



Board of Commissioners
Regular Meeting
October 8, 2024 – 7:00 P.M.
502 Southtown Circle, Rolesville, NC 27571

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation: Pastor Jason Byler of Lighthouse Baptist Church
4. Proclamations: Breast Cancer Awareness Month
Proclamations: National Community Planning Month
5. Consider Approval of the Agenda
6. Consider Approval of the Consent Agenda:
 - 6.a. Consent: Minutes on September 17, 2024.
 - 6.b. Consent: Adoption of CAMPO MOU
 - 6.c. Consent: Continue Legislative Hearing: ANX-23-04 (200 School Street) to November 5th Town Board Regular Meeting.
 - 6.d. Consent: Appointment of Interim Town Clerk
 - 6.e. Consent: Direct Clerk to Investigate Sufficiency and Call for Legislative Hearing: ANX-24-04 – 1413 Forestville Road.
 - 6.f. Consent: Adopt resolution to Accepting Accessibility Grant for Mill Bridge Nature Park Amphitheater.
 - 6.g. Consent: Adopt Capital Project Ordinance Amendment.
7. Public Invited to be Heard
Individuals wishing to speak during the Public Invited to be Heard proceedings are encouraged to be prepared and individuals will be limited to three (3) minutes. Written comments are welcome and should be given to the Town Clerk prior to the start of the meeting.

8. Town Board Liaison Reports

- 8.a. Commissioner Alston – Veterans
- 8.b. Commissioner Long – Public Safety
- 8.c. Commissioner Paul – Senior Citizens
- 8.d. Commissioner Sneed – Planning Board
- 8.e. Commissioner Vilga – Parks & Recreation Advisory Board

9. Communication from Town Staff

- 9.a. Police Department – Chief Simmons
- 9.b. Public Works – Isaac Poelman, Director

10. Old Business

NONE

11. New Business

NONE

End of Hearings

12. Communications

- 12.a. Town Attorney
- 12.b. Town Manager
- 12.c. Town Board

13. Closed Session

Pursuant to NC Gen Stat 143-318.11(a)(3) Attorney-Client Privilege

14. Adjourn



Proclamation of the Town of Rolesville

BREAST CANCER AWARENESS MONTH

WHEREAS, in 2024, more than 12,700 women in North Carolina can expect to be diagnosed with breast cancer, and over 1,500 likely will die from this disease; and

WHEREAS, North Carolina women have a one-in-eight lifetime risk of developing breast cancer, which is the second leading cause of cancer death for women overall in North Carolina, and which impacts black women at a higher rate than white women; and

WHEREAS, disparities such as income, education, access to health care, along with stress and racism, are among causes of poor health among minorities on many health measures, leading to a greater need for screening and early detection of breast cancer; and

WHEREAS, the North Carolina Breast and Cervical Cancer Control Program in the North Carolina Department of Health and Human Services provides free or low-cost breast and cervical cancer screenings and follow-up to eligible uninsured or underinsured women; and

WHEREAS, with routine mammogram screening and follow-up testing, the disease can be detected early when it can be most effectively treated and save lives; and

WHEREAS, being aware of the health information, education, treatment, and support methods available can help individuals find and receive the appropriate care and resources they need to improve their quality of life;

NOW, THEREFORE, BE IT RESOLVED THAT, the Town of Rolesville, do hereby proclaim October, 2024, as “**BREAST CANCER AWARENESS MONTH**” in North Carolina, and commend its observance to all citizens.

Adopted this 8th day of October 2024

Town of Rolesville Mayor

Ronnie I. Currin

Christina Ynclan
Interim Town Clerk



COMMUNITY PLANNING MONTH PROCLAMATION

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and

WHEREAS, planners can help navigate this change with data-driven insights and expertise that provide better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning require public elected and appointed officials who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States of America and its territories, and

WHEREAS, the American Planning Association endorses National Community Planning Month as an opportunity to highlight how planning is essential to every community, and how planners are uniquely positioned to identify solutions to communities' most difficult housing, transportation, and land use questions, and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of appointed planning board members who have contributed their time and expertise to the improvement of the Town of Rolesville; and

WHEREAS, we recognize the many valuable contributions made by the professional community and regional planners of the Town of Rolesville and extend our heartfelt thanks for the continued commitment to public service by these professionals;

NOW, THEREFORE, BE IT RESOLVED THAT the month of October 2024 is hereby designated as **Community Planning Month** in the Town of Rolesville in conjunction with the celebration of National Community Planning Month.

Adopted this 8th day of October, 2024.

Ronnie I. Currin, Mayor – Town of Rolesville

Christina Ynclan, Interim Town Clerk



Board of Commissioners

Work Session

September 17, 2024

6:00 p.m.

MINUTES

(Dinner being provided prior to the meeting by Boots on the Ground)

Present: Mayor Ronnie Currin
Commissioner Dan Alston
Commissioner Michael Paul
Town Manager Eric Marsh
Police Captain Richard Haynes
Town Attorney Dave Neill

Mayor Pro Tem April Sneed
Commissioner Lenwood Long
Commissioner Paul Vilga
Interim Town Clerk Christina Ynclan
Planning Director Meredith Gruber

1. [Call to Order](#)

Mayor Currin called the meeting to order at 6:02 p.m.

2. [Consideration of Agenda:](#)

Moved by Commissioner Alston to approve the consideration of the agenda as presented. Motion to approve seconded by Commissioner Sneed and carried by unanimous vote.

3. [New Micro-transit Service \(MicroLink\) Update – GoRaleigh](#)

Senior Transit Planner Melanie Rausch of GoRaleigh, 804 W. Morgan Street, Raleigh, NC. Ms. Rausch gave a presentation on Micro-transit Service presentation on the final Rolesville Zone destinations with

promoting a new Microlink app and website. The new Micro-transit Service was launched on Monday, September 16, 2024. For more information call 919-996-3459 or visit the town website <https://www.rolesvillenc.gov/news/goraleigh-launches-new-microtransit-system-rolesville-and-portions-wake-forest>

4. [Comprehensive Plan Update – Withers Ravenel](#)

AICP Project Team Presenters, Senior Planner Project Manager Daniel Rauh, CZO Planner GIS Greg Feldman gave an official kickoff presentation of The Comprehensive Plan update, which included an overview, process and purpose of the preliminary finds to share with the board. Rose Associates Consultants Kathleen Rose, President and Daniel Bellot, Economic/Market Analyst were consultants attending the board meeting on Zoom as a video conference to cover the economic development portion of the Comprehensive Plan Update. Mr. Rauh ended the presentation with informing the board of launching an upcoming public survey, a project website onboard, and set-up a booth with The Rolesville Fall Funfest on October 26, 2024.

The Town Board took a five-minute recess and returned to open session at 7:27 p.m.

Hearings

5. [Legislative Hearing ANX-24-02 / REZ-24-01 – Merrit Property](#)

Mayor Currin opened the legislative hearing on ANX-24-02 / REZ-24-02 – Merrit Property at 7:27 p.m. and took a report from staff provided by Planning Director Meredith Gruber

Stantec Consulting Services, Senior Transportation Engineer, Matt Peach, 801 Jones Franklin Rd, Suite 300, Raleigh. Provided the results from a Traffic Impact Analysis (TIA) for the Merritt Property rezoning application on behalf of the town.

Mayor Currin opened the legislative hearing to public comments at 7:48 p.m.

Applicant representative, Jay Gileece, American Engineering, 4020 Westchase Blvd, Suite 450, Raleigh, provided a brief statement on behalf of

his client to the board that his client is in favor of an age-restrictive community (aged 55 and over) in Rolesville and provided answers to the commissioners' questions.

1) Judy Goodnight, 1201 Rolesville Rd, Rolesville

Ms. Goodnight shared her traffic concerns on Rolesville Rd. She has studied the proposed rezoning map provided. During the hearing, Ms. Goodnight's concerns were traffic accidents, erosion on Fowler Rd, the issue of a two-lane road during Rolesville High School's carpool traffic hours, and resident safety.

2) Kamil Agrawala and Gina Carson, 5008 Upchurch Ln, Wake Forest

Mr. Agrawala shared his concerns regarding his private lake property, Lake Serenity with five points of concern: sediment runoff, lake floodwater overflow, trespassing on private property, deforestation, and public safety. Ms. Carson voiced the same concerns made by Mr. Agrawala.

Mayor Currin closed the public hearing at 8:02 p.m. as there were no remaining speakers.

Move by Commissioner Vilga to continue the legislative hearing and further consideration for REZ-24-01 and ANX 24-02 to the next Town Board Work Session meeting on 10/22/24, seconded by Commissioner Long. Motion to continue carried by unanimous vote.

End of Hearings

6. [Building Height Text Amendment Briefing – LDO TA-24-02](#)

Planning Director Meredith Gruber gave a Building Height Text Amendment Briefing – LDO TA-24-02 presentation on the proposed Text Amendment and the potential allowance of greater building height with general commercial zoning districts found in the LDO covering buffering requirements. Ms. Gruber requested to the board and Town Manager further discussion on the building height text amendment with an update and brought back to the next Town Board Meeting scheduled on

11/05/2024.

Mayor addressed the Town Manager Eric Marsh and Town Attorney Dave Neill to report any new items before closing the meeting.

Town Manager Eric Marsh:

- The 2024 Brush Hawg Knuckle Boom w/ Grapple truck (included in the town budget) arrived last week on Friday, 9/13/2024, and the Public Works Department is continuing with preparation of yard waste collection internally.
- The Town recently posted Affordable Housing (RFP) on the website as an open call and have received several inquiries with ideas and interest in submitting proposals for the 6.8 acres adjacent to the Town Hall.

Town Attorney Dave Neill:

- On the planning topic, the Town Attorney and the Planning Department are reviewing a legislative veto override that will change some ordinances under the LDO and internal staff items. The General Assembly has decided to address a few more planning items in the next few months.

Mayor Currin took a moment to welcome Christina Ynclan to the Board.

7. [Adjourn](#)

There being no further business before the board, Mayor Currin adjourned the meeting at 8:38 p.m.

