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# ZEBULON

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NORTH CAROLINA

**TOWN OF ZEBULON  
JOINT PUBLIC HEARING AGENDA  
BOARD OF COMMISSIONERS AND PLANNING BOARD  
March 14, 2022  
7:00 PM**

**I. CALL TO ORDER**

**II. PUBLIC HEARING**

**A. Rezoning E. Gannon Ave. @ Old US 264.** 0 Old US Hwy; Pin # 2705973068. A request by Bunn Farms, Inc. requesting a Zoning Map Amendment from Residential Suburban (R2) to Heavy Commercial (HC)

**III. ADJOURNMENT**

**Topic:** Rezoning E. Gannon Ave. @ Old US 264  
**Speaker:** Aaron H. Chalker, CZO, Planner II  
**From:** Michael J. Clark, CZO, AICP, Planning Director  
**Prepared by:** Aaron H. Chalker, CZO, Planner II  
**Approved by:** Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider a Zoning Map Amendment for 0 Old US 264 Hwy (PIN# 2705973068). This is a legislative case.

**Background:**

The Applicant, Bunn Farms, Inc, requests rezoning a 9.8-acre parcel from Residential Suburban (R2) District to Heavy Commercial (HC) District. The subject property is located on the south side of the E. Gannon Ave. (NC 97 Hwy) and Old US 264 Hwy. intersection. The vacant parcel is located within the Town's Extra Territorial Jurisdiction (ETJ) and must be annexed before it is developed.

Rezoning amends the Town's Official Zoning Map. Rezoned properties permit the land uses and follow the standards of the Unified Development Ordinance (UDO) for the specified district.

A Public Hearing sign was posted on the property on February 21, 2022. Public Hearing Notices were mailed to property owners within 150' of the property on February 22, 2022. An advertisement was published in the Wake Weekly on March 3, 2022, and March 10, 2022.

**Discussion:**

Unified Development Ordinance Section 2.2.24.J provides the following standards for the Board to base their decision on the rezoning request:

1. The proposed zoning map amendment advances the public health, safety, or welfare;
2. The proposed rezoning is appropriate for its proposed location, and is consistent with the purposes, goals, objectives, and policies of the Town's adopted policy guidance.
3. The rezoning is reasonable and in the public interest.
4. Other factors as the Board of Commissioners may determine to be relevant.

**Policy Analysis:**

The parcel is currently zoned Residential Suburban. The Future Land Use and Character map adopted on June 7, 2021, designates the future use of the property as General Commercial. The General Commercial land use designation is defined as "primarily along portions of major roadway corridors within the community for high visibility and accessibility." Primary land use types for this designation include commercial retail, office and service uses. The proposed rezoning is consistent with the Comprehensive Land Use Plan and the surrounding area.

The property is surrounded by numerous commercial uses, including a “big-box” commercial store and gas station across the street, and is adjacent to an industrial use and zoning. The property is situated at the corner of two state highways, and within a quarter mile of US 264, providing high visibility and accessibility. This location allows for commercial uses to be easily accessible to residents of the Town and the surrounding area while keeping the impacts of the development an adequate distance from residential neighborhoods.

The list of permitted uses within the proposed Zoning District as regulated in Section 4.2.3 of the UDO is attached. Those uses are consistent with the spirit and intent of the general vicinity and are compatible with the surrounding land uses. Any development of the subject parcels will meet the dimensional requirements of Section 3.4.4 and the design regulations of Chapter 5 of the UDO.

The Comprehensive Transportation Plan (CTP) designates Old US 264 Hwy and a portion of E Gannon Ave as a 4-Lane Divided roadway. Any development of the property requires the dedication of right-of-way and the construction of roadway improvements consistent with the specifications and goals of the CTP.

**Fiscal Analysis:**

The configuration of the parcel, and its proximity to major roadways, limits its potential to develop as a residential use. The parcel will likely remain vacant with the existing zoning classification. The rezoning and subsequent development of the property is expected to bring a positive fiscal impact to the Town.

The development of the property into commercial uses will generate more property tax revenue and demand fewer public services than if developed as a residential use. An estimated 10 residential dwellings, valued at \$200,000 each, generates \$11,000 per year in property taxes. Conversely, commercial buildings, ranging from 40,000 - 80,000 square feet in size and valued between \$6,000,000 - \$12,000,000, generates \$33,000 - \$66,000 a year in property tax. Commercial buildings also generate sales tax revenue.

**Staff Recommendation:**

Following the Joint Public Hearing and a recommendation from the Planning Board, Staff recommends approval of Project # 685884 Zebulon-Old US 264.

**Attachments:**

1. Application
2. Future Land Use and Character Map
3. Aerial Map
4. Zoning Map
5. Site Pictures
6. Public Hearing Notice
7. Properties Receiving Mailed Notice
8. List of permitted uses within HC Zoning District



**Town of Zebulon  
Planning Department**

1003 N. Arendell Avenue, Zebulon, NC 27597  
Phone: (919) 823-1810 | Fax: (919) 887-2824  
www.townofzebulon.org

**Project Overview** **#685884**

<b>Project Title:</b> Zebulon-Old US 264	<b>Jurisdiction:</b> Town of Zebulon
<b>Application Type:</b> Zoning Map Amendment Application	<b>State:</b> NC
<b>Workflow:</b> Zoning Map Amendment: Planning Director Review	<b>County:</b> Wake

**Description of Request**

<b>Would you like to enter your project using Street Address or PIN?:</b> PIN	<b>Street Address of Property::</b>
<b>Parcel Identification Number (NC PIN)::</b> 2705973068	<b>Acreage::</b> 10.765
<b>Deed Book::</b> 6057	<b>Deed Page(s)::</b> 594
<b>Existing Zoning of the Property::</b> R2 Residential Suburban	<b>Proposed Zoning of the Property:</b> HC Heavy Commercial
<b>Existing Use of the Property:</b> : Vacant	<b>Proposed Use of the Property::</b> Retail Use, Other
<b>Scope of Work::</b> General rezoning.	

