



**Planning Board Meeting**  
**June 24, 2024 - 7:00 PM**  
**502 Southtown Circle, Rolesville, NC 27571**

**MINUTES**

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

**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 May 28, 2024, meeting minutes.**

**Moved by Vice-Chair Lawrence and Seconded by Board Member Lowe. The motion to approve the minutes of April 22, 2024, was carried with a unanimous vote, 5 voted aye, 0 voted nay (5 voted, 1 absent being Board Member Ozan, 1 vacant)**

**B. REGULAR AGENDA**

**B.1. 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**

Mrs. Gruber described the proposed Text Amendment as an addition to certain development standards to accommodate Age-Restricted housing.

The proposed changes detailed an increase in density, a decrease in lot size, aggregate setbacks, and a reduction of overall parking per Single-Family attached dwelling units.

The Board collectively asked about the Board of Commissioners' thoughts on this matter, the potential of multi-zoned subdivisions, which aspects are still under review from the Town Attorney, other communities that use these specific standards, traffic generation, and the Board's future control on the location where this would be implemented.

**Moved by Vice-Chair Lawrence on the condition to include the definition of the word aggregate and Seconded by Board Member Schwartz. The motion to recommend Approval of TA-24-01 carried with 5 ayes-0 nays, 1 absent being Board Member Ozan, and 1 vacant.**

**C. COMMUNICATIONS**

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

**a. Previous Planning Board Recommendations**

- Rezoning application PIN-1758479244 is on the July 9<sup>th</sup> Town Board agenda.

**b. Residential Inventory Research**

- Mr. Elabarger and Mr. Hayslette presented statistics on the number of Single-Family detached housing units and Townhomes that currently exist and have been approved through rezoning to the Board.

**c. Other**

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

Deputy Town Attorney Catlett said that there are no current updates on the by-laws but will be moving forward for a future update.

**C.3. Other Business**


None currently.

**C.4. Adjournment**

Board Member Versteegen made a motion to adjourn and Seconded by Vice-Chair Lawrence. The motion was carried by a unanimous (5-0, 1 absent being Board Member Hill, 1 vacant) vote. The meeting was adjourned at 8:00 p.m.



**Mike Moss, Planning Board Chair**



**Tanner Hayslette, Planner I**