

**ZEBULON
BOARD OF COMMISSIONERS
WORK SESSION
AGENDA
DECEMBER 18, 2025
6:00 PM**

1. APPROVAL OF AGENDA

2. NEW BUSINESS

A. Community & Economic Development

- a. Chamblee Hinton House Preservation Evaluation
- b. Economic Development Strategic Update

B. Public Works

- a. Preliminary Engineering Report

C. General

- a. Planning Board Appointments
- b. Sustainability Board Appointments

3. ADJOURN

Chamblee-Hinton House

Built 1907 | 200 East Horton Street | Zebulon, North Carolina



2025 FEASIBILITY STUDY



Contributors and Partners

Town of Zebulon

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Feasibility Study Note:

This study has been prepared to explore the design and building code issues surrounding the change of use of the existing building into the proposed uses, and as such is not intended to be construction drawings or specifications for the project. Any change in scope or use would necessitate further design or building code exploration. A qualified architect or engineer should be engaged for further determination of the extent and scope of work required and for the preparation of construction drawings suitable for permitting by the local agency.

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Existing Conditions

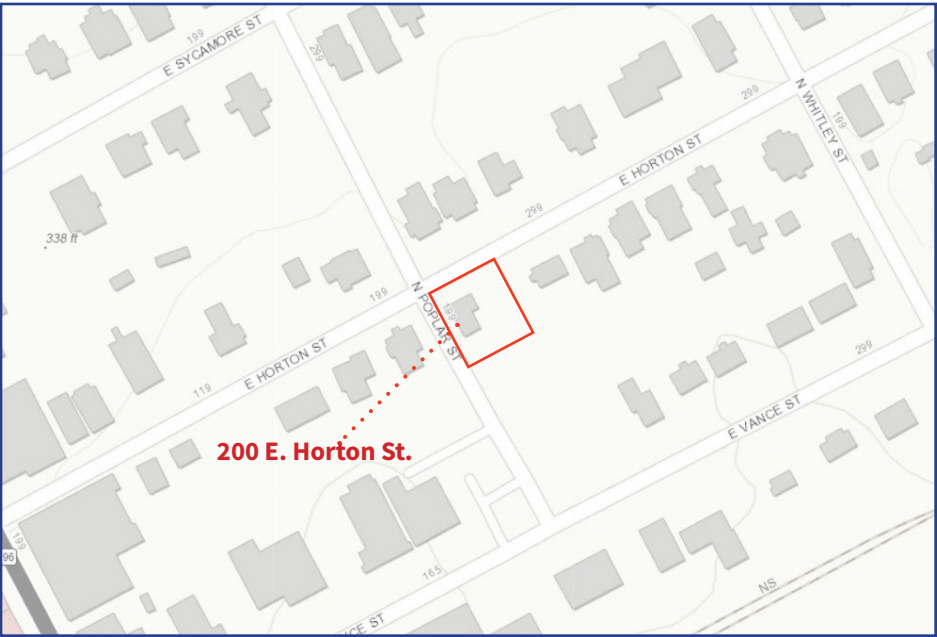
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Scale 1" = 200' - 0"

Existing Conditions:

First Floor Square Footage: ~1,187 SF
Deck Square Footage: ~188 SF
Front Porch Square Footage: ~60 SF
Total: ~ 1,435 SF

Existing Construction:

Type of Construction: V-B
Built in 1907, this historic home is a one story, non-sprinklered, vernacular triple-A house. A symmetrical facade with cut-away bays on each side and a gabled ell structure extending from the south elevation contribute to the charm of this structure. The date of the gabled ell addition is unconfirmed; there is no record of when the addition was completed in the National Register of Historic Places Document for Zebulon. A single bay gabled porch constructed by 1959 serves as the primary entry, replacing the original full-width porch removed by 1944. The home also includes four-over-four wood sash windows, weatherboard siding and masonry foundation walls. The house was constructed under ownership of M.S. and Ella Chamblee; A.S. and Gladly Hinton owned the home from 1937 to 1983.

(National Register of Historic Places Registration Form - Zebulon Historic District, Slane and Szcodronski, 2022, Section 7 - Page 65)

The existing deck and gabled ell section of the house are in poor condition, requiring structural evaluation of integrity and a more extensive scope of work to bring up to code. The kitchen and bathroom will need to be updated to be accessible. An accessible entrance is required to be provided as well, including a paved walkway and ramp from parking to the accessible entry. It is recommend to demolish this existing section of the structure and rebuild the same form to code per selected use. The building is considered ‘historic’ per the 2018 NCEBC definition in Section 202, as the building is a contributing resource within the Zebulon Historic District (est. 2022), and individually listed on the National Register of Historic Places. If this section of the structure is demolished, the building is still considered eligible to utilize tax credits as long as rehabilitation includes re-constructing this section in the same form to maintain all character defining architectural elements constructed within the period of significance dating from 1906 to 1971. Final design to be reviewed with SHPO to confirm compliance.

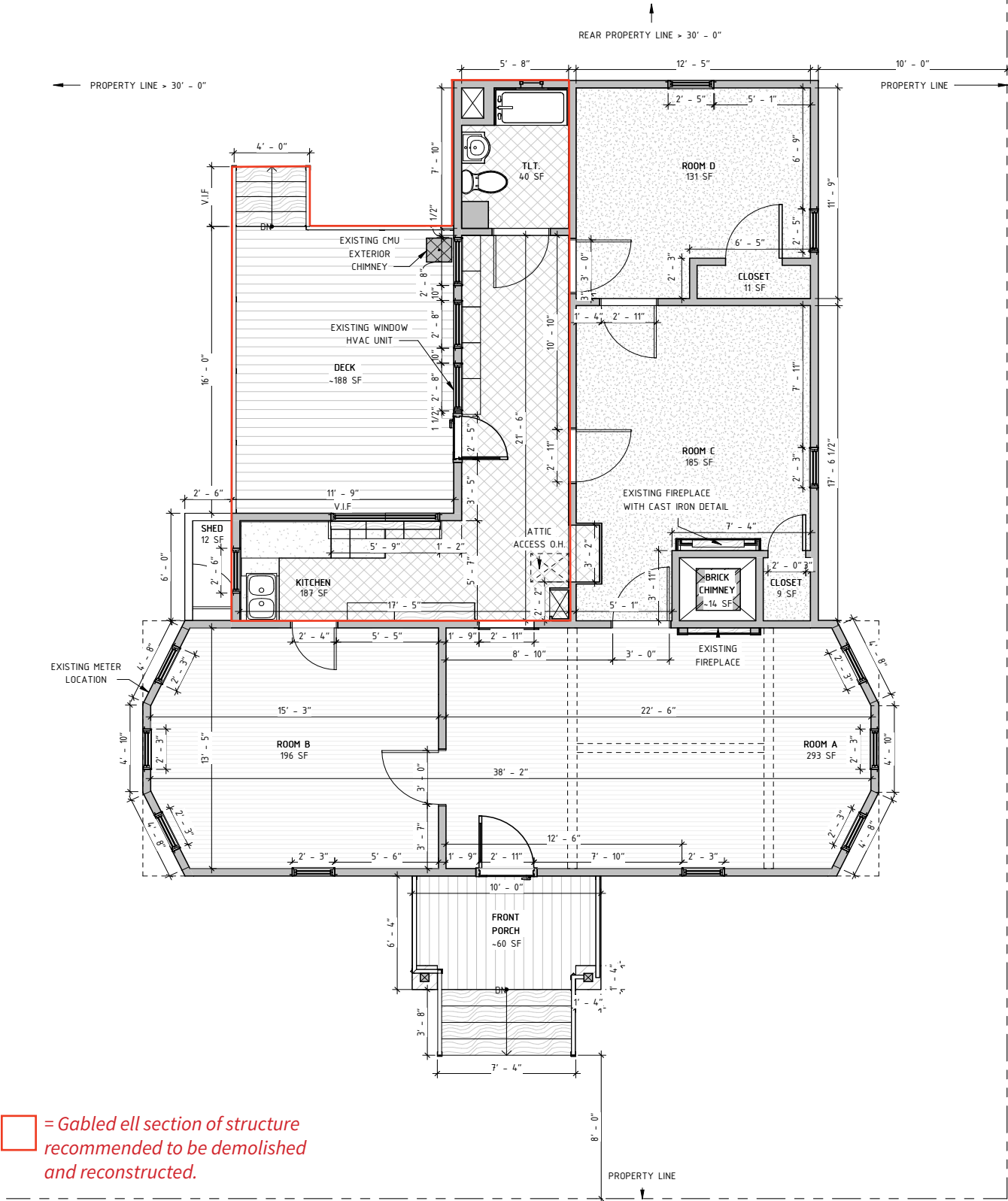
Existing Occupancy: Residential (R-3)