**Contact Information**

<b>Contact Info: Applicant/Agent</b> Betty Donovan Bunn Farms, Inc 219 Royal Fern Road Wilmington, NC 28412 P:919-269-7439 <a href="mailto:chucor@msn.com">chucor@msn.com</a>	<b>Contact Info: Property Owner</b> Betty Donovan Bunn Farms, Inc 219 Royal Fern Road Wilmington, NC 28412 P:919-269-7439 <a href="mailto:chucor@msn.com">chucor@msn.com</a>
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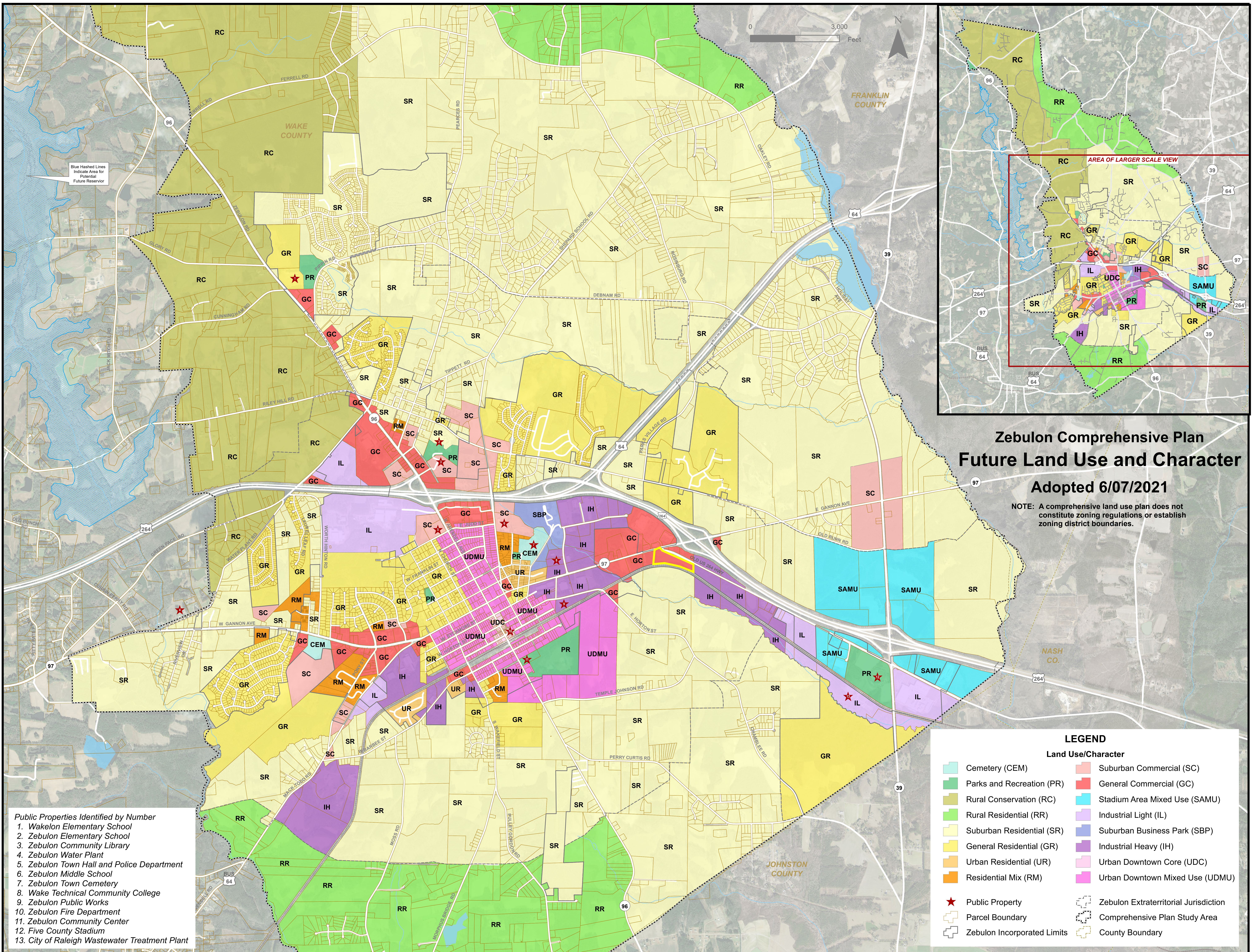
**Are you the owner of the property?:** I am the owners agent

Note: If you are not the owner of the property, you must obtain the Owner's consent and signature giving you permission to submit this application.

**Supplemental Information**

The Zoning Map Amendment Application also requires supplemental information beyond our standard online application. Please follow the directions below to access the appropriate forms and documents.

1. [Access the online Zoning Map Amendment Application Package here.](#)
2. Fill out the following sections of the document package:
  - a. Legislative Considerations;
  - b. Owner’s Consent Form (also available via hyperlink in your submittal checklist – note that only one consent form is required for submittal); and
  - c. Adjacent Owner’s and HOA Contacts.
3. Save the PDF Application Package as “Application Supplemental” and submit it with all other required documents on the document upload screen (available in next steps of online submittal).



**Zebulon Comprehensive Plan  
Future Land Use and Character  
Adopted 6/07/2021**

NOTE: A comprehensive land use plan does not constitute zoning regulations or establish zoning district boundaries.

