

**ZEBULON**  
**BOARD OF COMMISSIONERS**  
**AGENDA**  
**August 2, 2021**  
**7:00pm**

Due to COVID-19 we have limited in-person seating. If you would like to attend, please email Stacie Paratore (sparatore@townofzebulon.org) by 12:00pm on August 2, 2021 to reserve your seat.

All meetings are live streamed on our Facebook (@TownofZebulon) and YouTube (@TownofZebulon) pages.

**I. PLEDGE OF ALLEGIANCE**

**II. APPROVAL OF AGENDA**

**III. SPECIAL RECOGNITION**

- A. Bennie Holder's Retirement*
- B. Retirement of K-9 Pas*

**IV. PUBLIC COMMENT PERIOD**

If you wish to attend in-person, we have a designated area for those wishing to wear a mask or to be mask free. If you would like to submit comments to be read into the record at the meeting, please send comments of 400 words or less to Stacie Paratore (sparatore@townofzebulon.org) by 3:00pm on August 2, 2021.

**V. CONSENT**

*A. Minutes*

- 1. May 6, 2021 – Special Called Meeting
- 2. May 10, 2021 – Joint Public Hearing
- 3. June 7, 2021 – Regular Meeting
- 4. June 23, 2021 – Special Called Meeting

*B. Finance*

- 1. Monthly Items
  - a. Wake County Tax Report – May 2021
  - b. Financial Report as of July 19, 2021
- 2. Budget Amendments
  - a. Ordinance 2022-01 – Fire Radio Damage
  - b. Ordinance 2022-02 and Ordinance 2022-03 – Fire Station Capital Project
  - c. Ordinance 2022-04 – United Arts Council Grant
  - d. Ordinance 2022-05 – Transfer of Unspent Capital Funds W. Lee St. Project to Reserves
  - e. Ordinance 2022-06 – FY 2021 Rollovers
  - f. Ordinance 2022-07 – Rollovers of Donations and Grants from FY 2021

*C. Police*

1. Transfer of Ownership of K-9 Pas

*D. Planning*

1. Resolution 2022-01 – Property Abatement Lien Requests
2. Ordinance 2022-08 – Charter Amendment to Reflect the Implementation of Chapter 160D

*E. Public Works*

1. Resolution 2022-02 – Financing of Payloader and Leaf Truck

**VI. OLD BUSINESS**

*A. Planning*

1. Ordinance 2022-09 – Comprehensive Transportation Plan
2. CAMPO Northeast Area Study
3. Ordinance 2022-10 – Planned Development – Pony Road

*B. Administration*

1. Meeting Date Change

**VII. NEW BUSINESS**

*A. Planning*

1. Streetscape Match Request – Pots of Love
2. Streetscape Match Grant Revision

*B. Administration*

1. Board Appointments

*C. Public Works*

1. Ordinance 2022-11 – Environmental Phase II of Eastern Wake EMS Property

*D. Parks and Recreation*

1. Zebulon Municipal Complex Facility Use Application – ERA Parrish Realty

**VIII. BOARD COMMENTS**

**IX. MANAGER’S REPORT**

1. Introduction of Staff

**X. CLOSED SESSION**

Per N.C. General Statute § 143-318.11(a)(5): “... to instruct the [Town] staff or negotiating agents concerning the position to be taken by or on behalf of the [Town] in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; ...”

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# ZEBULON

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NORTH CAROLINA

***PROCLAMATION OF APPRECIATION***  
***Bennie Holder***  
***For his Service to the Town of Zebulon***

***WHEREAS***, Bennie Holder was born and raised in Johnston County, and;

***WHEREAS***, he was hired by Willie B. Hopkins and began working for the Town of Zebulon October 1, 1964, and;

***WHEREAS***, he worked in the Public Works Department doing various jobs until his retirement July 29, 1999, and;

***WHEREAS***, Bennie immediately came back to work part-time in the Public Works Department and then moved to the Parks and Recreation Department in March 2005, and;

***WHEREAS***, Bennie was known as a hard worker who always had a smile on his face; and

***WHEREAS***, after over 50 years of service to the Town of Zebulon Bennie is settling down for true retirement,

***NOW THEREFORE BE IT RESOLVED*** that the Zebulon Board of Commissioners recognizes Bennie Holder for his 56 years of service and dedication to the Town of Zebulon.

Adopted this the 2<sup>nd</sup> day of August 2021

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Robert S. Matheny—Mayor

SEAL

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Lisa M. Markland, CMC—Town Clerk

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# ZEBULON

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NORTH CAROLINA

**PROCLAMATION  
APPRECIATION FOR  
K-9 PAS AND HIS HANDLER OFFICER JEREMY PULLEY**

**WHEREAS**, the Town of Zebulon Police Department has had a K-9 unit since 2001; and

**WHEREAS**, in 2017 the Town acquired Pas, a German Shepherd, to fill the K-9 position; and

**WHEREAS**, Pas was trained in Scotland Neck, North Carolina in the detection of narcotics, tracking, building searches, suspect apprehension, and evidence searches; and

**WHEREAS**, Officer Jeremy Pulley has been the only handler Pas has worked with; and

**WHEREAS**, during Pas's career he has been on 151 deployments, is credited with 3 successful tracks resulting in the seizure of hundreds of grams of marijuana, cocaine, heroin and methamphetamine; and

**WHEREAS**, Pas and Officer Pulley have been a great benefit to the Town and to surrounding communities including, Knightdale, Wendell, the Wake County Sheriff's Department to assist with tracks and searches; and

**WHEREAS**, Pas loved community engagement where he could show off his skills through demonstrations and agility testing;

**NOW THEREFORE BE IT RESOLVED** that it is with sincere appreciation and some sadness that K-9 Pas is retired from service to the Town of Zebulon Police Department effective April 26, 2021.

Adopted this the 2<sup>nd</sup> day of August 2021

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Robert S. Matheny—Mayor

SEAL

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Lisa M. Markland, CMC—Town Clerk

**Zebulon Board of Commissioners**  
**Special Called Meeting**  
**Minutes**  
**May 6, 2021**

Present: Robert S. Matheny, Beverly Clark, Annie Moore, Shannon Baxter, Glenn York, Larry Loucks, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Michael Clark-Planning, Sheila Long-Parks and Recreation, Jacqui Boykin-Police, Hannah Blische-Parks and Recreation, Morgan Rowden-Planning, Eric Vernon-Attorney

Planning Board Present: Stephanie Jenkins, Michael Germano, Joshua Robinson, David Lowry  
Absent: Gene Blount, Laura Johnson

Mayor Matheny called the meeting to order at 6:00pm.

**APPROVAL OF AGENDA**

Commissioner Clark made a motion, second by Commissioner Loucks to approve the agenda. There was no discussion and the motion passed unanimously.

**OLD BUSINESS**

- A. *Public Meeting with Planning Board, Wake County Historic Presentation and State Historic Preservation Office regarding Zebulon Historic District*

Mayor Matheny introduced all groups present at the meeting.

Joe Moore gave a PowerPoint of the history and background on historic preservation followed by an overview of the national register process.

It was explained the Board adopted Resolution 2021-06 at the February 1, 2021 meeting asking the National Register Advisory Committee to table their decision for a Zebulon Historic District to the Committee's June 10, 2021 meeting. This additional time allowed opportunity for citizens to be informed and to have public engagement.

Scott Carpenter, Chairman for Preservation Zebulon, spoke about why Zebulon needed a Historic District. Mr. Carpenter also offered background of Preservation Zebulon.

Sarah David Branch, Supervisor for National Register Program for State Historic Preservation Office, introduced Jeff Adolphsen. Mr. Adolphsen, the Senior Restoration Specialist from the State Historic Preservation Office, spoke about historic district tax credits.

Hannah Beckman-Black, from the State Historic Preservation Office, gave information about criteria for historic preservation and the National Register listing process in North Carolina. The financial incentives and design guidelines were explained.

The project background of the historic district project was explained. The final draft map of the Zebulon Historic District and some examples of the historic properties were shown.

Cheri Szcodronski from Firefly Consulting, LLC joined the meeting via zoom.

Michael Clark spoke about the impacts on property owners and the Town and showed the proposed map ranging in years from 1906 to 1971. Architectural differences of the homes in the proposed district and the criteria were explained.

Mayor Matheny asked if anyone had a question.

There was discussion about African American properties being excluded from the proposed district.

It was stated the properties along Shephard School Road were not included in the proposed district.

Sarah David Branch explained how the proposed district boundaries were determined.

Commissioner Loucks inquired why the armory was not included and if districts had to be contiguous.

Cheri Szcodronski explained the armory was not included because it was past the railroad tracks where the proposed district boundaries ended. It was stated the district areas needed to be contiguous.

It was stated questions about specific properties or boundary lines could be submitted to Jenn Brosz at the North Carolina State Historic Preservation Office.

It was asked why Whitley Park was included in the proposed district. Cheri Szcodronski explained Whitley Park was a contributing site.

David Lowry asked for clarification between contributing and non-contributing resources. It was stated contributing resources added to the architectural character of the district.

It was asked if the district lines could be changed. The proposed district lines would be submitted to the National Register Advisory Committee in June. Any comments to change the lines could be submitted to the National Register Advisory Committee.

There was discussion about the ability to make changes or renovations to a property in the district.

It was stated the existence of one district did not prevent a community from adding another district.

Scott Carpenter spoke about the options of local districts which had different criteria than historic districts.

Board of Commissioners

Minutes

May 6, 2021

Mayor Matheny spoke about the National Register Advisory Committee's process and gave information about the Committee's next meeting.

The meeting was adjourned.

Adopted this the 2<sup>nd</sup> day of August 2021.

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Robert S. Matheny—Mayor

SEAL

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Lisa M. Markland, CMC—Town Clerk

**Zebulon  
Joint Public Hearing  
Minutes  
May 10, 2021**

Present: Robert S. Matheny, Beverly Clark, Annie Moore, Glenn York, Shannon Baxter, Larry Loucks, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Michael Clark-Planning, Meade Bradshaw-Planning, Chris Perry-Fire, Bob Grossman-Police, Sam Slater-Attorney

Planning Board Present: Gene Blount, Laura Johnson, Michael Germano, Jessica Luther, David Lowry, Stephanie Jenkins and Joshua Robinson

Mayor Matheny called the meeting to order at 7:00pm.

**PUBLIC HEARING**

*A. Comprehensive Land Use Plan and Comprehensive Transportation Plan*

Mayor Matheny opened the public hearing.

Michael Clark explained the plans would be separated into two parts with separate public comment periods. The Comprehensive Land Use Plan was the foundation for the Town's regulations and a guiding document to help officials and staff plan for the future.

The current Comprehensive Plan was adopted in 2008 and the Town had experienced major growth since the last update. Remy Kemp & Associates, Inc. was writing the Transportation Plan and Kendig Keast was writing the Land Use Plan.

The proposed plans were prepared over the past 18 months by a team of consultants with sufficient public input during the process and were reflective of those comments as well as best practices from across the country.

Michael Clark spoke about how input and information was gathered and used to build the plan and presented the Comprehensive Land Use Plan's highlights.

The following individual plan sections and goals for each were explained:

- Plan Introduction
- Land use and development
- Growth capacity
- Housing and neighborhoods
- Economic development
- Recreation and amenities
- Implementation
- Zebulon Today



Joint Public Hearing

Minutes

May 10, 2021

The guiding principles of the plan were to keep Zebulon connected, grounded, balanced, prudent, collaborative and resilient.

The proposed future land use map was shown. Staff spoke about how the plan would be implemented and the roles and responsibilities of the Board of Commissioners, Planning Board, Town management and staff.

Gary Mitchell from Kendig Keast was present at the meeting if anyone had questions.

Mayor Matheny asked if either Board had questions about the Comprehensive Land Use Plan. There were none.

Mayor Matheny asked if anyone wished to speak in favor. There were none.

Mayor Matheny asked if anyone wished to speak in opposition. There were none.

There was a question in the audience about obtaining a copy of the meeting presentation. Staff would have copies available.

Michael Clark spoke about how the Comprehensive Transportation Plan would be used. The plan allowed the Town to be more competitive to receive transportation related grants and worked alongside the Land Use Plan to ensure the transportation needs and network connections of the Town were met.

Public Involvement was used to draft the plan through Town Board sessions, Town Hall meetings, surveys, social media and focus groups.

The following individual plan sections and goals for each were explained:

- Zebulon Today
- Transportation, Vision, Values and Input
- Roadway Element
- Pedestrian and Bicycle Element
- Transit Element

The Roadway Facilities map was shown. The details on the map allowed the Town to work with future developers to show transportation needs and to work together to create connections.

Traffic calming elements such as bulb outs were shown. It was stated these elements would increase pedestrian safety and reduce traffic speed.

The plan concurred with the Northeast Area Study Plan. A construction design example for Pearces Road and Proctor Street and at Shepard School and Old Bunn Road were shown.

Commissioner Baxter asked about NCDOT's allowance of bulb outs on Arendell Avenue. Michael Clark stated the Town had not pursued the bulb outs with NCDOT yet, but several other municipalities had bulb outs on state roads.

There was discussion about how the stamped sidewalk was a traffic calming measure. The stamped sidewalk offered visual awareness. Studies have shown that visual and textual changes raised awareness and slowed traffic. Jessica McClure also spoke about the heightened awareness drivers had with stamped sidewalks.

Commissioner Baxter expressed concerns observing drivers not slowing down when they drove over the stamped crosswalk on Arendell Avenue.

Ms. McClure stated the stamped crosswalks used in conjunction with the bulb outs gave greater visibility for pedestrians and also trained the driver to slow down. Commissioner Baxter asked for information about other Towns that have used similar traffic calming measures.

Stephanie Jenkins expressed concerns about the proposed exit at Green Pace Road and Water Plant Road as well as the proposed two lane divided road and asked to have the road re-routed. Commissioner Baxter also expressed concerns about the proposed bypass.

Jessica McClure stated the alignment's intent was to connect point A to point B and there could be adjustments made to the plan. There was detailed discussion about the proposed bypass and other alignment options. The intent of the proposed bypass was to displace heavier vehicles from downtown.

Mayor Matheny asked if either Board had questions about the Comprehensive Transportation Plan. There were none.

Mayor Matheny asked if anyone wished to speak in favor. There were none.

Mayor Matheny asked if anyone wished to speak in opposition. There were none.

Stacie Paratore read comments submitted by Elora Swann and Mary Byrne.

Angela Harper King stated she did not want Green Pace Road to become a four-lane road and expressed concerns about safety in nearby neighborhoods.

Henry Jenkins spoke about concerns of the bypass and asked the Town to find another route.

Patty Allen stated she was opposed to the bypass and asked the Town to find another route.

Herb McClure spoke about the traffic congestion issues in Town.

Wanda Harris Bennett stated the proposed exit off HWY 64 would impact her family's graveyard and asked the Town to re-route the bypass.

Frederick McDuffie spoke about the traffic congestion in Town and did not want Green Pace Road to be widened.

Jacqueline McDuffie spoke about the impacts the proposed bypass would have on nearby farmland.

Mike Tophany expressed concerns about the environmental impacts of the proposed bypass.

David Lowry asked for clarification about vehicle capacity. Jessica McClure stated the typical capacity for a two-lane road was 12,000 to 14,000 vehicles and Arendell Avenue was at approximately 26,000 vehicles per day.

Jessica McClure spoke about the methodology behind two lane and four lane designations.

David Lowry asked to have the current vehicle trip counts and typical capacity added to the report.

It was stated the Transportation Plan was a working plan and could be changed and amended.

David Lowry clarified that the lines on the map did not mean the road would be added or would be constructed in that exact area. The plan gave the possibility to widen a road or develop a road if needed. Jessica McClure stated that was correct.

Michael Clark stated if the line was shown on the map the Town could require a developer to construct the road. The plan gave guidance to require the improvements to be made by a future developer.

Commissioner Baxter asked if interchanges were required to be one mile apart. It was stated the one mile spacing was a guidance, but NCDOT would look at configurations and studies to determine the appropriate spacing.

There was a question about communications to the ETJ regarding Public Hearings. Mayor Matheny stated there was an ETJ representative on the Planning Board. Meetings were posted on the Town's website, social media, the local newspaper and at Town Hall.

Mayor Matheny asked if either Board had any more questions. There were none.

Mayor Matheny closed the public hearing and referred the matter to the Planning Board.

The Board took a five-minute recess at 8:37pm.

*B. Project 4961187 – Pony Road Planned Development*

Meade Bradshaw explained the applicant, TMTLA Associates, requested to rezone three parcels to a Planned Development (PD) district. The parcels located at 0 Harmonica Drive, 0 Mack Todd Road, and 705 Pony Road were approximately 166 acres and were currently zoned as Heavy Commercial (HC), Residential-2 (R2) and Residential-4 (R4) districts. The concept plan, aerial map, zoning map, land use map and site pictures were shown.

It was stated there would be four entrances total with two in the Pineview subdivision and two from Pony Road. Some of the proposed amenities were a greenway trail, amenity center, pool, open space, dog park and a tot lot.

Staff asked that the following outstanding issues be addressed:

- Commitment to the Residential Design Guidelines
- Traffic calming
- Timing of construction of the pool and amenity center
- Street sections meeting Emergency Medical Services roadway widths
- Language in the homeowner's covenants that no more than 10% of the dwellings will be rental units

The standards for a conditional rezoning were as follows:

1. Whether the proposed conditional rezoning advances the public health, safety, or welfare;
2. Whether the extent to which the proposed conditional 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. Whether an approval of the conditional rezoning is reasonable and in the public interest;
4. Whether the extent to which the concept plan associated with the conditional rezoning is consistent with this Ordinance; and
5. Any other factors as the Board of Commissioners may determine to be relevant.

Mayor Matheny asked if either Board had any more questions.

David Lowry asked for clarification regarding the lot size. Staff stated, under the UDO, a conservation subdivision allowed the lots to be reduced in size in exchange for more open space.

There was discussion about the setbacks, proposed green space and mass grading in the development.

It was stated, under the UDO, units less than 70 feet were required to be rear loaded. The homes would have rear access in the alleys.

David Lowry expressed concerns about the amount of asphalt in the development.

There was discussion about the allowable building materials.

Staff explained the Homeowner's Association would take over once the plat was recorded.

Commissioner Baxter inquired about the minimum setbacks. Meade Bradshaw explained single family detached homes were required to be a minimum of 20 feet from the public right-of-way. Single family attached homes would be loaded from the rear and would not have driveways. From the front door to the public sidewalk would be five feet.

Mayor Matheny asked if anyone wished to speak in favor.

Pam Porter, from TMTLA Associates, showed the development plan and map of the open space, which was a minimum of 50% of the development. Photos of the amenities were shown.

Ms. Porter explained the development included elevated building materials such as stone, brick and hardi plank. Some of the architectural standards were detailed.

Ed Sirgany, the Traffic Engineer for Summit Design and Engineering Services, prepared the traffic impact analysis for the development. Mr. Sirgany spoke about the improvements for each of the study intersections.

Commissioner Baxter asked for a copy of the traffic impact analysis.

Pam Porter spoke about the conditions offered.

In accordance with Section 2.2.6 of the Town of Zebulon Unified Development Ordinance and NCGS 160D-703, the following conditions were agreed upon for CZ 2020-06.

1. Uses shall be limited to single family detached, single family attached, and permitted accessory uses.
2. Minimum driveway stem length shall be 20'.
3. The portion of the new road (called out as Street A1 on the PD plans) to the Southland Road shall be a modified local road with a 60' right-of-way and 35' B-B.
4. Deviation from prescribed street sections to allow for a 60' Public ROW and 37' B-B for entrance in single family attached portion of the development to allow for the construction of a landscape median.
5. Pony Road – dedicate 20' of right of way. Build ½ of 44' paved section plus Proposed improvements in TIA document. Roadway section will include ditch and 5' wide sidewalk for the full length of property.
6. To minimize stream impacts at roadway crossings, roadway section for local streets shall be 26' back-to-back of curb. At Southland Drive, where a portion of roadway will be a modified local street, the roadway section shall be 31' back-to-back of curb at the stream crossing.
7. This project shall utilize mass grading.
8. Single family detached lots shall have a minimum lot size of 5,000 sf. and a minimum depth of 100'.
9. Single family attached lots shall have a minimum lot size of 1,700 sf. and a minimum depth of 75'.
10. Single family lots will have driveways off the local streets, with building setbacks of 20' from the right of way.
11. Landscape buffer – Natural riparian buffer would be provided along the boundary of single family detached units in lieu of a planted landscape buffer.
12. Minimum centerline radius for the proposed streets shall be 100' as this is the minimum allowed per NCDOT.
13. Three or four evergreen trees (depending on plant) shall be installed at 6' in height where there is an alley dead end in the single family attached portion of the development. Trees shall be any of the following varieties and may more than one type may be utilized based on availability of plant material. Groupings of trees shall be the

same species:

Plant Three:

- Emily Bruner Holly (Ilex x 'Emily Bruner')
- Green Giant Arborvitae (Thuja standishii x plicata 'Green Giant')
- Green Sport Western Red Cedar (Thuja plicata 'Green Sport')
- Oakleaf Red Holly (Ilex x 'Conaf')

Plant Four:

- Degroot's Spire Arborvitae (Thuja occidentalis 'Degroot's Spire')
- Compact Carolina Cherry Laurel (Prunus caroliniana 'Compacta')

14. Raised slab foundation shall be permitted.

15. Vinyl siding shall not be permitted but vinyl accents, such as windows, decorative trim, and other elements shall be permitted.

16. Where street trees cannot be located in the prescribed planting strip due to on-street guest parking, street trees shall be located in a 10' landscape easement on the adjacent lot.

\*All other applicable Unified Development Ordinance requirements shall remain as written and the requirements by other agencies will be reviewed and regulated at the time of Technical Review Committee review process.

Pam Porter addressed the previous questions asked during the meeting:

- The open space was mostly environmentally sensitive areas. The greenway trail would work around the wetlands.
- Mass grading would be done by groups of lots
- Alleys were required and gave different feel by walking out front door to the sidewalk.
- Building materials allowed were hard plank, brick and stone and would all look cohesive.
- Was not sure when the HOA would be turned over to the homeowners, but the representative from the development would have a better understanding of the approximate timeframe.

Commissioner Baxter inquired about the distance between the homes. Ms. Porter stated it depended on how the homes sat on the lot, but the smallest distance was 10 feet.

There was discussion about Green Giants being used for screening.

Commissioner Baxter suggested the applicant change the language regarding the amenity center from "include some" to "include all."

Gene Blount asked about the wood siding on the homes. Pam Porter clarified that there needed to be a minimum of 10% of brick or stone on each home front.

There was a question about the builder for the development. Bryant Spencer, from H&H Homes, stated H&H Homes would be the builder in the development. The plans would be modified to meet the Town's architectural standards.

The HOA documents would be submitted with the first plat and would define when the HOA would be turned over to the homeowners. This was typically done once the development was 75% completed.

Don Sever, with Southern Design and Engineering, had worked with the City of Raleigh and there were two pump stations that the development could connect to. One was on Southland Drive and the other was on Mack Todd Road and would have ample capacity.

Bryant Spencer stated he would work with staff on an amenity completion date. It was typically once a certain number of homes were finished.

Michael Germano asked if the mail kiosks were in other areas besides the amenity area. Pam Porter showed the three proposed mail kiosk areas and each would be free standing.

Pam Porter spoke about the traffic calming measures.

Mayor Matheny asked if anyone else wished to speak in favor. There were none.

Mayor Matheny asked if anyone wished to speak in opposition. There were none.

Mayor Matheny closed the public hearing and referred the matter to the Planning Board.

*C. Project 511021 – Nedriga Bungalow Court*

Meade Bradshaw stated the applicant was Capital Partners of North Carolina, LLC. The property address was 901 Mack Todd Road and was approximately 2.36 acres. The existing zoning was Light Industrial (LI) and the proposed zoning was Residential-4 (R-4). The vicinity map, zoning map and site pictures were shown. The development consisted of seven single family detached homes and would have two entrances at Mack Todd Road.

In accordance with Section 2.2.6 of the Town of Zebulon Unified Development Ordinance and NCGS 160D-703, the following conditions are agreed upon for request the proposed Conditional Rezoning Project #511021.

1. Reduction of the front setback from 20' to 15'
2. Reduction of the rear setback to 15' to 5'
3. Each shared driveway will be in common area maintained by the Homeowner's Association.

The standards for a conditional rezoning were as follows:

1. Whether the proposed conditional rezoning advances the public health, safety, or welfare;
2. Whether the extent to which the proposed conditional 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. Whether an approval of the conditional rezoning is reasonable and in the public interest;
4. Whether the extent to which the concept plan associated with the conditional rezoning is consistent with this Ordinance; and
5. Any other factors as the Board of Commissioners may determine to be relevant.

Joint Public Hearing  
Minutes  
May 10, 2021

David Lowry expressed concerns about the 5' rear setback.

Jared Matthews, the engineer on the project, clarified there would be a 5' setback at each home and would be 10' apart. The homes would be between 2,400 sq. ft. and 2,500 sq. ft. Renderings of the homes would be included in the construction drawings.

Mayor Matheny asked if either Board had any more questions. There were none.

Mayor Matheny asked if anyone wished to speak in favor. There were none.

Mayor Matheny asked if anyone wished to speak in opposition. There were none.

Mayor Matheny closed the public hearing and referred the matter to the Planning Board.

Commissioner Loucks made a motion, second by Commissioner York to adjourn the meeting. There was no discussion and the motion passed unanimously.

Adopted this the 2<sup>nd</sup> day of August 2021.

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Robert S. Matheny—Mayor

SEAL

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Lisa M. Markland, CMC—Town Clerk



**Zebulon Board of Commissioners**  
**Minutes**  
**June 7, 2021**

Present: Robert S. Matheny, Beverly Clark, Annie Moore, Larry Loucks, Shannon Baxter, Glenn York, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Chris Ray-Public Works, Jacqui Boykin-Police, Chris Perry-Fire, Sheila Long-Parks & Recreation, Bobby Fitts-Finance, Michael Clark-Planning, Meade Bradshaw-Planning, Eric Vernon-Town Attorney

Mayor Matheny called the meeting to order at 7:00pm.

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Commissioner York.

**APPROVAL OF AGENDA**

Mayor Matheny asked to amend the agenda to move the FY'22 Budget Public Hearing as item A and Special Use Permit Application as item B and to add Ordinance 2021-75 to the conditional zoning for Nedriga Bungalow Court and add Ordinance 2021-76 to the planned development on Pony Road.

Commissioner Loucks made a motion, second by Commissioner Baxter to approve the agenda as amended. There was no discussion and the motion passed unanimously.

**PUBLIC COMMENT PERIOD**

No comments were submitted.

**CONSENT**

*A. Minutes*

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the April 21, 2021 work session. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the May 3, 2021 meeting. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the May 3, 2021 closed session. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the May 11, 2021 work session. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the May 19, 2021 work session. There was no discussion and the motion passed unanimously.

*B. Finance*

Commissioner Clark made a motion, second by Commissioner Moore to approve the financial report as of May 24, 2021. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2021-67. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2021-68. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2021-69. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2021-70. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2021-71. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2021-72. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Resolution 2021-08. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve Resolution 2021-09. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the quarterly reports from the Parks and Recreation and Police Departments. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the Amendment of Work Session Meeting Schedule. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve renewal of Fire contract with Johnston County. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve extension of Fire contract with Wake County. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the change in curbside solid waste collections days. There was no discussion and the motion passed unanimously.

**PUBLIC HEARING**

A. FY '22 Budget Public Hearing

Mayor Matheny opened the public hearing.

Joe Moore recapped the budget message, schedule and process.

Mayor Matheny asked if anyone wished to speak.

Donald Horton commended the Board and staff for their hard work on the budget. Mr. Horton recommended that the budget be adopted as prepared and presented by staff.

Mayor Matheny asked if anyone else wished to speak. There were none.

Mayor Matheny closed the public hearing.

B. Special Use Permit Application: Iglesia Christiana Renacer Church Building

Mayor Matheny opened the public hearing.

Mayor Matheny asked if anyone on the Board had any ex-parte communications on the matter.

There were none.

Meade Bradshaw was sworn in by Stacie Paratore.

Meade Bradshaw stated the owner was Iglesia Christiana Rencer, Inc. and the applicant was The Site Group. The parcel was approximately 4.83 acres located at 0 Old Bunn Road. The current zoning was Residential-2 (R2). The request was to construct an approximately 16,000 sf religious institution in a residential zoning district.

The six findings of fact were:

1. Will not materially endanger the public health or safety if located where proposed;
2. Complies with all required standards, conditions, and specification of this Ordinance, including Article 4: Uses;
3. Will not substantially injure the value of the abutting land;
4. Will be in harmony with the area in which it is to be located;
5. Is in general conformity with the Town's adopted policy guidance; and
6. Includes a concept plan that accurately depicts the proposed use's configuration.

The Town's Section of the UDO on Religious Institution (Section 4.3.4.M) stated:

Religious institutions shall comply with the following standards:

1. A religious institution with seating for 500 or more persons shall:
  - a. Be on a lot of at least three acres in area.
  - b. Meeting the minimum off-street parking standards for a religious institution as well as for any accessory uses (e.g., a school, daycare, etc.) in Table 5.8.4.H: Minimum Off-Street Parking Requirements Table.

2. Regardless of the zoning district where located, religious institutions of any size shall provide a Type A buffer along lot lines shared with single-family residential dwellings.

It was stated the church proposed a total of 260 seats. The vicinity map, zoning map, site plan and photos of the property and surrounding area were shown.