Proposed Use Options:

- 1. Residential (R-3); No Change of Use
- 2. Business (B); Office
- 3. Mercantile (M); Bottle Shop

North Carolina State Existing Building Code Analysis:

In any change of occupancy, the new occupancy must comply with the current edition of the NC State Existing Building Code, Chapter 10 Change of Occupancy and specifically Section 1012 Change of Occupancy Classification. Since the alteration of the building exceeds 50% of the building area, any proposed changes must meet the requirements of NC State Existing Building Code, Chapter 9, Level 3 Alterations, which also refers to Chapter 8, Level 2 Alterations. If there is no change of use, the building needs only to comply with NCEBC Chapters 9 and 8.



= Gabled ell section of structure recommended to be demolished and reconstructed.

Existing Floor Plan ~ 1,435 SF
Scale 1/8" = 1' - 0"



Front (West) Corner

- Distinct front gable with decorative diamond gable vent to remain. Repair rot, scrape, sand and re-paint.
- Existing cut-away bay to remain on each side elevation. Repair rot, scrape, sand and re-paint.
- Existing four-over-four, wood sash windows to be restored. If needed, existing glazing to be replaced with new clear, low-e glass. Trim to match existing profile. Repair rot, scrape, sand and re-paint.



Front (North-East) Elevation - Primary Entry

- Single-bay gabled porch supported by square posts on brick piers to remain. Decorative diamond gable vent to remain. Repair rot, scrape, sand and re-paint.



Rear (West) Elevation

- Original wood weatherboard siding to be evaluated for re-use; typ. Repair rot, scrape, sand and re-paint as needed.
- Existing casement window to be replaced with new four-over-four, wood sash window to match existing this elevation.
- Overall foundation walls appear to be in good condition. Existing brick to be cleaned and repaired as needed; roots and vegetation to be removed from the perimeter of the house.



Front (North-West) Corner

- Primary entry is a one-light over three panel wood door with a storm door installed in front. Storm door to be removed and existing wood door to be repaired as needed. Repair rot, scrape, sand and re-paint.
- Window AC Unit to be removed; typ.
- Matchstick railing to remain. Repair rot, scrape, sand and re-paint.
- Existing porch stair to be rebuilt. New wood stair to grade to comply with NCBC Section 1011 stairways.



East Deck Elevation

- Existing CMU chimney in poor condition. To be demolished as apart of gabled ell section in rear of house.
- Existing six-over-six, wood sash windows in poor condition. To be removed as apart of gabled ell section in rear of house.
- Window AC Unit to be removed; typ.



South Elevation

- Original wood weatherboard siding to be evaluated for re-use; typ. Repair rot, scrape, sand and re-paint as needed.
- Existing casement window looking into bathroom to be demolished as apart of gabled ell section in rear of house.
- Existing casement window to be replaced with new four-over-four, wood sash window to match existing this elevation.



East Deck Corner - Rear Entry

- Existing brick chimney to remain. Appears to be in good condition. Repair as needed.
- Existing horizontal, eight-over-eight wood sash window in poor condition. To be removed as apart of gabled ell section in rear of house.
- Rear entry is a one-light over three panel wood door with a storm door installed in front. Wood door in poor condition; to be demolished as apart of gabled ell section in rear of house.



South (East) Corner

- Existing wood deck structure, stair and matchstick railings in poor condition. To be demolished as apart of gabled ell section in rear of house.



East Elevation

- Existing one-over-one, wood sash window in poor condition. To be removed as apart of gabled ell section in rear of house.
- Existing wood shed structure in poor condition. To be demolished as apart of gabled ell section in rear of house.
- Overall foundation walls appear to be in good condition. Existing brick to be cleaned and repaired as needed; roots and vegetation to be removed from the perimeter of the house.



Front (East) Corner

- Decorative diamond gable vent to remain. Repair rot, scrape, sand and re-paint.
- Existing cut-away bay to remain on each side elevation. Repair rot, scrape, sand and re-paint.
- Existing four-over-four, wood sash windows to be restored. If needed, existing glazing to be replaced with new clear, low-e glass. Trim to match existing profile. Repair rot, scrape, sand and re-paint.
- Original wood weatherboard siding to be evaluated for re-use; typ. Repair rot, scrape, sand and re-paint as needed.



Primary Entry



Primary Living Room



Primary Living Room - Windows



Primary Living Room - Fireplace



Primary Living Room



Primary Living Room - Overhead Beams



Dining Room Entry



Dining Room - Windows



Dining Room - Kitchen Door



Kitchen
To be demolished as apart of gabled ell section in rear of house.



Kitchen - Cabinetry
To be demolished as apart of gabled ell section in rear of house.



Kitchen - Sliding Transom
To be demolished as apart of gabled ell section in rear of house.



Storage - Pantry
To be demolished as apart of gabled ell section in rear of house.



Storage - Attic Access
To be demolished as apart of gabled ell section in rear of house.



Circulation - Deck Door
To be demolished as apart of gabled ell section in rear of house.



Circulation - Windows & Storage
To be demolished as apart of gabled ell section in rear of house.



Primary Bedroom Entry



Primary Bedroom - Window



Primary Bedroom



Primary Bedroom - Fireplace



Primary Bedroom - Ceiling



Bathroom
To be demolished as apart of gabled ell section in rear of house.



Bathroom - Plumbing Fixtures
To be demolished as apart of gabled ell section in rear of house.