- Public Properties Identified by Number**
1. Wakelon Elementary School
  2. Zebulon Elementary School
  3. Zebulon Community Library
  4. Zebulon Water Plant
  5. Zebulon Town Hall and Police Department
  6. Zebulon Middle School
  7. Zebulon Town Cemetery
  8. Wake Technical Community College
  9. Zebulon Public Works
  10. Zebulon Fire Department
  11. Zebulon Community Center
  12. Five County Stadium
  13. City of Raleigh Wastewater Treatment Plant

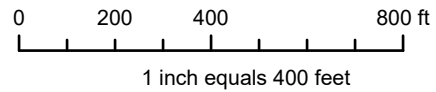
**LEGEND**

**Land Use/Character**

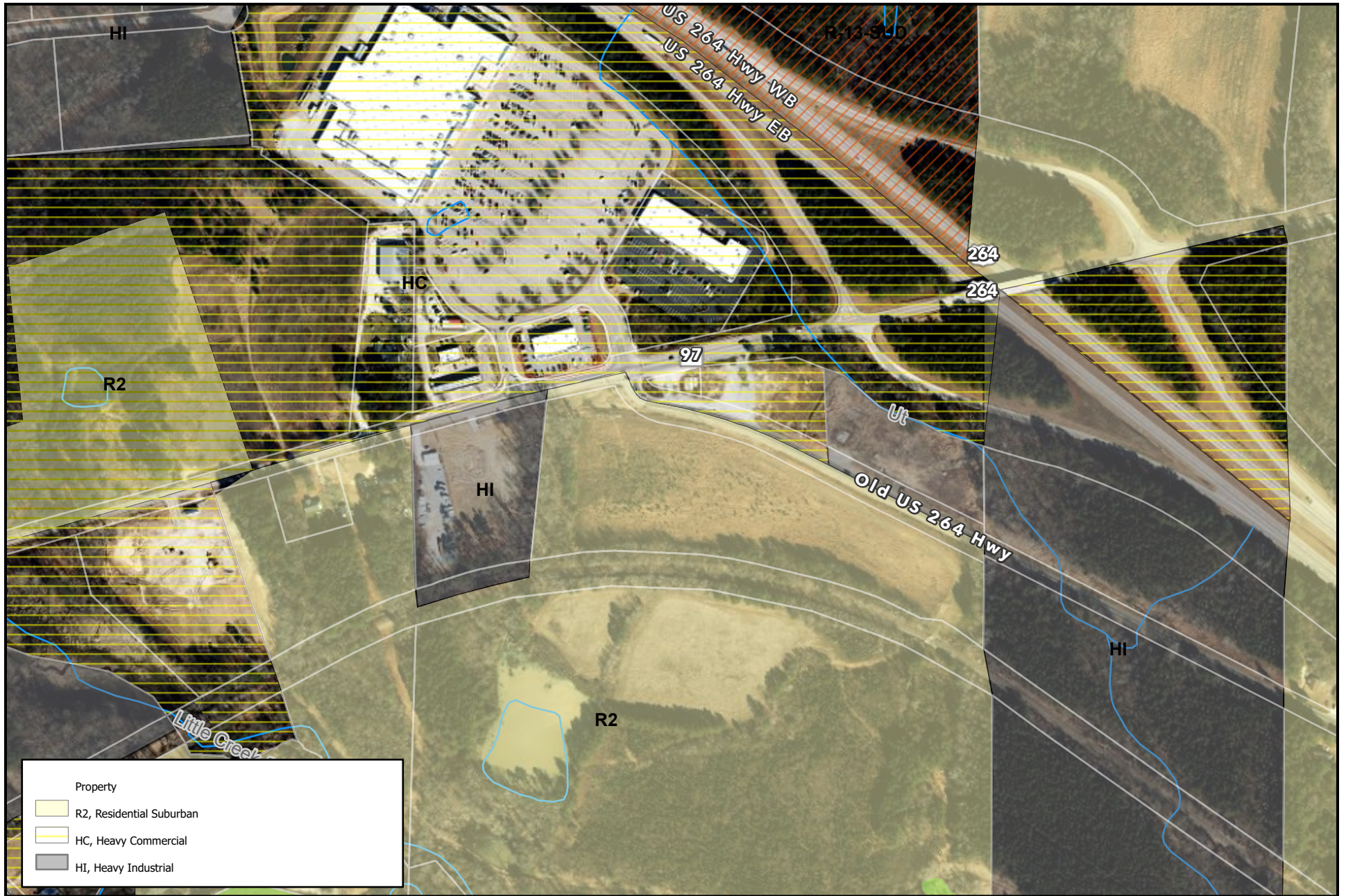
	Cemetery (CEM)		Suburban Commercial (SC)
	Parks and Recreation (PR)		General Commercial (GC)
	Rural Conservation (RC)		Stadium Area Mixed Use (SAMU)
	Rural Residential (RR)		Industrial Light (IL)
	Suburban Residential (SR)		Suburban Business Park (SBP)
	General Residential (GR)		Industrial Heavy (IH)
	Urban Residential (UR)		Urban Downtown Core (UDC)
	Residential Mix (RM)		Urban Downtown Mixed Use (UDMU)
	Public Property		Zebulon Extraterritorial Jurisdiction
	Parcel Boundary		Comprehensive Plan Study Area
	Zebulon Incorporated Limits		County Boundary



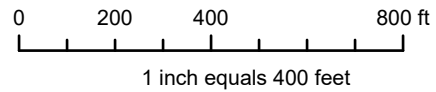
**Rezoning E. Gannon Ave. @ Old US 264 Hwy  
- Attachment 3 - Aerial Map**



**Disclaimer**  
iMaps makes every effort to produce and publish the most current and accurate information possible. However, the maps are produced for information purposes, and are **NOT** surveys. No warranties, expressed or implied, are provided for the data therein, its use, or its interpretation.