**NORTH CAROLINA
CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION**

**MEMORANDUM OF UNDERSTANDING
BETWEEN**

**THE GOVERNOR OF THE STATE OF NORTH CAROLINA,
TOWN OF ANGIER, TOWN OF APEX, TOWN OF ARCHER LODGE, TOWN OF
BUNN, TOWN OF CARY, TOWN OF COATS, TOWN OF CLAYTON, CITY OF
CREEDMOOR, TOWN OF FRANKLINTON, TOWN OF FUQUAY-VARINA, TOWN
OF GARNER, TOWN OF HOLLY SPRINGS, TOWN OF KNIGHTDALE, TOWN OF
LILLINGTON, TOWN OF MORRISVILLE, CITY OF RALEIGH, TOWN OF
ROLESVILLE, TOWN OF WAKE FOREST, TOWN OF WENDELL, TOWN OF
YOUNGSVILLE, TOWN OF ZEBULON, COUNTY OF CHATHAM, COUNTY OF
FRANKLIN, COUNTY OF GRANVILLE, COUNTY OF HARNETT, COUNTY OF
JOHNSTON, COUNTY OF WAKE, TRIANGLE TRANSIT AUTHORITY, AND THE
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
(Hereinafter referred to as the Municipalities, the Agencies, the Counties and the State)**

**IN COOPERATION WITH
THE UNITED STATES DEPARTMENT OF TRANSPORTATION,**

Agreement No. 2024-04-17

WITNESSETH THAT

WHEREAS, Chapter 136, Article 3A, Section 136.66.2(d) provides that:

"For MPOs, either the MPO or the Department of Transportation may propose changes in the plan at any time by giving notice to the other party, but no change shall be effective until it is adopted by both the Department of Transportation and the MPO."; and

WHEREAS, Section 134(a) of Title 23 United States Code states:

"It is in the national interest to encourage and promote the development of transportation systems embracing various modes of transportation in a manner which will efficiently maximize mobility of people and goods within and through urbanized areas and minimize transportation-related fuel consumption and air pollution. To accomplish this objective, metropolitan planning organizations, in cooperation with the State, shall develop transportation plans and programs for urbanized areas of the State. Such plans and programs shall provide for the development of transportation facilities (including pedestrian walkways and bicycle transportation facilities)

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

which will function as an intermodal transportation system for the State, the metropolitan areas, and the Nation. The process for developing such plans and programs shall provide for consideration of all modes of transportation and shall be continuing, cooperative, and comprehensive to the degree appropriate, based on the complexity of the transportation problems.”; and

WHEREAS, Section 134(c) of Title 23 United States Code states:

Development of long-range plans and TIPs.— To accomplish the objectives in subsection (a), metropolitan planning organizations designated under subsection (d), in cooperation with the State and public transportation operators, shall develop long-range transportation plans and transportation improvement programs for metropolitan planning areas of the State; and

WHEREAS, Chapter 136, Article 3A, 66.2(a) of the General Statutes of North Carolina require that:

“Each MPO, with cooperation of the Department of Transportation, shall develop a comprehensive transportation plan in accordance with 23 U.S.C. § 134. In addition, an MPO may include projects in its transportation plan that are not included in a financially constrained plan or are anticipated to be needed beyond the horizon year as required by 23 U.S.C. § 134. For municipalities located within an MPO, the development of a comprehensive transportation plan will take place through the metropolitan planning organization. For purposes of transportation planning and programming, the MPO shall represent the municipality's interests to the Department of Transportation.”; and,

WHEREAS, Chapter 136, Article 3A, 66.2(b) provides that:

“After completion and analysis of the plan, the plan shall be adopted by both the governing body of the municipality or MPO and the Department of Transportation as the basis for future transportation improvements in and around the municipality or within the MPO. The governing body of the municipality and the Department of Transportation shall reach agreement as to which of the existing and proposed streets and highways included in the adopted plan will be a part of the State highway system and which streets will be a part of the municipal street system. As used in this Article, the State highway system shall mean both the primary highway system of the State and the secondary road system of the State within municipalities.”; and,

WHEREAS, a transportation planning process includes the operational procedures and working arrangements by which short and long-range transportation plans are soundly conceived and developed and continuously evaluated in a manner that will:

1. Assist governing bodies and official agencies in determining courses of action and in formulating attainable capital improvement programs in anticipation of community needs; and,
2. Guide private individuals and groups in planning their decisions which can be important factors in the pattern of future development and redevelopment of the area; and,

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

WHEREAS, it is the desire of these agencies that a continuing, cooperative, and comprehensive transportation planning process as set forth in a Memorandum of Understanding dated January 28, 1993 comply with Title 23 U.S.C. Section 134; and any subsequent amendments to that statute, and any implementing regulations; Title 49 U.S.C. Chapter 53 and any subsequent amendments to these statutes and any implementing regulations; and the Clean Air Act of 1970, as amended, [42 U.S.C.7504 and 7506].

NOW THEREFORE, the following **Memorandum of Understanding** is made:

Section I. Membership

It is hereby agreed that the Municipalities, the agencies, the Counties and the State in cooperation with the United States Department of Transportation, will participate in a continuing, cooperative and comprehensive (“3-C”) transportation planning process with responsibilities and undertakings as related in the following paragraphs:

1. The **N. C. Capital Area Metropolitan Planning Area** (as defined by the Metropolitan Area Boundary, also known as the Planning Area Boundary) will be all of Wake County and parts of Chatham, Franklin, Granville, Harnett, and Johnston Counties.
2. The **N. C. Capital Area Metropolitan Planning Organization (MPO)** shall include the local governments of the Municipalities and the Counties, the North Carolina Department of Transportation, an **Executive Board** hereinafter defined, a **Technical Coordinating Committee** hereinafter defined, and the various agencies and units of local, regional, and state government participating in the transportation planning for the area.
3. The **Urbanized Area Boundary** and the **Metropolitan Area Boundary** shall be periodically reviewed and revised in light of new developments and basic data projections.
4. The continuing transportation planning process will be a cooperative one reflective of and responsive to the programs of the North Carolina Department of Transportation, and to the comprehensive plans for growth and development of the Municipalities and the Counties in the Triangle Region with attention being given to cooperative planning with the neighboring metropolitan and rural planning organizations.
5. The continuing transportation planning process will be in accordance with the intent, procedures and programs of Title VI of the Civil Rights Act of 1964, as amended.
6. The continuing transportation planning process will be in accordance with the intent, procedures, and programs of the Clean Air Act of 1970, as amended.

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

7. Transportation policy decisions within the planning area are the shared responsibility of the North Carolina Board of Transportation, the Executive Board and the governing bodies of the participating local governments.
8. Transportation plans and programs and land use policies and programs having regional impacts will be coordinated with the applicable regional Councils of Governments.
9. **An Executive Board is hereby established** with the responsibility for cooperative transportation planning decision making for the MPO. The **Executive Board** shall have the responsibility for keeping the policy boards of the participating local governments informed of the status and requirements of the transportation planning process; for assisting in the dissemination and clarification of the decisions and policies of the policy boards; for providing opportunities for citizen participation in the transportation planning process; and all other duties and responsibilities customary for a governing board of a public authority.

The **Executive Board** will be responsible for carrying out the provisions of 23 U.S.C. Section 134 and Title 49 U.S.C. Chapter 53; and 42 U.S.C.; including, but not necessarily limited to:

- a. Establishment of goals and objectives for the transportation planning process.
- b. Review and approval of a **Prospectus** for transportation planning which defines work tasks and responsibilities for the various agencies participating in the transportation planning process;
- c. Review and approval of changes to the **Metropolitan Area Boundary** as well as review and recommendation for changes to the **National Highway System**;
- d. Review and approval of the transportation **Unified Planning Work Program**;
- e. Review and approval of the adopted **Comprehensive and Metropolitan Transportation Plans**. As specified in General Statutes Section 136-66.2(a), the Comprehensive Transportation Plan shall include the projects in the Metropolitan Area's Transportation Plan as well as projects that are not included in the financially constrained plan or are anticipated to be needed beyond the horizon year as required by 23 U.S.C. Section 134. As specified in General Statutes Section 136-66.2(d) certain revisions to the **Comprehensive Transportation Plan** may be required to be jointly approved by the North Carolina Department of Transportation;
- f. Review and approval of the MPO's **Transportation Improvement Program** for multimodal capital and operating expenditures ensuring coordination between local and State capital improvement and operating programs. As specified in 23 U.S.C. Section 134(k), all federally funded projects carried out within the boundaries of a metropolitan planning area serving a transportation

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

- management area (excluding projects carried out on the National Highway System) shall be selected for implementation from the approved TIP by the metropolitan planning organization designated for the area in consultation with the State and any affected public transportation operator;
- g. Review and approval of planning procedures for air quality conformity and review and approval of air quality conformity determination for projects, programs, and plans;
 - h. Review and approval of a Congestion Management Process;
 - i. Review and approval of the distribution and oversight of federal funds designated for the Raleigh Urbanized Area under the provisions of IIIJA and any other subsequent Transportation Authorizations;
 - j. Review and approval of a policy for public involvement for the MPO;
 - k. Review and approval of an agreement between the MPO, the State, and public transportation operators serving the Metropolitan Planning Area that defines mutual responsibilities for carrying out the metropolitan planning process in accordance with 23 C.F.R. 450
 - l. Development and approval of committee by-laws for the purpose of establishing operating policies and procedures;
 - m. Oversight of the MPO Staff;
 - n. Revisions to membership of Technical Coordinating Committee as defined herein;
 - o. Review and approval of cooperative agreements with other transportation organizations, transportation providers, counties, and municipalities.

The membership of the **Executive Board** shall include:

- One member of the Angier Town Board of Commissioners
- One member of the Apex Town Council
- One member of the Archer Lodge Town Council
- One member of the Bunn Town Council
- One member of the Cary Town Council
- One member of the Clayton Town Council
- One Member of the Coats Board of Commissioners
- One member of the Creedmoor Board of Commissioners
- One member of the Franklinton Town Board of Commissioners

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

- One member of the Fuquay-Varina Town Board of Commissioners
- One member of the Garner Town Council
- One member of the Holly Springs Town Council
- One member of the Knightdale Town Council
- One member of the Lillington Board of Commissioners
- One member of the Morrisville Town Council
- One member of the Raleigh City Council
- One member of the Rolesville Town Board of Commissioners
- One member of the Wake Forest Town Board of Commissioners
- One member of the Wendell Town Board of Commissioners
- One member of the Youngsville Town Board of Commissioners
- One member of the Zebulon Town Board of Commissioners
- One member of the Chatham County Board of Commissioners
- One member of the Franklin County Board of Commissioners
- One member of the Granville County Board of Commissioners
- One member of the Harnett County Board of Commissioners
- One member of the Johnston County Board of Commissioners
- One member of the Wake County Board of Commissioners
- Four members of the North Carolina Board of Transportation representing the Highway Divisions (currently 4, 5, 6 and 8) within the Metropolitan Planning Area
- One member of the Research Triangle Regional Public Transportation Authority Board of Trustees; and
- The Division Administrator of the Federal Highway Administration or his or her representative who shall serve as an advisory, non-voting member.
- The Regional Administrator of the Federal Transit Administration or his or her representative, who shall serve as an advisory, non-voting member.
- The Regional Administrator of the Federal Rail Administration or his or her representative, who shall serve as an advisory, non-voting member.

Municipal and county public transit providers shall be represented on the Executive Board through their respective municipal and county local government board members.

Voting representatives of the Municipalities and the Counties shall be designated by their respective governing boards. Requirements for voting, quorums, and membership in good standing shall be included in the adopted bylaws of the Executive Board. Weighted voting shall be applied as invoked by any voting member of the Executive

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

Board. In the instance of a weighted vote, each member government shall be apportioned weighted voting based on the most recent certified North Carolina Population Estimates for Municipalities and Counties utilizing a vote weighting formula of one vote for each 10,000 of population, or portion thereof. Other voting agencies without population-based representation on the Executive Board shall vote in accordance with the most recent voting schedule. The most recent voting schedule will be maintained by the CAMPO staff and updated with the most recent certified North Carolina Population Estimates for Municipalities and Counties.

