



Planning Board Meeting
November 25, 2024
7:00 p.m.

AGENDA

A. Call to Order

1. Pledge of Allegiance
2. Invocation
3. Approval of August 26, 2024 Planning Board Meeting Minutes

B. Regular Agenda

1. TA-24-03 – Tree Ordinance Applicability Text Amendment

C. Communications

1. Planning Director's Report
2. Town Attorney's Report
3. Other Business
4. Adjournment



Planning Board Meeting
August 26, 2024 - 7:00 PM
502 Southtown Circle, Rolesville, NC 27571

MINUTES

PRESENT: Mike Moss, Chair
Derek Versteegen, Board Member
Frank Pearce, Board Member
April Sneed, Mayor Pro Tempore/Liaison
Meredith Gruber, Planning Director
Michele Raby, Planner II
Donnie Lawrence, Vice-Chair
Jim Schwartz, Board Member
Tisha Lowe, Board Member
Erin Catlett, Deputy Town Attorney
Mike Elabarger, Asst. Planning Director
Tanner Hayslette, Planner I

ABSENT: Erol Ozan, Board Member

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 July 22, 2024, meeting minutes.

Moved by Board Member Versteegen and Seconded by Board Member Pearce. The motion to approve the minutes of July 22, 2024, was carried with a unanimous vote, (6 voted aye, 1 absent being Board Member Ozan).

B. REGULAR AGENDA

B.1. REZ-24-01 Merritt Property Rezoning

*Chair Moss recused himself due to his role as the Surveyor of Record for the project; Vice-Chair Lawrence proceeded with the meeting.

Ms. Gruber described the proposed Map Amendment application from the Residential Low (RL) Zoning District to the Residential High Conditional Zoning (RH-CZ) and the General Commercial Conditional Zoning (GC-CZ) Districts.

The Board collectively asked about the permitted commercial uses, if the entire community is age-restricted, and voiced concerns about water runoff and traffic.

Moved by Board Member Pearce and Seconded by Board Member Lowe. The motion to recommend Approval was carried by a vote of 4-1 vote (4 ayes being Vice-Chair Lawrence, Board Member's Pearce, Schwartz and Lowe, 1 nay being Board Member Versteegen, 1 recusal being Chair Moss, and 1 absent being Board Member Ozan).

B.2. TA-24-02 Building Height Requirements Text Amendment

Ms. Gruber described the proposed Text Amendment that would increase the allowed building height and remove redundant (code enforced) wording from the Land Development Ordinance (LDO).

The Board collectively supported the proposed Text Amendment, mentioned the increased potential for mixed use developments, and questioned the required number of elevators for multi-story buildings.

Moved by Board Member Versteegen and Seconded by Vice-Chair Lawrence. The motion to recommend Approval with the additional research related to elevator requirements, was carried by a unanimous vote (6-0, 1 absent being Board Member Ozan).

C. COMMUNICATIONS

C.1. Planning Director's Report

a. Previous Planning Board Recommendations

- Recommended TA-24-01 Land Development Ordinance (LDO) Amendments to Table 3.1.3. Residential High Development Standards and Table 6.4.3.G. Off-Street Parking Requirements and REZ-24-03 PIN1758479244 were both approved by the Board of Commissioners at the August 6th meeting.

b. Other

- Mr. Elabarger presented the Board with construction updates on several projects in Town.

C.2. Town Attorney's Report

None currently.

C.3. Other Business

None currently.

C.4. Adjournment

Vice-Chair Lawrence made a motion to adjourn and Seconded by Chair Moss. The motion was carried by a unanimous (6-0, 1 absent being Board Member Ozan) vote. The meeting was adjourned at 8:13 p.m.

Mike Moss, Planning Board Chair

Tanner Hayslette, Planner I

Memo

To: Chair Moss and Members of the Planning Board
From: Meredith Gruber, Planning Director
Date: November 21, 2024
Re: TA-24-03 Land Development Ordinance (LDO) Text Amendment for Tree Ordinance Applicability

Background and Schedule

Tree City USA is an Arbor Day Foundation Program in cooperation with the USDA Forest Service and the National Association of State Foresters. In April 2024, the Town of Rolesville was approved as a Tree City USA for 2023. As part of that approval, the Town agreed to clarify the Tree Ordinance is always in effect in time for the next annual application. The 2024 Tree City USA application is due on December 31, 2024.

An LDO Text Amendment must go through a legislative process that includes a recommendation from the Planning Board, required advertisement, and a legislative hearing at a Town Board of Commissioners' meeting. TA-24-03 is scheduled for the November 25, 2024 Planning Board and tentatively scheduled for the January 7, 2024 Town Board of Commissioners' meeting.

Proposed Text Amendment

The proposed text amendment for Land Development Ordinance (LDO) **Section 6.2.5.1. Tree Ordinance Purpose and Intent** is shown below. The proposed new text is shown in blue and underlined.

6.2.5. Tree Ordinance

6.2.5.1. Purpose and Intent

It is the purpose of this ordinance to encourage well planned, coordinated tree planting improvements for the Town of Rolesville, North Carolina to promote and protect the public health, safety, appearance, and general welfare of the town and its residents by providing for the regulation of the planting, maintenance, and removal of trees, shrubs, and other plants on town owned property and town street rights of way.

Staff Recommendation

Staff recommends approval of TA-24-03 to support the 2024 Tree City USA application.

Proposed Motion

Motion to recommend (*approval* or *denial*) of TA-24-03.