Planning staff confirmed the proposal met all findings of fact standards.

Commissioner Baxter inquired how the metal siding met the harmony of surrounding neighborhoods. Staff stated the metal siding was allowed under the UDO and asked the applicant to extend brick the length of the building on the east and west sides of the property to be more in line with the nearby neighborhoods.

Mayor Matheny asked if anyone wished to speak in favor. There were none.

Mayor Matheny asked if anyone wished to speak in opposition. There were none.

Mayor Matheny closed the public hearing.

## **OLD BUSINESS**

### *A. Planning*

1. Special Use Permit Applicant – Iglesia Christiana Renacer Church Building

Commissioner Clark made a motion, second by Commissioner Loucks to approve Special Use Permit Applicant – Iglesia Christiana Renacer Church Building. There was no discussion and the motion passed unanimously.

2. Conditional Zoning – Nedriga Bungalow Court – Ordinance 2021-75

Meade Bradshaw stated applicant Partners of North Carolina, LLC was requesting a conditional zoning from LI-Light Industrial to R-4 Residential-4. The parcel was located at 901 Mack Todd Road and was approximately 2.36 acres. The vicinity map, zoning map, concept plan and pictures of the area were shown. There were seven lots with two access points and half an acre of open space.

In accordance with Section 2.2.6 of the Town of Zebulon Unified Development Ordinance and NCGS 160D-703, the following conditions were agreed upon for the proposed Conditional Rezoning Project #511021.

1. Reduction of the front setback from 20' to 15'
2. Reduction of the rear setback to 15' to 5'
3. Each shared driveway will be in a common area maintained by the Homeowner's Association.

The standards for a conditional rezoning were as follows:

1. Whether the proposed conditional rezoning advances the public health, safety, or welfare;

2. Whether the extent to which the proposed conditional 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. Whether an approval of the conditional rezoning is reasonable and in the public interest;
4. Whether the extent to which the concept plan associated with the conditional rezoning is consistent with this Ordinance; and
5. Any other factors as the Board of Commissioners may determine to be relevant.

Commissioner York made a motion, second by Commissioner Baxter to approve Ordinance 2021-75 with the agreed upon conditions. There was no discussion and the motion passed unanimously.

### 3. Planned Development – Pony Road – Ordinance 2021-76

Meade Bradshaw explained the applicant, Pamela Porter with TMTLA Associates, requested to rezone three parcels to a Planned Development (PD) district. The parcels located at 0 Harmonica Drive, 0 Mack Todd Road, and 705 Pony Road were approximately 163 acres and were currently zoned as Heavy Commercial (HC), Residential-2 (R2) and Residential-4 (R4) districts. The proposal was for 418 single-family detached and single-family attached units with 2.51 units per acre. The concept plan, aerial map, zoning map, land use map and site pictures were shown.

It was stated there would be four entrances total with two in the Pineview subdivision and two from Pony Road. Some of the proposed amenities were a greenway trail, amenity center, pool, open space, dog park and a tot lot.

The applicant addressed the outstanding issues raised at the May 10, 2021 Joint Public Hearing:

1. Additional horizontal traffic calming throughout the development including but not limited to additional curvature in the roadway alignments, and mini-circles or roundabouts at significant intersections.  
**Response: We are committed to providing additional traffic calming measures which may include: mini-circles, roundabouts, or other measures at significant intersections throughout the development. We commit to work with Town staff and the Technical Review Committee to determine best measures for individual intersections.**
2. A confirmation that the Residential Guidelines of Sec. 5.2.4 will be met with listed exclusions and the architectural details will exceed what would otherwise be required within the UDO.  
**Response: We commit to exceed the architectural requirements in Section 5.2.4 of the UDO. We will work with Town Planning and Building staff to provide additional architectural features with the exception of Section 5.2.4.E.3.e. Garage doors will not be required to be located at least two or more feet behind a front porch or the primary entrance to the dwelling.**

3. All street sections will accommodate EMS and maintenance vehicles.

**Response: We commit to all street sections within the development shall accommodate EMS and maintenance vehicles.**

4. In the Homeowners Covenants there is language that no more than 10% of the homes with Certificates of Occupancy will be rental units.

**Response: We commit to adding language to the HOA documents stating no more than 10% of the units with a CO shall be rental units.**

5. A threshold on when the pool/amenity center will be constructed (i.e. number of dwellings that have received Certificate of Occupancy will be limited until particular amenity features are constructed.)

**Response: We commit to a condition that the pool/amenity center will be constructed as part of the second Phase of development.**

The standards for a conditional rezoning were as follows:

1. Whether the proposed conditional rezoning advances the public health, safety, or welfare;
2. Whether the extent to which the proposed conditional 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. Whether an approval of the conditional rezoning is reasonable and in the public interest;
4. Whether the extent to which the concept plan associated with the conditional rezoning is consistent with this Ordinance; and
5. Any other factors as the Board of Commissioners may determine to be relevant.

Commissioner Loucks asked about the criteria for Phase 2 to begin. Staff explained phase 2 began once it was submitted.

It was asked how the Town would determine if more than 10% of the homes were rented. Eric Vernon stated the restrictive covenants should be written to include language regarding the 10% maximum and an application to file with the HOA for approval to rent units. The HOA would have a record of the rental units and would be self-policing by the HOA. Eric Vernon suggested the Town review the covenants to ensure they included the proper verbiage to enforce the 10% rental restriction.

It was stated a developer must submit HOA documents before the Planning Department will sign the plat and approve the lots for recording.

Michael Clark stated the 10% rental restriction was an industry standard and other municipalities in Wake County had the 10% benchmark.

Commissioner Clark expressed concerns about environmental impacts and traffic issues.

Edward Suragany, the Traffic Engineer, spoke about the Traffic Impact Analysis that was performed.

Commissioner Loucks expressed concerns about traffic congestion at the intersection at 97 and Pony Road. It was suggested to add a condition to require a roundabout at the intersection once 25% of the development was completed.

Commissioner York inquired about the response time to that area. Chris Perry stated it would be approximately five to six minutes.

Commissioner Baxter made a motion, second by Commissioner Clark to table Ordinance 2021-76 for further discussion. There was no discussion and the motion passed unanimously.

#### 4. Zebulon National Historic District – Resolution 2021-10

Mayor Matheny recognized guests from the Wake County Historic Preservation Commission who were in attendance.

Michael Clark gave details about the Zebulon Historic District. The proposed Zebulon Historic District map was shown. The district included 239 resources ranging from 1906 to 1971. The proposal was done by Preservation Zebulon without input from the Town of Zebulon, Wake County Historic Preservation Commission and Zebulon residents.

The architectural differences in the proposed district were shown. The difference between contributing and non-contributing resources was explained.

The criteria, period of significance and additional guidelines were explained.

Whitley Galleries was excluded from the proposed district, whereas the Zebulon Swim Association pool was included as a contributing resource. It was stated federal funds could not be used for this property for a use that would negate the historic integrity of the structure. If a property was not included in the district, it would not be eligible for any tax credits.

Michael Clark spoke about some of the Federal funding available to municipalities and how a Zebulon Historic District could affect receiving funding.

Staff there were other structures to be considered historic located outside the boundaries of the proposed Historic District.

At the May 17, 2021 the Planning Board voted 6 to 1 to recommend the Board of Commissioners request the National Registry Advisory table the Zebulon Historic District nomination to allow for modifications of the proposed boundaries and full public involvement.

The Wake County Historic Preservation Commission provided a recommendation letter dated May 25, 2021 expressing concerns with the proposed boundaries as well as the process. Jeff Hastings, Vice Chair for the Wake County Historic Preservation Commission, stated the historic district needed to be all inclusive and needed to go through the Board of Commissioners and Wake County Historic Commission.

Michael Clark stated that staff was asking the Board of Commissioners to adopt Resolution 2021-10 to request the National Register Advisory Committee deny the nomination of the Zebulon Historic District as presented to allow an all-inclusive and transparent process that would involve the Town, Wake County Historic Preservation Commission, Preservation Zebulon, and all Citizens of Zebulon to better understand and represent the districts comprising the different periods of significance in Zebulon's growth and development.

Commissioner Baxter made a motion, second by Commissioner Clark to approve Resolution 2021-10.

Commissioner Loucks asked how long it would take to re-draw the districts with public input. Michael Clark stated it depended on the parties involved. The Resolution would go to the National Register Advisory Committee who had the ability to move the designation to the National Parks Service or to take other actions. Staff would assess options and have a timeframe once a decision was made.

There was no further discussion and the motion passed unanimously.

#### 5. Comprehensive Land Use Plan – Ordinance 2021-73

Michael Clark explained the Comprehensive Land Use Plan was the foundation for the Town's regulations and a guiding document to help officials and staff plan for the future. The Town held Town Board sessions, Town Hall meetings, online surveys, visual preference surveys, social media and primary focus groups to obtain public input.

The sections for the plan included:

- Plan Introduction
- Land Use and Development
- Growth Capacity
- Housing and Neighborhoods
- Economic Development
- Recreation and Amenities
- Implementation
- Zebulon Today

The guiding principals for the plan were: connected, grounded, balanced, prudent, collaborative, resilient. All of the principals were mentioned during public input.

The future land use map was shown. The plan implementation, administration and action plan were explained.

Commissioner Clark made a motion, second by Commissioner Loucks to approve Ordinance 2021-73. There was no discussion and the motion passed unanimously.



Board of Commissioners

Minutes

June 7, 2021

## **BUDGET**

### *A. Administration*

#### 1. Budget 2021-2022 – Ordinance 2021-74

Commissioner York made a motion, second by Commissioner Baxter to establish a meeting on June 23, 2021 at 5:00pm to discuss the budget. There was no discussion and the motion passed unanimously.

### *B. Finance*

#### 1. Non-Profit Funding Distribution

Commissioner Clark made a motion, second by Commissioner York to table Non-Profit Funding Distribution. There was no discussion and the motion passed unanimously.

## **BOARD COMMENTS**

Commissioner Loucks thanked staff for their work on the budget and hoped the Town would have the tree lighting in December.

Commissioner Clark asked about the specifics items to be discussed at the meeting on June 23, 2021. Mayor Matheny stated there were questions about funding of certain projects and items that needed clarification.

Commissioner Baxter recognized Dustin Thorne and Austin Morgan who were both promoted to Senior Firefighter and wanted a Zebulon Historic District and felt it was important to the community.

Commissioner York thanked East Wake Academy for the invitation to their graduation.

## **MANAGER'S REPORT**

Bobby Fitts gave the following budget transfers:

Governing Body:

Moved \$1,300 from Group Insurance to FICA

Finance:

Moved \$2,000 from Travel & Training to Contracted Services (Wake Co. Tax Collections)

Administration:

Moved \$1,000 from Materials & Supplies (IT) to Professional Services

Planning:

Moved \$2,500 from Salaries (Overtime) - \$500 to Cell Phones & \$2,000 to Vehicle Maintenance

Project & Property Management:

Moved \$2,000 from Contract Services-Janitorial Services to Water/Sewer;

Moved \$2,500 from ZMC Maintenance to Buildings & Grounds Maintenance

Board of Commissioners  
Minutes  
June 7, 2021

Fire:  
Moved \$3,200 from Salaries to Salaries (Overtime)

Operations:  
Moved \$5,000 from Salaries (Overtime) to Street Lighting;  
Moved \$1,000 from Snow & Ice Materials to Street Lighting

Parks & Recreation:  
Moved \$4,500 from P/T Salaries (Parks Maintenance) to Contract Services

Commissioner Loucks made a motion, second by Commissioner Moore to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 2<sup>nd</sup> day of August 2021.

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Robert S. Matheny—Mayor

SEAL

---

Lisa M. Markland, CMC—Town Clerk

**Zebulon Board of Commissioners**  
**Work Session**  
**Minutes**  
**June 23, 2021**

Present: Robert S. Matheny, Beverly Clark, Annie Moore, Glenn York, Shannon Baxter, Larry Loucks, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Perry-Fire, Michael Clark-Planning, Sheila Long-Parks and Recreation, Chris Ray-Public Works, Bobby Fitts-Finance, Jacqui Boykin-Police, Eric Vernon-Attorney

Mayor Matheny called the meeting to order at 5:00pm.

**APPROVAL OF AGENDA**

Commissioner Loucks made a motion, second by Commissioner York to approve the agenda. There was no discussion and the motion passed unanimously.

**BUDGET**

*A. Administration*

1. Budget 2021-2022 – Ordinance 2021-74

The Board had detailed discussion about items in the budget. Staff answered specific budget questions from the Board.

Commissioner Clark made a motion to approve the budget Ordinance 2021-74 as presented. The motion died for lack of a second.

Commissioner Loucks made a motion, second by Commissioner Baxter to approve Ordinance 2021-74 with the following changes:

- Alley activation phase 2 would be put on hold
- W. Sycamore and Arendell project would be put on hold
- Public Works shed would be put on hold
- Remove \$28,000 to purchase a UTV

There was no further discussion and the motion passed unanimously.

*B. Finance*

1. Non-Profit Funding Distribution

Bobby Fitts reviewed the non-profit funding distribution policy. The Town received 10 applications for non-profit funding. The Board reviewed the applications, discussed each group, and decided to allocate funds to the following non-profits:

- Dew for Him - \$250
- East Wake Education Foundation - \$1,000
- InterAct - \$1,000

Board of Commissioners

Minutes

June 23, 2021

- Miss Zebulon Organization - \$500
- Share His Glory - \$250
- Shepard's Care Medical Clinic - \$1,000
- Zebulon United Methodist Church Food Pantry - \$500
- Go the Extra Mile - \$250
- Progressive Teamworks Outreach - \$250

Commissioner York made a motion, second by Commissioner Moore to approve the Non-Profit Funding Distribution with the following distributions:

Dew for Him - \$250, East Wake Education Foundation - \$1,000, InterAct - \$1,000, Miss Zebulon Organization - \$500, Share His Glory - \$250, Shepard's Care Medical Clinic - \$1,000, Zebulon United Methodist Church Food Pantry - \$500, Go the Extra Mile - \$250, Progressive Teamworks Outreach - \$250. There was no discussion and the motion passed unanimously.

**MANAGERS COMMENTS**

Joe Moore stated the North Carolina National Register Advisory Committee on June 10 unanimously approved the Zebulon Historic District for recommendation to the National Parks Service for inclusion on the National Register of Historic Places. The Park Service will make a final decision later this summer.

Joe Moore thanked the Board for their work on the budget.

Commissioner Loucks made a motion, second by Commissioner Moore to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 2<sup>nd</sup> day of August 2021.

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Robert S. Matheny—Mayor

SEAL

---

Lisa M. Markland, CMC—Town Clerk



**Board of Commissioners**  
P.O. Box 550 • Raleigh, NC 27602

TEL 919 856 6180  
FAX 919 856 5699

MATT CALABRIA, CHAIR  
VICKIE ADAMSON, VICE-CHAIR  
MARIA CERVANIA  
SUSAN EVANS  
SIG HUTCHINSON  
SHINICA THOMAS  
JAMES WEST

July 8, 2021

Ms. Lisa Markland  
Town Clerk  
Town of Zebulon  
1003 North Arendell Avenue  
Zebulon, North Carolina 27597

Dear Ms. Markland:

The Wake County Board of Commissioners, in regular session on July 7, 2021, approved and accepted the enclosed tax report for the Town of Zebulon.

The attached adopted actions are submitted for your review; no local board action is required.

Sincerely,

A handwritten signature in black ink that reads "Yvonne Gilyard".

Yvonne Gilyard  
Deputy Clerk to the Board  
Wake County Board of Commissioners

Enclosure(s)

Board Report

Return

Date : 07/12/2021

Approved By : *Kinrade*

TO : WAKE COUNTY BOARD OF COMMISSIONERS

RE: CONSIDERATION OF REFUND FOR TAXES, INTEREST AND PENALTIES FOR ZEBULON

No.	Name of Tax Payer	Account Number	Tax and Penalties	Total Rebate	Total Refund	Request Status
1	BANC OF AMERICA C/O US FOODS INC TAX DEPT #440 PO BOX 29291 PHOENIX AZ, 85038 - 9291	0006903445- 2020- 2020- 000000	City County	616.50 639.81	1,256.31	1,300.29 Refund
	Marcus D. Kinrade		Total City Rebated	616.50		
	Wake County Tax Administrator		Total County Rebated	639.81		
	<i>MDK</i>		Total Rebate/Refund		1,256.31	1,300.29

CC:

\*Refund amount may differ from rebated total due to released interest or application of payment to any balance due on the account.



Wake County Tax Administration

Rebate Details

05/01/2021 - 05/31/2021

**ZEBULON**

DATE

06/04/2021

TIME

4:54:35 PM

PAGE

1

REBATE NUMBER	PROPERTY	CITY TAG	LATE LIST	BILLED INTEREST	TOTAL REBATED	PROCESS DATE	ACCOUNT NUMBER	TAX YEAR	BILLING YEAR	BILLING TYPE	OWNER
<b>INDIVIDUAL PROPERTY ACCOUNTS</b>											
785539	2.96	20.00	0.00	0.00	22.96	05/11/2021	0006500426	2018	2018	000000	BARNES, DAVID H
785540	11.84	40.00	1.18	0.00	53.02	05/11/2021	0006500426	2019	2019	000000	BARNES, DAVID H
785541	5.50	60.00	0.55	0.00	66.05	05/11/2021	0006500426	2020	2020	000000	BARNES, DAVID H
786411	65.34	30.00	0.00	0.00	95.34	05/24/2021	0006933851	2021	2020	000000	VANGLAHN, DEBORAH CLAYTON
<b>SUBTOTALS FOR INDIVIDUAL PROPERTY ACCOUNTS</b>	<b>85.64</b>	<b>150.00</b>	<b>1.73</b>	<b>0.00</b>	<b>237.37</b>		<b>4</b>	<b>Properties Rebated</b>			
<b>TOTAL REBATED FOR ZEBULON</b>	<b>85.64</b>	<b>150.00</b>	<b>1.73</b>	<b>0.00</b>	<b>237.37</b>		<b>4</b>	<b>Properties Rebated for City</b>			



**Wake County Tax Administration**

**Rebate Details**

05/01/2021 - 05/31/2021

**ZEBULON**

DATE

06/04/2021

TIME

4:54:35 PM

PAGE

1

REBATE NUMBER	PROPERTY	CITY TAG	LATE LIST	BILLED INTEREST	TOTAL REBATED	PROCESS DATE	ACCOUNT NUMBER	TAX YEAR	BILLING YEAR	BILLING TYPE	OWNER
<b>Grand Total:</b>	<u>94,033.76</u>	<u>420.00</u>	<u>2,484.62</u>	<u>0.00</u>	<u>96,938.38</u>		<u>53</u>	Properties Rebated for All Cities			





**Board of Commissioners**  
P.O. Box 550 • Raleigh, NC 27602

TEL 919 856 6180  
FAX 919 856 5699

MATT CALABRIA, CHAIR  
VICKIE ADAMSON, VICE-CHAIR  
MARIA CERVANIA  
SUSAN EVANS  
SIG HUTCHINSON  
SHINICA THOMAS  
JAMES WEST

June 8, 2021

Ms. Lisa Markland  
Town Clerk  
Town of Zebulon  
1003 North Arendell Avenue  
Zebulon, North Carolina 27597

Dear Ms. Markland:


The Wake County Board of Commissioners, in regular session on June 7, 2021, did not have any tax reports to accept and approve for the Town of Zebulon.

Sincerely,

A handwritten signature in black ink that reads "Yvonne Gilyard".

Yvonne Gilyard  
Deputy Clerk to the Board  
Wake County Board of Commissioners

**Topic: FY 2021 and 2022 Monthly Financial Statement Update**

Speaker: Bobby Fitts, Finance Director (if pulled from Consent)  
Prepared by: Bobby Fitts, Finance Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

This monthly report summarizes the status of the Town's revenues and expenditures.

**Background:**

The attached financials are a summary of revenues and expenditures to date. These are provided to keep the Board informed, on a monthly basis, of how revenues and expenditures are trending throughout the year. The enclosed statements are through July 19, 2021.

**Information:**

Expenditures

With almost all of Fiscal Year 2021 expenditures complete, the Town has spent approximately 74% (~ \$10,898,000) of its General Fund budget of \$14,646,615.

Revenues

- Property Tax (largest revenue stream)
  - + Final FY 2021 collections: \$7,481,124 collected to date (98.7% of budgeted revenues (\$7,579,300)).
  - + 5.8% more than collected last fiscal year (\$7,068,860).
  - + Observations:
    - # All twelve months of vehicle taxes have been received for FY 2021.
    - # Five of our largest taxpayers experienced a decline in personal property values (The 5.9% decline in value (\$24,900,000) resulted in an approximate decrease of \$137,000 in property tax revenue).
- Sales Tax (second largest revenue stream)
  - + Monthly comparisons (March & April's sales (reports lag 3-months)):
    - # \$58,819 (33.1%) more collected than last March & April for all sales tax.
    - # \$22,628 (28.5%) less collected than last March & April for "local" sales tax.
  - + Year-to-Date comparisons (sales through the first ten months of the fiscal year)
    - # \$138,505 (+14.7%) more collected than at this time last for all sales tax
    - # Collections are 103% of budgeted revenues (ahead of schedule through conservative budgeting and robust sales).
- Utilities Sales Tax (5% of revenue stream): third quarterly disbursement received June 15
  - + FY 2021 (3<sup>rd</sup> quarter totals) (reports received quarterly)
  - + \$8,399 (5.6%) collected over FY 2020 actual for same quarter

- + Reflects natural gas and electricity sales and heavily weather dependent
- Permits & Zoning
  - + \$312,151 collected total (208% of budgeted revenues (\$150,000))
  - + 21.6% more than what was collected this time last fiscal year (\$256,723).
  - + An indication of development activity and corresponding support services.
- Transportation Impact Fees
  - + \$529,384 collected total (378% of budgeted revenues (\$140,000)).
  - + 24% more than what was collected last fiscal year (\$426,849).
  - + Revenue placed in reserve for transportation projects to be spent within 10 years

For FY 2022, just 3 weeks into the new year, the Town has spent about 4% (approximately \$650,000) of its General Fund budget of \$15,037,800. Large revenues such as sales tax and utilities sales tax for FY 2022 will not be received until starting in October. As usual, the majority of property taxes for FY 2022 will be received later in the year as well (November – December). It is too early in the year to discuss trends in revenues or expenditures. The revenue and expenditure statements are still included for your review, however.

**Policy Analysis: N/A**

**Financial Analysis:** Budgeted revenue in FY 2021 was \$14,646,615 while year to date revenue collected was \$12,617,363 (86% of budgeted). As shown in the chart on the Revenue Statement, 60% of year-to-date revenues come from property taxes as the total for the year has been collected.

**Staff Recommendation:**

No staff recommendation or Board action is necessary. These are informational only.

**Attachments:**

1. General Fund Fiscal Year **2021** Expenditure Statement and Revenue Statement (as of July 19, 2021)
2. General Fund Fiscal Year **2022** Expenditure Statement and Revenue Statement (as of July 19, 2021)
3. Sales Tax – FY 2021

# ZEBULON

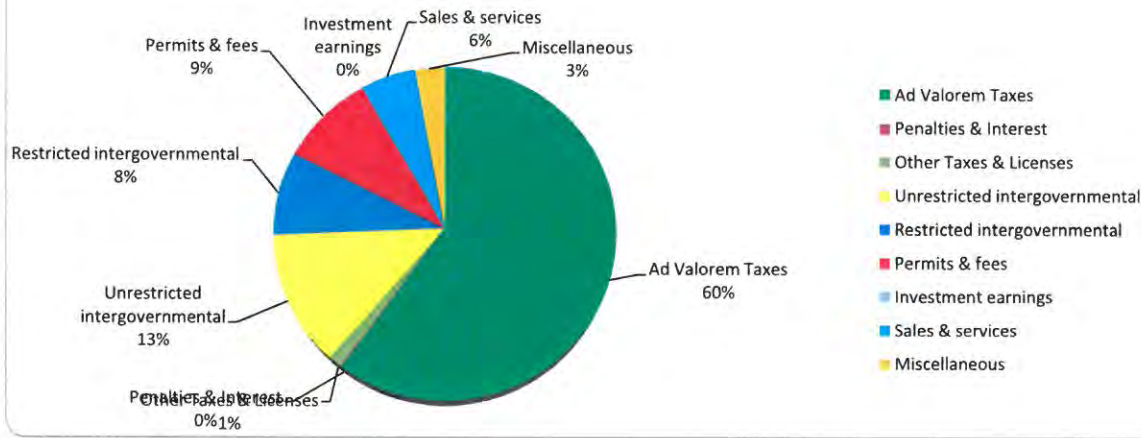
NORTH CAROLINA

TOWN OF ZEBULON  
 Revenue Statement: 2020 - 2021  
 for Accounting Period 6/30/2021  
 GENERAL FUND

As of 7/19/2021

<u>Revenue Categories</u>	<u>Estimated Revenue</u>	<u>Revenue YTD</u>	<u>% Collected</u>	<u>% of Total Revenue YTD</u>
Ad Valorem Taxes	\$7,623,800	\$7,568,181	99.3%	60.0%
Penalties & Interest	\$11,000	\$19,767	179.7%	0.2%
Other Taxes & Licenses	\$95,500	\$154,677	162.0%	1.2%
Unrestricted intergovernmental	\$1,742,600	\$1,632,586	93.7%	12.9%
Restricted intergovernmental	\$1,083,080	\$1,030,954	95.2%	8.2%
Permits & fees	\$617,500	\$1,159,097	187.7%	9.2%
Investment earnings	\$3,000	\$2,972	99.1%	0.0%
Sales & services	\$710,500	\$679,256	95.6%	5.4%
Miscellaneous	\$280,294	\$369,875	132.0%	2.9%
Fund Balance Appropriated	<u>\$2,479,341</u>	<u>\$0</u>	<u>0.0%</u>	<u>0.0%</u>
<b>Total Revenues</b>	<b>\$14,646,615</b>	<b>\$12,617,363</b>	<b>86.1%</b>	<b>100%</b>

**Town of Zebulon General Fund % of Total Revenue To Date - FY 2021**



# ZEBULON

NORTH CAROLINA

## TOWN OF ZEBULON

Expenditure Statement:2020 - 2021  
for Accounting Period 6/30/2021

As of 7/19/2021

### GENERAL FUND

<u>Dept #</u>	<u>Department</u>	<u>Approp Amount</u>	<u>Expenditure YTD</u>	<u>% Exp.</u>
410	GOVERNING BODY	\$437,594	\$326,682	74.7%
420	FINANCE	\$412,250	\$351,184	85.2%
430	ADMINISTRATION	\$1,019,265	\$818,999	80.4%
490	PLANNING AND ZONING	\$911,257	\$716,029	78.6%
500	PUBLIC WORKS-PROPERTY & PROJECT MGMT	\$2,268,127	\$1,722,348	75.9%
510	POLICE	\$2,745,057	\$2,249,389	81.9%
520	PUBLIC WORKS-OPERATIONS	\$2,282,858	\$2,043,672	89.5%
530	FIRE	\$2,894,669	\$1,700,959	58.8%
570	POWELL BILL	\$129,500	\$103,998	80.3%
620	PARKS & RECREATION	\$1,316,351	\$832,505	63.2%
690	COMMUNITY & ECONOMIC DEVELOPMENT	\$229,687	\$32,606	14.2%
	<b>Total Expenditures</b>	<b>\$14,646,615</b>	<b>\$10,898,372</b>	<b>74.4%</b>

# ZEBULON

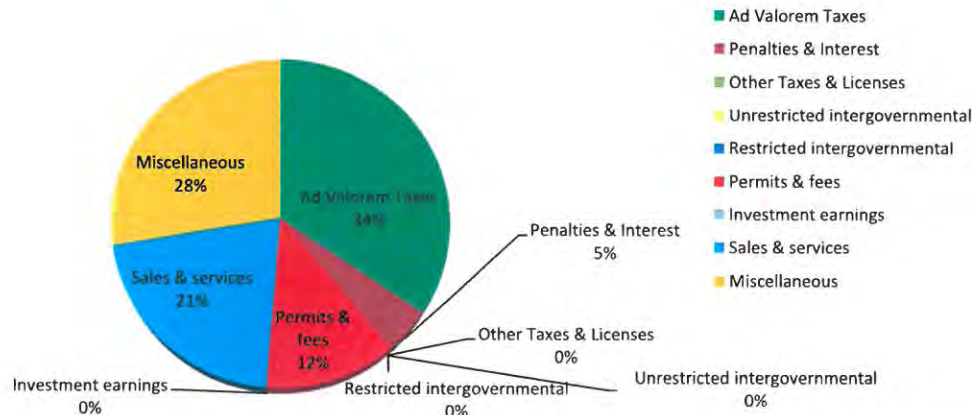
NORTH CAROLINA

TOWN OF ZEBULON  
 Revenue Statement: 2021 - 2022  
 for Accounting Period 6/30/2022  
 GENERAL FUND