At the invitation of the **Executive Board**, other local, regional, State or Federal agencies impacting transportation within the planning area may serve as non-voting members of the **Executive Board**.

As established in its adopted bylaws, the **Executive Board** shall meet as deemed appropriate and shall elect officers with the responsibility for coordination of the committee's activities. A member of the MPO staff will serve as secretary to the Committee.

As established in its adopted bylaws, the Executive Board may create an executive committee and/or subcommittees to carry out its responsibilities.

10. **A Technical Coordinating Committee (TCC) shall be established** with the responsibility of general review, guidance and coordination of the transportation planning process for the planning area and with the responsibility for making recommendations to the Executive Board and to other entities designated by the Executive Board regarding any necessary actions relating to the continuing transportation planning process. The TCC shall be responsible for development, review and recommendations of the **Prospectus, Unified Planning Work Program, Transportation Improvement Program, Metropolitan Area Boundary, Urbanized Area Boundary, and National Highway System**, for revisions to the **Transportation Plan**, for planning citizen participation and for documenting reports of the transportation study.

Membership of Technical Coordinating Committee (TCC) shall include technical representatives from local, regional and State governmental agencies; as well as major modal transportation providers directly related to and concerned with the transportation planning process for the planning area. Each member agency's representative(s) shall be designated by the chief administrative officer of that agency. Departments or divisions within local and state agencies that should be represented on the TCC include, but are not limited to, those responsible for transportation planning, land use planning, transportation operations, public works and construction, engineering, public transportation, environmental conservation and planning, bicycle and pedestrian planning, and economic development. The voting membership shall include, at a minimum, representation from the following agencies/organizations, with specific numbers of members from each agency/organization outlined in the Technical Coordinating Committee's adopted bylaws:

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

- Town of Angier
- Town of Apex
- Town of Archer Lodge
- Town of Bunn
- Town of Cary
- Town of Clayton
- Town of Coats
- City of Creedmoor
- Town of Franklinton
- Town of Fuquay-Varina
- Town of Garner
- Town of Holly Springs
- Town of Knightdale
- Town of Lillington
- Town of Morrisville
- City of Raleigh
- Town of Rolesville
- Town of Wake Forest
- Town of Wendell
- Town of Youngsville
- Town of Zebulon
- County of Chatham
- County of Franklin
- County of Granville
- County of Harnett
- County of Johnston
- County of Wake
- Central Pines Regional Council
- Capital Area Transit
- Cary Transit
- Raleigh-Durham Airport Authority
- Research Triangle Transit Regional Public Transportation Authority

- North Carolina Department of Transportation

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

- Rural Transit Systems Serving Franklin , Granville, Harnett, Johnston and Wake Counties
- North Carolina State University
- Research Triangle Foundation
- Triangle North Executive Airport

The host agency's membership shall not include members of the MPO staff.

In addition to voting membership, the TCC shall invite officials responsible for other types of planning activities that are affected by transportation in the area (including State and local planned growth, economic development, environmental protection, airport operations, and freight movements) to coordinate their planning process, to the maximum extent practicable, with MPO planning activities. Such organizations and agencies may include:

- a. The Federal Highway Administration
 - b. The Federal Transit Administration
 - c. The Federal Rail Administration
 - d. The U.S. Army Corps of Engineers
 - e. The U.S. Environmental Protection Agency
 - f. The U.S. Fish and Wildlife Service
 - g. The N.C. Department of Cultural Resources
 - h. The N.C. Department of Commerce
 - i. The U.S. Department of Housing and Urban Development
 - j. The N.C. Railroad Company
 - k. The N.C. Trucking Association
 - l. The N.C. Motorcoach Association
 - m. Regional Transportation Alliance
11. The Technical Coordinating Committee shall operate as determined by its adopted bylaws. Any agency not listed above which wishes representation on the TCC may request such representation for consideration under the adopted bylaws of the TCC. As established in its adopted bylaws, the TCC may create an executive committee and/or subcommittees to carry out its responsibilities.
12. The governing boards of the Municipalities and the Counties and the North Carolina Board of Transportation shall serve as the primary means for citizen input to the continuing transportation planning process. Citizen involvement will also be obtained through procedures outlined in the MPO's policy for public participation and through various special studies and projects undertaken by the MPO.

The Executive Board should also provide opportunities for citizen participation in the transportation planning process.

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

Section II. Responsibilities

It is further agreed that the subscribing agencies will have the following responsibilities, these responsibilities being those most logically assumed by the several agencies:

The Municipalities and the Counties

The Municipalities and the Counties will assist in the transportation planning process by providing assistance, data and inventories in accordance with the Prospectus. The Municipalities and the Counties shall coordinate zoning and subdivision approval within their respective jurisdictions in accordance with the adopted Metropolitan Transportation Plan. Additionally, the a host agency, as designated by the Executive Board will serve as the **Lead Planning Agency** for the MPO. Services provided by the Lead Planning Agency on behalf of the MPO will be governed by mutual agreement(s).

The Municipalities and the Counties will participate in funding the portion of the costs of the MPO's work program not covered by federal or state funding (minimum 20% match of actual annual expenditures) as approved by the Executive Board. The portion to be paid by each Municipal and County member government will be based upon its pro rata share of population within the MPO Planning Area, utilizing the most recent certified North Carolina Office of State Planning municipal and county population estimates. In addition, MPO members may also voluntarily contribute additional funds for other purposes such as to participate in funding the costs of special studies, or other specialized services as mutually agreed upon.

Failure to pay the approved share of costs shall invalidate the MPO's Unified Planning Work Program and annual MPO self-certification as required by 23 CFR 450. Failure to certify shall result in the withholding of transportation project funds to the metropolitan planning area in accordance with federal law. In order to avoid this, the Executive Board shall amend the Unified Planning Work Program.

The municipalities and the counties receiving federal transportation funding designated for the Urbanized Areas within the MPO Planning Area as approved by the Executive Board through the Unified Planning Work Program shall comply with adopted reporting and oversight procedures.

North Carolina Department of Transportation

The Department will assist in the transportation planning process by providing planning assistance, data and inventories in accordance with the Prospectus. The Department, to the fullest extent possible, and as permitted by existing State and Federal regulations, will provide assistance in the protection of necessary rights-of-way for those transportation corridors designated on the Transportation Plan.

Research Triangle Regional Public Transportation Authority

Triangle Transit will assist in the transportation planning process by providing planning assistance, data, and inventories in accordance with the Prospectus. Triangle Transit shall comply with adopted reporting and oversight procedures for the receipt of federal

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

transportation funding designated for the region’s Urbanized Areas as approved by the Executive Board through the Unified Planning Work Program

Section III. Termination

Parties to this Memorandum of Understanding may terminate their participation in the N. C. Capital Area Metropolitan Planning Organization by giving thirty (30) days written notice to the other parties prior to the date of termination. If any party should terminate participation, this memorandum of understanding shall remain in force and the MPO shall continue to operate as long as 75% or more of the population within the Metropolitan Planning Area is represented by the remaining members.

Section IV. Ratification

In witness whereof, the parties of this Memorandum of Understanding have been authorized by appropriate and proper resolutions to sign the same, The Town of Angier by its Mayor, the Town of Apex by its Mayor, the Town of Archer Lodge by its Mayor, the Town of Bunn by its Mayor, the Town of Cary by its Mayor, the Town of Clayton by its Mayor, the Town of Coats by its Mayor, the City of Creedmoor by its Mayor, the Town of Franklinton by its Mayor, the Town of Fuquay-Varina by its Mayor, the Town of Garner by its Mayor, the Town of Holly Springs by its Mayor, the Town of Knightdale by its Mayor, the Town of Lillington by its Mayor, the Town of Morrisville by its Mayor, the City of Raleigh by its Mayor, the Town of Rolesville by its Mayor, the Town of Wake Forest by its Mayor, the Town of Wendell by its Mayor, the Town of Youngsville by its Mayor, the Town of Zebulon by its Mayor, the Triangle Transit Authority by its Chair, Chatham County by its Chairman of the Board of Commissioners, Franklin County by its Chairman of the Board of Commissioners, Granville County by its Chairman of the Board of Commissioners, Harnett County by its Chairman of the Board of Commissioners, Johnston County by its Chairman of the Board of Commissioners, Wake County by its Chairman of the Board of Commissioners, and by the Secretary of Transportation on behalf of the Governor of the State of North Carolina and the North Carolina Department of Transportation, this the _____ day of _____, 2024.

[SIGNATURE PAGES TO FOLLOW]

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

TOWN OF ANGIER

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF APEX

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF ARCHER LODGE

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF BUNN

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF CARY

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF CLAYTON

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF COATS

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

CITY OF CREEDMOOR

_____ By _____
Clerk Mayor

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

TOWN OF FRANKLINTON

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF FUQUAY-VARINA

_____ By _____
Clerk Mayor

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

(Seal)

TOWN OF GARNER

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF HOLLY SPRINGS

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF KNIGHTDALE

_____ By _____
Clerk Mayor

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

TOWN OF LILLINGTON

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF MORRISVILLE

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

CITY OF RALEIGH

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF ROLESVILLE

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF WAKE FOREST

_____ By _____
Clerk Mayor

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

TOWN OF WENDELL

_____ By _____
Clerk Mayor

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

(Seal)

TOWN OF YOUNGSVILLE

_____ By _____
Clerk Mayor

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

(Seal)

TOWN OF ZEBULON

_____ By _____
Clerk Mayor

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

**RESEARCH TRIANGLE TRANSIT
REGIONAL PUBLIC
TRANSPORTATION AUTHORITY**

_____ By _____
Clerk Chair

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

CHATHAM COUNTY

_____ By _____
County Manager Chairman

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

FRANKLIN COUNTY

_____ By _____
County Manager Chairman

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

GRANVILLE COUNTY

_____ By _____
County Manager Chairman

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

HARNETT COUNTY

_____ By _____
County Manager Chairman

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

JOHNSTON COUNTY

_____ By _____
County Manager Chairman

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

(Seal)

WAKE COUNTY

_____ By _____
County Manager Chairman

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

(Seal)

**STATE OF NORTH CAROLINA AND
DEPARTMENT OF TRANSPORTATION**

By _____
Secretary of Transportation

Approved for Execution

By _____
Assistant Attorney General

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

THIS PAGE LEFT INTENTIONALLY BLANK

**N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)**

April 17, 2024

THIS PAGE LEFT INTENTIONALLY BLANK

Memo

To: Mayor Currin and Town Board of Commissioners
From: Meredith Gruber, Planning Director
Date: October 3, 2024
Re: Capital Area Metropolitan Planning Organization Memorandum of Understanding (CAMPO MOU)

Background

The Capital Area Metropolitan Planning Organization's (CAMPO's) website explains what the group is about: *The MPO grew from a collaborative project between Cary, Raleigh, Garner, and Wake County known as the Greater Raleigh Urban Area Thoroughfare Plan of 1964. During the 1980s and 1990s Apex, Fuquay-Varina, Holly Springs, Knightdale, Morrisville, Rolesville, Wake Forest, Wendell, Zebulon, and Wake County joined the MPO. In early 2005, the MPO invited several governments in the surrounding areas to become members. Many accepted, and as of October 1, 2005, the Capital Area MPO expanded its planning boundary to include parts of Franklin, Granville, Harnett, and Johnston counties, including the municipal governments of Angier, Archer Lodge, Bunn, Clayton, Creedmoor, Franklinton, and Youngsville. These counties and towns which border the expanding Raleigh Urban Area were invited to join the MPO to comply with federal regulations that require the MPO to coordinate transportation planning in all the areas that will be part of the "Raleigh urbanized area" within the next twenty five years. In 2024, CAMPO expanded its planning boundary further into Harnett County, as well as into Chatham County - to the east of Lake Jordan. The Capital Area MPO serves as the coordinating agency between local governments, NCDOT, FTA, and FHWA.*

Request

At the April 17, 2024 CAMPO Executive Board meeting, the updated Memorandum of Understanding (MOU) was approved for local adoption. The MOU changes include adding new members (Lillington, Coats and Chatham County) as well as some administrative updates to reflect current codes and practices. CAMPO staff request that members endeavor to adopt the MOU to facilitate the completion of this work near the start of Fiscal Year 2025. After all parties have locally adopted the MOU, the State will provide the final adoption, thus finalizing the process.