Secondary Bedroom



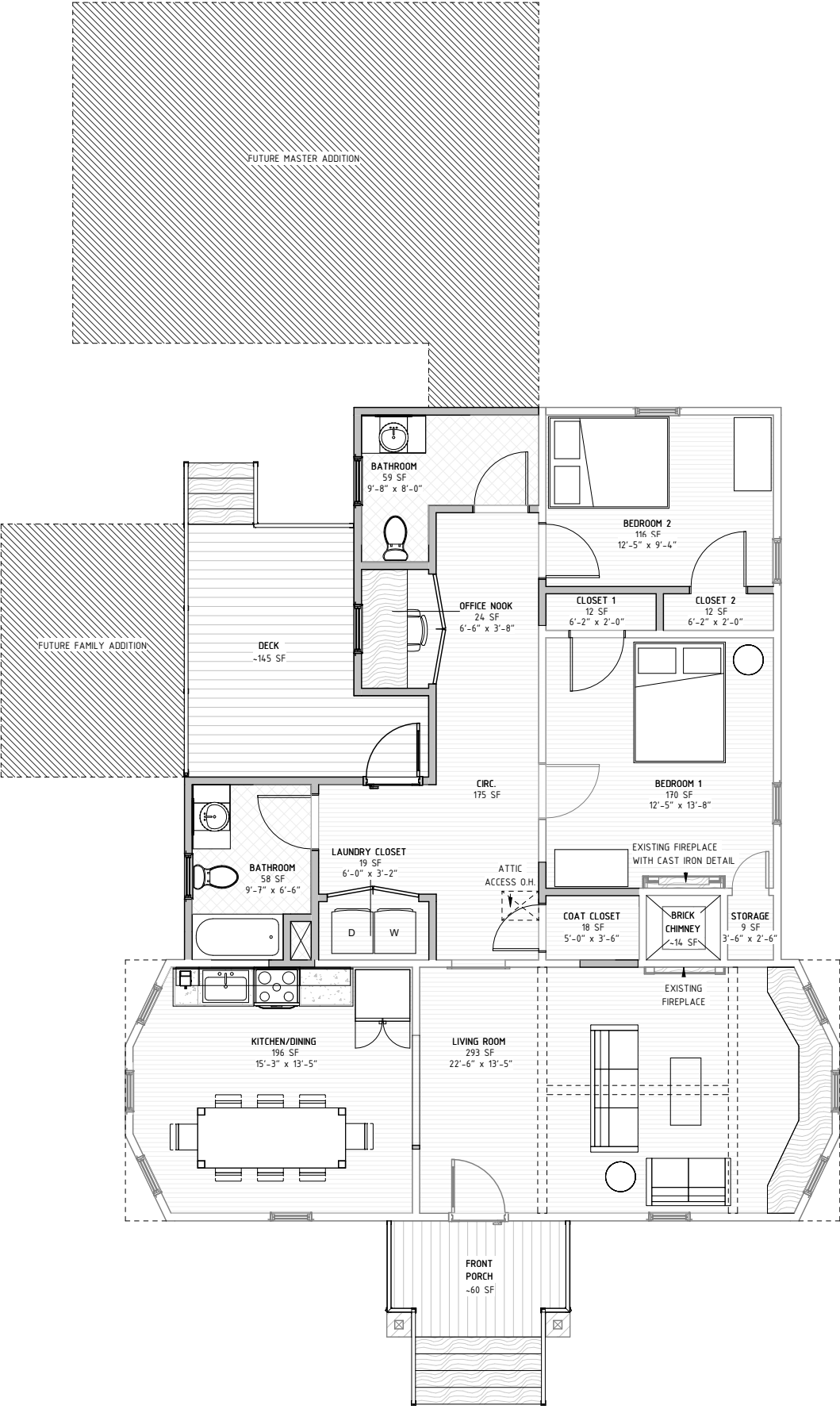
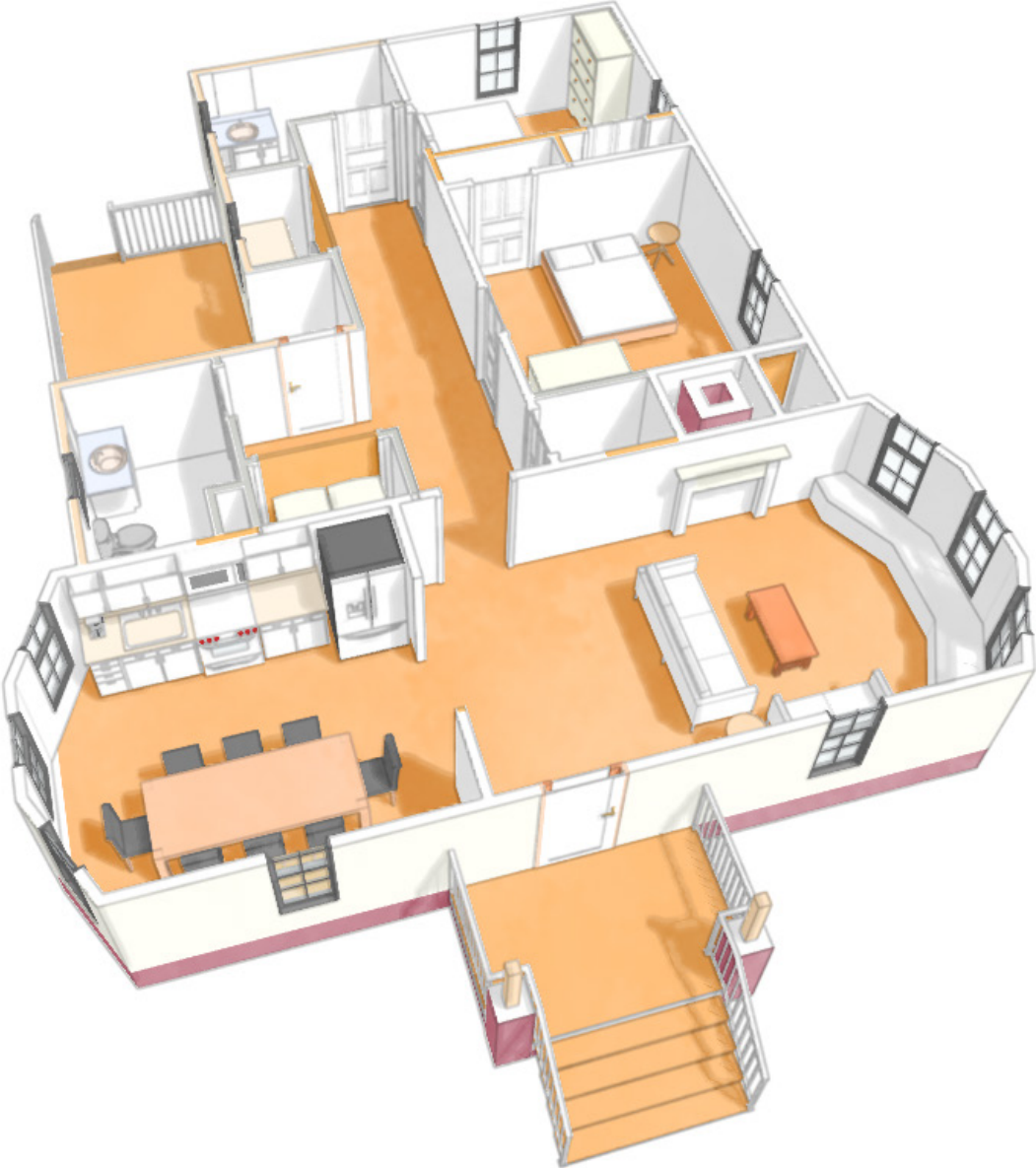
Secondary Bedroom Entry