As of 7/19/2021

<u>Revenue Categories</u>	<u>Estimated Revenue</u>	<u>Revenue YTD</u>	<u>% Collected</u>	<u>% of Total Revenue YTD</u>
Ad Valorem Taxes	\$7,672,000	\$7,897	0.1%	34.5%
Penalties & Interest	\$13,500	\$1,050	7.8%	4.6%
Other Taxes & Licenses	\$145,400	\$0	0.0%	0.0%
Unrestricted intergovernmental	\$1,927,500	\$0	0.0%	0.0%
Restricted intergovernmental	\$926,500	\$0	0.0%	0.0%
Permits & fees	\$551,500	\$2,793	0.5%	12.2%
Investment earnings	\$3,500	\$0	0.0%	0.0%
Sales & services	\$931,400	\$4,817	0.5%	21.0%
Miscellaneous	\$61,500	\$6,343	10.3%	27.7%
Other Financing Sources (Lease Purchase)	\$315,000	\$0	0.0%	0.0%
Fund Balance Appropriated	\$2,490,000	\$0	0.0%	0.0%
<b>Total Revenues</b>	<b>\$15,037,800</b>	<b>\$22,900</b>	<b>0.2%</b>	<b>100%</b>

**Town of Zebulon General Fund % of Total Revenue To Date - FY 2022**



# ZEBULON

NORTH CAROLINA

## TOWN OF ZEBULON

Expenditure Statement:2021 - 2022  
for Accounting Period 6/30/2022

As of 7/19/2021

### GENERAL FUND

<u>Dept #</u>	<u>Department</u>	<u>Approp Amount</u>	<u>Expenditure YTD</u>	<u>% Exp.</u>
410	GOVERNING BODY	\$435,015	\$13,005	3.0%
420	FINANCE	\$407,016	\$29,348	7.2%
430	ADMINISTRATION	\$1,000,000	\$55,234	5.5%
490	PLANNING AND ZONING	\$632,366	\$29,399	4.6%
500	PUBLIC WORKS-PROPERTY & PROJECT MGMT	\$2,114,440	\$56,963	2.7%
510	POLICE	\$2,731,150	\$251,458	9.2%
520	PUBLIC WORKS-OPERATIONS	\$3,286,900	\$44,219	1.3%
530	FIRE	\$2,050,374	\$125,056	6.1%
570	POWELL BILL	\$351,500	\$0	0.0%
620	PARKS & RECREATION	\$1,732,039	\$45,345	2.6%
690	COMMUNITY & ECONOMIC DEVELOPMENT	\$297,000	\$0	0.0%
	<b>Total Expenditures</b>	<b>\$15,037,800</b>	<b>\$650,028</b>	<b>4.3%</b>

**Sales Tax**

**FY 2021**

Month	Article 39 (1) *	Article 40 (1/2)	Article 42 (1/2)	Article 44 (1/2)	City Hold Harmless	FY 21 Totals	Prior Year (FY 2020)	% Inc (Dec) from Prior Yr
July	\$ 46,727	\$ 19,891	\$ 23,331	\$ (7)	\$ 16,351	\$ 106,293	\$ 94,711	12.2%
August	42,713	18,626	21,327	11	15,457	98,134	96,820	1.4%
September	47,770	19,733	23,858	(2)	15,658	107,017	98,482	8.7%
October	46,956	19,326	23,433	(13)	15,354	105,056	101,205	3.8%
November	50,717	20,199	25,285	(2)	15,574	111,773	100,498	11.2%
December	58,329	23,016	29,146	10	17,704	128,204	108,478	18.2%
January	48,410	19,425	24,185	1	15,012	107,034	84,115	27.2%
February	37,570	16,223	18,734	1	13,282	85,810	85,027	0.9%
March	51,917	23,270	25,950	(2)	20,007	121,143	96,647	25.3%
April	50,198	21,765	25,058	(3)	18,418	115,436	81,112	42.3%
May	-	-	-	-	-	-	93,940	-100.0%
June	-	-	-	-	-	-	112,742	-100.0%
<b>Total</b>	<b>\$ 481,308</b>	<b>\$ 201,473</b>	<b>\$ 240,307</b>	<b>\$ (6)</b>	<b>\$ 162,818</b>	<b>\$ 1,085,900</b>	<b>\$ 947,096</b>	<b>14.7%</b>

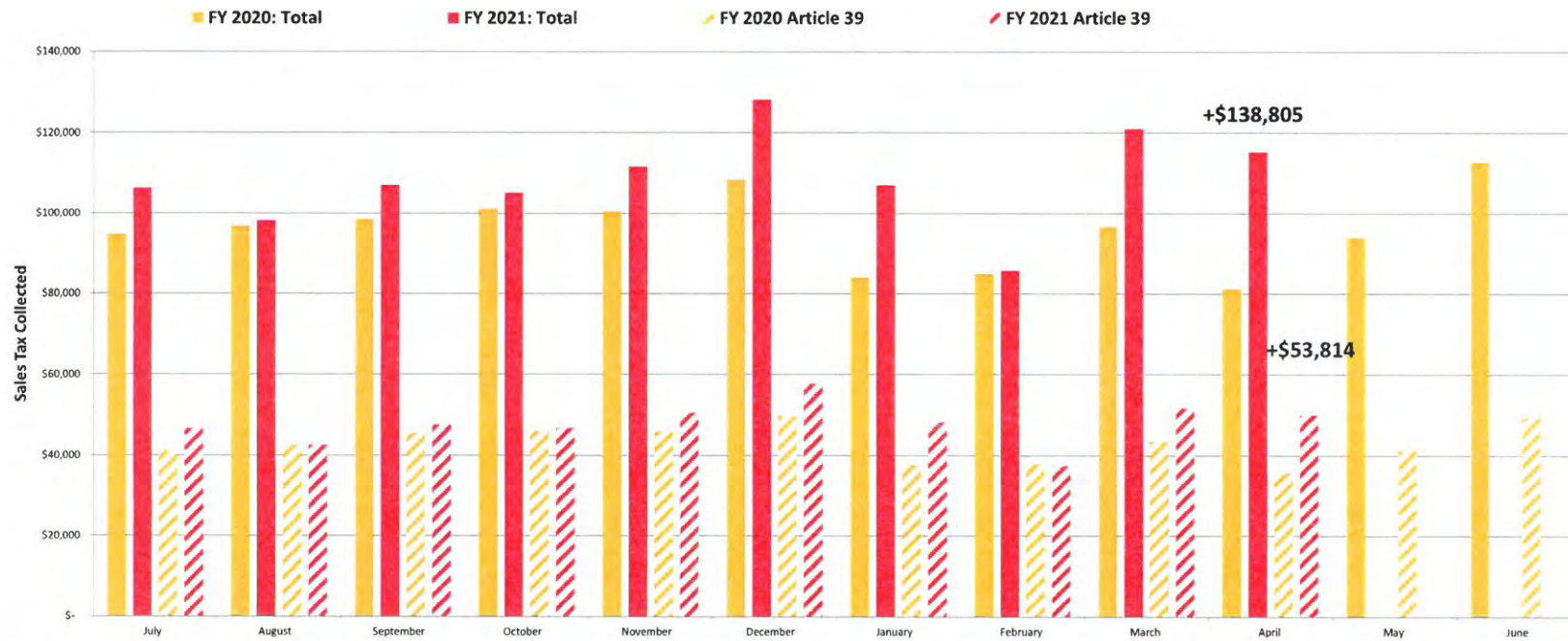
**FY 2020**

Month	Article 39 (1) *	Article 40 (1/2)	Article 42 (1/2)	Article 44 (1/2)	City Hold Harmless	FY 20 Totals	Prior Year (FY 2019)	% Inc (Dec) from Prior Yr
July	\$ 41,205	\$ 17,900	\$ 20,548	\$ 43	\$ 15,016	\$ 94,711	\$ 82,490	14.8%
August	42,670	18,069	21,290	1	14,791	96,820	90,393	7.1%
September	45,534	17,330	22,718	1	12,899	98,482	89,061	10.6%
October	46,223	17,994	23,069	(1)	13,920	101,205	89,671	12.9%
November	46,102	17,842	22,999	9	13,546	100,498	97,904	2.6%
December	50,451	18,922	25,168	2	13,935	108,478	104,983	3.3%
January	37,739	15,421	18,827	0	12,127	84,115	76,871	9.4%
February	38,082	15,647	18,979	0	12,318	85,027	75,834	12.1%
March	43,777	17,750	21,887	(1)	13,235	96,647	104,736	-7.7%
April	35,710	15,381	17,829	(0)	12,193	81,112	97,795	-17.1%
May	41,524	17,658	20,749	(0)	14,009	93,940	101,771	-7.7%
June	49,544	21,107	24,751	(0)	17,341	112,742	105,892	6.5%
<b>Total</b>	<b>\$ 518,561</b>	<b>\$ 211,021</b>	<b>\$ 258,812</b>	<b>\$ 54</b>	<b>\$ 165,330</b>	<b>\$ 1,153,778</b>	<b>\$ 1,117,401</b>	<b>3.3%</b>

\* Net proceeds of the Article 39 tax are returned to the county of origin.



# Monthly Summary of Sales Tax Collected



STAFF REPORT  
ORDINANCE 2022-01  
FIRE EQUIPMENT MAINTENANCE  
APPROPRIATION OF  
INSURANCE PROCEEDS  
AUGUST 2, 2021

**Topic: Ordinance 2022-01 – Fire Radio Damage – Appropriation of Insurance Proceeds**

Speaker: Bobby Fitts, Finance Director (if pulled from Consent)  
From: Bobby Fitts, Finance Director  
Prepared by: Bobby Fitts, Finance Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider appropriating insurance proceeds towards replacement of a damaged radio.

**Background:**

On July 6, 2021, a radio in use in the Fire Department was damaged and had to be replaced. Insurance proceeds of approximately \$1,340 will go towards replacement of the damaged radio.

**Discussion:**

The Board of Commissioners must recognize insurance proceeds through a Budget Adjustment in order to appropriate those funds towards repair work or replacement. Adoption of the attached ordinance will appropriate funds toward replacing this vehicle.

**Policy Analysis:**

NCGS 159-15, as part of The Local Government Budget and Fiscal Control Act, allows amendments to the budget ordinance with Board approval.

**Staff Recommendation:**

Staff recommends approval of Ordinance 2022-01

**Attachments:**

1. Ordinance 2022-01

ORDINANCE 2022-01

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
Insurance Proceeds	\$1,340.00	
EXPENDITURES		
Fire—Equipment Maintenance	\$1,340.00	

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 2, 2021

Effective: August 2, 2021


\_\_\_\_\_  
Robert S. Matheny - Mayor

ATTEST:

\_\_\_\_\_  
Lisa M. Markland, CMC - Town Clerk

STAFF REPORT  
ORDINANCE 2022-02 & 2022-03  
ESTABLISHING FIRE STATION CAPITAL PROJECT FUND  
AUGUST 2, 2021

**Topic: Ordinance 2022-02 & 2022-03 – Fire Station – Capital Project Fund**

Speaker: Bobby Fitts (if pulled from Consent)  
From: Bobby Fitts, Finance Director  
Prepared by: Bobby Fitts, Finance Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider establishing a capital project fund for the Fire Station project.

**Background:**

With the adoption of the FY 2020 and 2021 budgets, funds have been budgeted for land acquisition and design work on the proposed new fire station. Given this project, like many capital projects, will be done in phases over multiple years and funded by multiple sources, a capital project fund is an efficient means to budget and finance.

**Discussion:**

Ordinance 2022-02 would reappropriate unspent FY 2021 funds. Ordinance 2022-03 would establish a capital project fund to account for all revenues and expenditures associated with land acquisition, engineering and design in the initial stages of this project. Since this will be a multi-year project, a capital project fund will allow for better tracking of revenues and expenditures. Later when Loan proceeds as well as Wake County contributions are known adjustments to this capital project fund will be done.

**Policy Analysis:**

Governmental Accounting Standards Board (GASB) statement number 54 allows capital project funds to account for and report financial resources that are restricted, committed or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets.

**Staff Recommendation:**

Staff recommends approval of Ordinance 2022-02 and 2022-03.

**Attachments:**

1. Ordinance 2022-02
2. Ordinance 2022-03

ORDINANCE 2022-02

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
Fund Balance Appropriated	\$986,900.00	
EXPENDITURES		
Fire—Transfer to Fire Station Capital Project Fund	\$986,900.00	

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 2, 2021

Effective: August 2, 2021

\_\_\_\_\_  
Robert S. Matheny - Mayor

ATTEST:

\_\_\_\_\_  
Lisa M. Markland, CMC - Town Clerk

**ORDINANCE 2022-03**  
**ESTABLISHING A CAPITAL PROJECT FUND FOR**  
**THE FIRE STATION CAPITAL PROJECT**

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to §159-13.2 of the North Carolina General Statutes, the following Capital Project Ordinance is hereby adopted.

Section 1. The project authorized is the Fire Station Capital Project.

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

Section 3. The following amounts are appropriated for the project.

Fire Station Design	\$310,700.00
Land Acquisition	\$639,975.00
Fire Station P.E.R.	<u>\$50,000.00</u>
Total	\$986,900.00

Section 4. The following revenues are anticipated to be available to complete this project.

Transfer from General Fund	<u>\$986,900.00</u>
Total	\$986,900.00

Section 5. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the grant and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7. The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to the Board.

Section 8. The Finance Officer is directed to report on a quarterly basis on the financial status of each project element in Section 3.

Section 9. Copies of this Capital Project Ordinance shall be furnished to the Town Clerk, to the Governing Body, the Budget Officer, and to the Finance Officer for direction in carrying out this project.

Adopted this 2<sup>nd</sup> day of August, 2021.

\_\_\_\_\_  
Robert S. Matheny, Mayor

ATTEST

\_\_\_\_\_  
Lisa M. Markland, Town Clerk

STAFF REPORT  
ORDINANCE 2022-04  
UNITED ARTS COUNCIL GRANT  
AUGUST 2, 2021

**Topic: Ordinance 2022-04 - Recognition of Grant Funds for Special Events**

Speaker: Sheila Long (only if pulled from Consent)  
From: Bobby Fitts, Finance Director  
Prepared by: Bobby Fitts, Finance Director,  
Sheila Long, Parks & Recreation Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will recognize grant funding for the Special Events.

**Background:**

The United Arts Council grant was awarded to the Town in June 2021. This is to go towards supporting cultural arts opportunities in FY 2022. These funds will be used for live music, dance performances, events such as movie nights, May Day, the Tree Lighting Festival and the Farm Fresh Market. This is a \$5,000 grant.

**Consent:**

The Board of Commissioners must recognize grant funding through a Budget Adjustment in order to dedicate those funds toward a particular program. Adoption of the attached ordinance will dedicate funds toward Special Events.

**Policy Analysis:**

NCGS 159-15, as part of The Local Government Budget and Fiscal Control Act, allows amendments to the budget ordinance with Board approval.

**Staff Recommendation:**

Staff recommends approval of Ordinance 2022-04

**Attachments:**

1. Ordinance 2022-04

ORDINANCE 2022-04

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
United Arts Council Grant	\$5,000.00	
EXPENDITURES		
Parks & Recreation—Special Events	\$5,000.00	

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 2, 2021

Effective: August 2, 2021

\_\_\_\_\_  
Robert S. Matheny - Mayor


ATTEST:

\_\_\_\_\_  
Lisa M. Markland, CMC - Town Clerk



STAFF REPORT  
ORDINANCE 2022-05  
BUDGET AMENDMENT  
TRANSFER OF UNSPENT CAPITAL FUNDS  
W. LEE STREET PROJECT TO RESERVES  
AUGUST 2, 2021

**Topic: Ordinance 2022-05 – Budget Amendment – Transfer of Unspent Capital Funds W. Lee Street Project to Reserves**

Speaker: Bobby Fitts (if pulled from Consent)  
From: Bobby Fitts, Finance Director  
Prepared by: Bobby Fitts, Finance Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider transferring unspent capital funds from the W. Lee Street Drainage Improvement from Fiscal Year 2021 into the Stormwater Improvements capital reserve account.

**Background:**

As part of the Fiscal Year 2021 budget, funds were appropriated for repairs on the W. Lee Street drainage system. This project came in under budget and the savings it yielded can be directed toward future capital projects. With this ordinance, the savings are placed into Committed portions of fund balance (See Exhibit 3, page 26 of 6/30/2020 CAFR). These funds are to be used for specific purposes imposed by resolution approved by majority vote by the Board. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Stormwater Improvements:

- W. Vance St Storm Drainage Improvements -- \$22,500.00

**Discussion:**

This appropriation of savings from Fiscal Year 2021 projects can be set aside in reserves for other capital projects similar to the way the Town has done for years for Stadium projects and Capital Improvement projects.

**Policy Analysis:**

NCGS 159-15, as part of The Local Government Budget and Fiscal Control Act, allows amendments to the budget ordinance with Board approval.

**Staff Recommendation:**

Staff recommends approval of Ordinance 2022-05.

**Attachments:**

1. Ordinance 2022-05

ORDINANCE 2022-05

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
Fund Balance Appropriated	\$22,500.00	
EXPENDITURES		
Operations—Capital Reserve (Stormwater)	22,500.00	

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 2, 2021

Effective: August 2, 2021


\_\_\_\_\_  
Robert S. Matheny - Mayor

ATTEST:

\_\_\_\_\_  
Lisa M. Markland - Town Clerk

STAFF REPORT  
ORDINANCE 2022-06  
BUDGET AMENDMENT  
ROLLOVERS FROM FY 2021  
AUGUST 2, 2021

**Topic: Ordinance 2022-06 - FY 2022 Budget Amendment Requests for Rollovers**

Speaker: Bobby Fitts, Finance Director (if pulled from Consent)  
From: Bobby Fitts, Finance Director  
Prepared by: Bobby Fitts, Finance Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider rollover of unspent funds for capital projects or operational programs not completed during FY 2021.

**Background:**

The Town of Zebulon has a history of funding most capital projects through Operating Budget line items instead of creating Capital Project Funds. The practice of funding capital projects through Operating Budget line items reflects Zebulon's history of undertaking few capital projects and completing those projects within a fiscal year (this practice will decline as the number and complexity of capital projects increase). When the duration of these capital projects extend beyond the fiscal year, all unspent funds in the Operating Budget roll-in to the General Fund's Fund Balance. Those funds need to be pulled back out of the General Fund's Fund Balance to complete those capital projects already underway. The attached Budget Ordinances pull those funds back into their respective capital projects approved in the FY 2021 Budget.

The remaining Budget Ordinances represent operational items started, but not completed, before the end of the fiscal year because of supply-chain delays incurred by COVID-19 related restrictions or other delays beyond our control.

Administration/IT (\$16,700):

Firewall replacement, fiber installation, rekeying Town Hall in process.

Planning (\$20,000): Comprehensive Plan completion payment.

Public Works – Property & Project Management Division (\$360,425):

Complete LED Lighting Conversion project, Eastern Wake EMS Property investigation, and continuation of N. Arendell Ave/Green Pace Rd and Shepard School Rd/Old Bunn Rd signalization projects.

Public Works – Operations Division (\$24,000):

Contractor backlog for tub grinding of yard waste until September.

STAFF REPORT  
ORDINANCE 2022-06  
BUDGET AMENDMENT  
ROLLOVERS FROM FY 2021  
AUGUST 2, 2021

Police (\$12,600):

Guns and uniforms on backorder from the vendors.

Parks & Recreation (\$38,000):

Completion of the Parks & Recreation Master Plan and sidewalk repair at Zebulon Community Park.

Community & Economic Development (\$68,145):

Completion of the Alley Activation project and rollover of Façade Improvement Grants in process.

**Discussion:**

The discussion before the Board is whether to adopt the attached Ordinances under Consent or pull them into Discussion.

**Policy Analysis:**

The noted capital projects and operational programs were adopted in the FY 2021 Budget as either an advancement upon goals of the Zebulon 2030 Strategic Plan, or as necessary to support and maintain existing services offered by the Town of Zebulon.

**Fiscal Analysis:**

These funds were budgeted for the associated capital project or operational program with the adoption of the FY 2021 Budget. The unspent funds rolled into the General Fund's Fund Balance. These ordinances pull those funds back out for use in their intended project or program.

**Staff Recommendation:**

Staff recommends approval of the attached Ordinance.

**Attachments:**

1. Ordinance 2022-06

ORDINANCE 2022-06

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
<b>REVENUES</b>		
Fund Balance Appropriated	\$539,870.00	
 <b>EXPENDITURES</b>		
Administration – Professional Services	13,100.00	
Administration – Contract Services – I.T.	3,600.00	
Planning – Comprehensive Plan	20,000.00	
Property & Project Mgmt – LED Lighting Conversion	13,000.00	
Property & Project Mgmt – Eastern Wake EMS Prop.	11,250.00	
Property & Project Mgmt – N. Arendell/Green Pace Int Improvements	216,775.00	
Property & Project Mgmt – Shepard School/Old Bunn Int Improvements	119,400.00	
Police – SERT Tactical Guns	3,800.00	
Police – Uniforms	8,800.00	
Operations – Contract Services (Yardwaste Site Mgmt)	24,000.00	
Parks & Recreation – Parks & Recreation Master Plan	30,000.00	
Parks & Recreation – Grounds Maintenance	8,000.00	
Community & Economic Development – Façade Improvement Grants	10,000.00	
Community & Economic Development – Alley Activation	58,145.00	

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 2, 2021

Effective: August 2, 2021

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Robert S. Matheny - Mayor

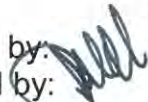
ATTEST:

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Lisa M. Markland, CMC - Town Clerk

STAFF REPORT  
ORDINANCE 2022-07  
BUDGET AMENDMENT  
ROLLOVERS OF DONATIONS AND GRANTS FROM FY 2021  
AUGUST 2, 2021

**Topic: Ordinance 2022-07 - FY 2022 Budget Amendment Requests for Rollovers of Donations and Grants from FY 2021**

Speaker: Bobby Fitts, Finance Director (if pulled from Consent)  
From: Bobby Fitts, Finance Director  
Prepared by: Bobby Fitts, Finance Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider reappropriation of unspent funds for operational programs not completed during FY 2021.

**Background:**

There were operating items that were budgeted for in FY 2021 through various donations and grants that were not completely spent. In these situations, all unspent funds in the Operating Budget roll-in to the General Fund's Fund Balance. Those funds need to be pulled back out of the General Fund's Fund Balance in order to properly spend these funds on their intended uses.

The attached Budget Ordinance pull these funds back in and reappropriates them for their intended uses in the FY 2022 Budget.

Administration/IT (\$5,000):

Wellness program to account for the United Healthcare Wellness grant received but was unable to be used due to some COVID restrictions.

Police (\$3,100):

Shop With A Cop program from funds that were donated by local businesses and/or citizens but not spent in the 2020 Christmas season event.

Parks & Recreation (\$7,972):

Farmers market sponsorship revenue for use in the second half of the market season. \$2,872 to be used to the EBT Matching program and \$5,100 for entertainment events such as musicians at the market during the season.

**Discussion:**

The discussion before the Board is whether to adopt the attached Ordinance under Consent or pull them into Discussion.

STAFF REPORT  
ORDINANCE 2022-07  
BUDGET AMENDMENT  
ROLLOVERS OF DONATIONS AND GRANTS FROM FY 2021  
AUGUST 2, 2021

**Policy Analysis:**

The noted operational programs were adopted in the FY 2021 Budget respectively as either advancing upon goals within the Zebulon 2030 Strategic Plan or necessary to support and maintain existing services offered by the Town of Zebulon.

**Fiscal Analysis:**

These funds were budgeted for the associated operational program with the adoption of the FY 2021 Budget. The unspent funds rolled into the General Fund's Fund Balance. This ordinance pulls those funds back out for use in their intended project or program.

**Staff Recommendation:**

Staff recommends approval of the attached Ordinance.

**Attachments:**

1. Ordinance 2022-07



ORDINANCE 2022-07

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
Fund Balance Appropriated	\$17,702.00	
EXPENDITURES		
Administration – Wellness	5,000.00	
Police – Shop With A Cop	3,130.00	
Parks & Recreation – Farmers Market	5,100.00	
Parks & Recreation – Farmers Market EBT Matching (Sponsors)		2,872.00

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 2, 2021


Effective: August 2, 2021

\_\_\_\_\_  
Robert S. Matheny - Mayor

ATTEST:

\_\_\_\_\_  
Lisa M. Markland, CMC - Town Clerk

STAFF REPORT  
RETIREMENT OF K9 PAS  
AUGUST 2, 2021

**Topic:** Retirement of K9 Pas  
**Speaker:** Jacqui Boykin, Chief of Police  
**From:** Jacqui Boykin, Chief of Police  
**Prepared by:** Jacqui Boykin, Chief of Police  
**Approved by:**  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider a request to retire K-9 "Pas" and allow Officer Jeremy Pulley to purchase the animal for the standard rate of \$1.

**Background:**

The Town of Zebulon purchased Police K-9 Pas in the summer of 2017. Officer Jeremy Pulley has been Pas' canine handler since he began his training. In April 2021, Officer Pulley was promoted to Sergeant. The time and attention required of a Sergeant does not allow for the use and training demanded of police canine teams.

While the service life of a police canine is generally 8-9 years, Ventosa Kennels (Pas' original canine training team) has assessed Pas is not suited for retraining with a new handler. This occurs sometimes when a handler relinquishes his duties early in a canine's career. Staff concurs it is best to retire Pas. Sergeant Pulley and his family are well-bonded with Pas and are willing to accept him into their family.

**Discussion:**

The discussion before the Board is to approve the retirement of Police K-9 Pas and sale to Sergeant Jeremy Pulley for \$1.

**Policy Analysis:**

The retirement and sale of canine Pas is a result of staff development, succession planning, and growth and in keeping with the staffing component of the Zebulon Strategic Plan's *Growing Smart* goals.

The Town Board has the authority to approve the requested retirement and sale of canine Pas as with other items owned by the Town of Zebulon (TOZ Fixed Asset Policy Section 5, NCGS 160A-266, TOZ Ordinance 1998-27).

**Financial Analysis:**

This early retirement accelerated the replacement of a police canine from FY25. These funds were approved with the adoption of the FY '22 Budget.

**Staff Recommendation:**

Staff recommends retiring Pas from service as a Police K-9 and allowing Sergeant Jeremy Pulley to purchase the canine for the customary price of \$1.

**Attachments:** Memorandum of Understanding

**MEMORANDUM OF UNDERSTANDING FOR  
TRANSFER OF OWNERSHIP OF POLICE CANINE**

Police canine Pas is no longer useful or necessary for law enforcement purposes and, thus, had been retired from active service at the Zebulon Police Department. Pas is of no economic value to the Town of Zebulon. Ownership and possession of Pas is hereby transferred to Jeremy Pulley in consideration of his agreement to the following conditions:

1. Jeremy Pulley assumes full responsibility for Pas's welfare, including but not limited to providing adequate shelter, food, grooming and veterinary care; and
2. Jeremy Pulley is aware of the general background, training and utilization of Pas by the Zebulon Police Department and, being so informed, is fully cognizant of any and all risks associated with assuming ownership and possession of said animal. Jeremy Pulley does hereby release, forever discharge and covenant not to sue the Town of Zebulon, the Zebulon Police Department, and all past, present and future employees, elected and appointed officials, contractors, agents and representatives of the Town from any and all claims, demands, damages, causes of action, liabilities and judgments arising from or related in any way to the ownership, possession, use, condition, actions, activities, transfer or sale of Pas; and does hereby further agree to defend, indemnify, hold and save the Town of Zebulon, the Zebulon Police Department, and all past, present and future employees, elected and appointed officials, contractors, agents and representatives of the Town free and harmless from any and all claims, demands, damages, causes of action, liabilities and judgments arising from or related in any way to the ownership, possession, use condition, actions, activities, transfer or sale of Pas.
3. The Town of Zebulon and the Zebulon Police Department, with this transfer, relinquishes all rights of ownership and responsibility of Canine Pas.

\_\_\_\_\_  
Jacqui Boykin    Date  
Chief of Police

\_\_\_\_\_  
Jeremy Pulley    Date

\_\_\_\_\_  
Joseph M. Moore, II    Date  
Town Manager


Subscribed and sworn before me, Lisa M. Markland, Notary Public this the \_\_\_\_ day of \_\_\_\_\_, 2021.  
In the County of Wake in the state of North Carolina.  
My commission expires: \_\_\_\_\_.

SEAL

\_\_\_\_\_  
Lisa M. Markland

STAFF REPORT  
RESOLUTION 2022-01  
PROPERTY ABATEMENT LIEN REQUESTS  
AUGUST 2, 2021

**Topic: Resolution 2022-01 - Property Abatement Lien Requests**

Speaker: Michael J. Clark, AICP, CZO, Planning Director  
From: Michael J. Clark, AICP, CZO, Planning Director  
Prepared by: Michael J. Clark, AICP, CZO, Planning Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board will consider four property abatement lien requests.

**Background:**

The Board of Commissioners established criteria on the maintenance of land within the corporate limits through adoption of the Code of Ordinances (Chapter 95: Garbage, Rubbish, Weeds). Property owners of land not meeting these criteria are notified by Staff and given an opportunity to remedy the specific issue(s). In cases where property owners fail to address a nuisance as outlined in the notification, the Town is authorized to remove or abate the nuisance. In these cases, the Town has the authority to place a lien on the property to recover the cost of abatement.

The Town acted to remedy issues associated with violations at the following properties:

- 504 N. Gill Street on February 28, 2020 (Rubbish, Nuisance Vehicle, Fence Maintenance)
- 515 Lanier Lane on May 28, 2020 (Rubbish and Trash)
- 2317 King Malcom Lane on October 21, 2020 (Tall Grass and Weeds)
- 206 W. Oak Street on September 29, 2020 (Tall Grass and Weeds)

**Discussion:**

The discussion before the Board is whether the abatement charges become a lien on the properties.

**Fiscal Analysis:**

The Town remediated the properties at a total cost of \$3758.77. A lien against the properties would allow for future collection of these costs when the properties are sold, or ownership is transferred.