Recommendation

Staff recommends the Town Board of Commissioners adopts the updated CAMPO MOU.

Motion

Motion to adopt the updated CAMPO MOU for Fiscal Year 2025.

Attachment

*NORTH CAROLINA CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION
MEMORANDUM OF UNDERSTANDING*



Memo

To: Mayor and Town Board of Commissioners
From: Meredith Gruber, Planning Director and Michele Raby, Planner II
Date: August 28, 2024
Re: ANX-23-04 – 200 School Street, Continuance of Legislative Hearing from October 8, 2024 to November 5, 2024

Summary Information

The Town of Rolesville received a contiguous voluntary annexation petition for 0.7366 acres, with Wake County PIN 1758998560, and located at 200 School Street to bring into the Town of Rolesville Corporate Limits. The associated rezoning case is REZ-23-05, Scarboro Apartments.

As provided in G.S. 160A-31, the petition was investigated by the Town Clerk as to its sufficiency.

A legislative hearing was scheduled on September 3, 2024 and continued to October 8, 2024 for ANX-23-04. The applicant, KDM Development Corporation, has requested to continue the legislative hearing to November 5, 2024 for the purpose of keeping the legislative hearing combined for the annexation petition and rezoning application. The rezoning application is not ready due to an incomplete Traffic Impact Analysis (TIA) report and has not been fully noticed for the October 8, 2024 Town Board of Commissioners' meeting.

Recommendation

Staff recommends the Town Board of Commissioners continue the legislative hearing to November 5, 2024 for annexation petition ANX-23-04.

Suggested Motion

Motion to continue the legislative hearing to November 5, 2024 for the annexation petition received under G.S. 160A-31 for ANX-23-04 – 200 School Street.

Attachments

1. Annexation Petition and Attachments
2. Certificate of Sufficiency



TOWN OF ROLESVILLE PETITION FOR ANNEXATION

The items below are required in order to complete your application and shall be submitted when the application is filed.

1. A complete copy of the last deed of record for proof of ownership
2. An annexation boundary plat/map for recordation at the Wake County Register of Deeds Office (mylar plat) prepared by a professional land surveyor showing the boundaries of the area or property for annexation into the Town of Rolesville.
3. A complete copy of the written metes and bounds description based on the annexation boundary plat/ map.

SECTION 1 - LOCATION

Is the area contiguous with the existing primary corporate limits? Satellite corporate limits is not primary. Yes or No
 Note: If the land is contiguous to any existing corporate limits, the proposed annexation boundary will include all intervening right-of-ways for streets, easements, and other areas as stated in North Carolina General Statute §160-131(1).

SECTION 2 - VESTED RIGHTS

NC General Statutes require petitioners of both contiguous and non-contiguous annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. 160A-385.1 or 153A-344.1 for properties subject to the petition. Do you declare vested rights for the property subject to this petition? Yes or No

SECTION 3 - PROPERTY DETAILS

PIN Number	Real Estate ID Number	Deed Book Number	Page Number	Acreage To Be Annexed	Wake County Assessed Value
758-99-8560	0106103	DB 019825	PG 00797	0.5824	\$ 16,120

SECTION 4 - SIGNATURES AND VERIFICATION

We, the undersigned owners of the real properties contained in the metes and bounds description and plat/map attached hereto, respectfully request that the area described above be annexed and made part of the Town of Rolesville, North Carolina. By signing below, we acknowledge that all information is correct.

- If **property owned by INDIVIDUALS** (NOTE: All legal owners must sign including both husband and wife)

[Signature] _____ Date Signed 6/1/2023
 Signature of Owner #1

 Signature of Owner #2 _____ Date Signed _____

- If **property owned by a COMPANY OR CORPORATION** (NOTE: The company or corporation must be legally registered with the State of North Carolina – Office of the Secretary of State)

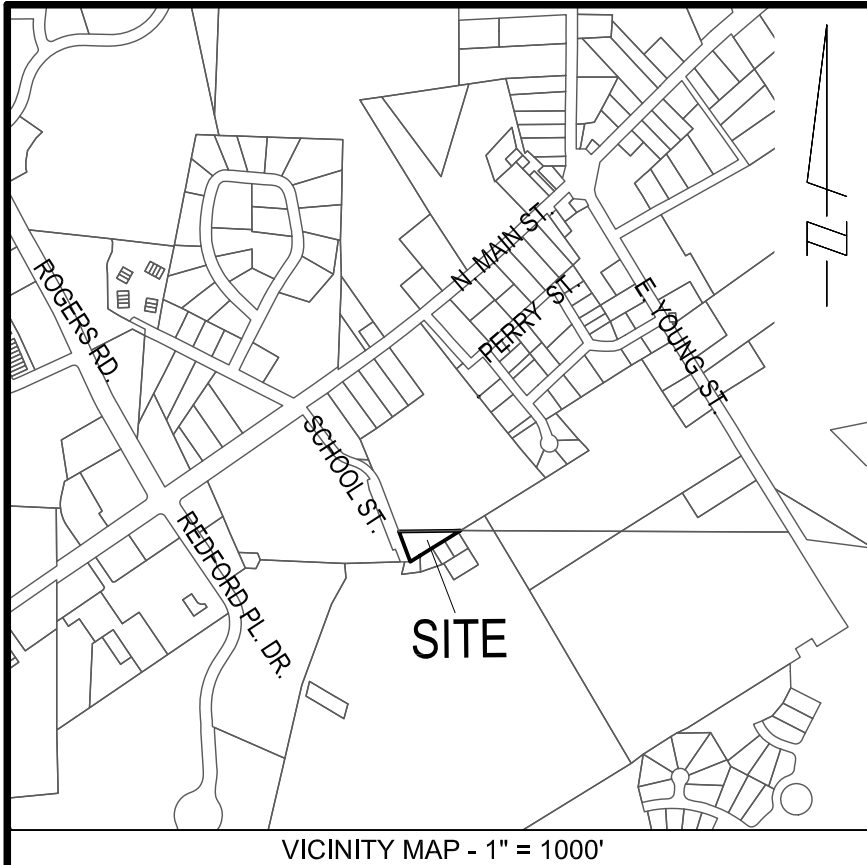
COMM DEV LLC _____
 Name of Corporation
MATT SHUEY _____
 Printed Name of Registered Agent
[Signature] _____
 Signature of Registered Agent
1340 CLIFTON POND ROAD LOUISBURG NC 27549 _____
 Address, State, Zip of Registered Office:

North Carolina, Wake County

I, Shannon Howell, a Notary Public for said County and State, do hereby certify that the above signed individual(s) appeared before me this day and signed the foregoing instrument. Witness my hand and official seal, this 1st day of June, 2023.

SHANNON HOWELL
 NOTARY PUBLIC
 Wake County
 North Carolina
 My Commission Expires 8/13/2025

Shannon Howell
 Notary Public
 My commission expires: 8/13/2025



VICINITY MAP - 1" = 1000'

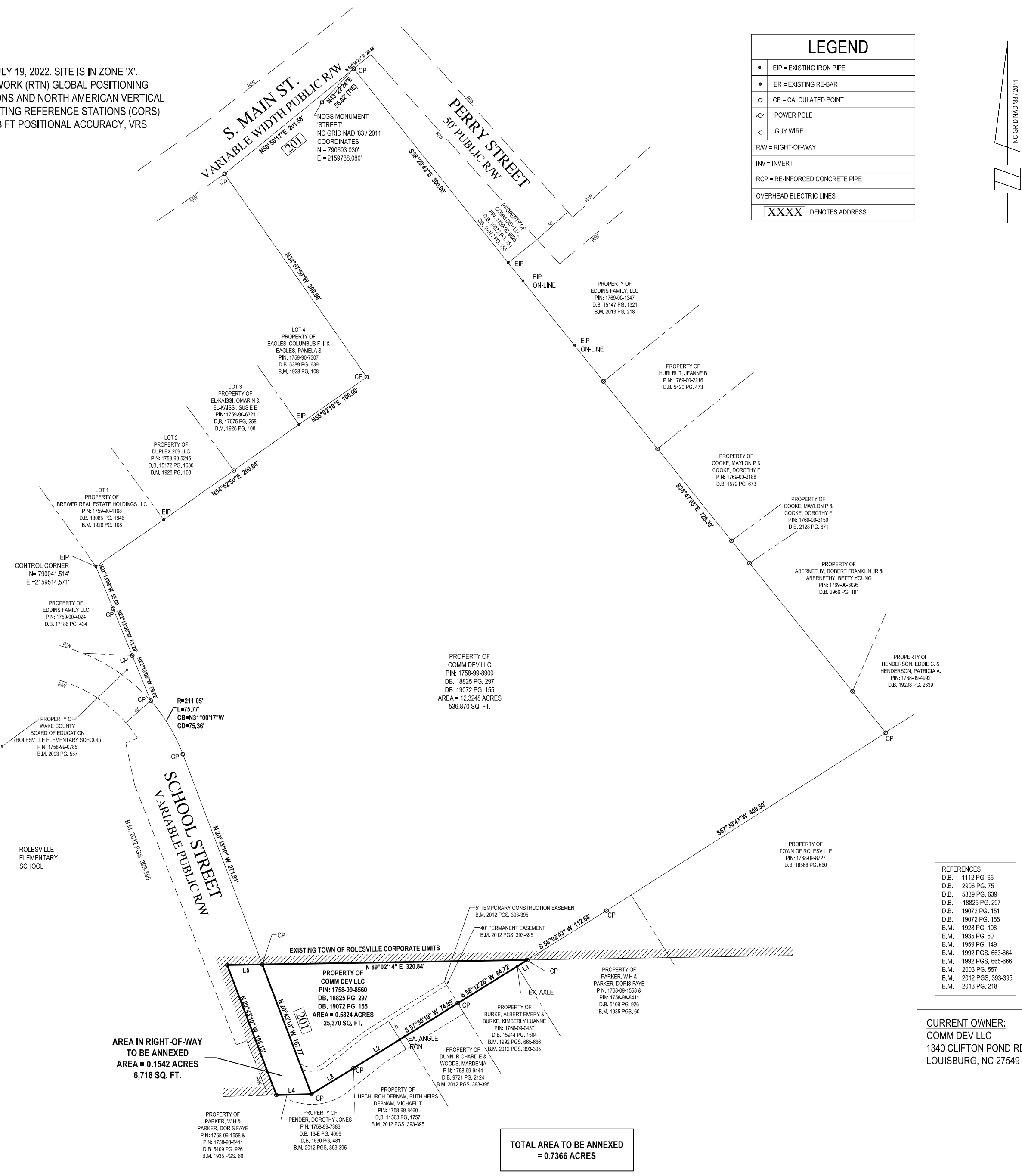
- NOTE:
1. AREAS BY COORDINATE GEOMETRY UNLESS SHOWN OTHERWISE.
 2. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
 3. ALL STREETS ARE PUBLIC RIGHTS-OF-WAY UNLESS SHOWN OTHERWISE.
 4. OTHER INSTRUMENTS OF RECORD MAY AFFECT THIS PROPERTY.
 5. NO TITLE SEARCH PERFORMED FOR THIS SURVEY.
 6. NO FEMA FLOOD HAZARD AREAS PER FIRM PANEL 3720175800K, EFFECTIVE JULY 19, 2022. SITE IS IN ZONE 'X'.
 7. THE COORDINATES SHOWN ON THIS PLAT WERE DERIVED BY REAL TIME NETWORK (RTN) GLOBAL POSITIONING SYSTEM (GPS). THIS METHOD RESULTS IN (NAD 1983/2011) - (CORS 96) POSITIONS AND NORTH AMERICAN VERTICAL DATUM '88 (MEAN SEA LEVEL) ELEVATIONS USING THE CONTINUOUSLY OPERATING REFERENCE STATIONS (CORS) MAINTAINED BY NORTH CAROLINA GEODETIC SURVEY. CLASS A SURVEY, 0.033 FT POSITIONAL ACCURACY, VRS FIELD PROCEDURE, GEOID12A AND UNITS IN FEET.

