

## MEMORANDUM

**To:** Meredith Gruber, Town of Rolesville, Planning Director  
Michael Elabarger, Town of Rolesville, Senior Planner

**CC:** Kelly Arnold, Town of Rolesville, Manager

**From:** Liza Monroe  
Karen Morgan Mallo, AICP

**Date:** November 2, 2022

**Project:** 503 South Main Street  
SP22-06

**Subject:** Site Plan 2nd Review Comments

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We have completed a review of the site plan application completed by Gettle Engineering & Design, PLLC, dated July 26, 2022. The plan set was last updated on October 3, 2022. Because this site was redesigned from the first submission, another thorough review has been completed. The site proposes a mixed-use development with 13,500 square feet of commercial space and 11 residential units on a 1.83-acre lot.

There is a subsequent rezoning application (MA22-07) that requests the subject property, 503 South Main Street (PIN1758-78-4708), be rezoned from RL, Residential Low District and R & PUD, Residential and Planned Unit Development to GC, General Commercial. The review of this site plan is contingent upon the approval of the rezoning application. The Town Board held a public hearing on the matter on November 1, 2022.

When resubmitting, **please cloud or highlight all revisions to the plan or provide the page number that correction is shown on.** Comment responses were not provided by the applicant and changes were not clearly indicated on the plan set. Many of the following comments are *repeat comments* though new comments are noted in **bold**. We offer the following:

**HOLDING COMMENT:** There is a subsequent rezoning case MA 22-07. This site plan is contingent upon the approval of the rezoning application.

### A. Cover Sheet

1. **This Parcel ID noted on the cover sheet is incorrect. According to iMaps, the correct ID is: 1758-78-4708.**
2. **Pedestrian amenities on the site, shall have direct access to the sidewalk network in accordance with LDO Section 6.8.4.B.2. Therefore, rooftop seating is not considered an eligible pedestrian feature to meet the ordinance requirements.**
3. *Repeat Comment.* Within the site data table include the proposed building height as well as the overall square footage of the structure. Only the commercial square footage is provided on the site plan.

### B. Existing Conditions / Demolition Plan (Sheet C2)

1. *Repeat Comment.* Label tree protection fencing around all trees to remain as demolition is shown on the existing conditions sheet.

2. *Repeat Comment.* Some tree types and size labels of existing vegetation are missing. Tree survey results shall be provided on preservation plan as noted in comment D1.
3. *Repeat Comment.* There are several existing trees shown that do not show tree protection fencing or the location of the critical root zones. As a reminder LDO Section 6.2.4.5.B requires that:
  - a. All trees that are to be preserved shall be enclosed with an appropriate, visible fence before grading begins for both site plans and subdivisions. This fence shall be located at a distance determined by the following formula: No less than one (1) foot from the tree trunk for each one (1) inch in tree diameter. For example, fencing is to be placed no less than ten (10) feet from a ten (10) inch diameter at breast height.
  - b. All tree protection fencing must remain in place throughout the entire site development process until the time a certificate of occupancy is issued. 10. In the case of subdivision development, tree protection fencing must remain in place until all units are completed (received certifications of occupancy) within any designated phase or plat.
  - c. The critical root zone of each preserved tree must be within the protective yard. Twenty-five (25) percent of the critical root zone may be disturbed.

### C. Site Plan

1. *Repeat Comment.* Open space areas shall have an open space “type” proposed as per LDO Section 6.2.1.D.3. Further, open spaces shall also meet the design requirements of 6.2.1., Subsection G, such as distance, accessibility, seating, receptacles, and active and passive features. The applicant should demonstrate compliance with these requirements.
  - a. Given the size of the site, many of the features noted are not feasible. The applicant may consider smaller & simpler open space features like a community grill with picnic benches or lawn games.
2. **LDO Section 6.8.4.B.5. states that street crossings shall be required whenever a walkway intersects a vehicular area; and/or a pedestrian walkway intersects a vehicular area within a development or along its frontage. All crossings should be updated to be ADA accessible, specifically calling attention to the crossing at Wall Creek Drive where the sidewalk improvements are proposed.**
3. **Around the stormwater pond the applicant has a mulched trail labeled as a “greenway”. According to LDO Section 6.2.1.G.7, this trail would be considered a primitive trail. Please update the plan to replace greenway with “Primitive Trail”. Update the open space calculations in the site data table to reflect this change as it will result in a decrease of open space provided.**
4. **The new fence shall comply with LDO Section 6.5.E. Please update the fence detail to ensure that it includes all required information needed to review for compliance.**

### D. Landscaping and Preservation Plan

1. *Repeat Comment.* As indicated in the preapplication meeting, the existing fence and landscaping that was installed as a portion of the previous subdivision application, is required to be placed in a landscape easement to ensure its maintenance in perpetuity.