**Rezoning E. Gannon Ave. @ Old US 264 Hwy  
- Attachment 4 - Zoning Map**



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**Attachment 5: Rezoning E. Gannon Ave. @ Old US 264 Hwy**



View of property looking down Old US 264 Hwy



**Attachment 5: Rezoning E. Gannon Ave @ Old US 264 Hwy**



View of the vacant parcel

**Attachment 5: Rezoning E. Gannon Ave. @ Old US 264 Hwy**



Notice of Public Hearing sign

**Attachment 5: Rezoning E. Gannon Ave. @ Old US 264 Hwy**



View looking west from the property down E Gannon Ave

**Attachment 5: Rezoning E. Gannon Ave. @ Old US 264 Hwy**



Walmart and multi-tenant commercial building across the street

**Attachment 5: Rezoning E. Gannon Ave. @ Old US 264 Hwy**



View looking east down E Gannon Ave toward US 264 Hwy

## Rezoning E. Gannon Ave. @ Old US 264 – Attachment 6

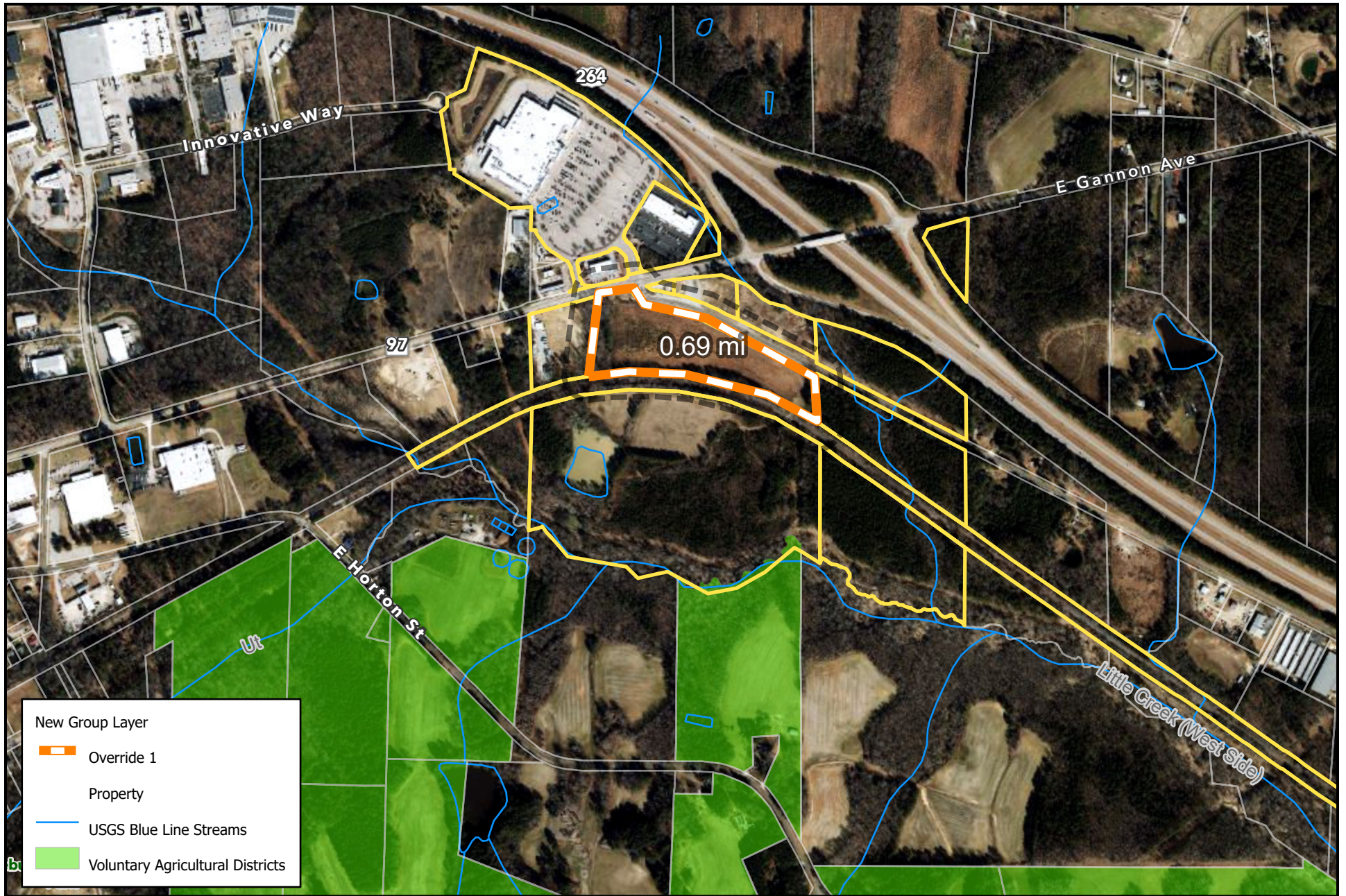
### **Notice of Public Hearing**

Notice is hereby given pursuant to the provisions of Article 2.2.2 of the Town of Zebulon Unified Development Ordinance that a public hearing will be held on **March 14, 2022 at 7:00 PM** at the **Zebulon Municipal Complex, 1003 N. Arendell Avenue**, and will be conducted by the Board of Commissioners of the Town of Zebulon for the purpose of considering the following items:

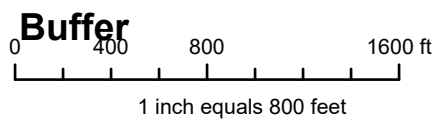
*IDT # 685884 Old US 264 Hwy. 0 Old US 264 Hwy; Pin # 2705973068.* A request by Bunn Farms, Inc. requesting a Zoning Map Amendment from Residential Suburban (R2) to Heavy Commercial (HC).