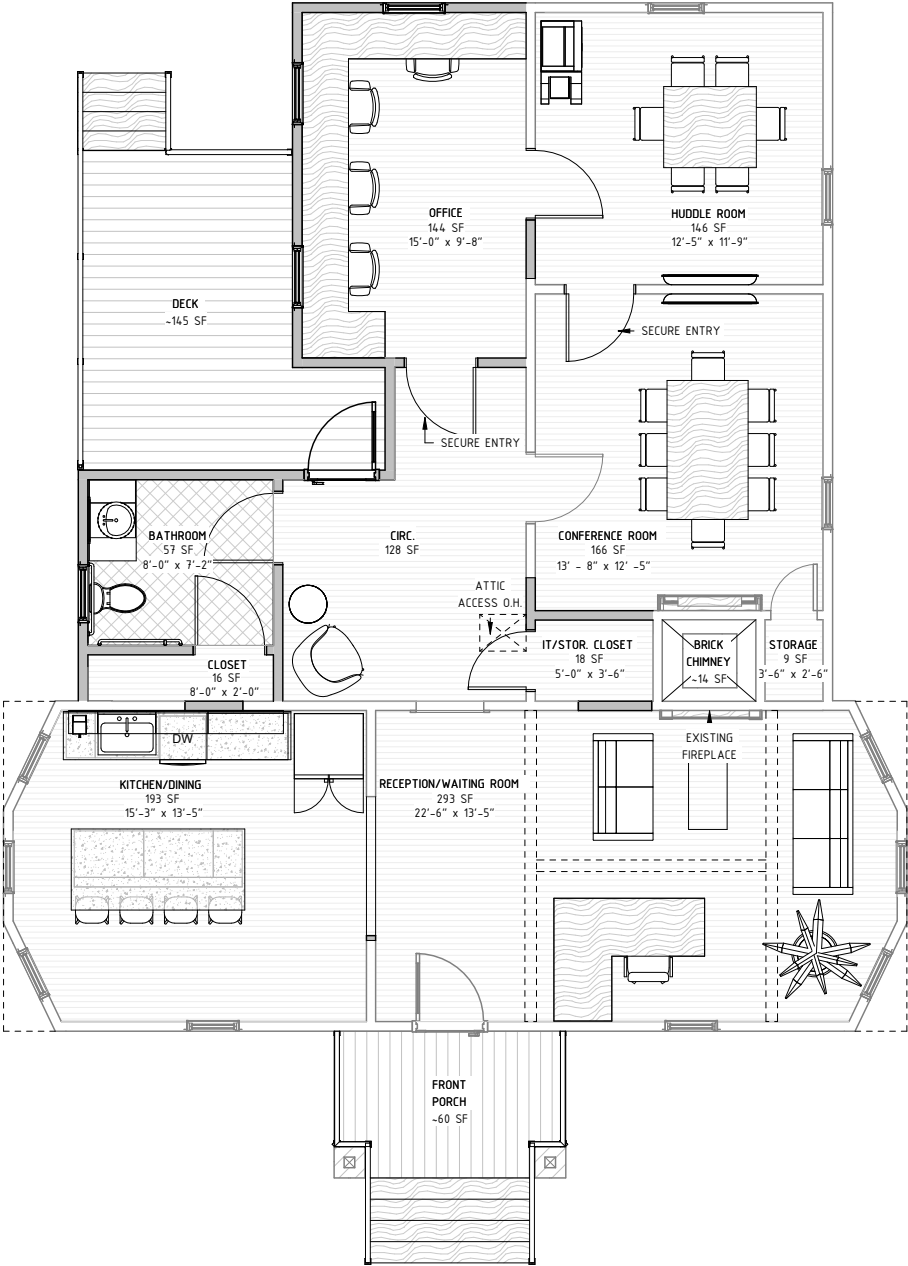
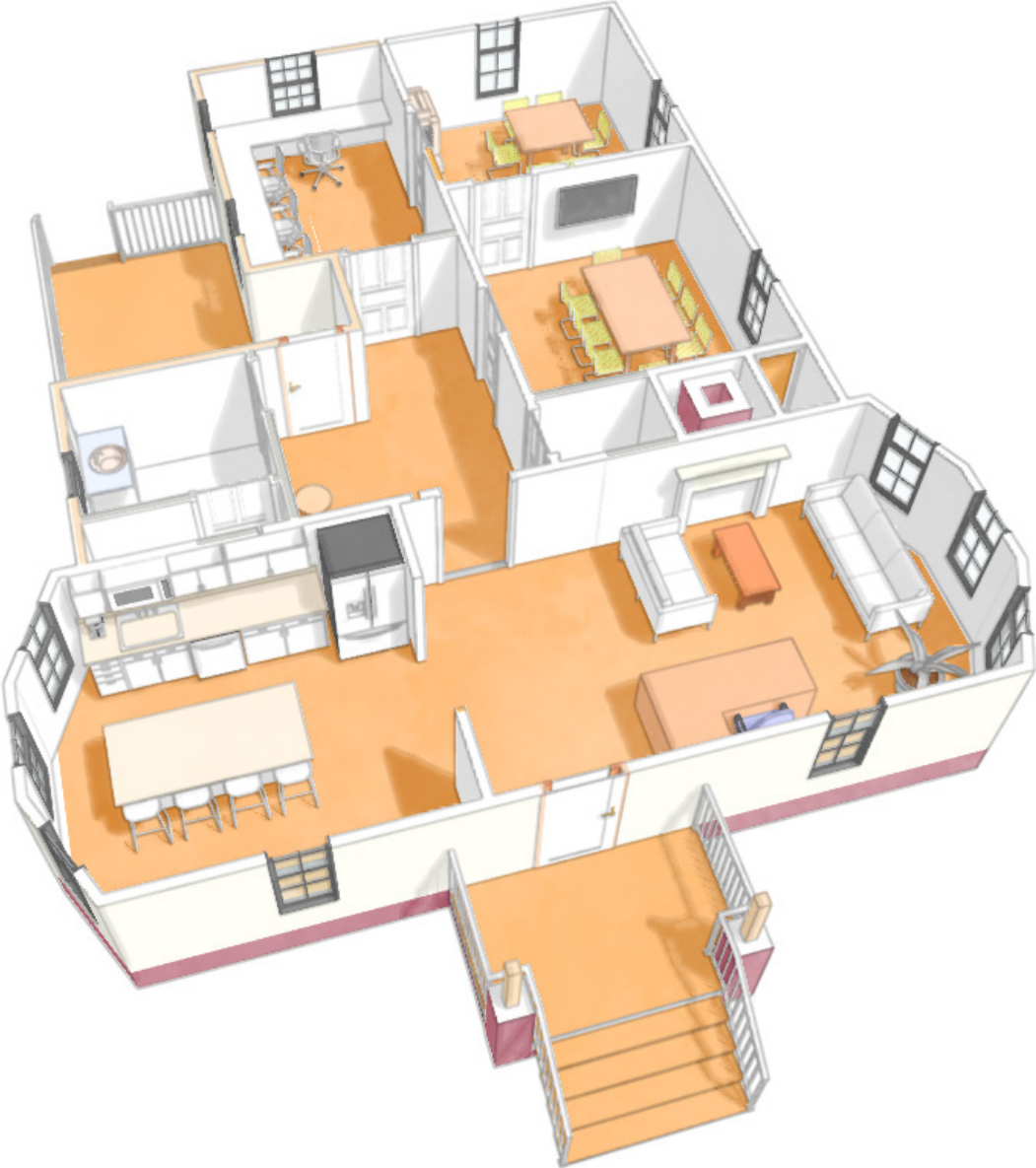
Secondary Bedroom - Window