2. *Repeat comment.* All uses which require site plan approval shall preserve, install, and maintain a planted streetscape along each thoroughfare it abuts which protects the existing vegetation and abuts the perimeter of the property. (LDO Section 6.2.2.2.B) Further, the width of the streetscape buffer shall be at least thirty (30) feet, as measured from the right-of-way line. The applicant shall discuss the provision of this buffer with Town of Rolesville staff as there may be improvements related to Main Street which may impact this site.
3. *Repeat comment.* Within the plant list, note which planting requirement the tree is fulfilling.
4. *Repeat comment.* All existing trees on the site which are to be preserved need to meet the preservation protection standards of 6.2.4.5.B, specifically subsections 8-12 as they relate to the care of existing trees, before, during, and after construction.
5. *Repeat Comment.* Landscaping within pedestrian areas shall meet the standards within LDO Section 6.8.4.B:
  - a. A minimum of one (1) foundation planting bed shall be provided for every two-hundred-and-fifty (250) feet of pedestrian walkway per LDO Section 6.8.4.B.6
  - b. A minimum of one (1) tree and ground covering, or mulch shall be installed in each planting bed.
  - c. Planting beds shall be spaced at regular intervals and located between curbs and buildings.
  - d. A minimum of one (1) tree and ground covering or mulch shall be installed in each planting bed.
  - e. Such beds shall have at least three-hundred (300) square feet of area.
6. **Per LDO Section 6.2.2.1.D, required plant material shall be installed in front of any required fence so the required plant material is completely visible from the adjacent property or right-of-way and meet the standards of this LDO. The proposed landscaping happens behind the fence. Furthermore, staff is unable to determine if the existing fence can provide the required screening/opacity if plantings are deemed permissible to located behind the fence.**
7. **Removal of the 20" Sweetgum will require mitigation as it is a tree that qualifies for preservation per LDO Section 6.4.5.B.3. It shall be replaced on-site with at least four (4) or more trees of similar species and size.**
8. **According to the 2021 iMaps and July of 2022 Google Maps aerials, there was a tree located directly behind the home. Please provide the type and size to ensure that tree replacement is provided as required.**
9. **Provide a north arrow on the preservation plan sheet.**
10. **For the Type 1 buffers required on the eastern and southern property line, a minimum of 383 shrubs are required. The applicant is currently proposing 395 for the total site. There are 21 canopy trees required for the southern buffer alone, but the applicant is showing 34 canopy trees for the entire site. Additional plantings are required.**
  - a. **Please refer to LDO Table 6.2.2.1 to ensure that the correct amount of buffer plantings is being provided.**

- b. Please refer to LDO Section 6.2.2.4 to ensure that the correct amount of parking landscaping is being provided.**

#### **E. Architectural Review & General Comments**

1. *Repeat Comment.* Transparency. Buildings shall be designed to have a minimum transparency, through the use of windows and doors, on ground and upper floors as noted in LDO Section 6.8.2. Transparency applies to all sides of a buildings facing a public and/or private street. Transparency shall not be required for service areas, loading/unloading areas, or those areas not visible from the public and/or private street.
  - a. Ground floor transparency shall be calculated based on the total façade area located between the finished ground floor level and beginning of the upper floor. All ground floor transparency shall be a minimum thirty (30) percent, unless stated otherwise in this LDO.
  - b. Upper Floor Transparency. Upper floor transparency is calculated based on total façade area located between the surface of any floor to the surface of the floor above it. If there is no floor above, then the measurement shall be taken from the surface of the floor to the top of the wall plate. All upper floor transparency shall be a minimum twenty (20) percent unless stated otherwise in this LDO.
2. *Repeat Comment.* Ensure that lighting the plan follows LDO Section 6.6. and includes the fixture mounting height.
3. **Height refers to the vertical distance measured from the grade to the highest point of the coping of a flat roof. The proposed building is exceeding the maximum building height permitted per the LDO Section 11.7.B**
4. **Provide square footage of each individual commercial tenant space.**
5. **Label the location of wall mounted lighting features on the architectural drawings.**
6. **Nonresidential Pedestrian Consideration.**
  - a. *Repeat Comment.* All non-residential development shall provide at least four (4) pedestrian amenities per LDO Section 6.8.4.B.2. Pedestrian amenities shall be constructed of materials similar to the principal building materials and **shall have direct access to public sidewalk network**. The patio rooftop area is not eligible for credit and should be removed from the list on the cover sheet.
  - b. **Per LDO Section 6.8.4.B.1.a, a primary facade and primary building entry shall face a street or public right-of-way.**
  - c. **Every entrance for a building shall require two (2) of the following elements: Awning or covered entry way of at least three (3) feet in overhang length, variation in building height, arches, columns, and/or architectural detail.**
  - d. **Each principal building on a site should have a clearly defined, highly visible customer entrance featuring no less than two (2) of the following: canopies or porticos, arcades, arches, wing walls, and/or planters.**