Due to potential social distancing and occupancy limits related to the State's COVID-19 Order, in-person public comments will be accepted; however, the Town of Zebulon encourages that all public comments be submitted to Deputy Town Clerk Stacie Paratore at [SParatore@TownofZebulon.org](mailto:SParatore@TownofZebulon.org) no later than 12:00 Noon on the day of the hearing to be read into the record. The meeting will be streamed live and links will be provided along with the full application packet and documentation on the Planning Department web page at [www.TownofZebulon.org/services/planning](http://www.TownofZebulon.org/services/planning). For questions or additional information, please contact us at (919) 823-1809.

Wake Weekly March 4 & March 11



**Rezoning E. Gannon Ave. @ Old US 264  
- Attachment 7 - 150' Mailed Notice**



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## **Attachment 8 – Rezoning E. Gannon Ave. @ Old US 264 – List of Uses Permitted or Allowed with a Special Use Permit in the HC District**

- Live/Work Dwelling
- Upper Story Residential
- Adult Day Care
- Antenna Collocation, Major
- Antenna Collation, Minor
- Auditorium
- Broadcast Studio
- Cemetery (S)
- Child Care Center
- College or University (S)
- Community Center
- Coliseum/Arena
- Convention Center
- Library/Museum/Cultural Facility
- Drug/Alcohol treatment Facility (S)
- EMS/Fire Station/Police Station
- Fraternal Club or Lodge
- Government Office
- Government Maintenance, Storage, Distribution
- Hospital (S)
- Park
- Passenger Terminal
- Post Office
- Religious Institution
- School, Elementary/Middle/High/Vocational
- Small Wireless Facility
- Telecommunications, Major (S)
- Telecommunications, Minor or Concealed (S)
- Temporary Wireless Facility
- Urgent Care
- Utility, Major
- Utility, Minor
- ABC Store
- Adult Business (S)
- Animal Grooming/Day Care
- Art Gallery
- Artisan Studio
- Auction house
- Automotive Repair and Service
- Automotive Repair and Service (paint and body shop)
- Automotive Rental and Sales
- Automotive Parts and Accessories Sales
- Bar and Cocktail Lounge (S)
- Bed and Breakfast
- Boat And Marine Rental, Sales, and Service
- Bottle Shop
- Business Incubator
- Carwash and Automobile Detailing
- Catering Establishment (S)
- Check Cashing/Payday Lending Establishment (S)
- Clothing Rental
- Coffee Shop
- Commercial Recreation, Indoor
- Computer - Related Services
- Convenience Store With and Without Gasoline Sales
- Co-Working Space
- Crematorium (S)
- Equipment and Tool Rental
- Event Venue
- Fairgrounds (S)
- Financial Services Establishment
- Flea Market
- Funeral Related Services (S)
- Games of Skill (S)

All uses are permitted by right, unless otherwise noted with an (S) for Special Use Permit



- Golf Course or Driving Range
- Grocery Store
- Gymnasium/Fitness Center
- Hair, Nails, and Skin Related Services
- Hotel or Motel
- Kennel, Indoor/Outdoor
- Laundry or Cleaning Service
- Microbrewery, Microwinery, or Microdistillery
- Nightclub or Dance Hall
- Office – Medical, Professional, Sales or Service
- Outdoor Commercial Recreation
- Package and Printing Service
- Park and Ride Facility
- Parking Lot
- Parking Structure
- Pawn Shop
- Pharmacy
- Pool Hall (S)
- Repair Shop
- Restaurant Indoor/Outdoor Seating
- Restaurant with Drive Through/Drive-Up Service
- Retail, Bulky Item
- Retail, large Format
- Retail Use, Other
- Self Service Storage, Internal and External Access (S)
- Shooting Range – Indoor (S)
- Specialty Eating Establishment
- Tattoo and Piercing Establishment
- Theatre
- Truck Stop
- Vape, Tobacco, and CBD Shop
- Veterinary Clinic
- Contractor Service Yard
- Flex Space
- General Industrial Services (S)
- Makerspace
- Recycling Center (S)
- Research and Development (S)
- Wholesale Sales
- Wind Energy Conversion (S)
- Agricultural Support Services
- Farmer’s Market
- Plant Nursery

All uses are permitted by right, unless otherwise noted with an (S) for Special Use Permit

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# ZEBULON

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NORTH CAROLINA

**TOWN OF ZEBULON  
PLANNING BOARD  
MARCH 14, 2022  
FOLLOWING JOINT PUBLIC HEARING**

**I. CALL TO ORDER**

**II. APPROVAL OF THE AGENDA**

**III. APPROVAL OF MINUTES**

**A. September 20, 2021 Planning Board Meeting**

**B. November 8, 2021 Planning Board Meeting**

**C. January 10, 2022 Planning Board Meeting**

**IV. NEW BUSINESS**

**A. Rezoning E. Gannon Ave. @ Old US 264.** 0 Old US Hwy; Pin # 2705973068. A request by Bunn Farms, Inc. requesting a Zoning Map Amendment from Residential Suburban (R2) to Heavy Commercial (HC)

**V. ADJOURNMENT**

**Zebulon  
Planning Board  
Minutes  
September 20, 2021**

Present: Laura Johnson, Michael Germano, Stephanie Jenkins, David Lowry, Joe Moore-Town Manager, Michael Clark-Planning, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Sam Slater-Town Attorney

Absent: Gene Blount, Jessica Luther and Joshua Robinson

Laura Johnson called the meeting to order at 8:37 p.m.

