.  
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\_\_\_\_\_