NOTE:
THE LOCATIONS OF UNDERGROUND UTILITIES AS SHOWN HEREON ARE BASED ON OBSERVED ABOVE GROUND STRUCTURES, FIELD MARKINGS AND DRAWINGS PROVIDED TO THE SURVEYOR. LOCATIONS OF UNDERGROUND UTILITIES/STRUCTURES MAY VARY FROM LOCATIONS SHOWN HEREON. ADDITIONAL BURIED UTILITIES/STRUCTURES MAY BE ENCOUNTERED. NO EXCAVATIONS WERE MADE DURING THE PROGRESS OF THIS SURVEY TO LOCATE BURIED UTILITIES/STRUCTURES. BEFORE EXCAVATIONS ARE BEGUN, FIELD LOCATIONS AND THE TYPE OF UTILITIES/STRUCTURES SHOULD BE VERIFIED.

LEGEND	
•	EIP = EXISTING IRON PIPE
•	ER = EXISTING RE-BAR
○	CP = CALCULATED POINT
⊕	POWER POLE
<	GUY WIRE
—	RW = RIGHT-OF-WAY
—	INV = INVERT
—	RCP = RE-INFORCED CONCRETE PIPE
—	OVERHEAD ELECTRIC LINES
XXXX	DENOTES ADDRESS



LINE TABLE		
LINE	BEARING	DISTANCE
L1	S 58°02'43" W	14.50'
L2	S 58°20'21" W	73.62'
L3	S 58°20'21" W	60.00'
L4	S 88°32'59" W	42.37'
L5	N 89°02'14" E	42.50'



"I CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION USING REFERENCES SHOWN HEREON; THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED AS DRAWN FROM INFORMATION IN BOOK _____, PAGE _____ OR OTHER REFERENCE SOURCE _____; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 10,000+; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56. 1600)."

THIS _____ DAY OF _____, 2024.
SEAL _____
PROFESSIONAL LAND SURVEYOR

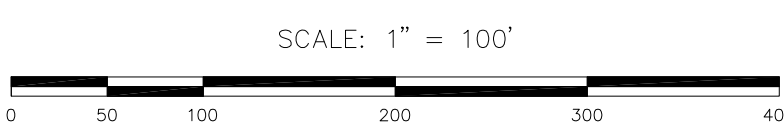


REFERENCES	
D.B.	1112 PG. 65
D.B.	2906 PG. 75
D.B.	5389 PG. 639
D.B.	18325 PG. 297
D.B.	19072 PG. 151
D.B.	19072 PG. 155
B.M.	1928 PG. 108
B.M.	1925 PG. 80
B.M.	1959 PG. 149
B.M.	1992 PGS. 663-664
B.M.	1992 PGS. 665-666
B.M.	2003 PG. 557
B.M.	2012 PGS. 393-395
B.M.	2013 PG. 218

CURRENT OWNER:
COMM DEV LLC
1340 CLIFTON POND RD.
LOUISBURG, NC 27549

TOTAL AREA TO BE ANNEXED
= 0.7366 ACRES

AREA IN RIGHT-OF-WAY
TO BE ANNEXED
AREA = 0.1542 ACRES
6,718 SQ. FT.



REV.	DATE	DESCRIPTION	BY



BASS, NIXON & KENNEDY, INC.
CONSULTING ENGINEERS
• 6310 CHAPEL HILL ROAD, SUITE 250
RALEIGH, NORTH CAROLINA 27607
• TELEPHONE: (919)851-4422 OR (800)354-1879
• FAX: (919)851-8968
• CERTIFICATION NUMBERS: NCBELS (C-0110); NCBLA (C-0267)

SURVEYED BY	PL
DRAWN BY	CWC
CHECKED BY	DG
DATE	8-14-2024

ANNEXATION PLAT
FOR THE TOWN OF ROLESVILLE

PROPERTY OF
COMM DEV LLC

TOWN OF ROLESVILLE WAKE COUNTY NORTH CAROLINA

SHEET
1
OF
1

Revenue : \$ 3600.00 (For Recording Data)

Parcel Identifier/Tax Account/PIN No.: 1758998909, 1758998560 and 1759909525

Brief Description for the Index:

Prepared by: Edward W. Scarboro, Jr., Attorney at Law

Return to: Grantee

Property Address: 201 S. Main Street, Rolesville, NC

All or a portion of this property _____ was or _____ was not used as the primary residence of the Grantor.

NORTH CAROLINA GENERAL WARRANTY DEED

This Deed is made as of this the 2 day of December, 2021 by and between **EDWARD W. SCARBORO, JR. AND SPOUSE, KIMBERLY MOORE SCARBORO with a mailing address of 4325 JONESVILLE ROAD, WAKE FOREST, NC 27587 AND SPENCER PULLEY SCARBORO AND SPOUSE, DONNA M. SCARBORO with a mailing address of 6625 Pulley Town Road, Wake Forest, NC 27587 ("Grantors") and COMM DEV LLC, a North Carolina Limited Liability Company with a mailing address of 1340 Clifton Pond Road, Louisburg, NC 27549("Grantee")**.

For valuable consideration paid by Grantee to Grantor, the receipt and sufficiency of which is hereby acknowledged, Grantor has and by these presents does hereby grant, bargain, sell and convey unto Grantee in fee simple absolute all of that certain lot, parcel of land or unit of ownership (the "Premises") located in WAKE County, North Carolina and more particularly described as follows:

SEE ATTACHED EXHIBIT "A"

ALSO, BEING the same Premises conveyed to Grantor by deed recorded in **Book 01112 page 65**, **WAKE** County Registry.

TO HAVE AND TO HOLD all of that interest in the Premises and all privileges and appurtenances thereto belonging to Grantee in fee simple absolute.

And Grantor covenants with Grantee that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, and valorem taxes for the year **2021** and subsequent years, easements, restrictions and rights of way of record, if any, affecting the Property herein described; and utility lines, easements and rights of way located over, under or upon the subject property.

SUBJECT TO RESTRICTIVE COVENANTS, EASEMENTS AND RIGHTS OF WAY OF RECORD, WAKE COUNTY REGISTRY.

The designation of Grantor and Grantee as used in this Deed includes the parties expressly named herein, their heirs, successors, and assigns and shall include the singular, plural, masculine, feminine or neuter as required by context.

The remainder of this page intentionally left blank.

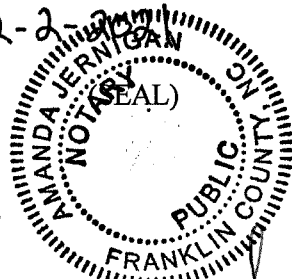
IN WITNESS WHEREOF, Grantors have hereunto set their hands and seals all as of the day and year first above written.

Edward W. Scarboro, Jr. (SEAL)
EDWARD W. SCARBORO, JR.

STATE OF North Carolina
COUNTY OF wake

I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **EDWARD W. SCARBORO, JR.**

Date: 12-2-2021



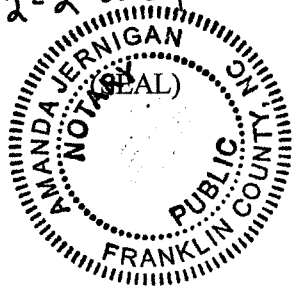
Amanda Jernigan
Printed Name of Notary:
Notary Public Amanda Jernigan
My commission expires: 09-15-2023

Kimberly Moore Scarboro (SEAL)
KIMBERLY MOORE SCARBORO

STATE OF North Carolina
COUNTY OF wake

I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **KIMBERLY MOORE SCARBORO**

Date: 12-2-2021



Amanda Jernigan
Printed Name of Notary:
Notary Public Amanda Jernigan
My commission expires: 09-15-2023

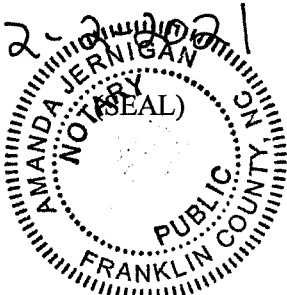
IN WITNESS WHEREOF, Grantors have hereunto set their hands and seals all as of the day and year first above written.