**APPROVAL OF AGENDA**

Michael Clark suggested deferring the election of officers to the next meeting since three members were not present.

Michael Germano made a motion, second by Stephanie Jenkins to recess the agenda as amended with the removal of election of officers. There was no discussion and the motion passed unanimously.

**APPROVAL OF MINUTES**

Michael Germano made a motion, second by David Lowry to approve the June 14, 2021 minutes. There was no discussion and the motion passed unanimously.

Stephanie Jenkins made a motion, second by Michael Germano to postpone the meeting to September 27, 2021 at 7:00pm. There was no discussion and the motion passed unanimously.

**September 27, 2021**

Present: Laura Johnson, Michael Germano, Jessica Luther and Joshua Robinson, Stephanie Jenkins, David Lowry, Joe Moore-Town Manager, Michael Clark-Planning, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Eric Vernon-Town Attorney

Absent: Gene Blount

Laura Johnson called the meeting back to order at 7:00 p.m.

**NEW BUSINESS**

***A. TA 2022-01-A Downtown Building Regulations***

Michael Clark explained this was an amendment to Section 3.5.3 of the Unified Development Ordinance to require staff review of exterior modifications and alterations of buildings in the

Downtown Core (DTC) district. The regulations would ensure modifications kept with the character of the Downtown Core District.

David Lowry asked if the wording was corrected to include the Planning Director or his designee to approve the modifications. Michael Clark explained the definition of the Planning Director included their designee.

It was explained that once a renovation or façade improvement was made that was when the designation regulations would apply. If the regulations were approved, Staff would work with the North Carolina Mainstreet Program for design assistance.

Any appeals to the design regulations would go before the Board of Commissioners and Planning Board to request conditional zoning approval. An appeal or variance would go before the Board of Adjustment.

Stephanie Jenkins made a motion, second by Joshua Robinson to recommend approval of TA 2022-01-A Downtown Building Regulations. There was no discussion and the motion passed unanimously.

***B. TA 2022-01-B New Art Related Uses***

Michael Clark explained this was an amendment to Sections 4.2.3, 4.3.5, and 9.4 of the Unified Development Ordinance to authorize and regulate art galleries and artisan studios as independent uses. Examples of art galleries and studios from other cities were shown.

David Lowry stated the definition of art was broad. Staff explained the definitions were consistent with the Planner's Definitions published by the American Planning Association.

Under the current regulation, art studios were not allowed. With the proposed regulation an art gallery or studio would be an allowable use.

David Lowry made a motion, second by Michael Germano to recommend approval of TA 2022-01-B New Art Related Uses. There was no discussion and the motion passed unanimously.

***C. TA 2022-01-C New Uses – Pawn Shops and Vape, Tobacco, and CBD Shops***

Michael Clark explained this was an amendment to Sections 4.2.3, 4.3.5, and 9.4 of the Unified Development Ordinance to authorize and regulate pawn shops and vape, tobacco, and CBD shops. The amendments were in response to concerns regarding concentrations of certain uses downtown. The proposed two new use classifications would be a pawn shop and another for vape, tobacco, and CBD shops.

There were currently three vape shops in downtown Zebulon. A map showing the existing pawn shops, vape, tobacco, CBD shops and churches/preschools was shown. The radius was set to 300ft and would prevent similar businesses from going downtown.

All existing businesses would be grandfathered under the previous regulation. The process was explained if a shop closed for six months or more the shop would be non-conforming and would be required to comply with the new regulation.

Michael Germano asked why this proposed amendment had a 300ft restriction and not .25 mile like the games of skill regulation. Staff explained 300ft was the approximate radius of a downtown block and would allow for more than one similar shop to remain downtown.

There was discussion about ways to avoid clustering similar uses in the downtown area. Uses such as bars and drinking establishments were also mentioned. Staff explained bars and drinking establishments created a vibrancy and brought people into the downtown area.

Staff clarified that games of skill establishments were required to be one half mile from other games of skill establishments and 1,000 feet from select uses such as religious institutions and childcare facilities.

Michael Germano made a motion, second by Jessica Luther to recommend approval of TA 2022-01-C New Uses – Pawn Shops and Vape, Tobacco, and CBD Shops increasing the distance from 300 ft. to one-half mile.

There was discussion about the one-half mile distance restriction.

The vote was 3 to 3 with Michael Germano, Jessica Luther and Joshua Robinson voting in favor and Laura Johnson, Stephanie Jenkins and David Lowry voting opposed. The motion dies due to lack of a majority vote.

David Lowry made a motion, second by Stephanie Jenkins to recommend approval of TA 2022-01-C New Uses – Pawn Shops and Vape, Tobacco, and CBD Shops increasing the distance from 300 ft. to 1,000 ft. There was no discussion and the motion passed unanimously.

***D. TA 2022-01-D, Design Regulations for Vehicle Dominate Uses***

Michael Clark explained this was an amendments to Sections 4.3.5, 4.4.7, and 5.3.1 of the Unified Development Ordinance to establish design regulations for vehicle dominate uses.

Design examples of what was currently allowed and what would be allowed under the proposed text amendment were shown

The proposed regulations included auto repair facilities, oil change businesses and drive-thru establishments. All financial service establishments with drive-thrus would be included. If a business was torn down and rebuilt it would be classified as new construction and would be required to meet the new regulations.

David Lowry expressed concerns about franchises not wanting to do alternate designs and could pose a potential negative impact. Michael Clark spoke about how developers and franchise owners had options with Town’s regulations and the importance of the architectural character representing the future of Zebulon.