**Policy Analysis:**

Placing a lien on the properties is consistent with the policy established by the Board through adoption of their Code of Ordinances.

**Staff Recommendation:**

Staff recommends the approval of the Resolution 2022-01.

**Attachment:**

1. Abatement Lien Requests
2. Pictures of before and after the abatements and aerial pictures of properties
3. Resolution 2022-01

**REAL ESTATE  
LOCATION**

**COST OF  
PROPERTY OWNER**

**TAX I.D.**

**ABATEMENT**

504 N. Gill Street	Donald & Lula Wright	0036639	\$3032.77
515 Lanier Lane	Joseph & Janice Murray	0054899	\$286.00
2317 King Malcom Lane	Karen Y Vick	0356018	\$165.00
206 W. Oak St	206 West Oak St. Land & Trust	0009545	\$275.00

**Location:** 206 W. Oak Street

**Property Owner:** 206 W. Oak St. Land & Trust

**Tax I.D.:** 0009545

**Cost of Abatement:** \$257.00

**AERIAL VIEW**



**BEFORE**



AFTER



Location: 504 N. Gill Street

Property Owner: Donald & Lula Wright

Tax I.D.: 0036639

Cost of Abatement: \$3032.77

**AERIAL VIEW**



**BEFORE**





AFTER



Location: 515 Lanier Lane

Property Owner: Joseph & Janice Murray

Tax I.D.: 0054899

Cost of Abatement: \$286.00

**AERIAL VIEW**



**BEFORE**



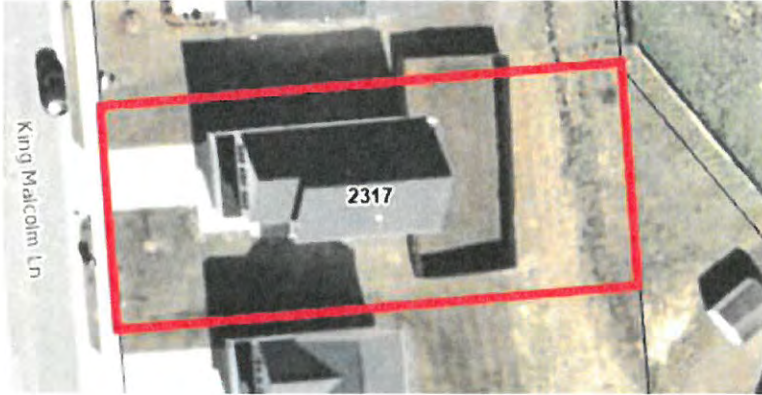
Location: 2317 King Malcolm Lane

Property Owner: Karen Y Vick

Tax I.D.: 0356018

Cost of Abatement: \$165.00

**AERIAL VIEW**



**BEFORE**



Please Return to: Town of Zebulon  
1003 N. Arendell Avenue  
Zebulon, NC 27597  
Attn: Town Clerk

**RESOLUTION 2022-01**  
A RESOLUTION ASSESSING THE COST OF ABATEMENT  
AGAINST THE PROPERTY ON WHICH THE NUISANCE EXISTED

**WHEREAS**, the Board of Commissioners of the Town of Zebulon, pursuant to Chapter 160D of the General Statutes and Title IX General Regulations Chapters 90, 95, 150, 151, 153 and the Unified Development Ordinance of the Town of Zebulon has the authority to prevent, abate and declare unlawful nuisances and to make the cost of said abatement a lien against the premises where the nuisances existed; and,

**WHEREAS**, the Town of Zebulon has abated nuisances on the below mentioned properties in accordance with the Town of Zebulon Code of Ordinances referred to and has been unable to recover the abatement costs from stated property owners; and

**WHEREAS**, according to North Carolina General Statute 160D-1203 the costs involved with the abatement as well as the expenses of the action can be placed as a lien on the premises;

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE TOWN OF ZEBULON** hereby confirms the cost of abatement of the nuisances set out herein, pursuant to the General Statutes above referred to and makes the same a lien against the premises

<u>LOCATION</u>	<u>PROPERTY OWNER</u>	<u>REAL ESTATE TAX I.D.</u>	<u>COST OF ABATEMENT</u>
504 N. Gill Street	Donald & Lula Wright	0036639	\$3032.77
515 Lanier Lane	Joseph & Janice Murray	0054899	\$286.00
2317 King Malcolm Lane	Karen Y Vick	0356018	\$165.00
206 W. Oak Street	206 W. Oak St. Land & Trust	0009545	\$257.00

**Section 3.** That this resolution shall become effective upon adoption.

**Adopted:** August 2, 2021.

\_\_\_\_\_  
Robert S. Matheny—Mayor

SEAL

\_\_\_\_\_  
Lisa M. Markland, CMC—Town Clerk

**ORDINANCE 2022-08**

**UPDATING THE CHARTER OF THE TOWN OF ZEBULON  
TO REFLECT THE IMPLEMENTATION OF  
CHAPTER 160D OF THE NORTH CAROLINA GENERAL STATUTES**

**WHEREAS**, Chapter 160D of the North Carolina General Statutes (the “**160D Statutes**”) consolidated the city- and county-enabling statutes for development regulations located in Chapters 153A and 160A into a single, unified chapter.

**WHEREAS**, the charter (the “**Charter**”) of the Town of Zebulon (the “**Town**”) includes references to provisions of Chapter 160A (the “**Repealed Statutes**”) that have been repealed and replaced by the recently implemented 160D Statutes.

**WHEREAS**, N.C.G.S. § 160D-111(c) automatically amends and replaces any references in the Charter to the Repealed Statutes with those portions of the 160D Statutes that most nearly correspond to the Repealed Statutes.

**WHEREAS**, the Town Attorney has recommended to the Town’s Board of Commissioners (the “**Board**”), pursuant to the authority granted by N.C.G.S. §160A-496, that the Town update the Charter to reflect the amendments made by N.C.G.S. § 160D-111(c).

**WHEREAS**, the Town hereby desires to enact an ordinance setting forth the procedures and terms under which the Town may update the Charter.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the Town of Zebulon, North Carolina, under the authority of N.C.G.S. §160A-496:

- a) The Board directs the Town Clerk, or designee, to remove and replace all references in the Town’s Charter to the Repealed Statutes with those portions of the 160D Statutes that most nearly correspond to such Repealed Statutes.
- b) The intent of this Ordinance is to update the Town’s Charter to reflect amendments already made by N.C.G.S. § 160D-111(c). Nothing in this Ordinance shall result in any modifications to the Town’s Charter that changes the provisions of the Charter themselves. The changes to the Charter permitted herein are only clerical in nature.
- c) Nothing in this section shall be construed to conflict with the provisions of the North Carolina General Statutes. In the event of ambiguity or conflict between the two, the provisions of the North Carolina General Statutes shall control.

Adopted this the 2<sup>nd</sup> day of August 2021.

\_\_\_\_\_  
Robert S. Matheny – Mayor

SEAL

\_\_\_\_\_  
Lisa M. Markland – Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Eric Vernon – Town Attorney

STAFF REPORT  
RESOLUTION 2022-02  
REIMBURSEMENT RESOLUTION – FINANCING OF PAYLOADER  
AND LEAF TRUCK  
AUGUST 2, 2021

**Topic: Resolution 2022-02 – Reimbursement Resolution – Financing of  
Payloader and Leaf Truck**

From: Bobby Fitts, Finance Director  
Prepared by: Bobby Fitts, Finance Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider financing for heavy equipment.

**Background:**

With the adoption of the FY 2022 budget, funds have been budgeted for purchase of an automated leaf vacuum truck and compact wheel loader (payloader) with the intent to purchase these through a five-year financing agreement. Given ordering lead time and stock availability, there is the possibility to purchase these two pieces of equipment before financing is in place. If interested, it is necessary to adopt a reimbursement resolution in a case like this.

**Discussion:**

Resolution 2022-02 would officially declare the Town's intent to finance the purchases of these items with debt proceeds under NC General Statute 160A-20. It also declares its official intent to reimburse itself with said proceeds of the debt for expenditures incurred by it prior to the financing of the purchases.

**Policy Analysis:**

NC General Statute 160A-20 allows a local government to purchase, finance or refinance the purchase of real or personal property by installment contracts that create in some or all of the property purchased a security interest to secure payment of the purchase price.

**Staff Recommendation:**

Staff recommends approval of Resolution 2022-02.

**Attachments:**

1. Resolution 2022-02

## RESOLUTION 2022-02

### DECLARATION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF ZEBULON OF OFFICIAL INTENT TO REIMBURSE

**WHEREAS**, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury regulations Section 1.103-18 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section; and

**WHEREAS**, the undersigned is authorized to declare the official intent of the Town of Zebulon (the "Town") with respect to the matters contained herein.

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

1. **Expenditures to be incurred.** The Town anticipates incurring expenditures (the "Expenditures") for purchases of a Compact Wheel Loader with attachments and a Leaf Vacuum Truck (the "Projects").
2. **Plan of Finance.** The Town intends to finance the cost of the Projects described above with the proceeds of debt to be incurred by the Town in accordance with the contract method of financing under the authority of North Carolina General Statutes Section 160A-20 as amended by Chapter 708 of the 1989 Session Laws.
3. **Maximum amount to be financed.** The maximum amount to be finance by the Town to complete the Projects is \$305,000.
4. **Declaration of Official Intent to Reimburse.** The Town hereby declares its official intent to reimburse itself with the proceeds of the debt for any of the Expenditures incurred by it prior to financing of the Projects.

Adopted this 2<sup>nd</sup> day of August 2021.


ATTEST:

\_\_\_\_\_  
Robert S. Matheny - Mayor

\_\_\_\_\_  
Lisa M. Markland, CMC - Town Clerk

STAFF REPORT  
ORDINANCE 2022-09  
COMPREHENSIVE TRANSPORTATION PLAN  
AUGUST 2, 2021

**Topic: Ordinance 2022-09 Comprehensive Transportation Plan**

Speaker: Michael J. Clark, AICP, CZO, Planning Director  
From: Michael J. Clark, AICP, CZO, Planning Director  
Prepared by: Michael J. Clark, AICP, CZO, Planning Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider a new Comprehensive Transportation Plan.

**Background:**

North Carolina General Statute 160D-501 requires communities who regulate land use with a Zoning Code, or a Unified Development Ordinance, adopt applicable plans to guide future land use decisions. Zebulon's new Comprehensive Land Use Plan was approved on June 7, 2021. However, for that plan to be effective, the Comprehensive Transportation Plan must provide an adequate multi-modal transportation network to effectively serve the proposed land use designations shown on the recently approved Future Land Use Map.

The proposed Transportation Plan was developed over 20-months by a team of consultants facilitating public input through a variety of methods from multiple opportunities and venues. The Plan reflects that public input and best practices from across the country.

The Transportation Map of the Plan was further refined to address comments received during the Joint Public Hearing of May 10, 2021. The refinements were the result of discussions with the Planning Board and members of the public to address those concerns.

**Discussion:**

The discussion before the Board of Commissioners is the approval of the Comprehensive Transportation Plan as recommended by the Planning Board.

**Policy Analysis:**

North Carolina's cities gain their authority to act (e.g., provide services, regulate activities, raise revenues) from the North Carolina General Assembly. In accordance with Section 160D-501, if a municipality regulates zoning or other land use controls, a current and relevant Comprehensive Land Use Plan is required to provide guidance and direction for land use decisions.

While not required by state statute, the Comprehensive Transportation Plan is essential to achieve the goals and objectives of the Vision 2030 Strategic Plan and the recently adopted Comprehensive Land Use Plan. The Transportation Plan assures traffic is managed, multi-modal transportation is promoted, and appropriate right of way is reserved. The Comprehensive Transportation Plan is critical to establish connectivity to, and functioning of, the land uses established in the Comprehensive Land Use Plan.



STAFF REPORT  
ORDINANCE 2022-09  
COMPREHENSIVE TRANSPORTATION PLAN  
AUGUST 2, 2021

**Financial Analysis:**

Absent a Comprehensive Transportation Plan, the Town does not have authority to require modifications of the existing road network, or the installation of additional connections, resulting from land development. Absent this authority, the Town assumes financial responsibility for transportation requirements resulting from land development.

Furthermore, the Town needs to have a current Comprehensive Transportation Plan to use as the foundation when seeking funding from CAMPO or other sources to upgrade existing roadway networks to meet the increasing transportation needs as the Town grows.

**Planning Board Recommendation:**

A revised Transportation Map was presented to the Planning Board at the June 14, 2021 meeting. At that meeting, the Planning Board unanimously recommended approval of the proposed Comprehensive Transportation Use Plan, as amended, finding that the proposed plan is consistent with the Vision 2030 Strategic Plan, the Grow Zebulon Comprehensive Land Use Plan's Guiding Principles 1, and 3.

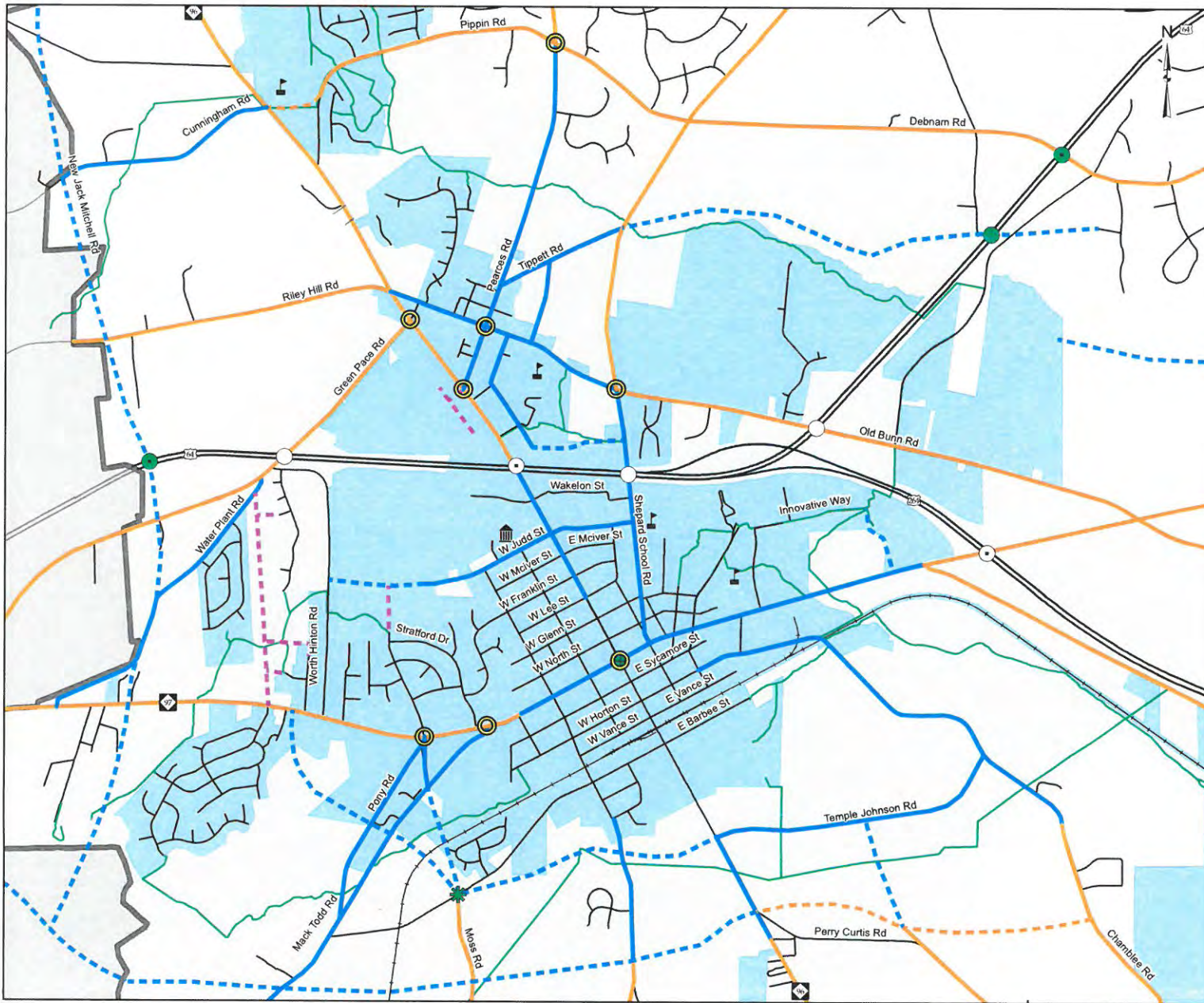
**Staff Recommendation:**

Staff Recommends approval of the proposed Comprehensive Transportation Plan with the Amended Transportation Map. The following sample motion and consistency statement may be used:

I hereby (Approve through adoption of Ordinance 2022-09/Deny) the proposed Comprehensive Transportation Use Plan, as amended, finding that the proposed plan (is/ is not) consistent with the Vision 2030 Strategic Plan, the Grow Zebulon Comprehensive Land Use Plan's Guiding Principles 1, and 3.

**Attachments:**

1. Proposed Comprehensive Transportation Plan (Previously Distributed)
2. Revised Transportation Map
3. Ordinance 2022-09



**TOWN OF ZEBULON**  
**DRAFT 2045 COMPREHENSIVE**  
**TRANSPORTATION PLAN**

**ROADWAY FACILITIES**

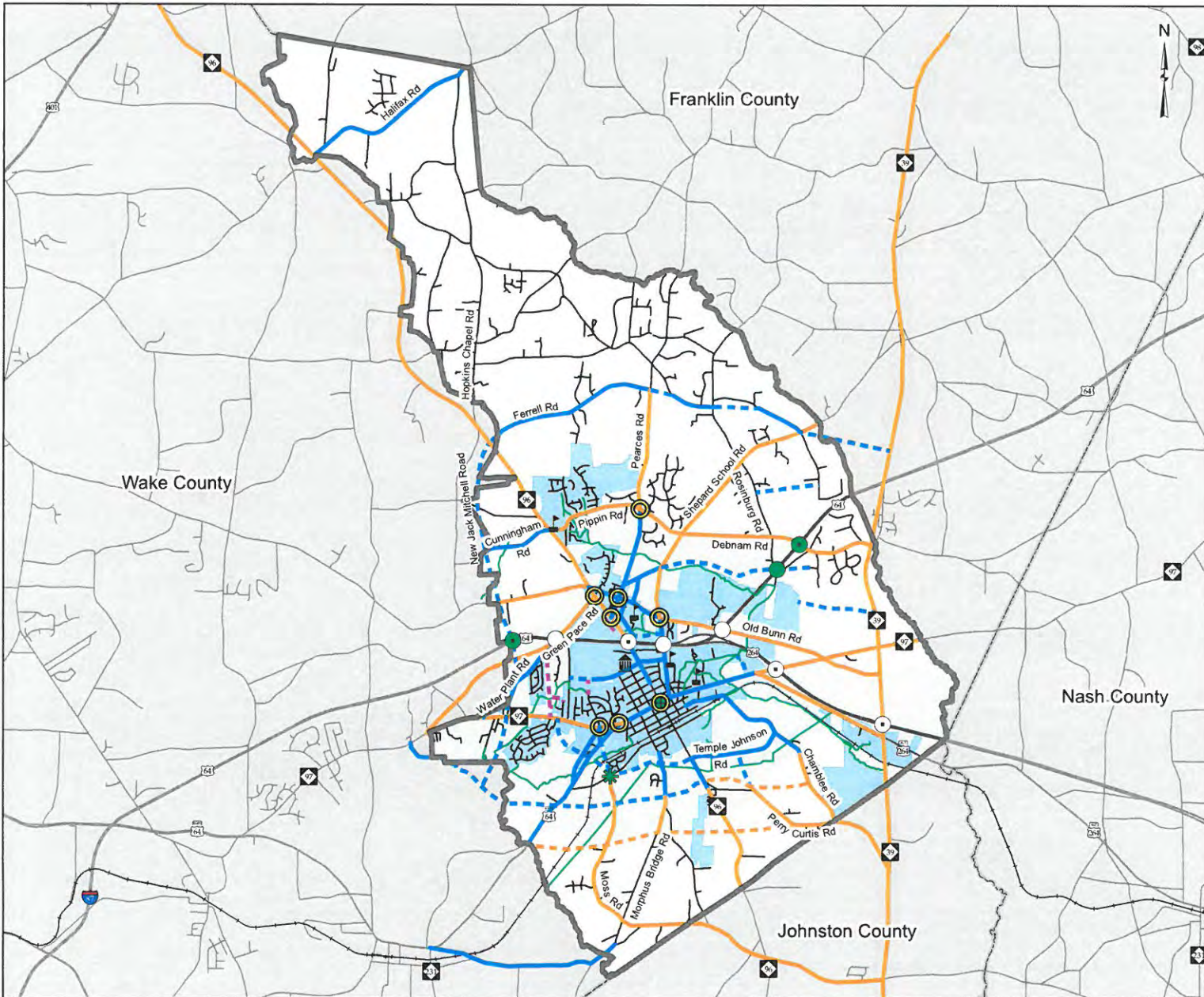
**LEGEND**

	Town Hall		4-Lane Divided Widening / Altering
	School		4-Lane Divided New Roadway
	New Interchange		2-Lane Divided Widening / Altering
	New Grade Separation		2-Lane Divided New Roadway
	New Roundabout		2-Lane Undivided New Roadway
	Intersection Improvements		Greenway
	Existing Interchange		Roads
	Existing Grade Separation		Railroad
	Priority Intersection		Zebulon Town Limits
	Zebulon Town Limits		County Outline
	Extraterritorial Jurisdiction		CTP Study Area

0 0.3 0.6  
Miles

Base Map: November 2020



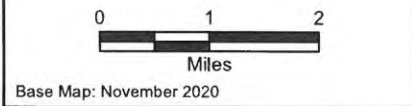


**TOWN OF ZEBULON**  
**DRAFT 2045 COMPREHENSIVE**  
**TRANSPORTATION PLAN**

**ROADWAY FACILITIES**

**LEGEND**

	Town Hall		4-Lane Divided Widening / Altering
	School		4-Lane Divided New Roadway
	New Grade Separation		2-Lane Divided Widening / Altering
	New Interchange		2-Lane Divided New Roadway
	New Roundabout		2-Lane Undivided New Roadway
	Intersection Improvements		Greenway
	Existing Interchange		Roads
	Existing Grade Separation		Railroad
	Priority Intersection		County Outline
	Zebulon Town Limits		CTP Study Area
	Extrateritorial Jurisdiction		



**ORDINANCE 2022-09**  
**ADOPTION OF THE ZEBULON**  
**COMPREHENSIVE TRANSPORTATION PLAN**

The proposed Comprehensive Transportation Plan is approved finding that it is consistent with the Vision 2030 Strategic Plan and the Grow Zebulon Comprehensive Land Use Plan's Guiding Principles 1, and 3.

Adopted this the 2<sup>nd</sup> day of August 2021.

---


Robert S. Matheny – Mayor

SEAL

---

Lisa M. Markland, CMC – Town Clerk

**Topic: CAMPO Northeast Area Study**

Speaker: Michael J. Clark, AICP, CZO, Planning Director  
From: Michael J. Clark, AICP, CZO, Planning Director  
Prepared by: Michael J. Clark, AICP, CZO, Planning Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider endorsement of the Capital Area Metropolitan Planning Organization's (CAMPO) Northeast Area Study (NEAS).

**Background:**

The NEAS was created in 2014 by CAMPO to establish a regional transportation strategy to address growth within Northeast Wake County and included the communities of Wake Forest, Knightdale, Raleigh, Wendell, Zebulon, Rolesville, Bunn, Franklinton, and Youngsville. The document was updated to include regional partners at Franklin County, Wake County, and NCDOT to establish guidance on multimodal transportation options to best address the needs of the region

As it relates to Zebulon, it incorporated almost all the elements of the Comprehensive Land Use Plan. Additionally, the NEAS identifies redeveloping the intersection at Gannon Road and Arendell Avenue, and restructuring the Proctor Street Corridor from Pearces Road to Shepard School Road as "Hot Spot" recommendations (the Proctor Street Corridor has a 400% greater accident rate than of the state average).

**Discussion:**

The discussion before the Board of Commissioners is the endorsement of the North East Area Study Plan.

**Policy Analysis:**

The proposed plan is consistent with both the Guiding Principles 1 and 3 of the Grow Zebulon Comprehensive Land Use Plan and the Vision 2030 Strategic Plan's *Growing Smart* goals.

The NEAS is inconsistent with Zebulon Comprehensive Transportation Plan. The "Zebulon Bypass" (identified as A588a on the NEAS) was removed from the recommended Zebulon Comprehensive Transportation Plan.

**Financial Analysis:**

The proposed transportation elements with the NEAS have an increased likelihood of funding from CAMPO resulting in reduced municipal funds needed for transportation infrastructure. In some cases, NCDOT may also incorporate these into their capital improvement plans resulting in even less municipal funding, however the growth in the region is likely to outpace NCDOT's prioritizations.

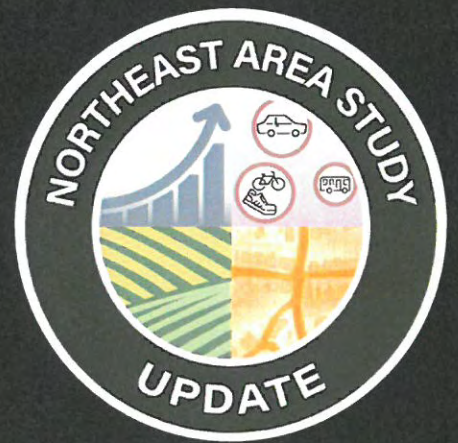
**Staff Recommendation:**

Staff Recommends endorsement of the Northeast Area Study Plan, with the exception of project A588a (“Zebulon Bypass”) as this element was removed from the recommended Zebulon Comprehensive Transportation Plan. If the Board endorses the Plan the following sample motion may be used:

I hereby move to endorse the Northeast Area Study Plan as prepared by the North Carolina Metropolitan Planning Organization, with the exception of project A588a finding that the proposed plan is consistent with the Vision 2030 Strategic Plan, the Grow Zebulon Comprehensive Land Use Plan’s Guiding Principles 1, and 3.

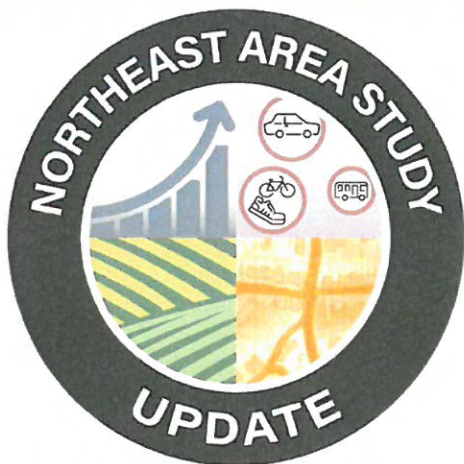
**Attachments:**

1. NEAS Project Workbook



# NEAS UPDATE **WORKBOOK** 2021

CAMPO Northeast Area Study Update



# Northeast Area Study Update

WAKE & FRANKLIN COUNTIES

DATE May 2021





# Table of Contents

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<b>Chapter 01:</b> Project Context . . . . .	<b>7</b>
<b>Chapter 02:</b> Planning Framework. . . . .	<b>13</b>
<b>Chapter 03:</b> Regional Snapshot. . . . .	<b>19</b>
<b>Chapter 04:</b> Scenario Planning . . . . .	<b>35</b>
<b>Chapter 05:</b> Corridor Concept Designs. . . . .	<b>43</b>
<b>Chapter 06:</b> Freight & Roadway Mobility . . . . .	<b>57</b>
<b>Chapter 07:</b> Bus, Rail & Transit Mobility . . . . .	<b>71</b>
<b>Chapter 08:</b> Bicycle & Pedestrian Mobility . . . . .	<b>87</b>
<b>Chapter 09:</b> Implementation . . . . .	<b>93</b>

# Acknowledgements

Much appreciation to local planners and stakeholders who participated in this year-long planning process. In particular we wish to thank members of Core Technical Team (CTT), Stakeholder Oversight Team (SOT), and Project Management Team.