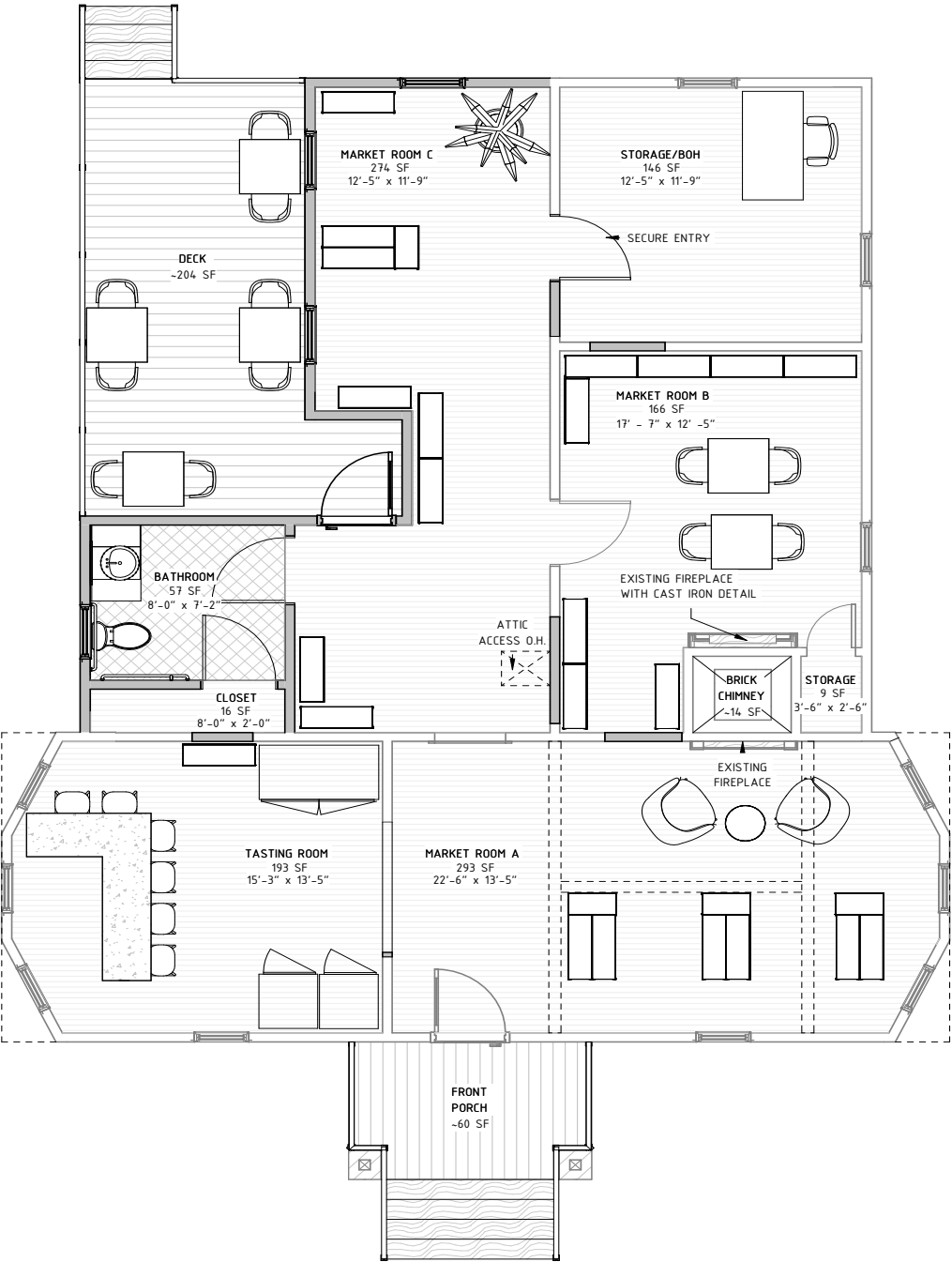
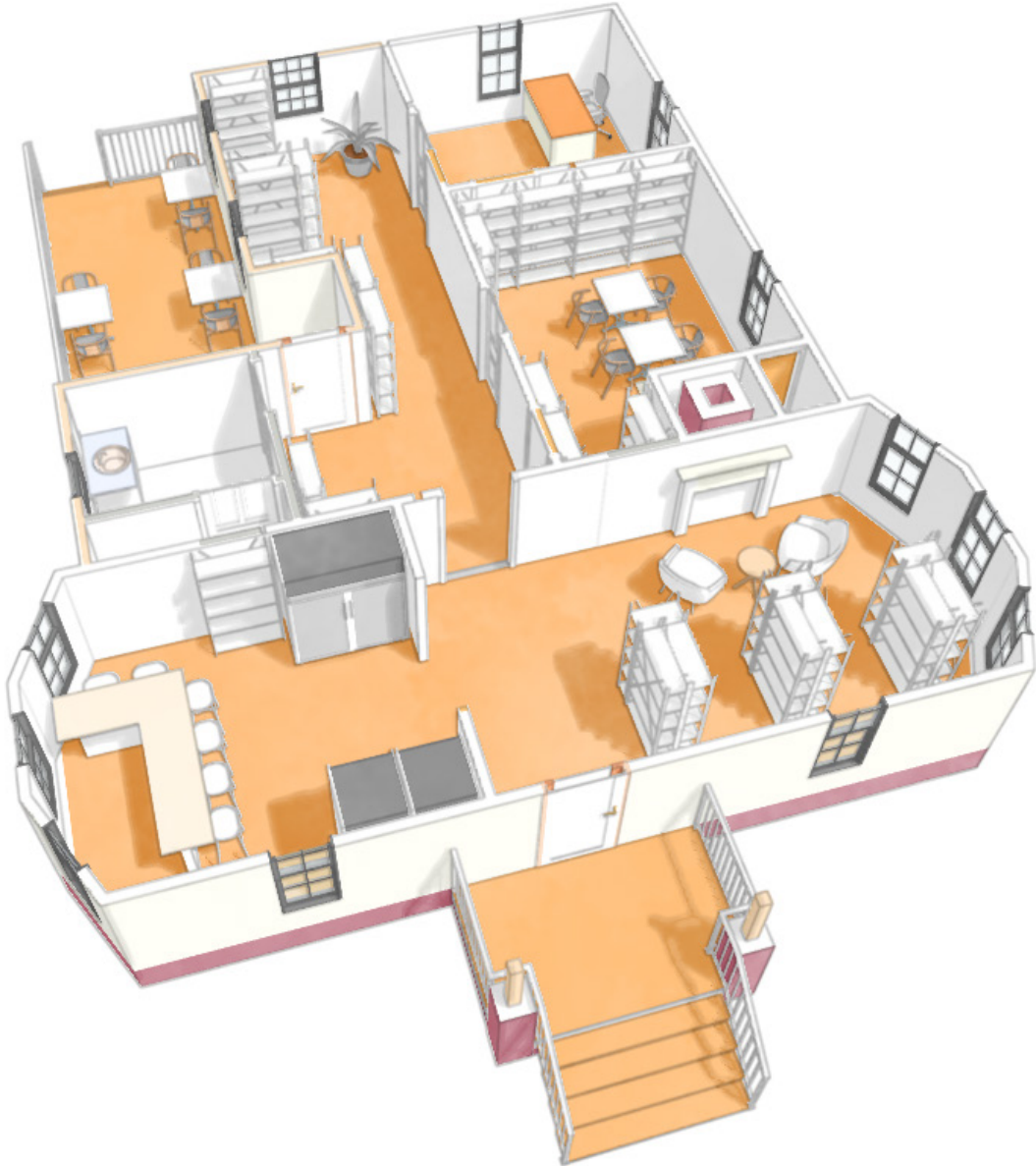
Secondary Bedroom - Closet



Residential Floor Plan ~1,517 SF +/-
Scale 1/8" = 1' - 0"

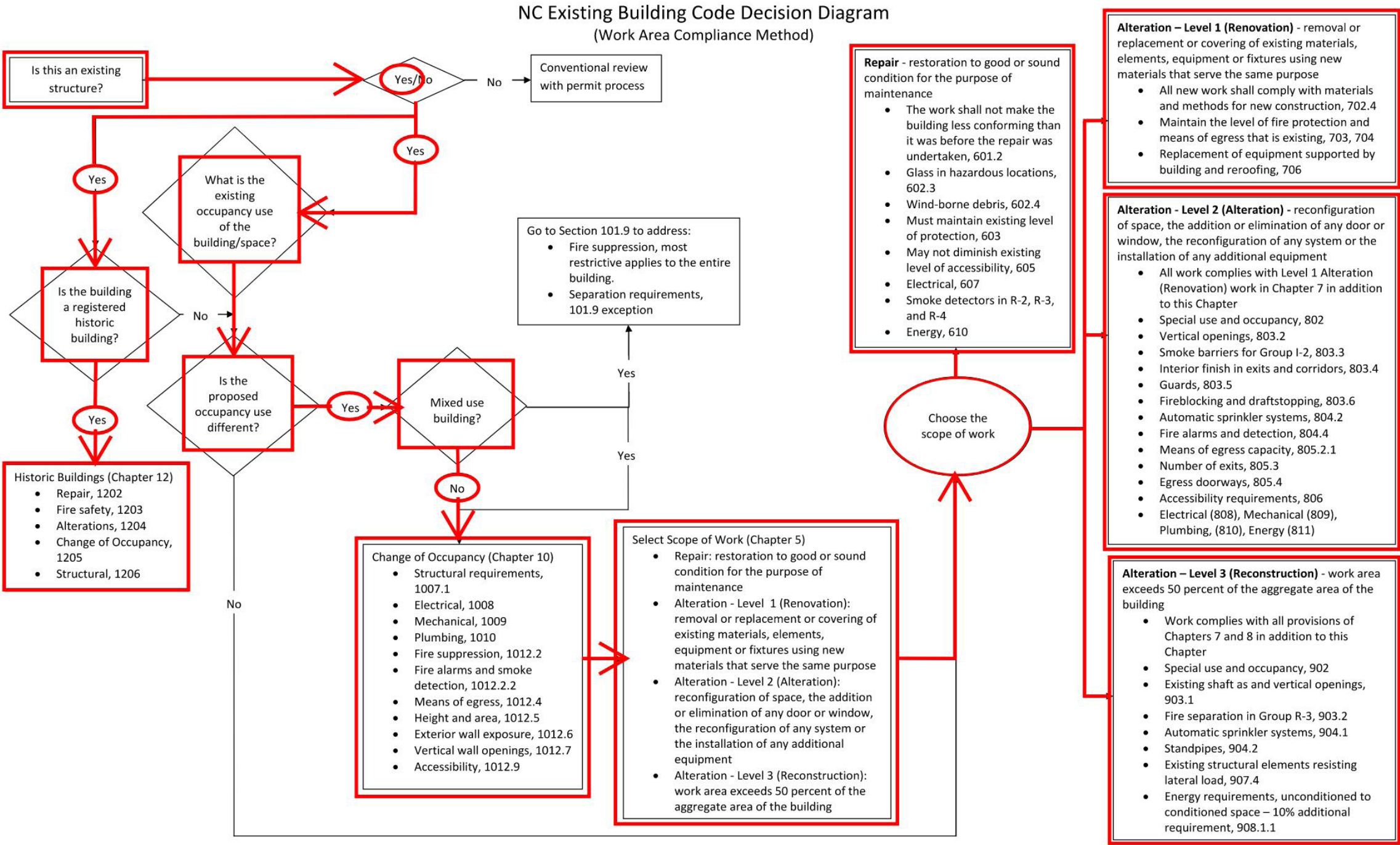


Office Floor Plan ~1,517 SF +/-
Scale 1/8" = 1' - 0"



Bottle Shop Floor Plan ~1,576 SF

Scale 1/8" = 1' - 0"



Business (B) Use:

First Floor Square Footage: ~ 1,312 SF
Deck Square Footage: ~ 145 SF
Front Porch Square Footage: ~60 SF
Total: ~ 1,517 SF

Building Requirements:

- Change of use - single family Residential to Business use.
- In table 102.2.5 of the NC Existing Building Code, Business and R-3 have the same hazard category of 4 (lowest hazard).