Jessica Luther made a motion, second by David Lowry to recommend approval of TA 2022-01-D Design Regulations for Vehicle Dominate Uses. There was no discussion and the motion passed unanimously.

***E. TA 2022-01-E, Corrections to the Unified Development Ordinance***

Michael Clark explained this was an amendment to Sections 3.4.5, 3.4.6, and 3.4.7 to correct minimum setback distance in Industrial Districts; Section 4.2.3 to clarify residential uses in DTC Zoning District; Section 4.3.5.G to clarify vehicle location standards; Section 5.3.1 to correct design exemptions; Section 5.1.4 to correct lot access; Section 5.3.1 to correct applicability of design standards; Section 5.3.2 to correct design standards; Section 5.3.3 to correct design standards; Table 5.8.4.H and Section 5.8.7 regarding guest parking; and Section 9.4 to correct definitions of “Best Management Practices” and “Major Variance (Watershed)”.

It was clarified that medical office buildings were classified as commercial.

The parking regulation gave specific parking locations to allow emergency services vehicles to be able to access neighborhood streets.

There was discussion about neighborhood guests parking in amenity center parking areas.

David Lowry inquired about downtown parking. The Town did not require any parking in the Downtown Core and Downtown Periphery within the UDO, but there were 400 parking spaces in the downtown area.

Josh Robinson spoke about the public safety issues with parking. Staff was exploring parking options where there was existing infrastructure and working toward a solution going forward.

David Lowry made a motion, second by Michael Germano to recommend approval of TA 2022-01-E Corrections to the Unified Development Ordinance. There was no discussion and the motion passed unanimously.

***F. Parks & Recreation Impact Fee Study***

Michael Clark explained this was a request to adopt the Parks & Recreation Impact Fee study and recommend a fee. The study considered impact fees on new development to supplement the expected costs of park projects related to growth as identified in the Parks and Recreation Comprehensive Master Plan.

Staff explained what would be needed in the year 2030 to maintain the existing quality of services in the Parks and Recreation Department.

The Town proposed development impact fees of \$3,000 for a single family detached home and \$2,500 for a multi-family home. The current greenway impact fee would be replaced by the proposed Parks and Recreation fee.

Developers had been notified of the proposed impact fee.

Michael Germano made a motion, second by Josh Robinson to recommend approval of the Parks and Recreation Impact Fee Study. There was no discussion and the motion passed unanimously.

***G. Budget: Fee Schedule Update***

Michael Clark explained this was a request to amend the Fee Schedule to remove the Greenway Impact Fee of \$500 per dwelling and replace it with a Parks and Recreation Impact Fee of \$3,000

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Minutes  
September 20, 2021

per single family dwelling unit and \$2,500 for multi-family dwelling units. The fee would be paid at the time of plat for any new residential developments moving forward. This fee schedule update would provide consistency with developer impact fees.

Joshua Robinson made a motion, second by Jessica Luther to recommend approval of the Fee Schedule Update.

There was discussion to make the impact fee effective immediately.

Joshua Robinson amended his motion and Jessica Luther amended her second to make the impact fee effective immediately. There was no further discussion and the motion passed unanimously.

Michael Clark provided an update to the Planning Board.

It was stated the next Planning Board meeting would be used for Planning Board elections and training.

David Lowry made a motion, second by Michael Germano to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 14<sup>th</sup> day of March 2022.

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David Lowry—Chair

SEAL

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Stacie Paratore, CMC—Deputy Town Clerk

**Zebulon  
Planning Board  
Minutes  
November 8, 2021**

Present: Gene Blount, Laura Johnson, Michael Germano, Stephanie Jenkins, David Lowry, Jessica Luther, Joshua Robinson, Joe Moore-Town Manager, Michael Clark-Planning, Meade Bradshaw-Planning, Stacie Paratore-Deputy Town Clerk, Sam Slater-Town Attorney

Gene Blount called the meeting to order at 8:00 p.m.

**APPROVAL OF AGENDA**

David Lowry made a motion, second by Stephanie Jenkins to approve the agenda. There was no discussion and the motion passed unanimously.

Laura Johnson made a motion, second by Jessica Luther to allow public comment during the meeting. There was no discussion and the motion passed unanimously.

**ELECTION OF OFFICERS**

Stephanie Jenkins made a motion, second by Michael Germano to nominate David Lowry as the Planning Board Chair. There was no discussion and the motion passed unanimously.

David Lowry made a motion, second by Joshua Robinson to nominate Michael Germano as the Planning Board Vice-Chair. There was no discussion and the motion passed unanimously.

David Lowry thanked the Planning Board for electing him as the Planning Board Chair.

**TRAINING:**

A. Comprehensive Land Use Plan

Michael Clark spoke about how to apply the Comprehensive Land Use Plan and Transportation Plan now that they were both adopted and how to use them moving forward. The goals, policies and actions of the plans were detailed. The plans would be a guidance document that gave more consistency. The sections of the Land Use Plan included:

- Land Use and Development
- Growth Capacity
- Housing and Neighborhood
- Economic Development
- Recreation and Amenities

The future land use map was shown. The map was not set in stone and should be reviewed periodically to grow and change with the Town. There was discussion about amendments to the plan and land use map.

B. Comprehensive Transportation Plan

Michael Clark spoke about the sections of the Transportation Plan:

- Transportation, Vision, Values, and Input
- Roadway Element



- Pedestrian and Bicycle Element
- Transit Element

The transportation map was shown. There was discussion about amendments to the plan and the transportation map. The two plans were guidance documents and did not replace the Unified Development Ordinance. There was not a set requirement of when to modify the Transportation Plan. If the Land Use Plan was amended, it would be likely the Transportation Plan would be modified at the same time. There was no statutory requirement for a Transportation Plan like there was for a Land Use Plan.