## STAKEHOLDER OVERSIGHT TEAM

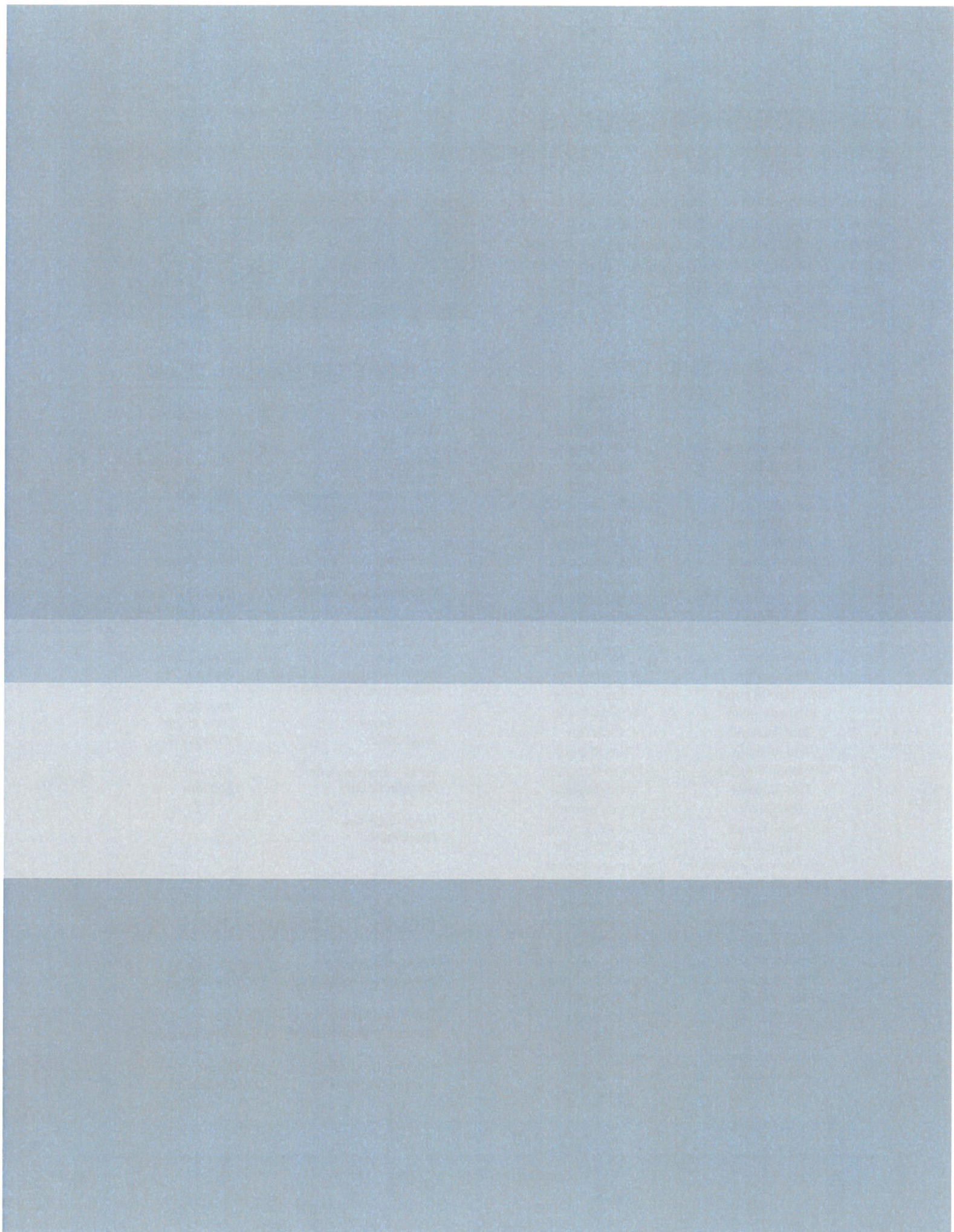
Don Berryann	Michael Kelly
Gregory Bethea	Erin Klinger
Frances Bisby	Andy Kuhn
Darryl Blevins	Eric Lamb
John Boyette	Shelley Lesniewicz
Scott Brame	Chris Lukasina
Jason Brown	Bob Matheny
Sharon Chavis	Ben McDonald
Michael Clark	Rachel Morris
Bryan Coates	Denise Nowell
David Cox	Betty Parker
Ronnie Currin	Bonnie Parker
Anita Davis	Neil Perry
Bob Deaton	Pamela Perry
Jennifer Delcourt	Tommy Piper
Richie Duncan	Shelby Powell
Gary Faulkner	Chris Ray
Asa Fleming	Alex Rickard
Jonathan Franklin	James Roberson
Tim Gardiner	Marcella Rorie
Phil Geary	James Salmons
Joseph Geigle	Michael Schriver
Virginia Gray	Philip Slayter
Scott Hammerbacher	Nathan Spencer
Stephanie Harmon	Stephen Sposato
Chris Hills	Emma Stewart
John Hodges-Copple	Courtney Tanner
Joey Hopkins	Ted Van Dyk
Corey Hutcherson	Matthew Van Hoeck
Sig Hutchinson	John Vine-Hodge
Bill Jenkins	David Walker
Irene Johnson	Scott Walston
Kim Johnson	Brandon Watson
Danny Johnson	Barclay Williams
Vivian Jones	Art Wright
David Keilson	Ross Yeager

## CORE TECHNICAL TEAM

Pamela Perry <b>Bunn</b>	Eric Lamb <b>Raleigh</b>
Brandon Watson Shelby Powell <b>Capital Area Metropolitan Planning Organization (CAMPO)</b>	Danny Johnson Julie Spriggs <b>Rolesville</b>
Stephanie Harmon <b>Kerr-Tar Rural Planning Organization (KTRPO)</b>	Tim Gardiner Terry Nolan <b>Wake County</b>
Bob Deaton David Keilson Phil Geary <b>North Carolina Department of Transportation (NCDOT)</b>	Courtney Tanner Dylan Bruchhaus <b>Wake Forest</b>
Jason Brown <b>Knightdale</b>	Bryan Coates <b>Wendell</b>
Scott Hammerbacher <b>Franklin County</b>	Bob Clark Erin Klinger <b>Youngsville</b>
Gregory Bethea <b>Franklinton</b>	Michael Clark <b>Zebulon</b>

## PROJECT MANAGEMENT TEAM

Brandon Watson <b>CAMPO Project Manager</b>	J Scott Lane <b>JS Lane Company</b>
Mike Rutkowski <b>Stantec Project Manager</b>	Matt Hayes <b>Alta Planning + Design</b>
Timothy Tresohlavy <b>Stantec Deputy PM</b>	Ian Varley <b>City Explained Inc.</b>



PROJECT  
**CONTEXT** **01**

# Project Context

## Introduction

This study is an update to the original Northeast Area Study (NEAS) from 2014, which was initiated by the North Carolina Capital Area MPO (NC CAMPO) to identify a cohesive transportation strategy for the growing communities of Wake Forest, Knightdale, Raleigh, Wendell, Zebulon, Rolesville, Bunn, Franklinton, and Youngsville. The NEAS region encompasses 435 square miles with a unique mix of a large metropolitan area, small towns, suburbs and farming communities stretching across a broad expanse of rural tapestry in both eastern Wake and southern Franklin counties. Wake County is the seventh (7th) fastest growing county in the United States (+210,700 population added since 2010), and Franklin County has proved similarly attractive due to resources and proximity to major metropolitan employers as well as the Research Triangle. In this instance, population growth is both a problem to manage and an opportunity to shape the region's future.

This study update reviewed land use and development patterns initially, followed by transportation scenarios that considered an array of factors to find the best, most cost-feasible set of recommendations. The people in these communities brought their concerns, initiative, needs, and innovation to a comprehensive vision for the Northeast Area. One day you will be able to walk safely on a sidewalk to your bus stop; travel safely on the roadway without undue congestion; bicycle to school with your child; and experience the plan that was created through your efforts. From surveys and interactive maps to computerized transportation models to rendered visions of "hot spots," this plan wove together concepts and strategies that will bring health, vitality, and opportunity to all citizens and attract employers to the region.

### NEAS Project Area:

**435**  
Square Miles

### Communities Involved:

Wake Forest  
Knightdale  
Raleigh  
Wendell  
Zebulon  
Rolesville  
Bunn  
Franklinton  
Youngsville  
Wake County  
Franklin County

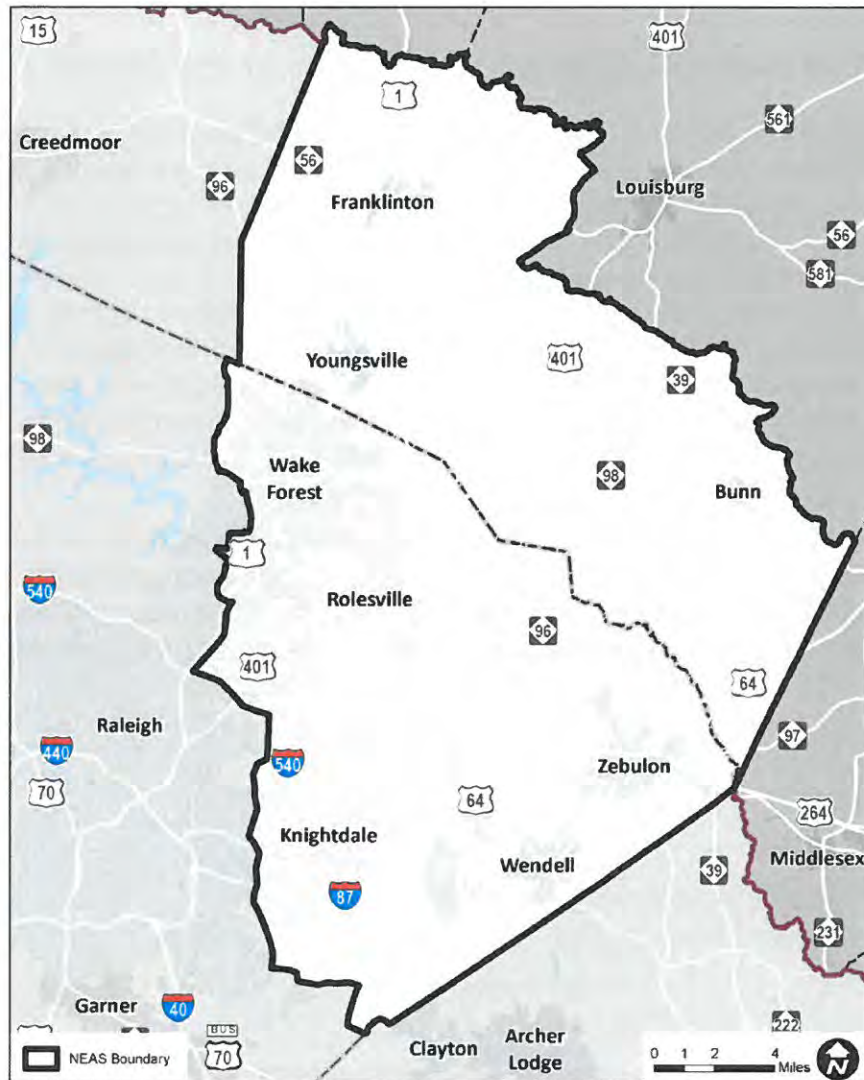


Figure 1.1: The NEAS study area.

## Study Area & Partnerships

The NEAS study area encompasses the following communities in Wake County: Wake Forest, Knightdale, Raleigh, Rolesville, Wendell, and Zebulon; and in Franklin County: Youngsville, Bunn, and Franklinton. It is a large area – over 435 square miles, larger than 44 of North Carolina’s 100 counties. The diversity of the area in terms of its people may be even greater: 11% of the study area are Hispanic and 33% are minority, for example. Figure 1.1 displays the study area and municipal framework.

This project was initiated and funded primarily by the Capital Area Metropolitan Planning Organization (CAMPO) and completed in partnership with local municipal partners, GoRaleigh and GoTriangle, North Carolina Department of Transportation (NCDOT), and other transportation and land use regulatory agencies and their stakeholders.

## Important Contexts Influencing the Shape of the NEAS Project

Recommendations from the Northeast Area Study Update will be considered for evaluation in the Metropolitan Transportation Plan document and process required of all metropolitan planning organizations (MPOs). This document becomes the guiding document for projects that receive federal and state funding across all modes of travel, which are the principal sources of financing for major transportation projects in this region.

This being said, the NEAS and the CAMPO Metropolitan Transportation Plan (MTP) are long-range planning documents looking out 30 or more years. In the context of timeframe, the recommendations should not be closely aligned with short- or medium-term policy decisions enacted

at any level of government. Instead, the priorities, policies, and project evaluations conducted in this document represent what was thought to be the most reasonable blending of current contexts and what the communities in our study told us that they wanted to see happen over this generational span of time. An important aspect of the MTP is that it has to be updated at least every five years – hence, any changes in direction can be accommodated readily. Things change, and they will do so again and again.

The following sections of our Project Workbook describe the basic project planning framework as well as key modal recommendations stemming from this comprehensive process.

**“We need to prioritize people being able to use sustainable transportation options.”**

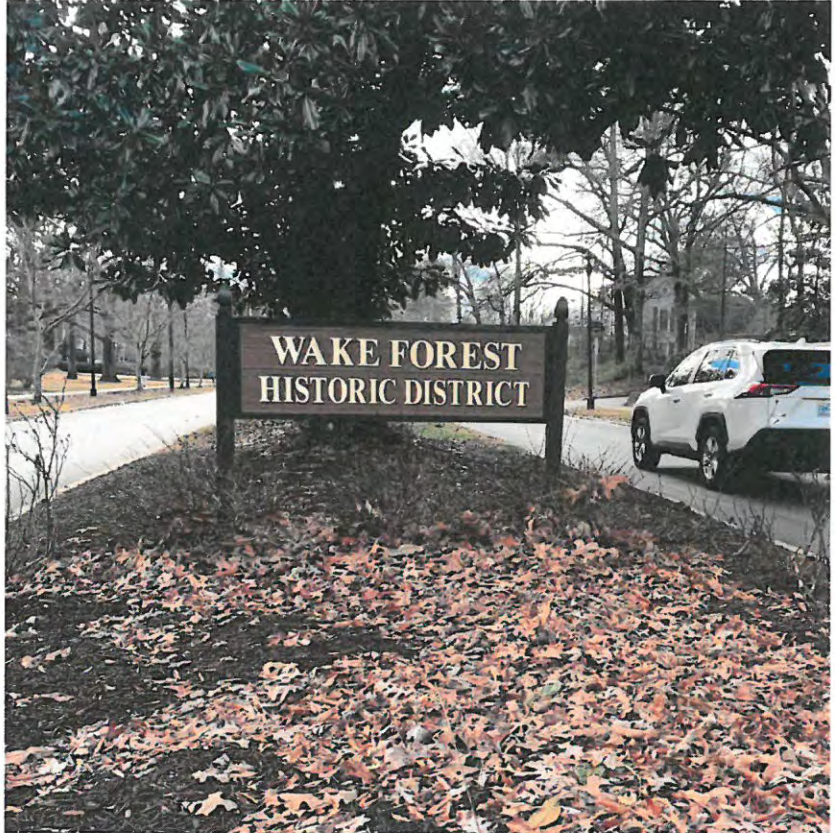
– Survey participant

**“It would be nice to have public transportation between outlying towns without going to Raleigh”**

– Survey participant

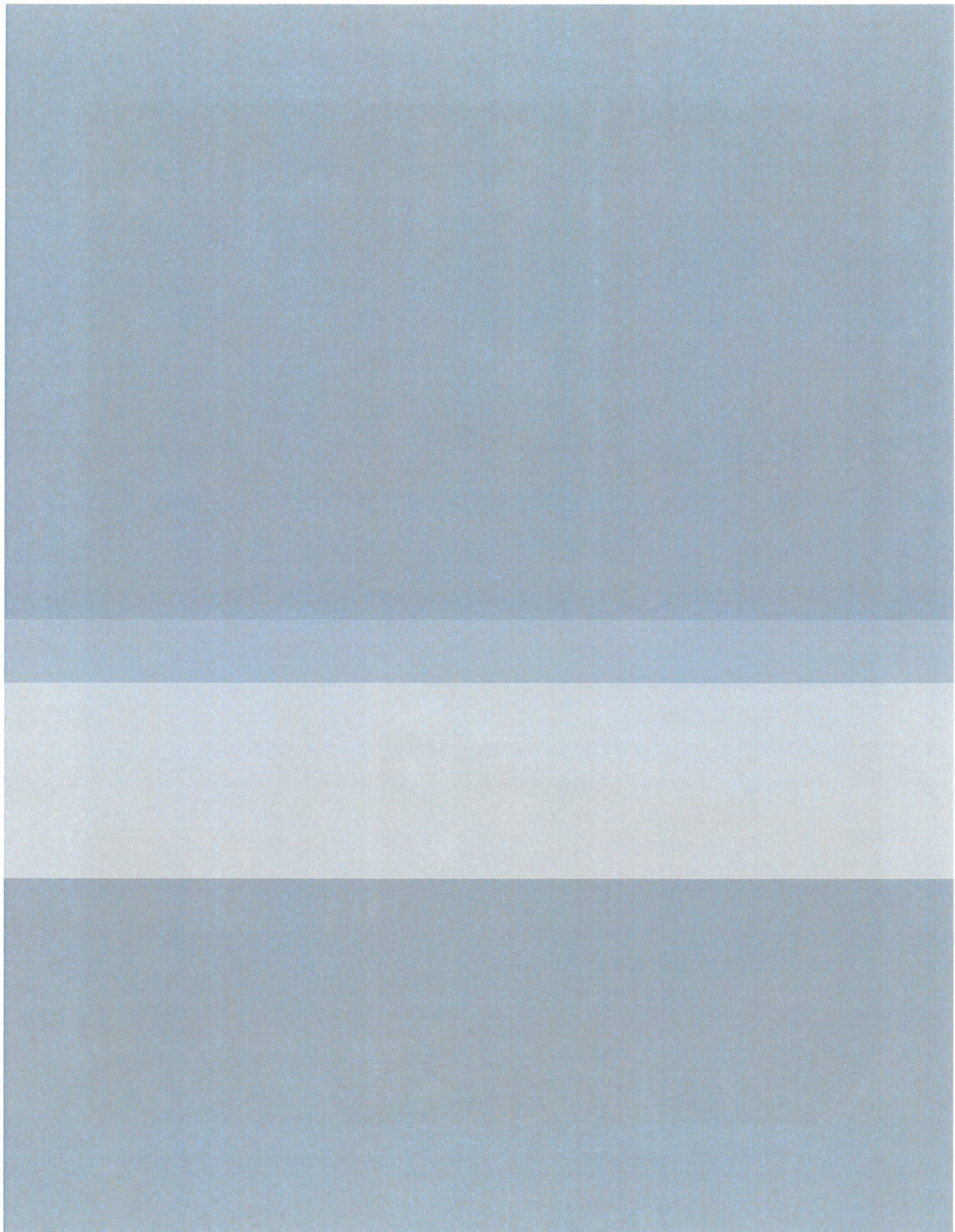
**“Congested, congested, congested.”**

– Survey participant



Existing neighborhood features of NEAS cityscapes.





PLANNING  
**FRAMEWORK** **02**

# Planning Framework

## Regional Planning Guidance

Communication was the most important part of this study. Listening to stakeholders helped us gauge priorities and visions from residents, elected officials, and many different people across a very large geographic space. Not only was the process challenged by geographic space, but also by a global pandemic that limited physical interactions and events. Virtual outreach, described further in the next section, served a key role for gathering feedback. A key question in every long-range planning process is how to get people to “see” beyond what they encounter while driving to a store, to work, or to school that day. In order to make this communication happen at a meaningful level, the project team used a variety of outreach techniques.

Second, the project team wanted to ensure that technical components of the work were addressed in such a way that the layperson could access the same information as the consultant and staff. The project team used a variety of graphics, presentations, and performance measures to distill “heavy” content into something that was useful to people with a non-technical background.

Third, the project team and the steering committees (Core Technical Team and Stakeholder Oversight Team, or CTT and SOT, respectively) recognized that coordinating regional policies for corridors (e.g., US Highway 1, US 401, and US Highway 64) and counties, were critically important over the long term in creating the recommended projects and environments that people said that they wanted to see happen in their future. Policies have an especially important role if/when large-scale capital infusion from state and federal governments are generally unlikely or in a declining trend.

The following sections of the report discuss in greater detail what was discovered through the public process, both externally and through the two steering committees. A separate document – the Best Practice Policy Guidebook – specifically describes excellent practices that the NEAS municipalities and counties can follow in order to achieve some of the goals people described to the project team throughout the life of the study.

“Thank you for allowing citizen input!”

– Survey participant

“PLEASE create a passenger rail service!”

– Survey participant



CTT Meeting 1 March 10th. Issues & Identification Exercise.

## Public Outreach Methods

As mentioned, the design of NEAS intentionally worked to create many opportunities for different segments of the public to participate in the planning process. This section names the outreach methods and provides some information about the appropriateness of each one to reaching certain segments of the public as well as the level of detailed input it provided to the process. Each method is briefly described in the following paragraphs.

### Surveys

Traditional surveying was used, both online with QuestionPro and paper, to gain input both from the CTT and the public to identify issues, concerns, and hotspots for more detailed analyses. Surveys were deployed both in the initial round of engagement between May and June 2020, as well as to vet draft recommendations for multiple modes of travel in the second round of engagement in February and March 2021. There were 695 survey participants.

#### NORTHEAST AREA STUDY (NEAS) UPDATE– Online Survey

**INTRODUCTION** We'd like to hear from you! Please share your thoughts on how to improve transportation in your community by taking this brief survey.

The study area includes parts of Franklin and Wake Counties, the City of Raleigh, as well as the Towns of Bunn, Franklinton, Knightdale, Rolesville, Wake Forest, Wendell, Youngsville, and Zebulon. It will involve an evaluation of transportation projects, policies, and priorities that may have evolved or shifted since the original study in 2014. Your responses will be strictly confidential and data from this research will only be reported in the aggregate. Demographic and location questions are used to verify outreach is representative of the area population. For more info, visit [www.NEASupdate.com](http://www.NEASupdate.com).

How long have you lived in the study area?

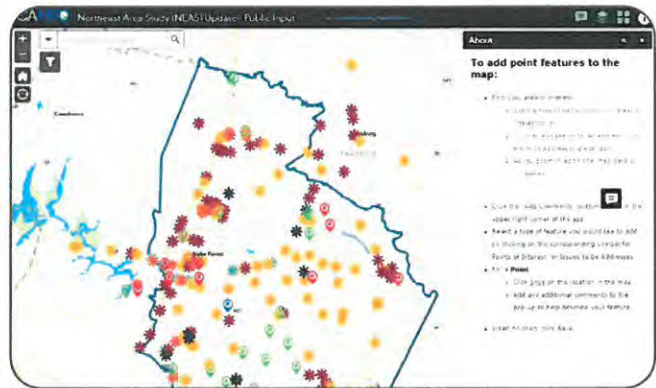
- Less than one year
- 1-5 years
- 6-10 years
- 10+ years
- I do not live in the study area

What is your zip code?



### Interactive Maps

Utilizing the ArcGIS Online platform, citizens were asked to identify destinations or conservation areas within the NEAS study area, as well as report problematic intersections or barriers to walking/biking within their community. Residents left 342 unique comments, which greatly aided in analyses, reviewing potential Hot Spot locations, discussing future land use strategies, and identifying roadway network improvements.



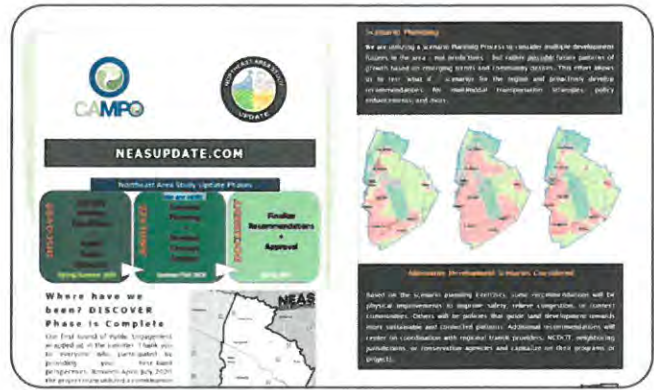
### Project Website

The project website, [www.neasupdate.com](http://www.neasupdate.com), served as the clearinghouse for all project information. Featuring the online survey and interactive map, the site provided the primary means of engagement for the public. The Project Team recorded over 5,000 page views and 2,200 unique visitors over the 14-month study.



### e-Newsletters

Three newsletters were generated and distributed digitally throughout the project. These newsletters provided overall status updates, notified recipients of upcoming opportunities for engagement, drove traffic to the project website for additional context or links, and set expectations on when the team would be reaching out again.



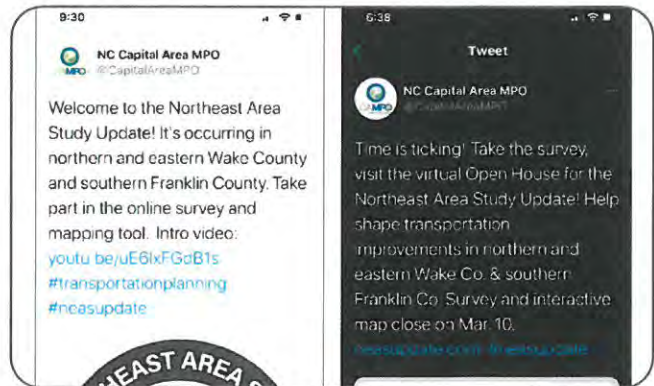
### Board Briefings

Three rounds of board briefings were conducted for the NEAS Update Project, either through a written summary update or virtual presentation, to communicate with elected officials. The first gathered information on issues and presented the NEAS framework; the second summarized public engagement feedback and provided guiding principles; and the third presented the draft recommendations. A total of 33 board briefings were conducted for each municipality and both counties across all rounds either through a virtual presentation or written summary update. The CAMPO Technical Coordinating Committee and Executive Board also received periodic updates.



### Social Media

Social Media is ubiquitous today, and its use in this update was important to its success. Engagement opportunities were advertised with social media posts via the Capital Area MPO's accounts on Facebook, Twitter, Nextdoor, and Instagram. Towns and counties posted events to their Facebook sites as well. Over the 14-month study, the Capital Area MPO social media account generated content for each event.



You will find the outcomes of each of these engagement strategies throughout this workbook as well as a separate Public Engagement report. Feedback was synthesized into themes that generated our project Guiding Principles, which were then referenced during the development of land use and transportation strategies. We incorporated feedback to gather input on the strategy ideas and generate refinements to create this final report.

## Points of Concern

The people of NEAS identified a variety of key concerns expressed in the following bullet points.

- **Most survey respondents live within the NEAS boundary (90%), but only 55% work here**, suggesting that the remainder must commute to work outside of the NEAS study area
- Perspectives of existing traffic congestion were evenly split among those experiencing minor congestion (51%) or heavy congestion (49%) on a typical day
- When asked about growth and development in the NEAS, **twice as many people agree that it's moving in the right direction (43%)**, as opposed to 20% who believe its heading in the wrong direction
- Quality of Life amenities were identified as needing more, including **restaurants, recreational facilities or dog parks, open space protection, and shopping/retail**; more housing options were identified less often (though Affordable Housing options topped the residential choices), suggesting that residents would like to slow the trend of rapid population growth
- **Lack of sidewalks/trails, quality transit service, and safety** were among the most critical transportation problem(s), with traffic congestion (37%) identified most often
- In terms of future development areas, two-thirds of respondents desired **more density within downtowns or currently developed areas (infill)**

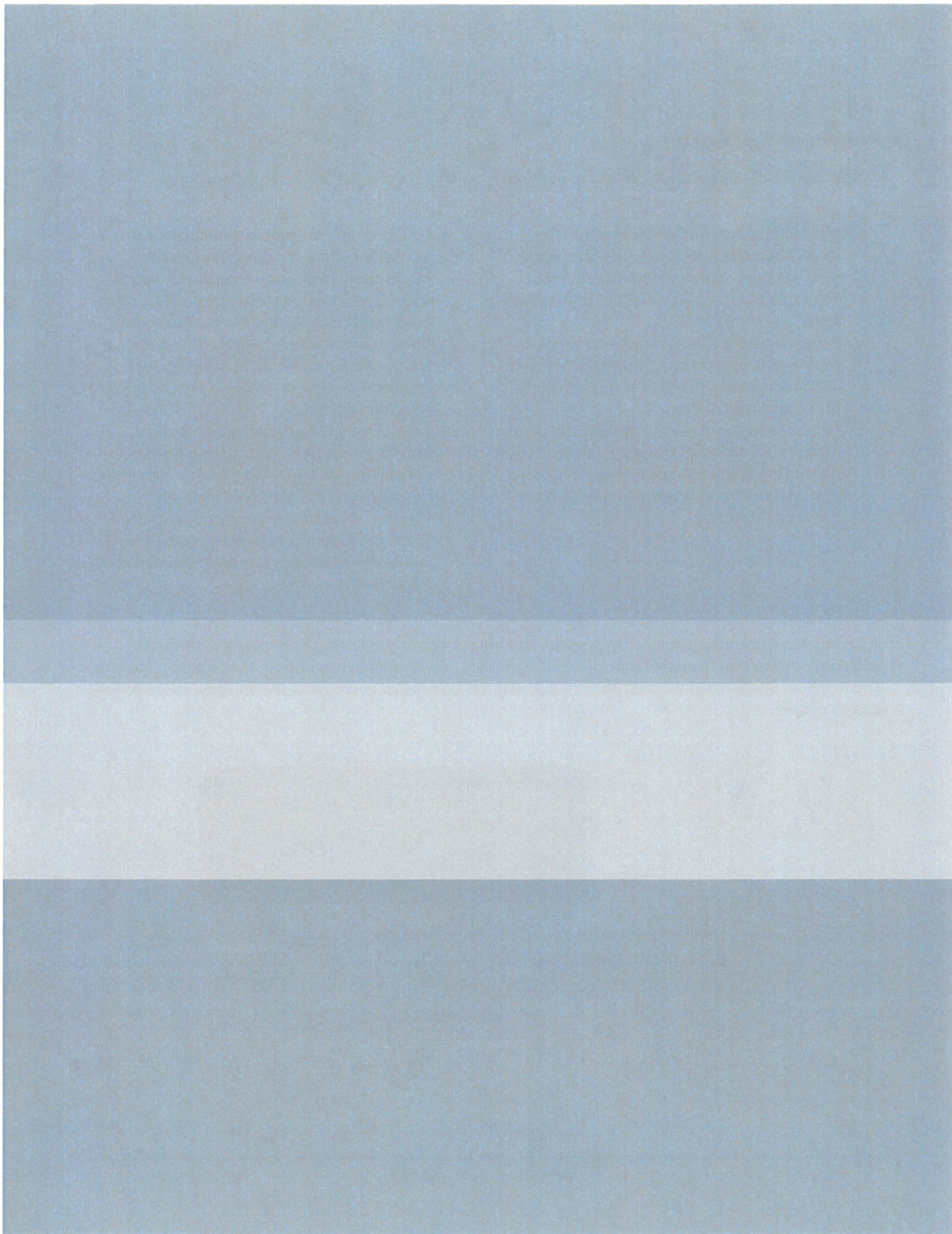
In addition to these issues raised by the public during our outreach efforts, there were a number of additional issues that helped evolve the various modal considerations described in subsequent chapters. The Regional Snapshot in the next chapter provides the contextual overview of the complex NEAS project and its people.