Spencer Pulley Scarboro (SEAL)
SPENCER PULLEY SCARBORO

STATE OF North Carolina
COUNTY OF wake

I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **SPENCER PULLEY SCARBORO**

Date: 12-2-2021



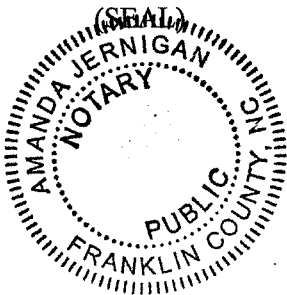
Amanda Jernigan
Printed Name of Notary:
Notary Public Amanda Jernigan
My commission expires: 09-15-2023

Donna M. Scarboro (SEAL)
DONNA M. SCARBORO

STATE OF North Carolina
COUNTY OF wake

I, a Notary Public of wake County and State aforesaid, certify that the following person(s) personally appeared before me this day, each acknowledging that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **DONNA M. SCARBORO**

Date: 12-2-2021



Amanda Jernigan
Printed Name of Notary:
Notary Public Amanda Jernigan
My commission expires: 09-15-2023

Exhibit A

COMMENCING AT NCGS MONUMENT 'STREET' HAVING NC GRID NAD '83 / 2011 COORDINATES OF N=790,603.030 FT. AND E=2,159,788.080 FT.; THENCE N 43°22'24"E A DISTANCE OF 56.02 FEET TO THE POINT OF BEGINNING IN THE SOUTHERN RIGHT-OF-WAY OF S. MAIN ST, A VARIABLE PUBLIC RIGHT-OF-WAY, SAID POINT BEING THE NORTHWEST CORNER OF THE PROPERTY OF THE SPENCER PULLEY HEIRS AS REFERENCED IN D.B. 1112, PAGE 65; THENCE LEAVING THE SAID RIGHT-OF-WAY AND WITH THE COMMON LINE OF THE SAID SPENCER PULLEY HEIRS PROPERTY, S38°29'42"E A DISTANCE OF 300.00 FEET TO AN EXISTING IRON PIPE BEING THE NORTHWEST CORNER OF THE PROPERTY OF THE EDDINS FAMILY, LLC AS REFERENCED IN B.M. 2013, PG. 218; THENCE S38°47'03"E A DISTANCE OF 729.30 FEET TO A POINT BEING THE SOUTHERN MOST CORNER OF THE PROPERTY OF DAVID T. MERRITT AND BETTY M. MERRITT, TRUSTEES AS REFERENCED IN D.B. 9470, PG. 1562, SAID POINT ALSO BEING IN THE COMMON LINE OF THE PROPERTY OF DONNIE L. WOODLIEF AS REFERENCED IN D.B. 2906, PG. 75; THENCE CONTINUING WITH THE COMMON LINE OF THE SAID WOODLIEF PROPERTY, S57°30'43"W A DISTANCE OF 400.50 FEET TO A POINT IN THE LINE OF THE W. H. PARKER & DORIS FAYE PARKER PROPERTY AS REFERENCED IN D.B. 5409, PG. 926; THENCE S58°02'43"W A DISTANCE OF 127.18 FEET TO AN EXISTING AXLE BEING THE NORTHEAST CORNER OF THE PROPERTY OF ALBERT EMERY BURKE & KIMBERLY LUANNE BURKE AS REFERENCED IN D.B. 15944, PG. 1564; THENCE S58°12'26"W A DISTANCE OF 84.72 FEET TO A POINT BEING THE NORTHEAST CORNER OF THE PROPERTY OF RICHARD E. DUNN & MARDENIA WOODS AND OTHERS AS REFERENCED IN D.B. 9721, PG. 2124; THENCE S57°50'19"W A DISTANCE OF 74.89 FEET TO AN EXISTING ANGLE IRON BEING THE NORTHEAST CORNER OF THE PROPERTY OF RUTH DEBNAM UPCHURCH HEIRS; THENCE WITH THE COMMON LINE OF THE SAID UPCHURCH HEIRS PROPERTY, S58°20'21"W A DISTANCE OF 73.62 FEET TO A POINT BEING THE NORTHEAST CORNER OF THE PROPERTY OF DOROTHY JONES PENDER; THENCE WITH THE COMMON LINE OF THE SAID PENDER PROPERTY, S58°20'21"W A DISTANCE OF 60.00 FEET TO A POINT IN THE WESTERN RIGHT-OF-WAY OF SCHOOL STREET, A VARIABLE PUBLIC RIGHT-OF-WAY; THENCE ALONG SAID SCHOOL STREET RIGHT-OF-WAY, N20°43'10"W A DISTANCE OF 439.68 FEET TO A POINT ON A CURVE HAVING A RADIUS OF 211.05 FEET; THENCE WITH THE SAID CURVE AS IT TURNS TO THE LEFT AN ARC LENGTH OF 75.77 FEET AND HAVING A CHORD BEARING OF N31°00'17"W AND A CHORD DISTANCE OF 75.36 FEET TO A POINT; THENCE LEAVING THE SAID SCHOOL STREET RIGHT-OF-WAY, N22°13'08"W A DISTANCE OF 59.02 FEET TO A POINT BEING THE SOUTHEAST CORNER OF THE PROPERTY OF EDDINS FAMILY LLC AS REFERENCED IN D.B. 17186, PG. 434; THENCE CONTINUING WITH THE COMMON LINE OF THE SAID EDDINS FAMILY LLC PROPERTY, N22°13'08"W A DISTANCE OF 61.29 FEET TO A POINT; THENCE N22°13'08"W A DISTANCE OF 55.00 FEET TO AN EXISTING IRON PIPE BEING THE SOUTHWEST CORNER OF THE PROPERTY OF BREWER REAL ESTATE HOLDINGS LLC AS REFERENCED AS LOT 1 IN D.B. 13085, PG. 1846; THENCE N55°20'53"E A DISTANCE OF 99.72 FEET TO AN EXISTING IRON PIPE BEING THE SOUTHWEST CORNER OF THE PROPERTY OF DUPLEX 209 LLC AS REFERENCED IN D.B. 15172, PG. 1630; THENCE N54°52'50"E A DISTANCE OF 200.04 FEET TO AN EXISTING IRON PIPE BEING THE SOUTHWEST CORNER OF THE PROPERTY OF COLUMBUS F. EAGLES, III AND PAMELA S. EAGLES AS REFERENCED IN D.B. 5389, PG. 639; THENCE WITH THE SAID EAGLES COMMON LINE, N55°02'10"E A DISTANCE OF 100.00 FEET TO A POINT; THENCE N34°57'50"W A DISTANCE OF 300.00 FEET TO A POINT IN THE SOUTHERN RIGHT-OF-WAY OF AFOREMENTIONED S. MAIN ST.; THENCE WITH THE SAID S. MAIN ST. RIGHT-OF-WAY, N50°50'17"E A DISTANCE OF 201.58 FEET TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 12.9073 ACRES OR 562,241 SQ. FT, as shown on that survey entitled "Boundary Survey for Scarboro Property" dated December 28, 2020 and prepared by Bass, Nixon & Kennedy, Inc.

2021-12-07

DESCRIPTION OF AREA TO ANNEXED:

COMMENCING AT AN EXISTING IRON PIPE HAVING NC GRID NAD '83/2011 COORDINATES OF N=790,041.514 FEET AND E=2,159,514.571 FEET, SAID PIPE BEING THE SOUTHWESTERN CORNER OF THE PROPERTY OWNED BY BREWER REAL ESTATE HOLDINGS LLC AS REFERENCED AS LOT 1 IN DEED BOOK 13085, PAGE 1846, WAKE COUNTY REGISTRY, AND ALSO BEING AN EASTERN CORNER OF THE PROPERTY OWNED BY EDDINS FAMILY LLC AS REFERENCED IN DEED BOOK 17186, PAGE 434, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH THE EASTERN LINE OF SAID EDDINS FAMILY LLC PROPERTY S 22°13'08" E A DISTANCE OF 55.00 FEET TO A POINT; THENCE S 22°13'08" E A DISTANCE OF 61.29 FEET TO A POINT, SAID POINT ALSO BEING THE NORTHEASTERN CORNER OF THE PROPERTY OWNED BY WAKE COUNTY BOARD OF EDUCATION (ROLESVILLE ELEMENTARY SCHOOL) AS SHOWN IN PLAT BOOK 2003, PAGE 557, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH THE EASTERN LINE OF SAID WAKE COUNTY BOARD OF EDUCATION PROPERTY S 22°13'08" A DISTANCE OF 59.02 FEET TO A POINT LOCATED ON THE EASTERN RIGHT-OF-WAY LINE OF SCHOOL STREET, THENCE ALONG A CURVE TO THE RIGHT AN ARC DISTANCE OF 75.77 FEET, SAID CURVE HAVING A RADIUS OF 211.05 FEET, A CHORD BEARING OF S 31°00'17" E AND A CHORD DISTANCE OF 75.36 FEET TO A POINT; THENCE CONTINUING ALONG AND WITH SAID RIGHT-OF-WAY S 20°43'10" E A DISTANCE OF 271.91 FEET TO THE POINT OF BEGINNING; THENCE LEAVING SAID RIGHT-OF-WAY N 89°02'14" E A DISTANCE OF 320.84 FEET TO A POINT, SAID POINT BEING IN THE NORTHERN LINE OF THE W. H. PARKER & DORIS FAYE PARKER PROPERTY AS REFERENCED IN DEED BOOK 5409, PAGE 926, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH THE COMMON LINE OF SAID W. H. PARKER & DORIS FAYE PARKER PROPERTY S 58°02'43" W A DISTANCE OF 14.50 FEET TO AN EXISTING AXLE, SAID AXLE BEING THE NORTHEAST CORNER OF PROPERTY OWNED BY ALBERT EMERY BURKE & KIMBERLY LUANNE BURKE AS REFERENCED IN DEED BOOK 15944, PAGE 1564, WAKE COUNTY REGISTRY; THENCE S 58°12'26" W A DISTANCE OF 84.72 FEET TO A POINT, SAID POINT BEING THE NORTHEAST CORNER OF THE PROPERTY OWNED BY RICHARD E. DUNN & MARDENIA WOODS AND OTHERS AS REFERENCED IN DEED BOOK 9721, PAGE 2124, WAKE COUNTY REGISTRY; THENCE S 57°50'19" W A DISTANCE OF 74.89 FEET TO AN EXISTING ANGLE IRON, SAID ANGLE IRON BEING THE NORTHEAST CORNER OF THE PROPERTY OWNED BY RUTH DEBNAM UPCHURCH HEIRS AS REFERENCED IN DEED BOOK 11563, PAGE 1757, WAKE COUNTY REGISTRY; THENCE S 58°20'21" W A DISTANCE OF 73.62 FEET TO A POINT, SAID POINT BEING THE NORTHEAST CORNER OF THE PROPERTY OWNED BY DOROTHY JONES PENDER AS REFERENCED IN DEED BOOK 1630, PAGE 481, WAKE COUNTY REGISTRY; THENCE WITH THE COMMON LINE OF SAID PENDER PROPERTY S 58°20'21" W A DISTANCE OF 60.00 FEET TO A POINT ON THE EASTERN RIGHT-OF-WAY LINE OF THE SAID SCHOOL STREET; THENCE S 88°32'59" W A DISTANCE OF 42.37 FEET TO A POINT WITHIN SAID RIGHT-OF-WAY; THENCE CONTINUING WITHIN SAID RIGHT-OF-WAY N 20°43'10" W A DISTANCE OF 168.15 FEET TO A POINT; THENCE N 89°02'14" E A DISTANCE OF 42.50 FEET TO THE POINT AND PLACE OF BEGINNING, CONTAINING 0.7366 ACRES OR 32,088 SQ. FT.