Height and area, and type of construction is acceptable for Business use.

- A sprinkler system and fire alarm system are not required.

Egress

- Only one exit required per NC Existing Building Code Section 805.3.1.1. Occupant load not to exceed 49 people, and the exit travel distance is not to exceed 75 feet. Two exits provided.
- Exit signs will need to be provided per NC Existing Building Code Section 905.3.
- Emergency egress lighting will need to be provided per NC Existing Building Code Section 905.2.

Accessibility

- An entire building undergoing a change of occupancy is required to comply with NC Existing Building Code Section 1012.9.1.
- Alterations will need to provide an accessible route through primary function areas, ADA signage in compliance with Section 1111 of the IBC, and handicap parking (if parking is provided).
- New toilet room and break area need to comply with Chapter 11 of the IBC.
- An accessible entrance will need to be provided, including a paved walkway and ramp from parking to the accessible entry.

Structural Requirements

- Existing structural elements to comply with NC Existing Building Code Section 807.4. Existing structure may remain for change of use unless unsafe conditions are uncovered. Any new structural scope will need to meet current NC State Building Code requirements.
- A change of occupancy where the new occupancy results in higher uniform or concentrated loads based on Table 1607.1 of the IBC shall comply with the gravity load provisions of the IBC, per NC Existing Building Code Section 1007.1. Office areas have a load requirement of 50#/sf, while Residential has a load requirement of 40#/sf, thus requiring the floor structure to be analyzed to meet the office load requirement of 50#/sf.

Plumbing

- New plumbing fixtures are required to meet the current IPC, per NC Existing Building Code Section 1010.1.
- 1 toilet per 25 people for the first 50 people, and 1 toilet per 50 people for the exceeding 50 people required. 1 lavatory per 40 people for the first 80 people, and 1 per 80 people for the remainder exceeding 80 required. 1 drinking fountain and 1 service sink required.

Mechanical and Electrical

- New mechanical systems are required to comply with the current IMC, per NC Existing Building Code Section 1009.1.
- Existing electrical conditions deemed unsafe to be corrected in compliance with NFPA 70, per NC Existing Building Code Section 1008.2. New electrical systems are required to comply with NFPA 70.

Historic Finishes

- Existing Interior finishes may remain where still intact.
- All historic doors may remain per NC Existing Building Code Section 1205.6, however, ADA requirements dictate that all areas of primary function have a clear width of 32”.
- All new interior finishes shall comply with requirements of the IBC for Business occupancy, per NC Existing Building Code Section 1012.3.

Energy Code

- The project is historic and is therefore not required to meet the International Energy Conservation Code, per NC Existing Building Code Section 908.

Mercantile (M) Use:

First Floor Square Footage: ~ 1,312 SF
Deck Square Footage: ~ 204 SF
Front Porch Square Footage: ~60 SF
Total: ~ 1,576 SF

Building Requirements:

- Change of use - single family Residential to Mercantile use.
- In table 102.2.5 of the NC Existing Building Code, Mercantile has a hazard category of 3, a higher hazard than R-3. When a change of occupancy classification is made to a higher hazard category, the height and area of the building must comply with requirements of Chapter 5 of the IBC. Height and area, and type of construction is acceptable for new use.
- A sprinkler system and fire alarm system are not required.

Egress

- Only one exit required per NC Existing Building Code Section 805.3.1.1. Occupant load not to exceed 49 people, and the exit travel distance does not exceed 75 feet. Two exits provided.
- Exit signs will need to be provided per NC Existing Building Code Section 905.3.
- Emergency egress lighting will need to be provided per NC Existing Building Code Section 905.2.

Accessibility

- An entire building undergoing a change of occupancy is required to comply with NC Existing Building Code Section 1012.9.1.
- Alterations will need to provide an accessible route through primary function areas, ADA signage, and handicap parking (if parking is provided.) New toilet room and break area need to comply with Chapter 11 of the NC State Building Code.

An accessible entrance will need to be provided, including a paved walkway and ramp from parking to the accessible entry.

Structural Requirements

- Existing structural elements to comply with NC Existing Building Code Section 807.4. Existing structure may remain for change of use unless unsafe conditions are uncovered. Any new structural scope will need to meet current NC State Building Code requirements.
- A change of occupancy where the new occupancy results in higher uniform or concentrated loads based on Table 1607.1 of the IBC shall comply with the gravity load provisions of the IBC, per NC Existing Building Code Section 1007.1. Retail areas have a load requirement of 100#/sf, while Residential has a load requirement of 40#/sf, thus requiring the floor structure to be analyzed to meet the Retail load requirement of 100#/sf.

Plumbing

- New plumbing fixtures are required to meet the current IPC, per NC Existing Building Code Section 1010.1.
- 1 toilet, 1 lavatory and 1 service sink required.

Mechanical and Electrical

- New mechanical systems are required to comply with the current IMC, per NC Existing Building Code Section 1009.1.
- Existing electrical conditions deemed unsafe to be corrected in compliance with NFPA 70, per NC Existing

Building Code Section 1008.2. New electrical systems are required to comply with NFPA 70.

Historic Finishes

- Existing Interior finishes may remain where still intact.
- All historic doors may remain per NC Existing Building Code Section 1205.6, however, ADA requirements dictate that all areas of primary function have a clear width of 32”.
- All new interior finishes shall comply with requirements of the IBC for Mercantile occupancy, per NC Existing

Building Code Section 1012.3.

Energy Code

- The project is historic and is therefore not required to meet the International Energy Conservation Code, per NC Existing Building Code Section 908.

STAFF REPORT
PRESENTATION OF CHAMBLEE HINTON HOUSE
PRESERVATION EVALUATION
DECEMBER 18, 2025

Topic: **Presentation of Preservation Evaluation of the Chamblee Hinton House, 200 E Horton Street**

Speaker: Shannon Johnson, Community & Economic Development Director

Prepared by: Shannon Johnson, Community & Economic Development Director

Approved by: Taiwo Jaiyeoba, Interim Town Manager

Purpose: The Town acquired the property at 200 E. Horton Street, which has the historic Chamblee Hinton House. To understand the condition of the structure, the town engaged Maurer Architecture to evaluate the house, prepare a condition report, and offer suggested uses.

Additional Information:

The Chamblee Hinton house is unoccupied and at risk of deteriorating if preservation efforts are not instituted. This report analyzes the condition of the structure and the necessary improvements to preserve the house. The report also includes several suggested uses and the improvements needed for each. The findings provide the elected officials with options to discuss and advise staff of the next steps.

Staff Recommendation:

That the Board of Commissioners:

Accept the report and direct staff on the next steps.