### **POSSIBLE FUTURE TEXT AMENDMENTS**

#### **A. Landscaping Around Stormwater Control Measures**

Michael Clark explained Staff brought the items for discussion to get feedback from the Planning Board to provide guidance for land use opportunities.

Meade Bradshaw explained stormwater control measures and showed pictures of examples. Staff suggested the following language:

- Evergreen species
- Screen occupying
- Variety
- Fence or gate
- Position adjacent to fence

There was discussion about a wet pond versus a dry pond option. Staff was unable to dictate a development's stormwater pond. The Homeowner's Association would maintain a pond fountain. There was discussion about fencing around ponds to provide safety. Jessica Luther liked the evergreen species and suggested adding native species and pollinators to the list. Michael Germano suggested adding restrictions to the slope of the pond banks.

#### **B. Social Districts**

Michael Clark explained the general statute had changed for open containers in particular areas and downtown business owners had inquired about it for downtown Zebulon.

There was discussion about having special cups as an indicator for the social district. The Town Attorney clarified that any overserving liability would fall on the establishment that sold the beverage. Policing a social district and ways to prevent underage drinking were discussed. David Lowry suggested adding some language regarding the safety of the social districts specifically signage or a painted walkway for the district boundaries.

#### **C. Water Allocation Policy**

Michael Clark stated this would create a list of required items that a developer may choose from to obtain water allocation from the Town of Zebulon. There would be points based on the type of use. There was discussion about the base points per use and examples were given. Bonus points could be awarded for the following:

- Design-Abatement of nonconformities
- Additional transportation improvements

- Green development standards
- Outdoor enhancement
- Additional amenities

Some suggestions for the policy included requiring youth activities such as basketball courts, soccer fields and tennis courts. Developers were not able to pay a fee-in-lieu to reach their allotted points. The policy gave more control to how the Town would grow and develop by giving bonus points to build in a certain location.

There would be a minimum threshold for green development standards.

#### D. Required Amenities for Neighborhoods

The Town did not currently require amenity features for residential neighborhoods. There was detailed discussion about amenities to require and to base the amenities on the square footage of the homes, size of lots and number of homes.

It was suggested to give developers options of the required amenities.

#### E. Parking Reductions

The parking lot at Triangle East Shopping Center was shown as an example. The shopping center had more parking space than commercial space. Other examples of Town parking lots were shown. It was stated the Town could offer incentives to reduce the number of parking spaces if other items were implemented such as an electric charging station.

There was discussion on ways to allow space for more business development in specific parking lots around Town.

Michael Clark spoke about the parking regulations in the Unified Development Ordinance. Staff suggested a 10% reduction and a bonus reduction for certain features.

There were concerns expressed about giving credits for electric vehicle charging stations.

### **STAFF UPDATES**

Michael Clark spoke about the new businesses and construction happening in Town.

Gene Blount made a motion, second by Laura Johnson to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 14<sup>th</sup> day of March 2022.

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David Lowry—Chair

SEAL

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Stacie Paratore, CMC—Deputy Town Clerk

**Zebulon  
Planning Board  
Minutes  
January 10, 2022**

Present: David Lowry, Michael Germano, Gene Blount, Laura Johnson, Stephanie Jenkins, Jessica Luther, Joshua Robinson, Joe Moore-Town Manager, Michael Clark-Planning, Lisa Markland-Town Clerk, Eric Vernon-Town Attorney

David Lowry called the meeting to order.

**APPROVAL OF AGENDA**

Stephanie Jenkins made a motion, second by Michael Germano to approve the agenda. There was no discussion and the motion passed unanimously.

**NEW BUSINESS**

**A. Zebulon National Historic**

Michael Clark spoke about the request from Preservation Zebulon to the State Historic Preservation Office and the National Park Service to establish a National Historic District in Zebulon. Staff recommended denial of the request to establish a National Historic District in Zebulon.

Michael Germano stated the proposed Historic District was too large to meet the needs of the Town and felt the district was rushed and thought it would be better that it be done correctly than to rush it just to say we had one.

There was discussion about the proposed area of the Historic District. Some expressed concerns about specific landmarks included and excluded from the proposed district such as the swimming pool and Whitley Galleries and the Barbee Street area.

There were questions on whether the Land Use Plan would change if the Historic District was added. Michael Clark stated the Town would make an amendment to the Land Use Plan to indicate a Historic District.

Jessica Luther stated it would be a disservice to adopt the proposed Historic District with the Town being excluded from the process.

Michael Germano suggested to have a survey that was more encompassing of the full boundaries of the Town and felt the Town and citizens were not a part of the process. The focus needed to be on the cultural and community gains instead of the tax credits and financial gains for businesses and individuals.

David Lowry stated the district met the needs of the statutory requirements but did not agree on the proposed boundaries of the district. Gene Blount agreed and thought that it would be best to go ahead and approve the district and make changes later.

Planning Board  
Minutes  
January 10, 2022

Michael Germano made a motion, second by Stephanie Jenkins to recommend denial of the National Historic District in Zebulon. There was no discussion and the motion passed with a vote 5 to 2 with Michael Germano, Stephanie Jenkins, Joshua Robinson, Jessica Luther and Laura Johnson voting in favor and David Lowry and Gene Blount voting in opposition.

Gene Blount made a motion, second by Michael Germano to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 14<sup>th</sup> day of March 2022.

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David Lowry—Chair

SEAL

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Stacie Paratore, CMC—Deputy Town Clerk