METES AND BOUNDS DESCRIPTION

200 SCHOOL STREET

Beginning at a Control Point in the southwestern corner of that parcel with PIN 1758-99-8560, the POINT OF BEGINNING, thence N 20° 43'10" W 167.77 feet to a point, thence S 89°02'14" W 320.84 feet to a point, thence S 58°02'43" W 14.50 feet to a point, thence S 58°12'26" W 84.72 feet to a point, thence S 57°50'19" W 74.89 feet to a point, thence S 58°20'21" W 73.62 feet to a point, thence S 58°20'21" W 60 feet to the POINT OF BEGINNING containing 0.5824 acres and being owned by Comm Dev LLC as shown on survey entitled "Boundary & Topographic Survey for Scarboro Property" by Bass, Nixon & Kenney, Inc dated March 31, 2022 and last revised April 22, 2022.

CERTIFICATE OF SUFFICIENCY

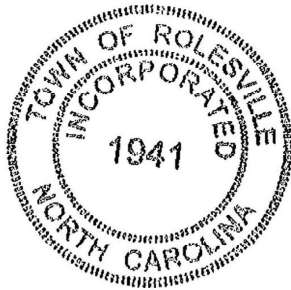
ANX-23-04 - 200 School Street

To the Board of Commissioners of the Town of Rolesville, North Carolina:

I, Robin E. Peyton, Town Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition contains an adequate property description of the area(s) proposed for annexation.
- b. The area described in the petition is contiguous to the Town of Rolesville primary corporate limits as required by G.S. 160A-31.
- c. The petition is signed by all owners of real property lying in the area described therein.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Rolesville, this 30th day of July, 2024.



Robin E. Peyton

Robin E. Peyton
Town Clerk

Memorandum

To: Mayor & Town Board
From: Eric Marsh, Town Manager
Date: October 08, 2024
Re: Appointment of Interim Town Clerk

Background:

The resignation of Robin Peyton as town Clerk has created a vacancy in a position that is vital to the Town of Rolesville's daily operations. This position performs tasks that support the Board of Commissioners and Town departments.

The Town currently employs Christina Ynclan as an Administrative Support Specialist for the Rolesville Police Department. She holds a degree in Criminal Justice and has attained years of successful grant awards for the town, ensuring the police department has stayed in compliance with Criminal Justice Information Services (CJIS), maintains the police records, holds a certification in running background checks for law enforcement, and offers exemplary customer service. Ms. Ynclan is also one of the Town's longest-tenured employees.

Because of her experience and knowledge of the Town's policies and procedures, I recommend that the Board appoint Christina Ynclan as interim Town Clerk effective September 10, 2024.

Staff Recommendation

Move that the Board appoint Christina Ynclan as Interim Town Clerk.



<p>Office Use Only</p> <p>ANX- 24-04-1413 Forestville</p> <p>Date received: 2024.08.19</p>

Application to Petition for Voluntary Annexation into Rolesville Town Limits

Planning Department • 502 Southtown Circle | Rolesville, NC 27571 | planning@rolesville.nc.gov | 919-554-6517

Section A Submittal

Applications to petition for voluntary annexation are accepted by the Planning Department according to our [submittal process](#). Please submit your complete application by the next deadline date (typically the 1st of the month unless it is a weekend day). Fees are invoiced and review will start after receipt of a complete application.

The items below are required to complete your application. ***Your application will not be processed until all documents are received.**

1. Please complete a separate application for each Parcel Identification Number/Real Estate Identification Number/Property Owner.
2. A copy of the last deed of record stamped with the Register of Deeds Book of Maps and Page number.
3. A clear and legible annexation boundary plat or map prepared by a professional land surveyor showing the boundaries of the area or property requested for annexation into the Town of Rolesville.
4. A written legal description of the metes and bounds based on the annexation boundary map or plat.
5. A complete Property Owner Consent Form.

Section B Legal Disclosure

Voluntary Annexation- A voluntary process initiated by landowners to join the towns limits and acquire city services.

§ 160A-31. Annexation by petition.

The governing board of any municipality may annex by ordinance any area contiguous to its boundaries upon presentation to the governing board of a petition signed by the owners of all the real property located within such area. The petition shall be signed by each owner of real property in the area and shall contain the address of each such owner. The town shall advertise in the local newspaper at least 10 (ten) but no more than (25) twenty-five days prior to the public hearing.

Vested Rights – Site-specific vesting plans are commonly tied to existing development approvals such as special use permits, and subdivision plats. Vesting rights must include a sufficient level of detail, as outlined in the statutes, and must be identified and approved through a legislative hearing.

NC General Statutes require petitioners of both contiguous and satellite annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. §160D-108 and G.S. §160D-108.1 for properties subject to the petition. Do you declare vested rights for the property subject to this petition?

Yes No

If yes, please submit proof that vested rights have been granted by the governing board. I hereby declare that my failure to disclose the existence of a vested right terminates any vested right previously acquired for this property.

Section C Project and Property Information

- ❖ If no project name is given, the primary address will be used.
- ❖ Additional parcel information may be attached if multiple properties are owned by one person (attachment A).

Development Project Name:

Street Address(es) of property requesting to be annexed:

1. 1413 FORESTVILLE RD. WAKE FOREST NC 27587-7607
- 2.
- 3.
- 4.
- 5.

PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
1749657720	0168154	18620	0624	5.408
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed
Total Acreage of Requested Annexation Site		Linear Feet of New Public Streets within Annexation Boundaries:		
5.408		0		

Section D Property Owner Information

Applicant/Owner or Project Contact Information

We, the undersigned owners of the real properties contained in the legal metes and bounds description and plat/map attached, request that the area described be annexed into the Town of Rolesville, North Carolina. By signing below, we acknowledge that all information is correct.

- * NOTE: If the property is owned by Individuals, all legal owners must sign the application for each parcel including both spouses. If the property is owned by multiple owners, please attach a separate Applicant/Owner Contact Information sheet (attachment B).
- * NOTE: If the property is owned by a Company or Corporation, the Company or Corporation must be legally registered with the State of North Carolina- Office of the Secretary of State.
- * Please attach a separate notarization of signature sheet for a Company or Corporation.

Applicant/Owner Contact Information

Property Owner(s) Printed Name(s):

- 1. MARIA MILAGROS COLLADO-RAMIREZ
- 2. AUGUSTO APOLINAR RAMIREZ

Applicant/Property Owner mailing address:

- 1. 1413 FORESTVILLE RD WAKE FOREST NC 27587-7607
- 2. 1413 FORESTVILLE RD WAKE FOREST NC 27587

Phone Number(s) and email address(es):

- 1. ~~xxx~~ 516 521 9249
- 2. 516 521 9249
- 1. ~~xxx~~ arielramirez42@gmail.com
- 2. arielramirez42@gmail.com

Property Owner Signature(s)

- 1. *Maria Milagros Collado Ramirez*
- 2. *Augusto Apolinar Ramirez*

Project Contact Information (if different than the property owner)

Name of Corporation: T & K PLANNING-CONSTRUCTION, INC

Name of Registered Agent: TAE PARK

Corporation Address: 421 CHAPANOKE RD STE 113 RALEIGH NC 27603

Corporation Phone Number and email address:
919-602-7606 | ANDREWTKDESCO@GMAIL.COM

I, *Gaylen Hackemack*, a Notary Public for said County and State, do hereby certify that the above signed individual(s) appeared before me this day and signed the foregoing instrument. Witness my hand and official seal, this 29th day of May, 2024

Notary Public

GAYLEN HACKEMACK
Notary Public
Wake Co., North Carolina
My Commission Expires Feb. 27, 2029

Notary Seal

My commission expires: Feb 27, 2029

Section E Annexation Petition

State of North Carolina, County of Wake, Petition of Annexation of Property to the Town of Rolesville,
North Carolina

Part 1 The undersigned, being all the owners of the real property described in this application (Section D) respectfully request the annexation of said property to the Town of Rolesville, North Carolina. **The petitioners understand and agree that all streets and utilities within the annexed area will be constructed and installed by the developer according to the Subdivision Ordinance and any utilities that must be extended to the annexed area are the responsibility of the developers or successive property owners.**
The property to be annexed is:

Contiguous to the present corporate limits of the Town of Rolesville, NC, or

Non Contiguous to the municipal limits of the Town of Rolesville, NC and is located within three miles of the municipal limits of the Town of Rolesville, NC (pursuant to Chapter 989 of the Sessions Law of North Carolina, 1967).

Distance in miles to closest parcel located in town limits: [Click or tap here to enter text..](#)

Section F Submittal (Application Packet) Checklist

Annexation Petition Each parcel/property requires a separate annexation petition (application packet).

Property Owner Consent Form Please complete a separate form for each Annexation Petition (application). All real property owners must sign and date the application. Please confirm the **Correct Parcel Identification Number(s) (PIN)**. Call Wake County Geographic Information Services at 919-856-6360, if there are any questions about the parcel identifier. **This is very important; Please indicate if the property being requested for annexation is only a portion of an existing parcel.**

Property Owned by a Corporation must include a Corporate Seal (refer to Section D).

DEED- A copy of the last deed of record stamped with the Register of Deeds Book of Maps and Page number for proof of ownership.

Annexation Boundary Survey or Plat showing above written metes and bounds description of the property to be annexed must be submitted electronically in .pdf format, if possible. The survey or plat, if not already recorded, must be signed by a land surveyor licensed in the State of NC. The survey must be valid for the purposes of recording as set forth in NC General Statute § 47-30.

Metes and Bounds- A legal description of the written metes and bounds description based on the annexation boundary plat/map.

Additional Property (PIN and REID) information (attachment A)

Street Address(es) of property requesting to be annexed:

- 1.
- 2.
- 3.
- 4.
- 5.

PIN	REID	Deed BM#	Deed PG#	Acreage to be annexed

Additional Applicant/ Owner Contact Information (Attachment B)

*Please use this attachment only if the Deed has multiple names listed and all parties own one single parcel/property. Please submit a separate application/petition for each parcel/property requesting annexation.

Property Owner(s) Name(s):

1. Maria Milagros Collado-Ramirez
2. Augusto Apolinar Ramirez
- 3.
- 4.
- 5.

Applicant/Property Owner mailing address:

1. 1413 Forestville Road Wake Forest NC 27587
2. 1413 Forestville Road Wake Forest NC 27587
- 3.
- 4.
- 5.

Phone Number(s) and email(s):

1. arielramirez42@gmail.com | 516-521- 9249
2. arielramirez42@gmail.com | 516-521- 9249
- 3.
- 4.
- 5.