Attachments:

1. Report



2025 Economic Development Strategic Update

Shannon Johnson, Director of Community & Economic Development
Town of Zebulon | sjohnson@townofzebulon.org

KEY COMPONENTS OF THE PLAN

Our vision sets the foundation for the plan:

*Zebulon will foster an inclusive, vibrant, diverse, and sustainable economy.
Zebulon will be a regional player prioritizing intentional and responsible growth
while retaining the Town's unique charm and character.*

In pursuit of our vision, the Town of Zebulon has developed the following **five focus areas as the core of its economic development strategy**:



Zebulon has identified these five focus areas to guide its economic development work over the next five years. Town staff will work to develop an implementation plan that includes specific actions and measures. More information about these focus areas is available in the next section of the document.

FOCUS AREAS

The five focus areas below will guide the Town's economic development work over the next five years. Town staff will work to develop an implementation plan that includes specific actions and measures. These focus areas were developed by the workgroup of community leaders, informed by research, and driven by the community's feedback and direction. The Workgroup members identified top priorities to move each focus area forward. This plan also includes additional priorities that, while not as critical as the top priorities, are nonetheless important objectives. The top priorities guide the Town's economic development staff and offer guidance for where the Town should invest the most time, energy, and resources.



LEVERAGE REGIONAL ASSETS

Zebulon is committed to leveraging regional assets that exist in Zebulon's economy, fostering regional collaboration, and assessing what is available in the area. The priorities in the Leverage Regional Assets focus area aim to harness the Town's robust and diverse workforce and large consumer base to ensure a thriving business ecosystem and help drive innovation. The Leverage Regional Assets focus area also acknowledges that ensuring smart and sustainable growth means *the Town cannot be all things to all people*, especially when some amenities already exist in neighboring communities.

Top Priorities

Maintain and strengthen partnerships with Wake Technical Community College (Wake Tech) and its future Eastern Wake 4.0 Campus for business recruitment, existing industry, and strategies around upskilling the existing labor force in Zebulon.

Collaborate with Wake County and neighboring communities to attract amenities, ensure regional access, and participate in regional economic and workforce development initiatives.

- In 2024, the Town partnered with Wake Tech Eastern Campus to provide the Launch program for Zebulon entrepreneurs. The program runs annually and has a capacity of 20 graduates per year.
Aligns with NC First in Talent – Strategy #1.
- The Town is currently conducting a Hotel Study through GRCVB, with a focus on the Town and Eastern Wake County as a region.
Aligns with NC First in Talent – Strategies #12 & 14.

- The Community & Economic Development Director regularly attends the Wake County Economic Development Partners meetings and events.

Additional Priority

Utilize State economic development support, such as those items detailed in [First in Talent](#), North Carolina's 2021 Strategic Economic Development Plan.



INCLUSIVE ECONOMY

The Town will cultivate an inclusive economy that provides access to high-quality jobs and amenities while mitigating the risks of displacement and gentrification, often associated with increased investment in historically underserved communities. The Inclusive Economy focus area will implement equitable and inclusive strategies to share economic growth benefits with Zebulon's diverse community while providing an attractive amenities package with plentiful housing options for the Town's wide spectrum of residents.

Top Priorities

Mitigate displacement and gentrification by adopting strategies that actively work to ensure that longtime residents are not displaced, priced out, or pushed away from Zebulon. Ensure that everyone benefits from economic growth and the changes it brings.

Ensure a balanced mix of residential development across all price points and housing types (including affordable housing, workforce housing and executive housing) and ensure Zebulon remains an attractive (but not cheap) place to live.

PROJECT

- The current Housing Study will provide the data necessary to determine the current and future housing needs in Zebulon.
- The Study will also introduce successful programs that mitigate displacement and gentrification.
- The Town Board will be presented with options to pursue for the 2026/2027 fiscal year.

Aligns with NC First in Talent – Strategies #9,12,13 & 14

Additional Priorities

Ensure access to well-paying jobs with expanded career opportunities in and around Zebulon to support workforce development.

PROJECT

- TNT 3-D manufacturing will bring 60 well-paying jobs over 5 years. The company also offers workforce development programming in conjunction with Capital Area Workforce Development and Wake Tech.

Aligns with NC First in Talent – Strategies #12 & 13

- The Town received Building Reuse Grant funds through the Department of Commerce to incentivize the upfit of the building to allow extrusion manufacturing of homes.

Aligns with NC First in Talent – Strategies #4,5,6 & 8

Provide access to high-quality amenities, including shopping and entertainment.

Recognize that Zebulon cannot be all things to all people and that some community assets may not need to be located within the Town itself.

PROJECTS

- Currently recruiting restaurant, retail, and service businesses for three new commercial mixed-use districts under construction.
- Recruitment of essential retail, recreation, and restaurants to Downtown.
 - 120 W Vance is under contract. Four additional parcels are under consideration for purchase.

PROJECTS, Continued

- Working with Uplift tourism to create Downtown itineraries for businesses to personalize and promote.
- Working with Zebulon Chamber to promote Shop Small Saturday and other Downtown shopping programs throughout the year.
- New & existing businesses are locating Downtown.
 - 101 W Vance, Jernigan's Furniture is open, and a Grand Opening event is to be planned for January.
 - Working with 113 W Vance to facilitate expansion.
 - 106 E Vance under contract for a medical facility.
 - 130 N Arendell was purchased in May of 2025. The building has been leased by Branches Coffee, a 501c3 nonprofit that is:
 - dedicated to providing employment and job skills training for individuals with intellectual and developmental disabilities. They secured a lease and are opening

Aligns with NC First in Talent – Strategies #5, 11 & 12

PROCESSES

- Reviewing the current Façade Grant guidelines to ensure that business needs are being met.
- Reviewing possibilities for a Building Upfit Grant to draw those businesses needed to fill the service gap to provide sustainable economic development.



KEY ECONOMIC GROWTH AREAS

Zebulon reaffirms the economic importance of Downtown Zebulon and the Five County development area. Both areas have historic significance for the community and are ripe for additional economic investment.

Top Priorities

Pursue redevelopment efforts for the Five County development area to be a catalyst for the areas nearby by leveraging its location as a central convergence point that serves Eastern North Carolina and connects directly to the Triangle region.

PROJECT

- The Town partnered with the County to release an RFP for tenancy and development of the Five County Stadium property. A tenant was selected, and we developed lease terms including community programming elements. The first season is scheduled for the summer of 2026.
- The tenant has development rights to the remaining 50+ acres through 2030.
Aligns with NC First in Talent – Strategies #12 & 14

Enhance walkability, connectivity, and infrastructure, particularly in Downtown Zebulon, to increase accessibility and maintain Zebulon's unique character.

PROJECTS

- Downtown walking loops are being developed.
- Working on Mural Art Walk for downtown.
- Walking routes in downtown and around town for the Wander App.
Aligns with NC First in Talent – Strategies #11

Engage in proactive recruitment efforts for the Town's top target industries (life sciences, food manufacturing, and advanced manufacturing).

PROJECTS

- Development of an Economic Development recruitment website and marketing video.
- Site readiness and promotion program planned for Q1 2026.
Aligns with NC First in Talent – Strategies #11,12,13 & 14

Additional Priority

Encourage a robust mix of businesses and preserve and enhance the quality of life and reasons to be in Zebulon's downtown, as outlined in the city's Vision 2030 Strategic Plan.

PROJECTS

- Working with the Chamber to consider special shopping events after the first of the year.
- Recently completed Downtown Business Survey along with Parks and Recreation to measure the success of events and understand the needs of business and property owners
- Developed window signage for new businesses to post in their windows.
- Purchased Promotional Check to use for façade grant recipients.

PROCESSES

- Actively recruiting businesses to complement the current downtown merchants.
 - Working with City Plat to recruit new tenants to the Zebulon location.
 - Met with the owner of 130 N Arendell and several potential tenants before the lease was signed with Branches Coffee.
 - Designed and installed colorful banners in vacant buildings to advertise available space.
 - Working with owners of buildings with second stories to assess the feasibility of second-floor apartments.

Aligns with NC First in Talent – Strategies #7, 11, 12

Address and grow the Town's industrial areas by targeting industries requiring a larger footprint and a more focused marketing strategy, such as smart grid and clean technology. Improve the marketing and recruitment strategy for new industries in the Industrial Drive area.

PROJECT

- Targeted recruitment for the Triangle East Business Park will commence in Q1 2026.