**"Too many transfers needed between busses to get from Wake Forest to places in Raleigh"**

— Survey participant

**"Eagle Rock Road in Wendell is too narrow and has very little shoulder."**

— Survey participant



REGIONAL  
**SNAPSHOT** **03**



# Regional Mobility



Rural sign in the Northeast Area Study region.



Evening PM commute conditions.

## Roadways

The Northeast Study Area, which encompasses north-eastern Wake County and Southern Franklin County, is mostly comprised of rural two-lane roadways with posted speed limits of 55 miles per hour. There are a few major corridors and state routes that cross the area. This synopsis details the highest AADT on each corridor and location. All Average Annual Daily Traffic (AADT) counts were collected by NCDOT in 2018. AADT's are measured in vehicles traveled per day (vpd), both directions. For many people and even users of this document, the roadways and their capacity serve as the primary basis for decision making in a transportation plan – this aspect is important to NEAS as well, but we will discuss how roadways and their “completeness” (or lack thereof) work with other modes of travel besides the private automobile.

### I-540

I-540 is an interstate highway that forms the southwestern border of the Northeast Study area. This facility is a six-lane, median-divided, access controlled facility with a 70 mph posted speed limit. Interchange ramps within NEAS provide access to I-87/US 64/264, US 64 Business (Knightdale Boulevard), Buffalo Road, and US 401 (Louisburg Road). **AADT: 72,000 vpd** (between US 401 Louisburg Road and Buffalo Road).

### I-87/US 64/264

I-87/US 64/264 (Knightdale Bypass) is an east-west corridor that recently has been upgraded to interstate highway standards and assigned I-87. This facility is six-lanes west of its interchange with US 64 Business, median divided, access controlled, and posted at 70 mph. East of this interchange, the corridor is four-lanes and drops its interstate designation (considered US 64/264). This corridor connects Raleigh to Knightdale, Wendell, and Zebulon and points east. **AADT: 90,500 vpd** (west of Hodge Road). The non-interstate portion supports 66,000 vpd east of Rolesville Road.

## US 64 BUSINESS

US 64 Business (Knightdale Boulevard) is an east-west commercial corridor from Raleigh to Zebulon. Portions of this roadway are four-lanes or six-lanes, with a planted median and many signalized intersections. **AADT: 37,000 vpd** near I-540 interchange. Further east of the NC 97 intersection near Wendell, the US 64 Business corridor narrows to a two-lane, 45 mph posted speed limit that supports closer to 12,000 vehicles per day or less.

## US 401 (Louisburg Road)

US 401 (Louisburg Road) is a northeast-southwest route that connects northeast Raleigh to Rolesville and southern Franklin County. US 401 remains in a state of transition and has many different roadway types along its length within the area. US 401 is a six-lane divided highway from I-540 to Mitchell Mill Road with a 50 mph speed limit. North of Mitchell

Mill Road, the corridor becomes a four-lane, limited-access divided highway with a 55 mph posted speed limit. Portions of this section feature limited left-turning options and U-turn locations, including the Rolesville Bypass project (TIP R-2814B), which has been constructed since the original 2014 NEAS study was completed. **AADT: 55,000 vpd** (near Perry Creek Road).

North of NC 96, the corridor narrows back to a two-lane roadway, with a posted 55 mph speed limit to the northern border of the area. Widening of this segment is currently under construction (TIP project R-2814C) to extend the four-lane divided highway cross-section to Flat Rock Church Road. The final segment (R-2814D) has been designed and awaits funding for construction to widen all the way to Louisburg, NC. **AADT: 26,000 vpd** (near Forestville Road), reducing to 16,000 vpd near NC 96 (Zebulon Road).



*Typical rural highway.*

US 1

US 1 closely follows the westernmost extent of the Northeast Study area and connects Raleigh with Wake Forest, Youngsville and Franklinton. The heavy development seen along this corridor over the past decade continues as of this update. Beginning as a six-lane divided highway at I-540, it transitions to a four-lane divided highway near Perry Creek Road and retains this profile to the north. **AADT ranges between 15,000 vpd** (near SR 1207 - Franklinton) and **64,000 vpd** (near Durant Road/Perry Creek Road), with changes in volume ranging between a 5% decrease and a 47% increase.

A US 1 Council of Planning was set up to encourage local governments and transportation agencies within the corridor to coordinate existing and anticipated land use and transportation issues. The US 1 Council of Planning has been meeting since 2007 serving as an advisory group to review and discuss all land use and transportation projects of regional significance, as well as any changes to the US 1 Corridor Plan, or local land use plans within the study area.

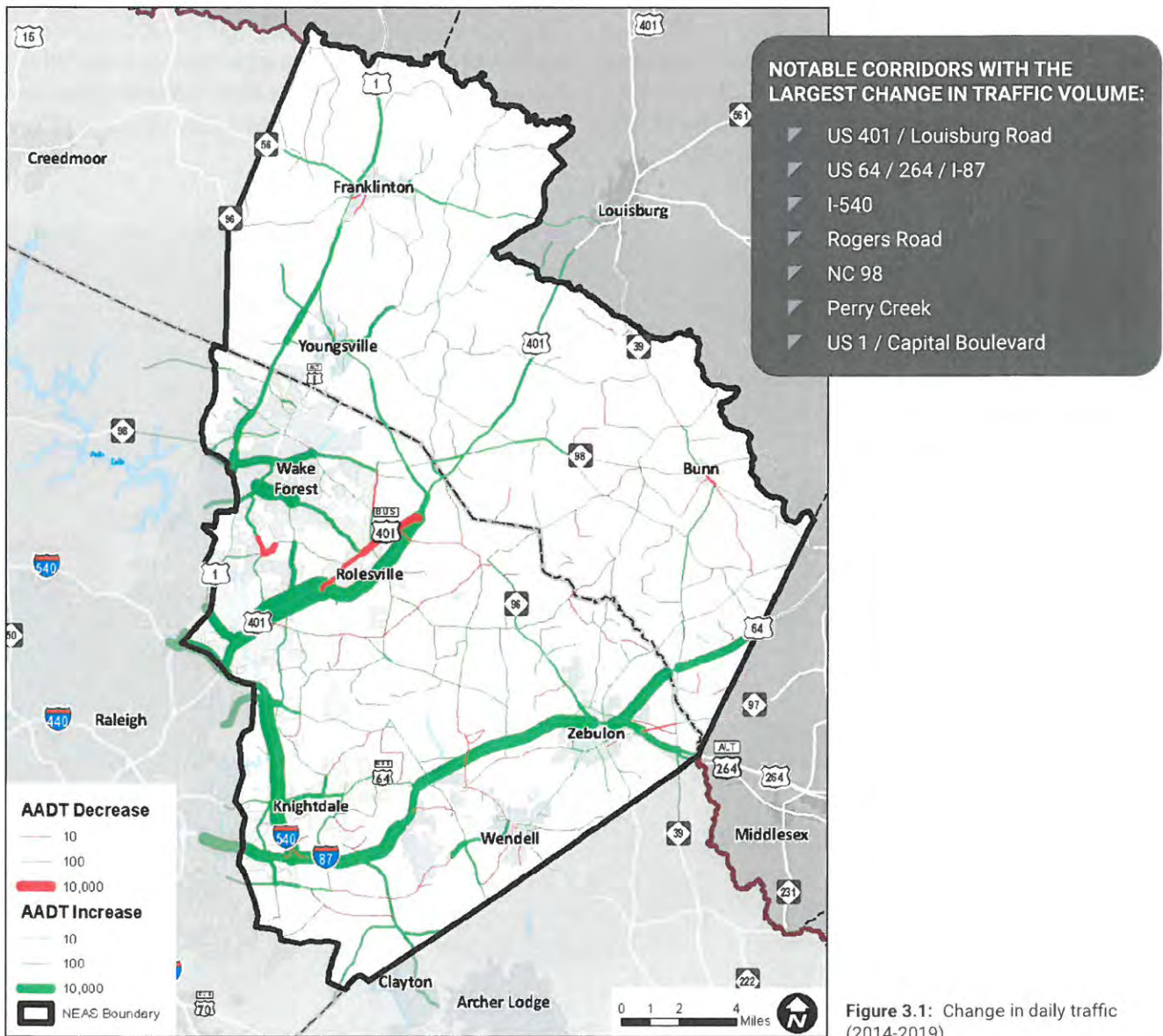


Figure 3.1: Change in daily traffic (2014-2019).

## NC-98

NC-98 runs from west to east through the Northeast study area, connecting Wake Forest with Bunn and eastern Franklin County. Along its corridor, NC-98 intersects with US 1, US 401, NC-96, and NC-39 in Bunn. Predominantly a two-lane highway throughout, NC-98 widens to become a four-lane divided highway at the Wake Forest Bypass. **AADT ranges between 3,400 vpd** (near downtown Bunn) and **30,000 vpd** (Wake Forest Bypass, near US 1), with greatest volume increases occurring west of Bunn.



## NC-97

NC-97 runs from west to east through the Northeast study area, beginning just west of Wendell as it splits from US 64 business and continuing through downtown Zebulon to the eastern NEAS boundary. A two-lane highway throughout, NC-97 supports **AADT volumes ranging between 1,900 and 13,000 vpd** (in downtown Zebulon).



## NC-96

NC-96 is a north-to-south corridor in the Northeast study area connecting Youngsville, Wake Forest, and Zebulon. Along its route, it intersects with each of the major corridors in the NEAS boundary: US 1 and US 401, NC-98, I-87/US 64/264, and US 64 Business/NC-97. It is the principal north-south corridor for the town of Zebulon. **AADT volumes range from 4,800 vpd** (near US 1 and Youngsville) to **22,500 vpd** (near I-87 intersection in Zebulon).



## NC-39

NC-39 runs north-to-south through the eastern third of the Northeast study area and connects Bunn with Louisburg to the north and eastern Wake County to the south. It intersects with US 64 in southern Franklin County and US 264 in eastern Wake County, along with NC-98 in downtown Bunn. **AADT volumes range from 4,200 vpd to 9,100 vpd** (in downtown Bunn).



## Level of Service

While the majority of roadways within the NEAS study area operate at a relatively high level of service (LOS) throughout the day, the distribution of congestion throughout the network is not uniform with respect to time or location. Figure 3.2 depicts level of service during both AM and PM peak hours overlaid with areas with higher density of development permits (certificates of occupancy) between 2010-2018.

Traffic congestion has increased from the 2014 NEAS study, **particularly in the areas of highest development density**. Segments of US 401 and US 1 operate at LOS D or F during both AM and PM peak hours. Apart from the major corridors, Forestville Road operates at LOS C to LOS F during peak hours, reflecting the development pressures placed on the existing road network there. This represents a significant change from the 2014 update, where Forestville Road operated at LOS B during both AM and PM peaks. Until such time as a new base year network is generated (planned for 2021), this figure represents the best available LOS evaluation and high development areas.

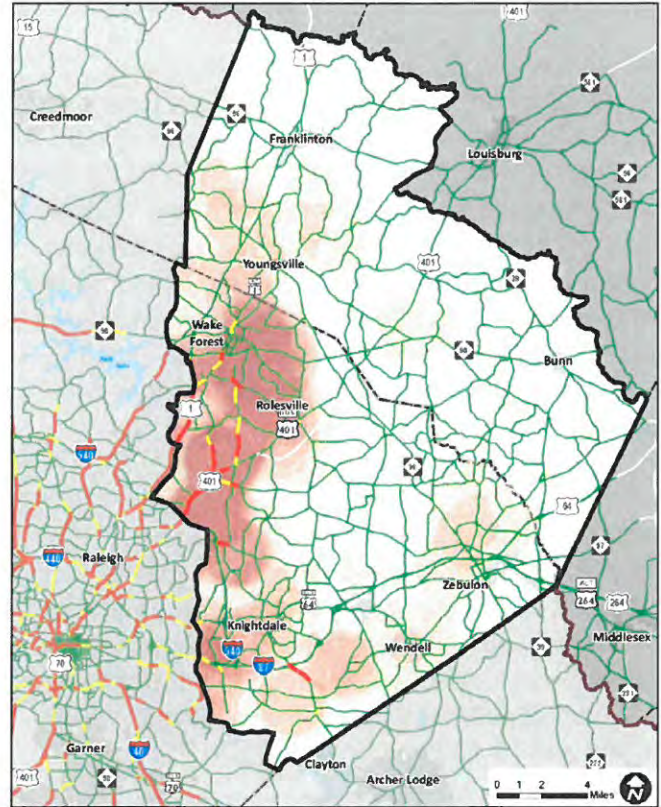
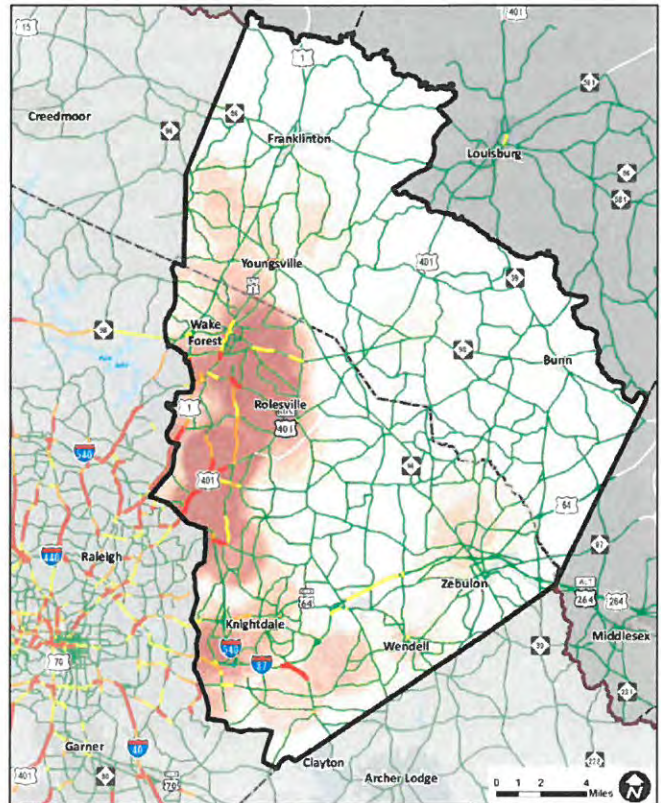


Figure 3.2: AM (above) and PM (below) peak period traffic congestion for the base year model network, and new development intensity (2010-2018).



LOS A, B - Under capacity	
LOS C - Approaching capacity	
LOS D - Near capacity	
LOS F - Over capacity	
High density/growth	
Low density/growth	

## Safety

Table 3.3 depicts intersection crashes by severity for the five-year period between 2014-2018. Comparison with the five-year period between 2008-2012 indicates a decreasing trend. Possible explanations for this trend may include enhanced vehicle safety features, driver behavior modifications, increase in non-intersection crashes, or reporting criteria changes. Crash severity has remained relatively constant, with non-injury crashes accounting for more than 70% of intersection crashes.

The top 10 intersection crash locations are displayed in Table 3.4, representing 20% of the 6,421 total intersection crashes. Five of these intersections were also in the top 10 from the previous study.

Crash Severity	2008-2012 Crashes		2014-2018 Crashes	
	Crashes	Percent of Total	Crashes	Percent of Total
Severe Injury	135	1.5%	68	1.1%
Injury	2,581	28.3%	1,809	28.2%
Non-Injury	6,404	70.2%	4,544	70.8%
Total Crashes	9,120		6,421	

**Table 3.3:** Intersection Crashes by Severity within the Northeast Study Area.

Intersection/Interchange	Location	Crashes	Severe Injury	% Total Crashes within NEAS	NEAS 2014 Rank
I-540 @ US 64 Business	Knightdale	240	0	3.7%	1
US 401 near Perry Creek Road	Raleigh	163	3	2.5%	2
US 1 @ US 1 Alt/Falls of Neuse Rd	Raleigh/ Wake Forest	163	0	2.5%	n/a
US 64 @ US 64 Bus/NC-96	Zebulon	136	1	2.1%	4
US 401 @ Forestville Rd	Raleigh	119	2	1.9%	n/a
US 401 @ Ligon Mill/Mitchell Mill Rd	Raleigh	116	1	1.8%	3
I-540 @ Buffaloe Rd	Wake County	110	1	1.7%	5
US 64 Bus @ Widewaters Parkway	Knightdale	78	0	1.2%	n/a
US 1 @ Holden Rd	Youngsville	75	1	1.2%	n/a
US 1 @ NC-96	Youngsville	75	2	1.1%	n/a

**Table 3.4:** High Frequency Crash Intersections 2014-2018, Northeast Study Area.

## Bicycle & Pedestrian

The amount of bicycle facilities has increased since the 2014 NEAS Study. The construction of the Mingo Creek Trail in Knightdale and the construction of bicycle lanes in Wake Forest and Rolesville feature prominently. Sidewalk facilities have increased as well, with Wake Forest and Knightdale constructing new sidewalks since the previous update. Jurisdictions within the NEAS have successfully advanced bicycle and pedestrian projects recently, obtaining funding through Locally Administered Projects Program (LAPP) for Wendell

Boulevard sidewalks, Main Street improvements in Youngsville, the Beaverdam Creek Greenway in Zebulon, and the Rolesville Main Street Complete Streets Plan. However, while pedestrian and bicycle improvement projects have been implemented, gaps in the existing network remain. This is particularly true for bicycle lanes, where facilities do not extend to adjacent jurisdictions. While shared use paths (SUPs, also known as greenways) are more common and in high demand, these facilities lack connectivity both within the communities where they are found as well as between the municipalities that constitute the study area.

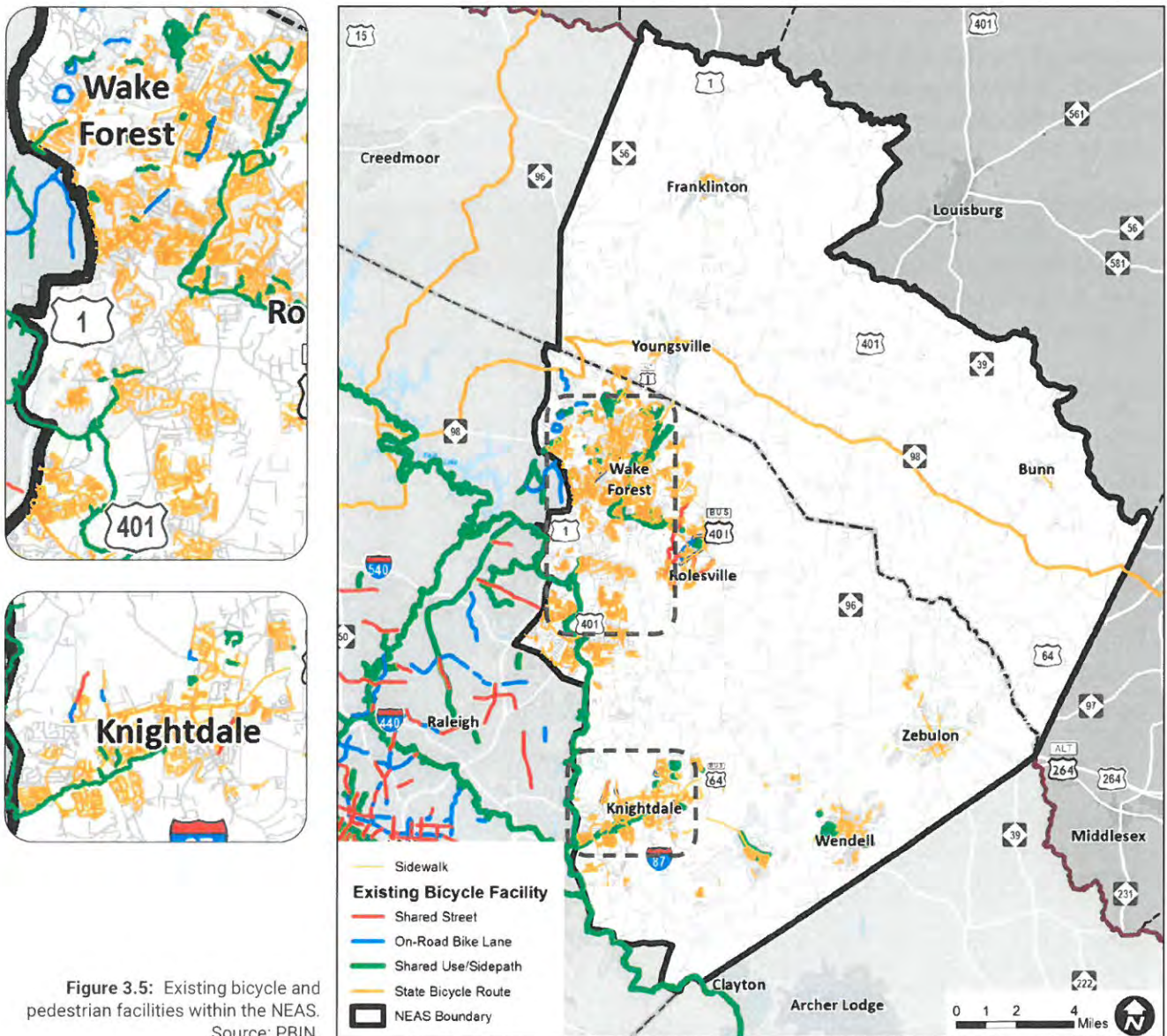
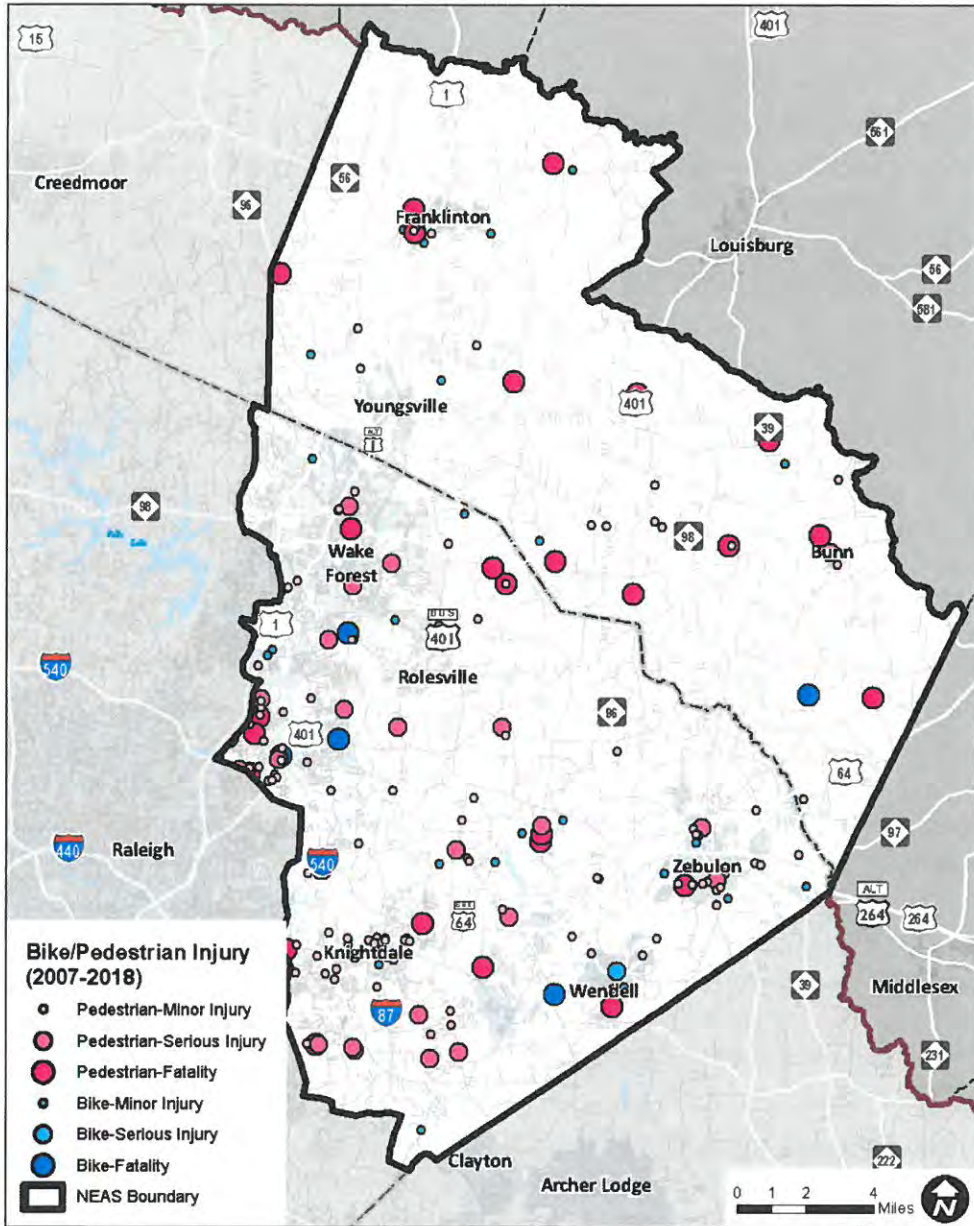


Figure 3.5: Existing bicycle and pedestrian facilities within the NEAS. Source: PBIN.



**Figure 3.6:** Bicycle and Pedestrian Injuries within the NEAS, 2007-2018. Source: NCDOT.

## Safety

Bicycle and pedestrian crash data provide insight into existing activity, as well as potentially deficient facilities. Figure 3.6 depicts crashes involving bicyclists or pedestrians within the Northeast Study Area between 2007 and 2018. A total of 343 crashes are reported, 81 of which involved bicyclists and 262 of which involved pedestrians. Greater numbers of pedestrian- than bicycle-involved accidents likely reflects the greater amount

of pedestrian activity, however, it should be noted that many bicycle and pedestrian incidents go unreported.

The 2014 NEAS noted that, relative to population, a disproportionate number of bicycle and pedestrian incidents (148 of 343, 43%) occurred in rural areas where no pedestrian or bicycle facilities exist, and this trend continues into the current update. Reported crashes in these areas typically occur on two-lane roads with minimal shoulder widths.



## Rail & Transit

### Rail

The North Carolina Railroad Company owns a rail corridor known as the S-Line that extends from Raleigh to Norlina through Franklin County, passing through the downtowns of Wake Forest, Youngsville, and Franklinton along its path. CSX Transportation currently operates the railroad along this line, which currently operates as a freight route. The S-Line is a part of the **Southeast High Speed Rail Corridor**, which is a long-term objective for the NCDOT Rail Division. Right-of-way for the railroad along this corridor varies between 60 to 100 feet.

### Transit

Fixed-route transit service is provided by GoTriangle and GoRaleigh to Wake Forest, Rolesville, Knightdale, Wendell, and Zebulon. Service is primarily provided along the major corridors of I-87, US 1, US 401, and US 64 Business, connecting with Downtown Raleigh along Capital Boulevard (US 1), New Bern Avenue/Knightdale Boulevard. Development patterns along these routes have continued to support express bus service since the release of the 2014 NEAS. Transit route service for the aforementioned destinations is summarized below.

**Wake Forest.** Two routes are offered connecting Wake Forest residents to the metropolitan area via transit.

1. The Wake Forest-Raleigh Express (WRX), operated by GoTriangle, departs Wake Forest from the Park-and-Ride lot at Elm Avenue and White Street, with stops at the Triangle Town Center and GoRaleigh Station in downtown Raleigh. With headways of 35 minutes, the WRX route operates for three hours in the AM peak, and three hours in the PM peak.
2. The Wake Forest Loop (WFL), operated by GoRaleigh, is a circulator route that connects key destinations in Wake Forest. The loop operates in both clockwise and counterclockwise directions, with major stops in Downtown Wake Forest, Wakefield Commons, and Wake Forest Crossing at Capital Boulevard. The Loop connects to the WRX route at the Park-and-Ride lot at Elm Avenue and White Street. Service span covers the hours of 6:00 AM to 8:30 PM, with reduced hours on Saturday.

**Rolesville.** GoRaleigh offers one route connecting Rolesville to Raleigh, the Rolesville Express (401X). This express bus service is a peak service route only, with service span of three hours in the AM peak and three hours in the PM peak weekday evenings. A one-way fare is \$1.25, with stops from Rolesville including Wake Tech Community College and the Triangle Town Center.

**Knightdale.** The Knightdale Route (33), operated by GoRaleigh, is a regular service bus route connecting Knightdale to Raleigh at the New Hope Commons Shopping Center. With headways of one hour, service span covers the hours of 6:00 AM to 10:00 PM. Key connections include Forestville Road Elementary School, Knightdale Town Hall, Harper Park, and numerous commercial retail centers.

**Wendell & Zebulon.** Wendell and Zebulon are both serviced by the GoTriangle Zebulon-Wendell Express Route (ZWX), a peak service express line connecting the two towns to downtown Raleigh at the GoRaleigh Station. One-way fares are \$3, and key connections include the WakeMed Campus at New Bern Avenue, and Park-and-Ride lots in Wendell and Zebulon.