**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION
RECEIVED UNDER G.S. 106A-31
RESOLUTION 2024-R-xx**

**Case: ANX-24-04
Voluntary Annexation Petition for 5.408 acres,
Being the following Wake County PINs:**

1749657720

WHEREAS, a petition requesting annexation of an area described in said petition and more particularly described as follows was received on October 08, 2024, by the Town of Rolesville Board of Commissioners; *for 5.408 acres described in DB 019660 PG 02694 and being located at 1413 Forestville Road.*

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and;

WHEREAS, the Board of Commissioners of the Town of Rolesville deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Town of Rolesville that:

The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Board of Commissioners of the Town of Rolesville the result of her investigation.

Ronnie Currin, Mayor

ATTEST:

Robin E. Peyton, Town Clerk

[SEAL]



Memo

To: Mayor and Town Board of Commissioners
From: Michele Raby, Planner II
Date: October 3, 2024
Re: ANX-24-04 1413 Forestville Road, Direct Clerk to Investigate Sufficiency of Annexation Petition and Call for Legislative Hearing on November 05, 2024

Summary Information

The Town of Rolesville has received a contiguous voluntary annexation petition for 5.408 acres, located at 1413 Forestville Road with Wake County PIN 1749657720, into the Town of Rolesville Town Limits. The applicant is seeking a voluntary annexation to receive water and sewer services provided by the City of Raleigh.

Land Development Ordinance (LDO) Section 9.2.6.c. states:

Residential properties developed for one single family dwelling need not connect to public utilities if they are relocating an existing single family home with another single family dwelling or if the owner is adding onto an existing single family dwelling.

As provided in G.S. 160A-31, the petition should be investigated by the Town Clerk as to its sufficiency in meeting G.S. 160A-31. The attached resolution directs the Town Clerk to investigate and report back to the Town Board of Commissioners.

Recommendations

- Staff recommends approval of the resolution directing the clerk to investigate a petition received under G.S. 160A-31.
- Staff recommends the Town Board of Commissioners schedule a legislative hearing for ANX-24-04 on November 05, 2024.

Suggested Motions

- Motion to approve the resolution directing the Town Clerk to investigate the sufficiency of the petition received under G.S. 160A-31 for ANX-24-04.
- Motion to schedule a legislative hearing for ANX-24-04 on November 05, 2024, at or after 7:00 PM.

Attachments

1. ANX-24-04 Annexation Petition
2. ANX-24-04 Resolution Directing Town Clerk to Investigate Sufficiency



Memorandum

To: Mayor & Town Board
From: June Greene, Parks & Recreation Director
Date: October 8, 2024
Re: Mill Bridge Accessibility Grant Contract

Background

The Accessible Parks Grant Program provides \$12.5 million in matching grants for parks and recreation to benefit people living with disabilities in North Carolina. This program is administered through the Division of Parks and Recreation and the North Carolina Parks and Recreation Trust Fund. Town of Rolesville was awarded \$202,162 matching grant funds. The money will be used to renovate Mill Bridge Nature Park amphitheater. The Board had previously approved us to pursue the grant funding for this project. We will need a budget amendment to complete the project.

Relationship to Current Budget/Goals

Capital Improvement Plan

Recommended Action

Approve the acceptance of the grant and sign the contract.

Attachments: Resolution Accepting Accessible Parks Grant

Accessibility Grant Contract

RESOLUTION ACCEPTING ACCESSIBLE PARKS GRANT

WHEREAS, North Carolina Parks and Recreation Trust Fund and Division of Parks and Recreation offers grants to local governments; and

WHEREAS, the Town of Rolesville applied and was approved for an Accessibility Parks Grant during Fiscal Year 24-25 for the Mill Bridge Nature Park; and

WHEREAS, the Town of Rolesville intends to construct the elements outlined in the grant application and conform to all grant requirements;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Town of Rolesville that:

Section 1. The Town hereby accepts the Accessible Parks Grant funds and authorizes the Town Manager to execute all necessary contracts or agreements for this purpose.

Approved this 8th day of October 2024

Ronnie I. Currin
Mayor

Christina Ynclan
Interim Town Clerk



Memorandum

To: Mayor and Town Board
Date: October 2, 2024
Re: Capital Projects Ordinance Amendment, Agenda Item #6.g

Staff have requested changes to the Capital Project Ordinance adopted by the Town Board on June 4, 2024.

1. **Main Street Design** (from Administration)

The portion of this project that precedes the LAPP grant reimbursable activities, primarily project design and easement acquisition, has expended the available budget. An additional appropriation is requested from the fund balance of the General Fund. Adequate reserves are available for this purpose.

2. **Mill Bridge Nature Park Amphitheater** (from Parks & Rec)

This amendment updates revenues for the project to reflect the receipt of \$202,162 in funds from an Accessibility Grant from the State of NC.

Recommended Action

Make a motion to approve the Capital Projects Ordinance dated October 8, 2024

CAPITAL PROJECTS ORDINANCE FOR THE TOWN OF ROLESVILLE

BE IT ORDAINED by the Board of Commissioners of the Town of Rolesville, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital projects are hereby authorized:

Section 1. Description of Projects:

MAIN STREET DESIGN *The project authorized is the design of pedestrian/street improvements along South Main Street and realignment of Burlington Mills Road. This update adds funding associated with design and right-of-way acquisition. Amends previous capital project ordinance of June 4, 2024.*

	<u>FY18-19</u>	<u>FY19-20</u>	<u>FY20-21</u>	<u>FY21-22</u>	<u>FY22-23</u>	<u>FY24-25</u>	ADDIT'L FY24-25	<u>TOTAL</u>
Appropriations								
Design – Corridor	\$200,000	\$175,000	\$228,000	\$721,500	\$166,000		\$200,000	\$1,690,500
Design – BM Road	<u>200,000</u>	<u>397,256</u>		<u>285,000</u>		(\$48,762)		<u>833,494</u>
	\$400,000	\$572,256		\$1,006,500				\$2,523,994
Revenues								
General Fund transfer	\$200,000	\$175,000	\$228,000	\$721,500	\$166,000		\$200,000	\$1,690,500
Reimbursements		87,256		200,000		(\$48,762)		238,494
Street fees	<u>200,000</u>	<u>310,000</u>		<u>85,000</u>				<u>595,000</u>
	\$400,000	\$572,256		\$1,006,500				\$2,523,994

MILL BRIDGE NATURE PARK AMPHITHEATER *The project authorized is the design and construction of renovations to the amphitheater at Mill Bridge Nature Park. This update reflects receipt of Accessibility Grant from the State of NC. Amends previous capital project ordinance of June 4, 2024.*

	<u>FY23-24</u>	<u>FY24-25</u>	ADDIT'L FY24-25	<u>TOTAL</u>
Appropriations				
Design & Construction	\$130,000	\$340,000	\$0	\$470,000
Revenues				
Park fees	\$130,000	\$340,000	(202,162)	\$267,838
Grants – State			\$202,162	<u>202,162</u>
				\$470,000

Section 2. The officers of this unit are hereby directed to proceed with the capital projects within the terms of the budget contained herein.

Section 3. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records. The Finance Officer is directed to include an analysis of past and future costs and revenues on this capital project in the annual budget submission made to the Board.

Section 4. Copies of this capital project ordinance shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer for direction in carrying out this project.

Adopted this 8th day of October 2024

Ronnie I. Currin
Town of Rolesville Mayor

Attest: _____
Christina Ynclan
Interim Town Clerk



FUTURE TOWN BOARD MEETINGS

(Please note this schedule is subject to change)

October 8, 2024 Town Board Regular Meeting – 7:00 p.m. (Staff Reporting: PD and Public Works)

- Proclamation: Breast Cancer Awareness Month
- Proclamation: Community Planning Month

October 22, 2024 Town Board Work Session – 6:00 p.m. - FYIs

- Rolesville Downtown Development Association Report.
- Main Street Project Update

November 5, 2024 Town Board Regular Meeting – 7:00 p.m.

- Consent: Minutes of October 8th and October 22nd
- Legislative Hearing: ANX-24-04 – 1413 Forestville Road.
- Financial Statements Presentation
- Building Text Amendment: TA-24-02 – Status Update
- Legislative Hearing: LDO TA-24-02 – Non-residential Zoning District Building Heights
-

November 19, 2024 Town Board Work Session – 6:00 p.m.

- Presentation of Final Draft of Affordable Housing Plan – TPMA, Inc.
-
-
-
-

December 3, 2024 Town Board Regular Meeting/Organizational Meeting – 7:00 p.m.

- Consent: Minutes of November 5th and November 19th
- Consent: Adoption of Town Board and Advisory Board Calendars for 2025.
- Consent: Mayor’s appointment of Advisory Board Liaisons if applicable.
- Acceptance of Granite Acres Greenway Bid/Budget Amendment

December 17, 2024 Town Board Work Session – 6:00 p.m.

Planning Items to be Scheduled by Planning Director:

- Alternative Parking Plan, 414 S. Main Street
- TA-24-xx – LDO RM Zoning District – (Cluster) Building Setbacks
- TBD – TA-24-XXX – LDO Text Amendment Next Round TBD



Vets Pets

Nurture. Aspire. Lead.

325 Nash Street East • Wilson, NC 27893 • (252) 237-1375 • www.thevetspets.com

Mayor Currin and
Town of Rolesville Board of Commissioners
502 Southtown Circle
Rolesville, NC 27571

Re: Rolesville Veterinary Hospital
Request for Land Sale Consideration

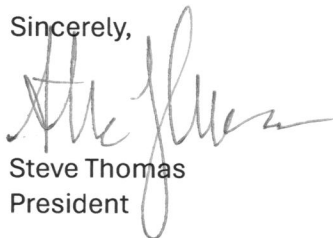
Dear Mayor and Board Members:

On behalf of the Rolesville Veterinary Hospital team and its clients, I write to express our ongoing interest in acquiring a portion of the 6.48-acre property at 4950 Burlington Mills Road. As a Wilson-based network of veterinary hospitals, we have been a valued part of the Rolesville community since 2008, relocating to our current site at 300 Batten Road in 2012. Due to our growing need for additional parking, we have made several attempts to purchase part of the adjacent property for parking and potential future development.

We respectfully ask that you reconsider this possibility. We remain open to various approaches to facilitate this transaction and are aware of the outstanding RFP. We would welcome the opportunity to work with the developer who secures the bid or to explore an independent solution with the town.

Thank you for your time and consideration.

Sincerely,



Steve Thomas
President



October 8, 2024

Proposed Form of Motion for Closed Session:

I move that the Board go into Closed Session to consult with the Town Attorney and preserve the attorney-client privilege. The Board would enter Closed Session pursuant to Chapter 143, Section 318.11(a)(3) of the North Carolina General Statutes.

The Board expects to receive information from the Town Attorney regarding Town of Rolesville v Privette Properties, LLC.

One of the purposes of a closed session is to preserve confidential discussions of a sensitive nature to allow the Town Board to act in the public interest. To ensure preservation of the confidentiality of all matters discussed in closed session, we are reminded to not discuss any such matters with others not present at this session.

The Board is further reminded that only the topics disclosed in the motion may be discussed in this session. General policy matters may not be discussed in a closed session, and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because the town attorney is a participant.