Aligns with NC First in Talent – Strategies #5,8,13 & 14



SUPPORT FOR BUSINESSES

Zebulon is committed to supporting businesses of all types and sizes—new and existing companies, large industries and small businesses —by fostering entrepreneurship, streamlining processes, and enhancing business recruitment and retention efforts.

Top Priorities

Partner with Wake Tech and establish a Zebulon Launch Program to support local entrepreneurs. Launch programs provide business training, microloans, mentorship, and networking opportunities to help early-stage entrepreneurs develop and grow their businesses.

PROJECT

- The Town and the Zebulon Chamber partnered with Wake Tech East in 2023 to begin developing the Launch Zebulon program. The program started in Fall of 2024 and the second cohort in Fall of 2025.

- Currently working with a graduate to secure a space in town.

Aligns with NC First in Talent – Strategies #7,8 & 12

Expand and diversify the Town's tax base beyond the primary tax contributors. Simplify and streamline interactions with Town staff to create a business-friendly environment.

PROCESS

- The Community and Economic Development department continuously works with the Planning department to streamline processes and facilitate development.

Additional Priorities

Support entrepreneurial initiatives through partnerships with community stakeholders such as the Innovation and Entrepreneurship Program at North Carolina State University.

PROCESS

- The Community and Economic Development Director regularly meets with the NCSU Innovation & Entrepreneurship program and attends Venturepack Challenge showcases to find innovative startup businesses that potentially could locate in Zebulon.

Aligns with NC First in Talent – Strategies #5,7,13 & 14.

Adopt a regional approach to business recruitment and retention by tapping into the strengths of existing organizations.

PROCESSES

- The Town partners with Wake EDC & NCEDA to utilize data, tools, and other resources to assist with recruitment and retention.
- Work with other Main Street Communities in the area to promote Zebulon on a more regional basis.
- Promoting Main Street Champions and Downtown development through Main Street and its annual conference. Last year's Champion was Patricia Roberson. The 2025 Champions and award winners will be announced prior to the Main Street Conference in New Bern.
- Working with the Women's Club to enhance the Pots of Love Program.
- Working with People First Tourism to stay engaged and measure business opportunities to enhance tourism.

PROJECTS

- Worked with Visit Raleigh to promote businesses and staff through the Issac Hunter Award – This year's Wake County winner is Christy Whipple with Olde Raleigh Distillery.
- Economic Development and Main Street work with VisitRaleigh Magazine to promote Zebulon on a regional basis.
- Economic Development assisted the Parks & Recreation department in developing the Zebulon map for the Wander App, a tourism promotional app developed by the GRCVB.
- Economic Development assisted the Parks & Recreation department in developing and presenting an application to the County for Hospitality funding to expand Community Park's sports fields.

Aligns with NC First in Talent – Strategies #11 & 13

Bring community leaders together to develop a purposeful and intentional strategy for locating businesses.

PROJECTS

- The Economic Development Strategy was completed and adopted in 2024 and will continue to be updated regularly with business leaders and community input.
- Main Street and Parks and Recreation with Downtown Businesses to discuss needs from the Town and developed a survey to request additional information for continued engagement.

Aligns with NC First in Talent – Strategies #12,13 & 14



ECONOMIC READINESS

The Town's infrastructure will be well-suited to accommodate the anticipated growth that is expected to occur in and around Zebulon. This growth will be smart, focused on prudent land use, and will avoid overdevelopment. Economic readiness is critical to ensuring that Zebulon's economic efforts are sustainable for long-term growth and that the Town remains adaptable to emerging trends and changes in the region's economy.

Top Priorities

Continue efforts to address and alleviate traffic congestion as outlined in the Grow Zebulon Comprehensive Transportation Plan.

PROJECT

- Mixed-use and commercial developments are contributing to road and intersection improvements to alleviate traffic congestion.

Aligns with NC First in Talent – Strategies #9,11 & 12

Maintain, upgrade, and extend all utilities and infrastructure (including water, sewer, and Internet) to ensure sites are ready to receive new businesses while continuing to support existing businesses and residences.

PROJECT

- Utility mapping is budgeted and will occur in 2026. A plan to improve, upgrade, or install infrastructure will be developed with the results of the 2026 plan.

Aligns with NC First in Talent – Strategies #10,11 & 12

Advocate for transportation improvements, such as highway bypasses, rapid bus transit, and mass transit options, including passenger rail service.

Develop the Town's land in a prudent manner that acknowledges land as a limited resource and in alignment with the Grow Zebulon Comprehensive Land Use Plan.

Avoid overdevelopment and the temptation to be all things to all people in Zebulon.

To see current residential and commercial projects, please [CLICK HERE](#) to visit our Interactive Development Map. If you click on a project, you can view the submitted plans.

- Downtown project highlights:
 - Main Street Boundary Review
 - Façade Grant Guideline Review
 - Development of BUG Grant for historic buildings being redeveloped
 - Walking loops to provide urban walking opportunities for those visiting or working downtown
 - Looking for opportunities for the installation of murals to develop a downtown mural trail.
 - Painting of wheel stops in municipal lot to improve visibility and to highlight artwork.
 - Looking for opportunities to consolidate waste and recycling opportunities for businesses along Arendell Ave.
 - Looking at parking options to improve access to parking spaces for merchant customers.
 - Working on the planning of the development of the food truck ordinance.
 - Itinerary Building
- Zebulon project highlights:
 - Three mixed-use developments with commercial space available for recruitment.
 - Convenience store & gas station in planning stage.
 - Hotel Site marketing materials are being created for a January push to hoteliers as part of our partnership with GRCVB.
 - Infill and Industrial site marketing materials are being created for future investment.
 - Promotion of the Triangle East Business Park scheduled for 2026.

Strategic Economic Development Plan for the State of North Carolina

FIRST IN TALENT

Goal 1: Prepare North Carolina's workforce for career and entrepreneurial success

Strategy 1. Increase access to high-quality early childhood education and decrease childcare expenses.

Working families.

Strategy 2. Lead the nation in work-based learning engagement.

Strategy 3. Increase attainment of high-quality credentials to ensure that by 2030, two million North Carolinians have a high-quality postsecondary credential.

Strategy 4. Increase labor force participation through workforce system enhancements to better support populations with barriers to employment.

Goal 2: Prepare North Carolina's businesses for success by growing and attracting a talented workforce.

Strategy 5. Strengthen initiatives that foster high-quality, productive work environments, promote talent development, and enhance business growth.

Strategy 6. Encourage and support wage growth across NC.

Strategy 7. Bolster a robust small business recovery inclusive of opportunities for new entrepreneurs. And. Women. And minority-owned firms.

Strategy 8. Invest in key production sectors that provide critical technologies and supply chains to fuel and safeguard our state and national economies.

Goal 3. Prepare communities across North Carolina to be more competitive in growing and attracting a talented workforce and businesses.

Strategy 9. Improve regional access to quality, affordable housing and transportation to grow and retain a vibrant workforce and attractive local communities.

Strategy 10. Maximize the benefits of improved broadband access by advancing high-speed internet adoption and digital skills in North Carolina's businesses and workforce.

Strategy 11. Support initiatives that seek to build healthier communities.

Strategy 12. Support local efforts to expand physical infrastructure needed to attract residents, workers, entrepreneurs and businesses.

Strategy 13. Foster the local leadership and expertise needed to build vibrant communities that attract talented businesses and workers.

Strategy 14. Strategically identify investment and growth opportunities to maximize their regional reach.

STAFF REPORT
COMMUNITY & ECONOMIC DEVELOPMENT
1 YEAR UPDATE
DECEMBER 18, 2025

Topic: **Presentation of Preservation Evaluation of the Chamblee Hinton House, 200 E Horton Street**

Speaker: Shannon Johnson, Community & Economic Development Director

Prepared by: Shannon Johnson, Community & Economic Development Director

Approved by: Taiwo Jaiyeoba, Interim Town Manager

Purpose: Annual update report addressing projects and processes in place after one year of the implementation of the Economic Development Strategy adopted in August 2024.

Additional Information:

The adopted ED Strategy is available [here](#).

Staff Recommendation:

That the Board of Commissioners:

Accept the status report.

Attachments:

1. Report