In addition to these fixed-route services, GoTriangle, GoWake Access, and the Kerr Area Transportation Authority (KARTS) operate on-demand paratransit service for Wake and Franklin Counties, respectively.

# Demographics

Population growth within the Northeast study area has been steady and significant throughout the 21st century, and this has not changed since the initial study was completed. North Carolina has seen substantial growth in its Hispanic and Latino population, and the Northeast study area mirrors this trend. White continues to be the largest racial group, with over 63% of residents identifying as such; Black and Hispanic/Latino populations increased, at 25% and 39% rates respectively. Growth projections for the coming decade suggest that the Hispanic or Latino population will continue to grow within the study area.

Population growth has outpaced projections of even the previous NEAS, with overall growth of

more than 50% occurring within the study area since 2010. New housing unit growth has largely kept pace with this trend, growing by nearly 48%. Of the nine communities within the study area, four (Knightdale, Rolesville, Wendell, and Zebulon) are among the **top 11 fastest-growing in North Carolina**, with Knightdale experiencing the fastest year-over-year growth at approximately 10%.

A majority of the area's population uses a car to travel to and from work, whether alone (81%) or carpooling (10%).

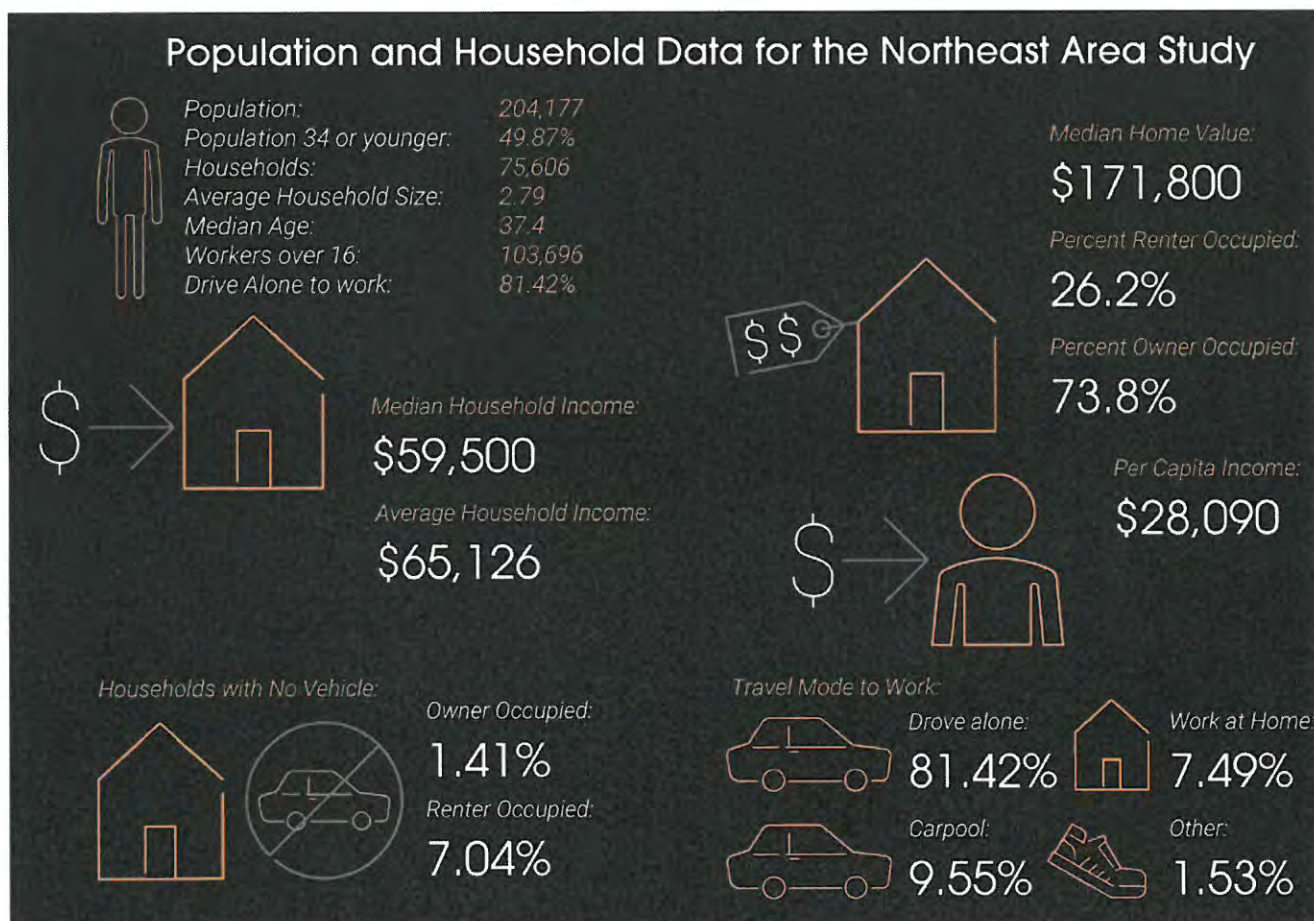


Figure 3.7: Demographics infographic. Source: American Community Survey (ACS) 5-year average 2015-2019.

# Economic Vitality

The economic forecast for the NEAS remains strong, as the Research Triangle Park continues to play home to major employers for the region and adjacent communities' benefit. In Wake County alone, nearly 50 companies have more than 1,000 employees; in Franklin County, while Franklin County Schools remains the top employer with over 1,000 employees, only three of the county's top ten employers are publicly funded. Public institutions, including the State of North Carolina and Wake County Public Schools, are among the largest employers, while WakeMed Health and UNC Rex Healthcare also employ over 6,750 each.

Household income and home values have increased across the Northeast study area since the 2014 update. Median household income grew by 21% since 2010 to \$72,614, while median home value increased by 56% to \$228,299. These increases are likely a result of the continued shift in resident employment towards the technology and business sectors outside of the Study area. **Among residents of the NEAS, 86% are employed outside of the area.** An additional 27,800 employees work within the NEAS but live outside.



**Figure 3.8:** Worker's place of employment and residence within the NEAS. A majority of residents are employed outside of the study area. Source: U.S. Census Bureau.

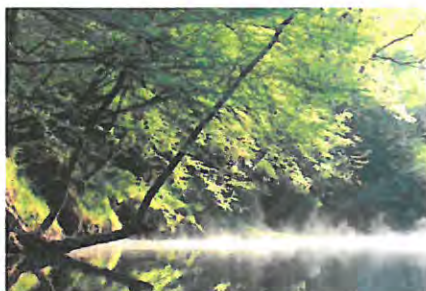
# Natural Environment

The NEAS study area is bounded by water bodies: the Neuse River along a portion of its western boundary, while the Tar River and its tributary, Cedar Creek, make up portions of the northeastern boundary. The NEAS study area sits near the headwaters of both the Neuse and Tar Rivers, with much of the Wake County area lying in the Neuse watershed while Franklin County areas lie in the Tar watershed. Other major bodies of water lying within the study area include Poplar Creek, Marks Creek, and the Little River in Wake County, and Cedar Creek, Moccasin Creek, and Crooked Creek in Franklin County.

The Little River Watershed, overlapping both Wake and Franklin Counties, is a central hydrologic feature within the NEAS study area, occupying over 25,000 acres in Wake and Franklin Counties. Development occurring along its western edge in Rolesville, Wake Forest, and Knightdale means that the Little River watershed serves as the transition boundary from the urbanized, metropolitan area to the rural lands in the north and east. The “green heart” is just over 40,500 acres, representing 15% of the total land area within the NEAS boundary is subject to development constraints.



The Neuse River. Source: VisitRaleigh.



The Tar River. Source: Tar River Land Conservancy.

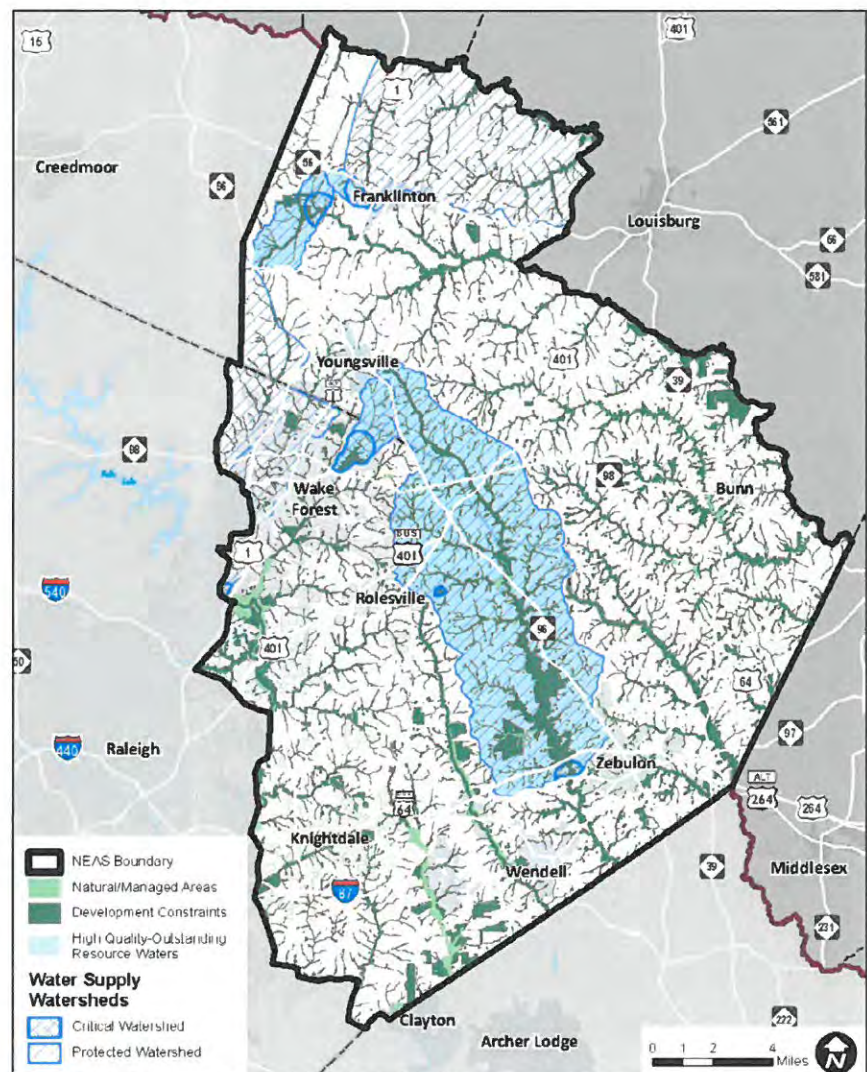


Figure 3.9: Environmental resources and natural managed areas.

The 2014 Study noted that the area retained its rural character despite continued population growth, and that characteristic remains in this update. Of the 435 square miles composing the study area, approximately 37% are dedicated to agricultural use, while a further 15% are categorized as open space, which includes surface waters and permanent open space. This represents a decline in total agricultural lands from the 2014 study, wherein 43% of total land area was classified as agricultural.



This change is likely a result of new residential construction, as residential development has increased substantially from 2014. Whereas developed lands, inclusive of commercial and residential properties, encompassed approximately 23% of the study in 2014, today residential uses alone constitute over one-third of the total land area at nearly 36%. These residential uses have grown across the entirety of the Northeast study area, but most substantially in the areas surrounding Knightdale, Rolesville, and Wake Forest.



# Health

The physical and non-physical health of a community is affected by on- and off-road transportation facilities, as well as barriers to transportation.

**Community Health Needs Assessments (CHNAs)** for Wake and Franklin Counties identified transportation as a priority topic.

Both Wake and Franklin Counties demonstrate challenges with respect to transportation that affect the health and well-being of their residents. In both counties, a disproportionately high percentage of residents face long, solo commutes to work; this is particularly the case for Franklin County, where over half the population reports

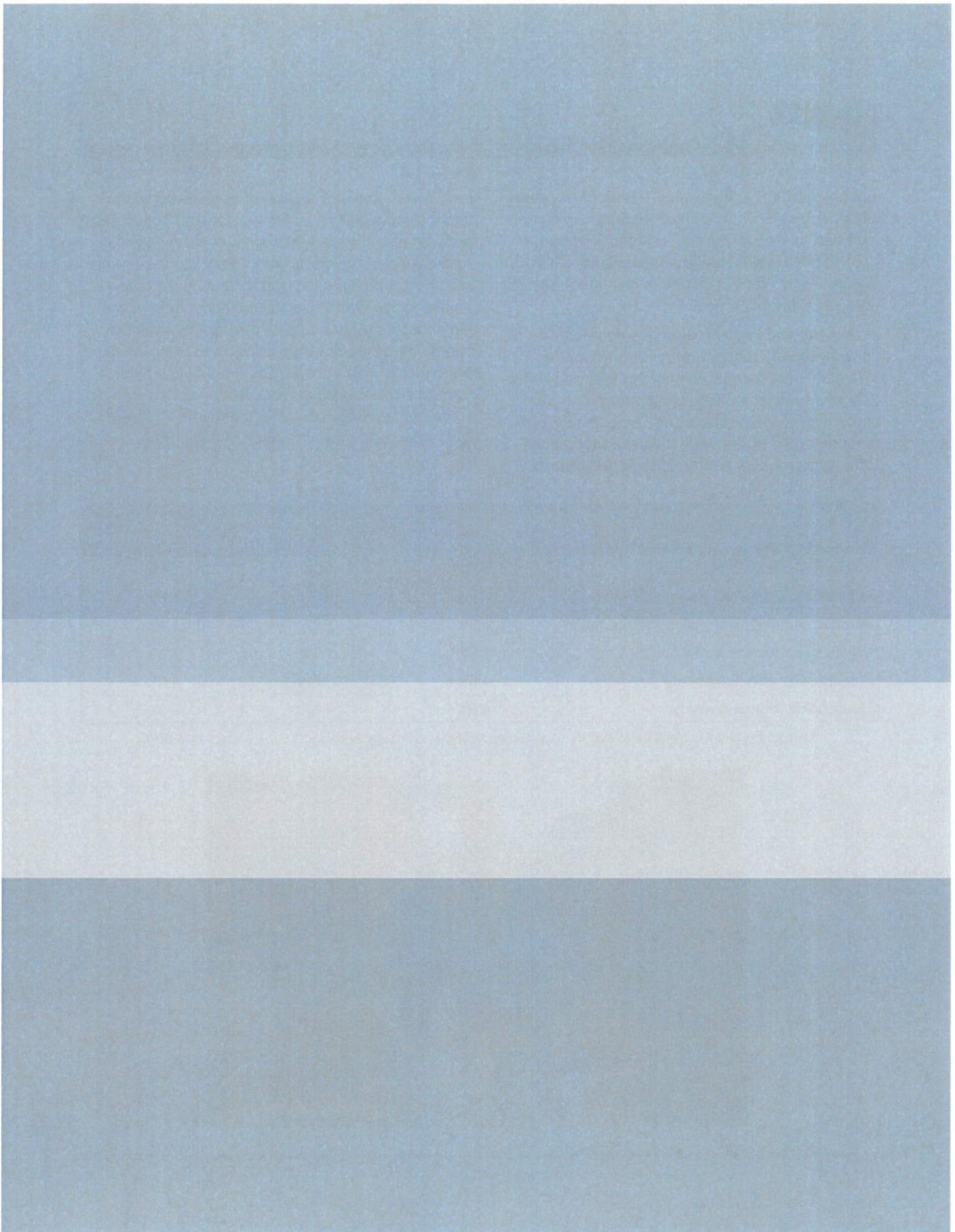
long commutes alone. Lack of adequate transit service and a disconnected bicycle and pedestrian network also means that a smaller percentage of both counties' residents walk to work or take public transportation. Franklin County also faces challenges with respect to accessibility of healthcare services and other needs due to lack of vehicles.

**Nearly 7% of the county's population are zero-car households.** In a transportation network where alternative options are lacking, this poses challenges for those needing access to healthcare, jobs within the region, and other activities of daily living.

Measure	Franklin County (county-wide)	Wake County (county-wide)	North Carolina
Workers who drive alone to work	83%	80%	81%
Solo drivers with a long commute (> 30-mins)	54%	33%	31%
Workers commuting by public transportation	0.2%	1.1%	1.1%
Workers who walk to work	1.5%	1.3%	1.8%
Workers who work from home	4.8%	7.6%	4.8%
Households without a vehicle	6.6%	4.3%	6.3%

**Table 3.10:** Comparison of travel to work by mode. Source: American Community Survey (ACS) 5-year average 2015-2019.





SCENARIO  
**PLANNING** **04**



# Planning Scenarios



*Land use and transportation are directly related, as viewed through traditional development patterns and single-occupied vehicle commuting.*

Generally, long-range planning studies similar to the Northeast Area Study have focused on a narrowly defined set of evaluation tools, typically related to a time-based level-of-service analysis. For this update, the steering committees and professional staff wanted to reflect some of the core concerns of these groups as well as what the general public indicated in our surveys and in-person discussions. People understand that transportation systems don't simply move people and goods from one place to another with greater or lesser efficiency; the way that this service is delivered has major implications for how people will likely make their trip (mode), when they choose to make it (time of day), and how long it will take them (travel time). Even further, **the transportation network ultimately is only part of a feedback loop that influences the very environment that creates the demand for trip-making in the first place.** For example, a transportation system that features very high capacity streets that move as many cars as efficiently as possible will likely result in a lower level of service for other modes of travel (excluding, perhaps, some forms of public transportation) and ultimately creates a physical environment that reinforces that method of travel. Hence, we have seen the rise of "strip" commercial development, large office parks, and far-flung tract subdivisions.

The historical prevalence of these development types is not an accident, nor even purely market-driven. Lending institutions, municipal zoning codes, public expectations, construction practices, and other forces have moved the ball in this direction for at least the past five to six decades. However, as more people find themselves facing increasing levels of traffic, difficulty with aging in place, or find the expenses involved in maintaining private cars increasingly infeasible, this development pattern is changing. The old adage "drive 'till you qualify," where people move to the most square footage for their money, no longer rings true. Younger people are waiting longer to get their driver's licenses, and many would prefer to live in places where driving is infrequent -- or even optional. Where large suburban-style home developments are still occurring, the variety of housing types is increasing, as is the number of amenities and design features aimed at improving walking and biking conditions.

Some of this knowledge helped to guide the project team towards **suggested planning scenarios (total of four)**, used initially to collect input from many people as well as guidance offered by the professional planning and design staff employed by the towns, city, and counties in the Northeast study area. The following are the primary scenarios that were used to help shape the final, preferred (blended) land use scenario. A demand assessment was created and applied to the transportation network to gain an understanding of where improvements were most crucial. These scenarios were evaluated using the performance metrics described later on.

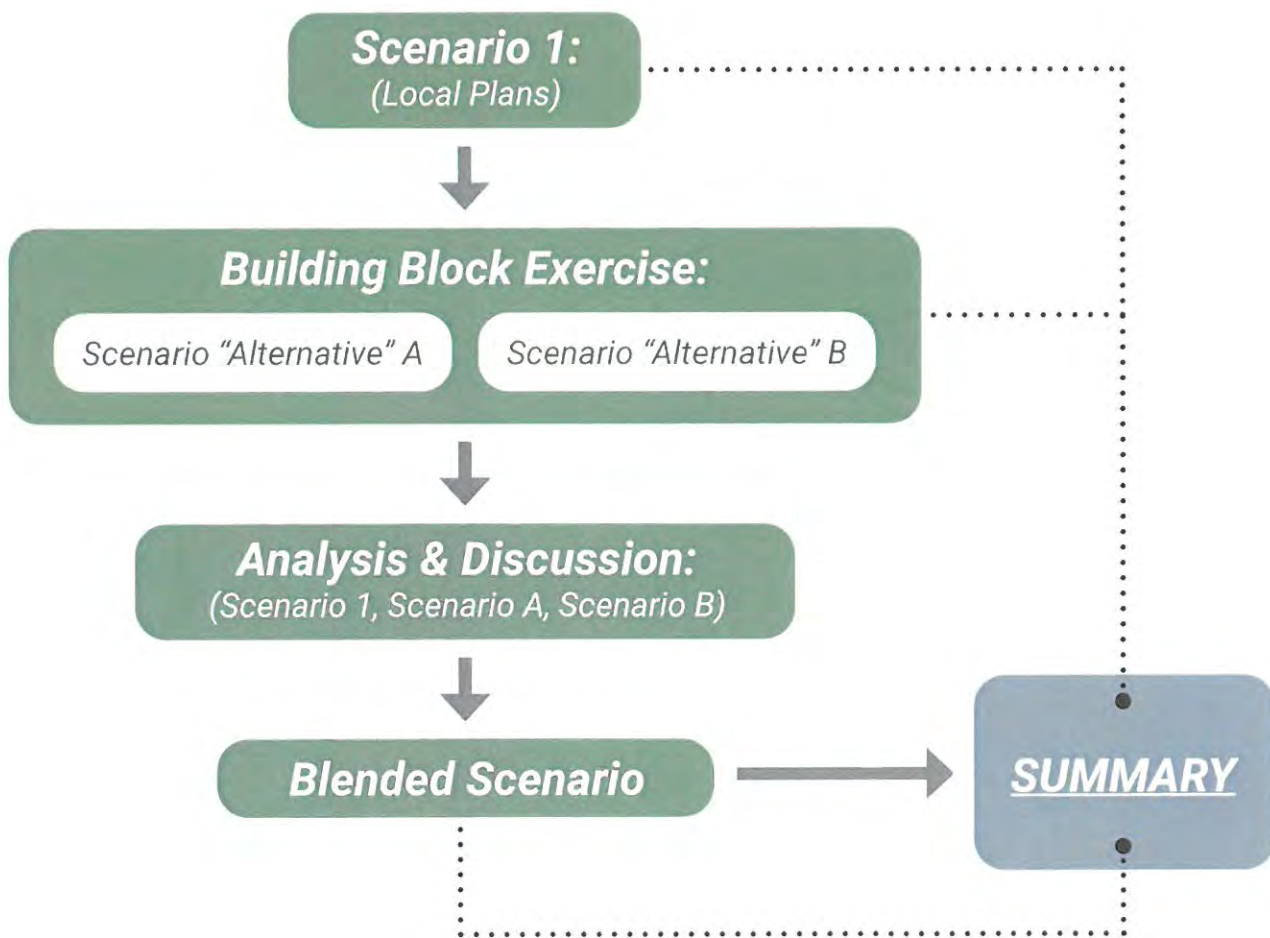


Figure 4.1: Summary of Scenario Planning Process.

## LOCAL PLANS SCENARIO

The Local Plans scenario is precisely what its name suggests: the growth scenario resulting from the compiled plans and policies of each jurisdiction within the Northeast study area. Plans from every municipality were gathered and expressed through a set of land use categories. In addition to representing the projected future year growth, this scenario served a second, important function: it served as the baseline against which subsequent, alternative scenarios would be evaluated.

### SCENARIO A: "DECENTRALIZED GROWTH"

Scenario A features a more decentralized growth pattern. It supports concepts from the public symposium and Stakeholder Oversight Team feedback such as "city flight" (a shift in population away from the city centers as people look for more affordable and spacious housing options). This scenario would also support recent trends such as people telecommuting from home or working remotely from nearby coworking centers. While work and shopping is primarily accessed via automobile in this scenario, it imagines an expanded shared use path system providing options for cycling and walking to destinations such as parks, schools, and shopping. Nonresidential development mixes less with residential development and would occur at lower densities. Conservation efforts are integrated into elevated standards for neighborhood and subdivision design. Scenario A does not envision expanded or enhanced transit options into the metropolitan center.

#### Key Concepts:

- Complete communities are oriented around short, 10-15min driving distances to activity centers
- Decentralized growth pattern
- Supports perceived trends such as increased city flight
- Neighborhoods are connected via networks of collector roads and multipurpose trails.
- Maintain open space through infill development and using concepts such as conservation subdivisions and low impact development
- Less mixed-use development

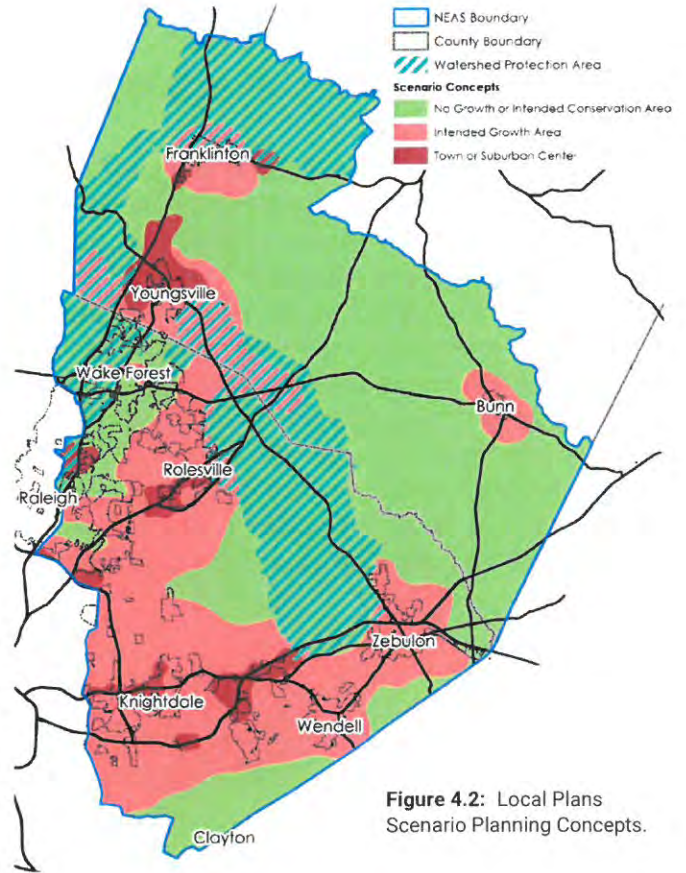


Figure 4.2: Local Plans Scenario Planning Concepts.

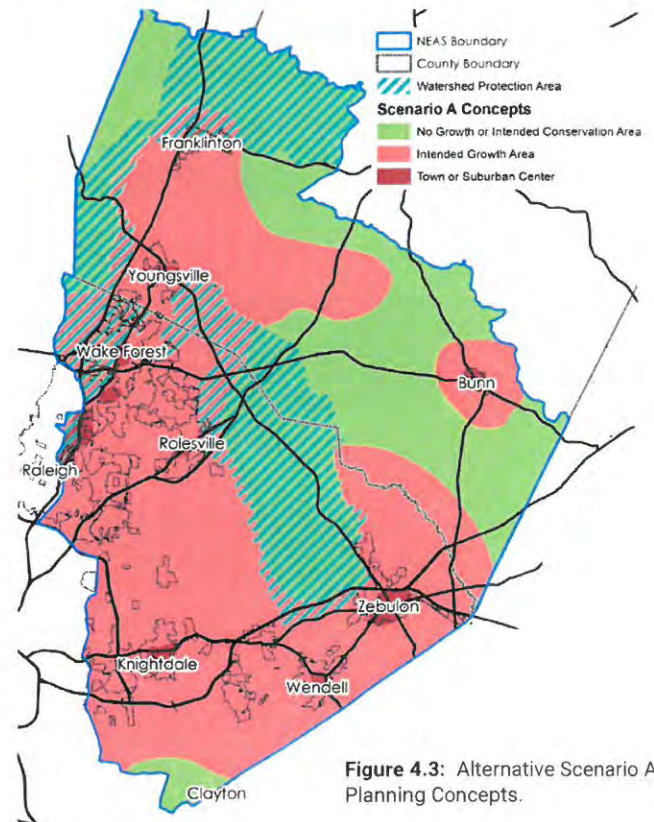


Figure 4.3: Alternative Scenario A Planning Concepts.

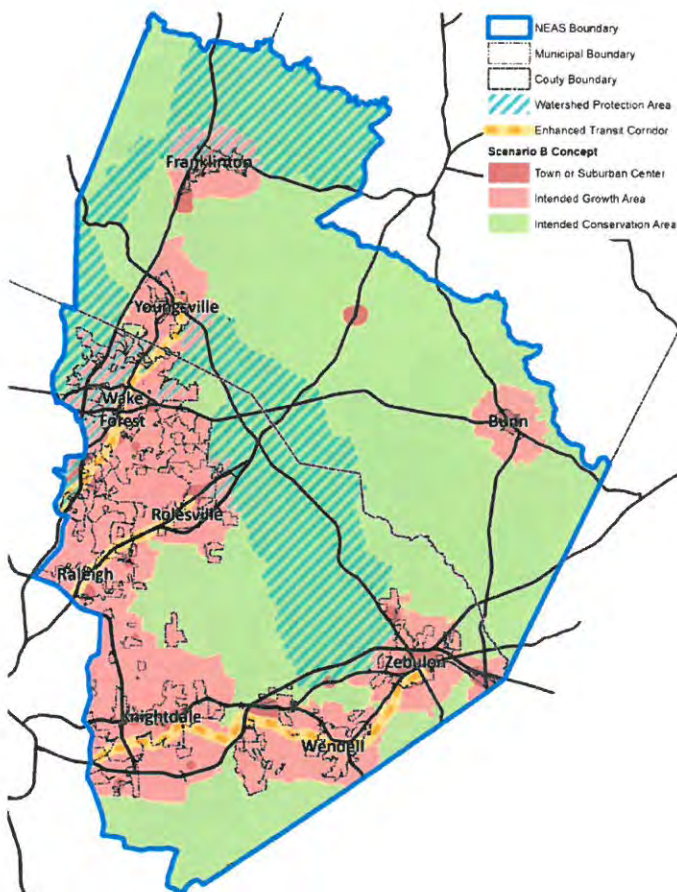


Figure 4.4: Alternative Scenario B Planning Concepts.

## SCENARIO B: "CENTRALIZED GROWTH"

Scenario B features a more centralized growth pattern, focusing on new and revitalized walkable activity centers like downtowns and suburban centers. Walkability was viewed as very important in the public symposium and meetings with the steering committees. This scenario supports concepts from outreach such as interest in Transit-Oriented Design (TOD) and mixed-use centers, drawing inspiration from developments like Raleigh's North Hills. This scenario envisions higher density nodes along corridors with enhanced transit along US 64/264 and US 1.

### Key Concepts:

- Complete communities are oriented around short, 10-15min walking distances to shopping and work destinations
- Centralized growth pattern around walkable activity centers
- Expanded and strengthened transit options provide transportation alternative to the auto and provide strong linkages to the metro center.
- Conservation efforts continue to accelerate. Development is minimal in rural areas.
- More mixed use, especially in town centers and new mixed-use activity centers.

# Development of a Preferred Scenario

Based on the results of the alternative scenario testing and feedback received from the online survey, focus group meetings, virtual meetings, public workshops, the Stakeholder Oversight Team (SOT), and the Core Technical Team (CTT), a Preferred (Blended) Scenario was created. The Preferred (Blended) Scenario, or preferred land use concept, is meant to be a conceptual plan that outlines a development pattern that advances major ideas that the majority of participants in the Northeast study area supported. Through a visual-preference survey exercise, relative preference was determined for each scenario and its components. A Building Block exercise was also facilitated using ArcGIS Online to allow local land use planners to place development types according to the alternative scenario themes. The Preferred (Blended) Scenario is a “blended scenario” that uses components of each of the alternatives to create a conceptual plan that compliments infrastructure investment, improves transportation choice, and maintains quality of life in the Northeast study area.

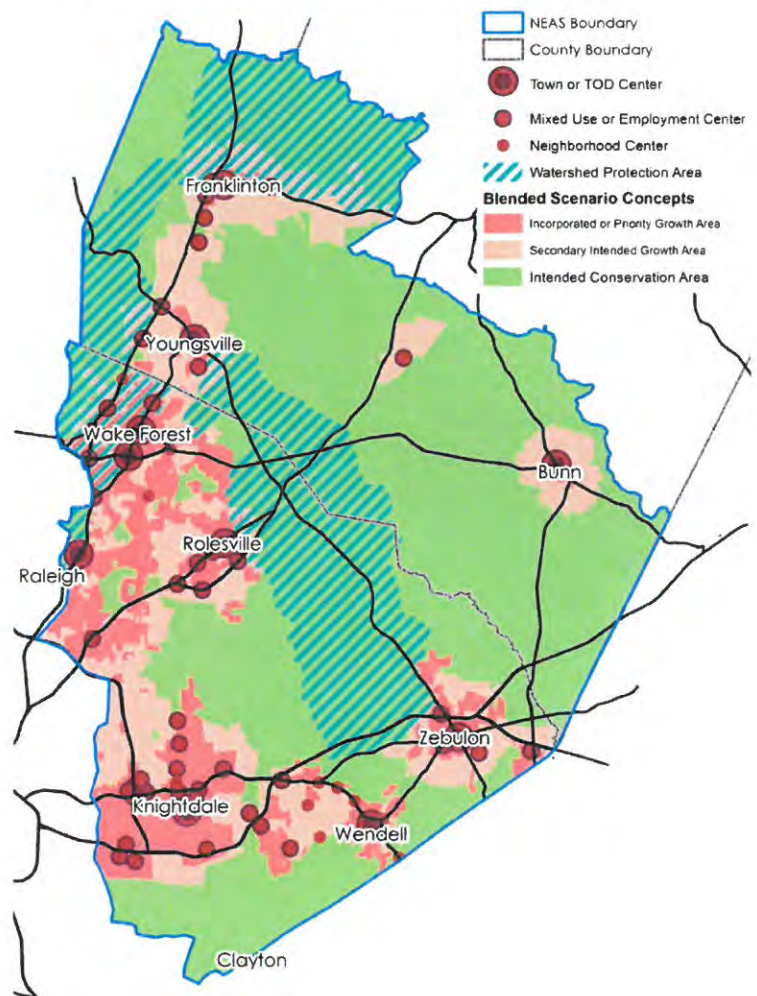
Throughout the planning process it became evident that there were certain themes that most participants could agree on. In general participants wanted:

- Reduced traffic congestion
- Increased walkability
- More shopping and employment opportunities in the region,
- Re-invigorate established downtowns
- Protection of farmland and other natural resources for economic and aesthetic reasons

The Preferred (Blended) Scenario addresses these themes. The Local Plans scenario was used as a basis for the Preferred (Blended)

Scenario, but elements of the Local Plans and other two alternative scenarios were incorporated. In the Preferred (Blended) Scenario, growth is prioritized in priority centers and intended areas. Priority centers incorporate place types from the centralized growth scenario, focusing on community downtowns, as well as areas of mixed-use development and employment centers. Intended areas incorporate place types from the decentralized growth scenario. Also included in the preferred (blended) scenario is recognition of the importance of the “Green Heart” of the region—the area of agricultural land that includes key natural features like the Little River

Figure 4.5: Blended “Preferred” Scenario Planning Concepts.



water supply watershed and the Mitchell Mill State Recreation Area. The scenario planning process demonstrates that impacts to the Green Heart can be reduced by encouraging slight reductions in overall density and encouraging growth where not in conflict with this resource.

**The Preferred (Blended) Scenario is meant to guide, but not replace, local planning and decision-making.** Local governments should interpret and implement the ideas included in the Best Practices Policy Guidebook accompanying this report, which provides strategies that support this vision, including the preferred land use concept.

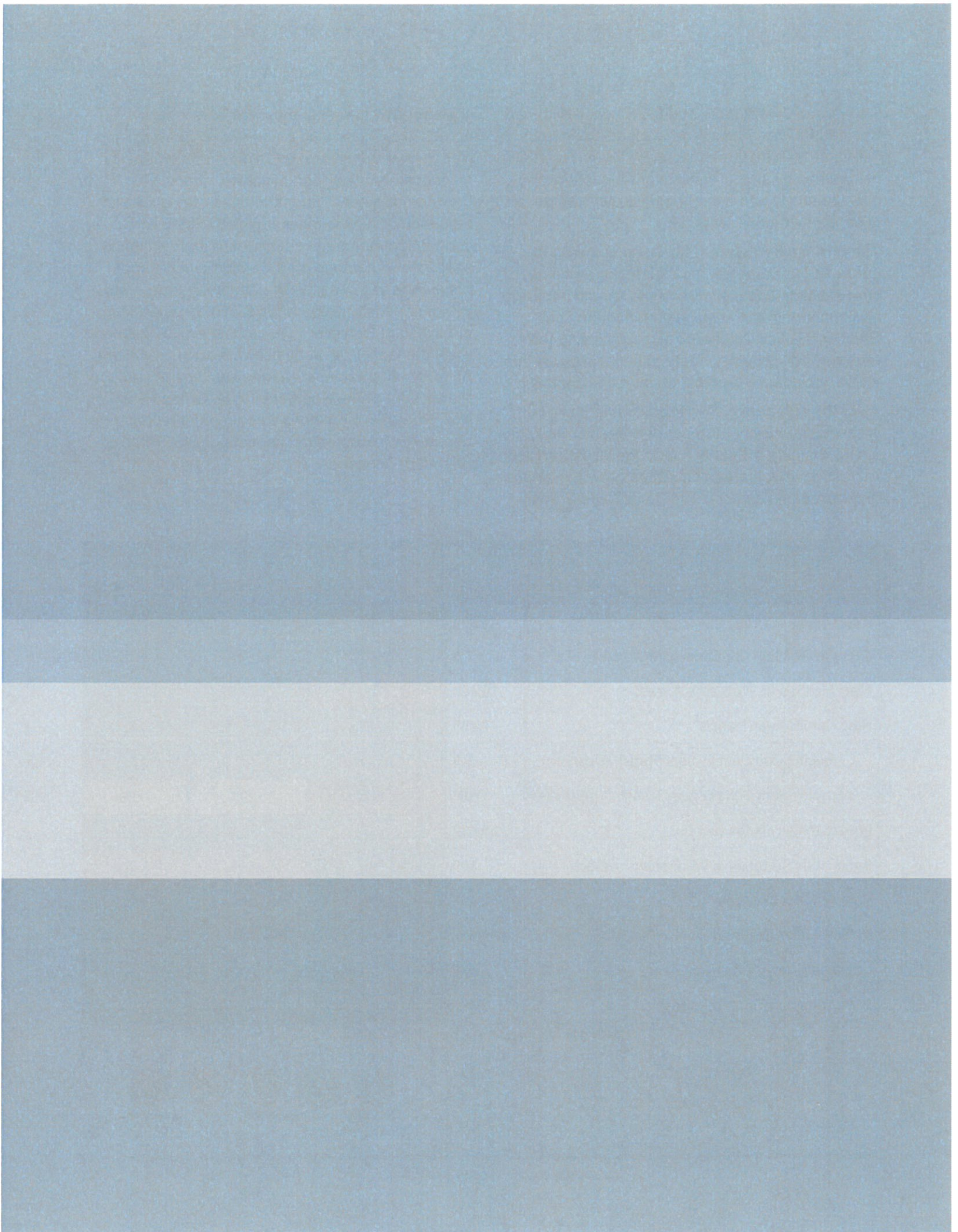
All of the alternative scenarios substantially increased walkability (number of homes in walkable environments), primarily due to the attention paid to posting anticipated population growth in towns and mixed-use centers. The Centralized Growth

scenario saw greatest improvements in new homes in utility service areas, walkable areas, and places near transit, expected due to its emphasis on concentrated growth in activity nodes. The Preferred (Blended) Scenario generates a smaller reduction in vehicle miles traveled (VMT) and congestion than other scenarios, a logical finding as the travel demand model assumes less additional roadway capacity by generating more trips in higher density areas (trips that may be walking or bicycling), however this regional model does not measure local-level activities with such precision). All of the alternative scenarios significantly reduce the amount of development in the “Green Heart” of NEAS. Table 4.6 provides a conceptual representation of key (measurable) aspects of the Preferred (Blended) Scenario.

Metric	Local Plans	Decentralized Growth (Scenario A)	Centralized Growth (Scenario B)	Preferred “Blended”
New Homes in Utility Service Areas	53,475	+19%	+40%	+35%
Average Dwelling Unit Density (DU/Acre)	1.6	200%	350%	320%
New Homes in Walkable Areas	16,489	-18%	+270%	+240%
New Homes near Transit	7,455	+28%	+262%	+233%
Housing Unit Density near Transit (DU/Acre)	1.9	+74%	+267%	+223%
Employment Density near Transit (emp/Acre)	10.6	-28%	-19%	-9%
Impact to Farmlands (acres)	35,432	-52%	-75%	-77%
Impervious Surfaces in Watersheds (acres)	199	-4%	+19%	+22%
Vehicle Miles Traveled	9,552,497	-8%	-6%	-4%
Vehicle Hours Traveled	230,572	-12%	-5%	-4%
Increased Travel Time (minutes)	438	-22%	-9%	-11%
PM Congested Time (minutes)	2,492	-1.9%	-1.5%	-1.5%

Table 4.6: Summary table of performance metrics.





CORRIDOR  
**CONCEPT DESIGNS** **05**



# Concept Designs

## INTRODUCTION

Traditionally, regional and long-range transportation plans focused on broad brush, long-term, and usually very costly recommendation that addressed basic capacity shortfalls, usually through roadway expansions. Today, however, these plans also examine more localized or location-specific problem areas, sometimes called “Corridor Concept Designs,” in an effort to address transportation issues through more low-cost, relatively quick-to-implement improvements or mitigation strategies that improve mobility.

The following pages include a series of concept designs geographically distributed throughout the study area. The intent of the Corridor Concept Designs are to identify priority investment strategies to alleviate or address these problems through low-cost, but effective improvements. These concept designs represent a 20% design detail, and should be used to *guide the next phase* of planning and design.

Corridor locations were chosen by considering both qualitative and quantitative sources, including traffic, crash, and public input data gathered during the planning process. The project team reviewed and suggested locations, and staff considered if project locations had recent design or reconstruction work performed that might reduce the benefit from further conceptual levels of study.

An initial data screening of more than 380 intersection locations were considered. Geospatial analysis using ArcGIS Desktop was performed to help narrow the list down through six rounds of refinement down to a list of 25 of the ‘*worst performing*’ intersections. Each of the 25 intersections were reviewed and discussed in coordination with the Core Technical Team (CTT). The five selected locations represent different challenges and site context, spread over the large NEAS region, and are supported by a data-driven evaluation process that may be repeated in the future.

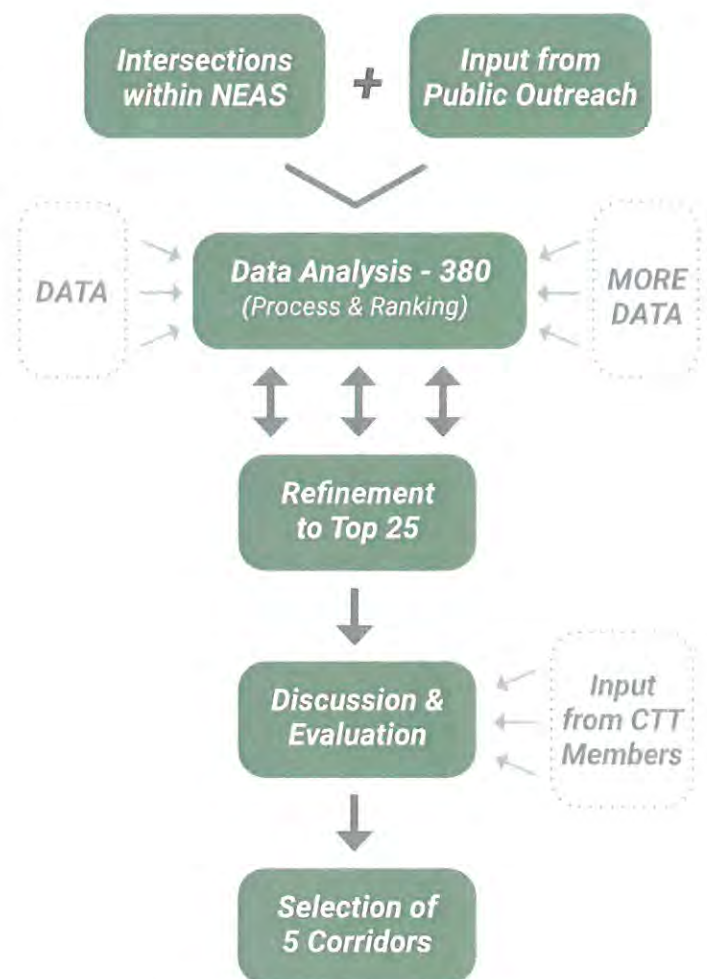


Figure 5.1: Prioritization Summary.

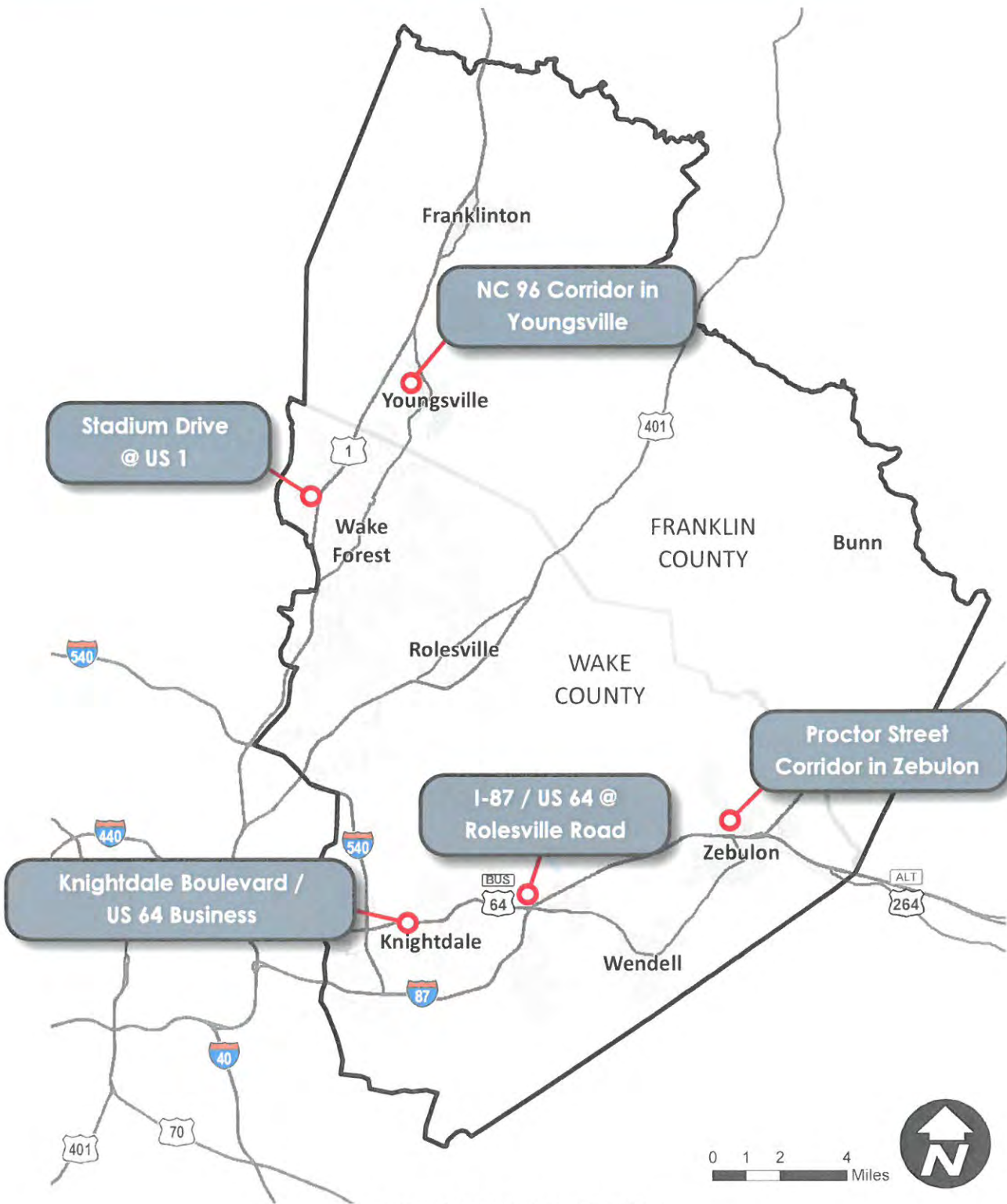


Figure 5.2: Concept Design Locations.

# Proctor Street Corridor in Zebulon

## Concept Overview

The project team looked at an interim design for the Proctor Street corridor, considering the long-term plan to convert it to a four-lane divided roadway (A402e). The interim solution involved widening to 3-lanes with pocket medians, realigning two driveways, construction of a shared use path (north side), sidewalks, and constructing a roundabout at Pearces Road (where most crashes occur).

**The crash rate along this road is six times the state average**, even with low average daily traffic volumes (2,900 vehicles per day). The corridor lacks bicycle and pedestrian facilities, no pedestrian-level lighting and adequate shoulders for vehicles. Zebulon Elementary School is situated in the middle of this corridor. To encourage safe passage to and from the school for pedestrians, Rectangular Rapid Flash Beacons (RRFBs) are called out at two locations to help pedestrians safely cross Proctor Street.

The Town of Zebulon is rapidly growing and expects over 500 new residential lots built within one mile of the corridor. The Town currently has plans to redesign the Shepard School Road and Proctor Street intersection, adding additional turn lanes and a traffic signal. The project team included this redesign of Shepard School Road and Proctor Street intersection in their concept design with additional high-visibility crosswalks.

## Design Considerations

2045 MTP (A402e) Proctor Street widening project from NC 96 (North) to Shepard School Road
NCDOT reviewing potential roundabout at Pearces and Proctor Street
Proposed residential development near corridor
6x the statewide average crash rate (1 fatality)
Elementary school access
Large residential development (300 lots) at northeast quadrant of Shepard School Road and Proctor Street

## Recommendations

One lane roundabout with 100' inscribed circle (long term improvement). Interim improvement could include 4-way stop control
10' multi-use/sidepath on north side of roadway
Driveway realignment/consolidation
Rectangular Rapid Flashing Beacon (RRFB) proposed near Zebulon Elementary School and Wakefield Missionary Baptist Church
Proposed traffic signal at Green Pace Rd @ Arendell Ave (0.25 miles west of this corridor)
Proposed traffic signal and laneage improvements at Shepard School Road

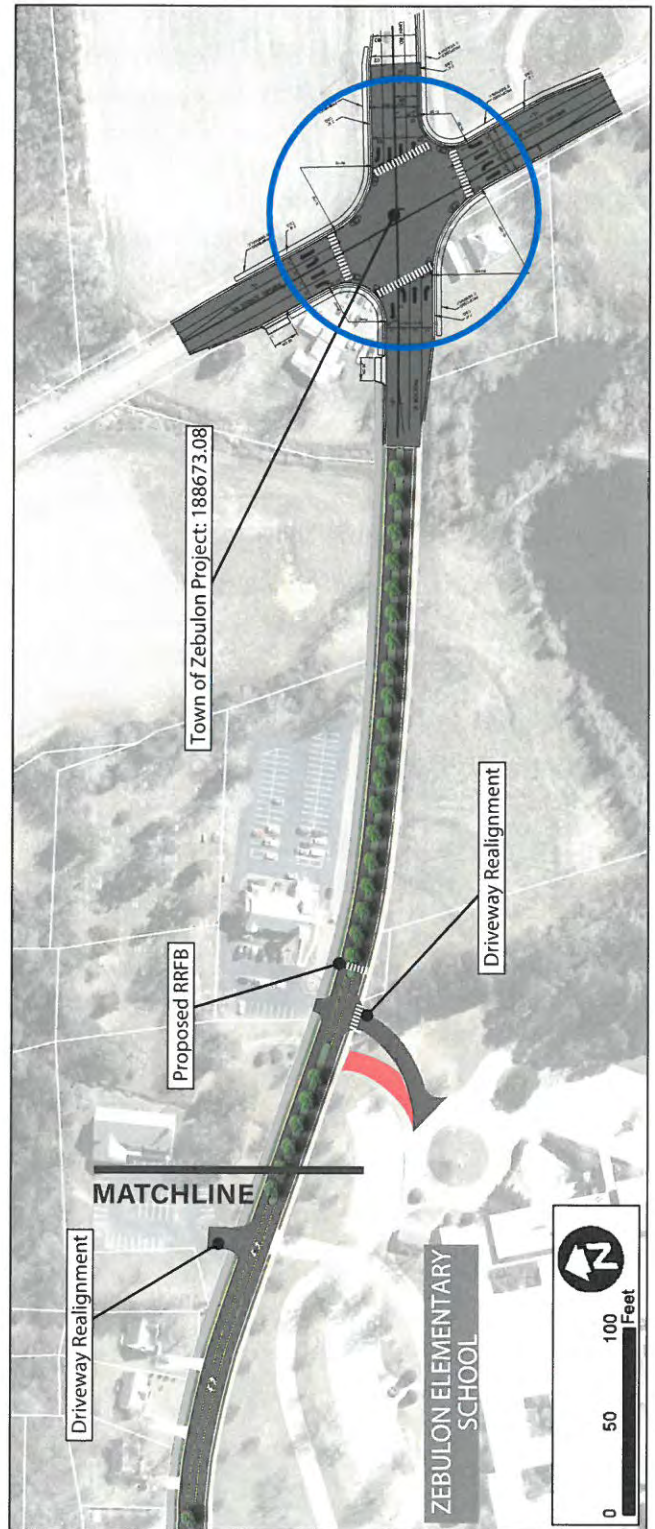
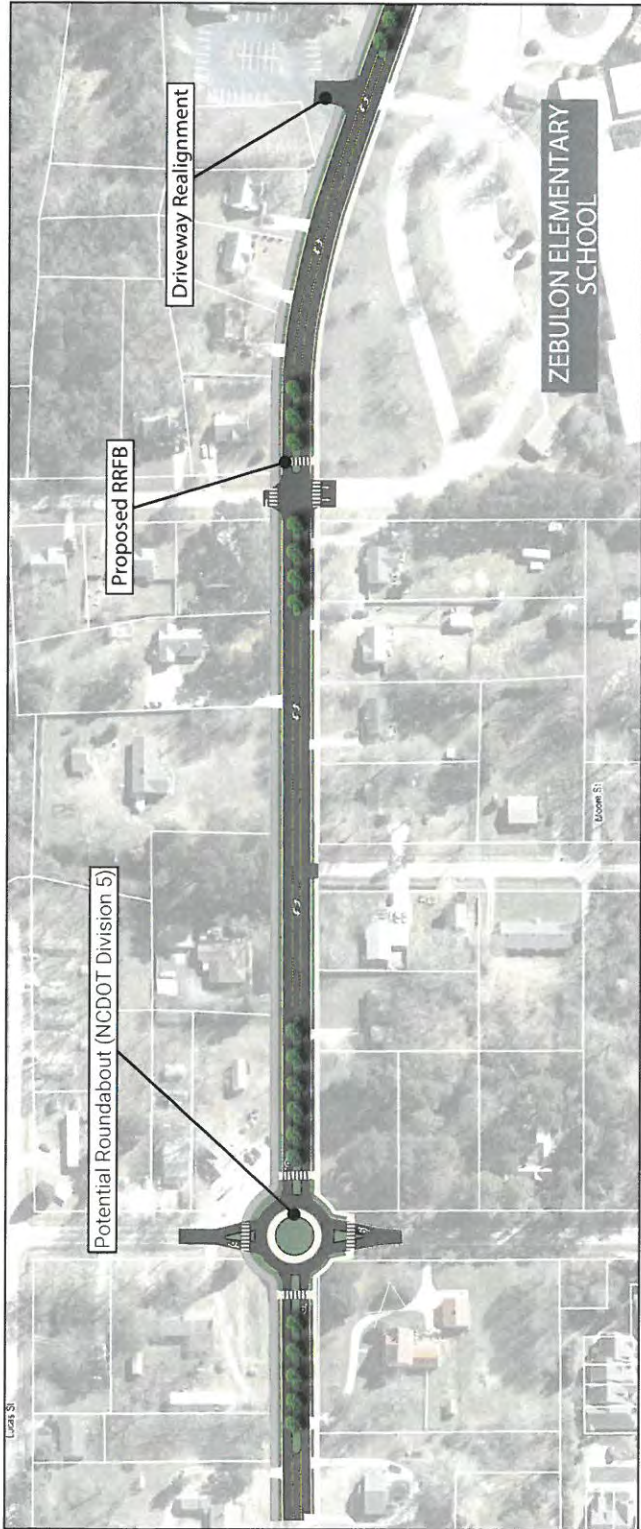


Figure 5.3: Concept Design for Proctor Street in Zebulon.

# I-87 / US 64 @ Rolesville Road

## Concept Overview

The current Rolesville Road and US 64 interchange includes off ramps for southbound vehicles and on ramps for northbound vehicles, but does not include the opposing directions (two ramp movements). The project team and stakeholders desired full-access ramps for both directions along US 64.

An interesting factor in the concept design was the proposed Wake Tech East campus in the south-east quadrant (currently shown as master plan concept). The Rolesville Road corridor concept design addresses the current lack of bi-directional ramp access, and incorporates bicycle and pedestrian facilities, roadway widening (4-lane divided), and beautification to Rolesville Road.

East Wake High School is connected by way of a proposed shared use path and sidewalks, which provides opportunities for students to safely traverse the Rolesville Road corridor. The current roadway volumes (3,900 vehicles per day) are anticipated to increase as the area around it continues to develop.

The project team also discussed and added a proposed Continuous Flow Intersection (CFI) at Wendell Boulevard and Rolesville Road.

Converting Rolesville Road into a full-access interchange was an important discussion topic during our three concept design meetings. Adding ramps for I-87 eastbound travel would directly impact the Wake Tech campus development plan. The project team chose to move forward with this concept for the NEAS update, noting its potential impact and allowing further study to explore feasibility among property owners, the Town of Wendell, and NCDOT.

## Design Considerations

2035 MTP project (A148a1): Eagle Rock Road widening to 4-lanes
2045 MTP project (A594): Rolesville Road widen to 4-lanes
2045 MTP project (A639b): I-87/I-495 Bypass widening to 8-lanes (lack of access to US 64)
70 MPH posted speed limit on US 64
Future Site of Wake Tech East Campus
105 acres-1,000 new parking spaces
677,000+ new building gross square footage
Connection to East Wake High School
Future connection with Wendell Valley Boulevard (south)
Lack of bicycle and pedestrian facilities
Potential weave movements on US 64
Potential center-loaded Bus Rapid Transit route (future)

## Recommendations

Redesign interchange for full movement, including NB exit loop and SB entrance ramp
Proposed signal at Kioti Drive and Rolesville Rd at new on/off ramps
Four-lane, median-divided cross-section (with plantable median)
10' shared use path/sidepath along south side of Rolesville Road
High quality intersection treatments, including high visibility crosswalks, pedestrian countdowns, ADA compliant ramps and pedestrian level lighting

## Further Study

Continue to work with the Town of Wendell and Wake Tech to accommodate NB loop in master plan and avoid potential conflicts
Conduct traffic analysis to determine feasibility of CFI at Wendell Boulevard and Rolesville Road

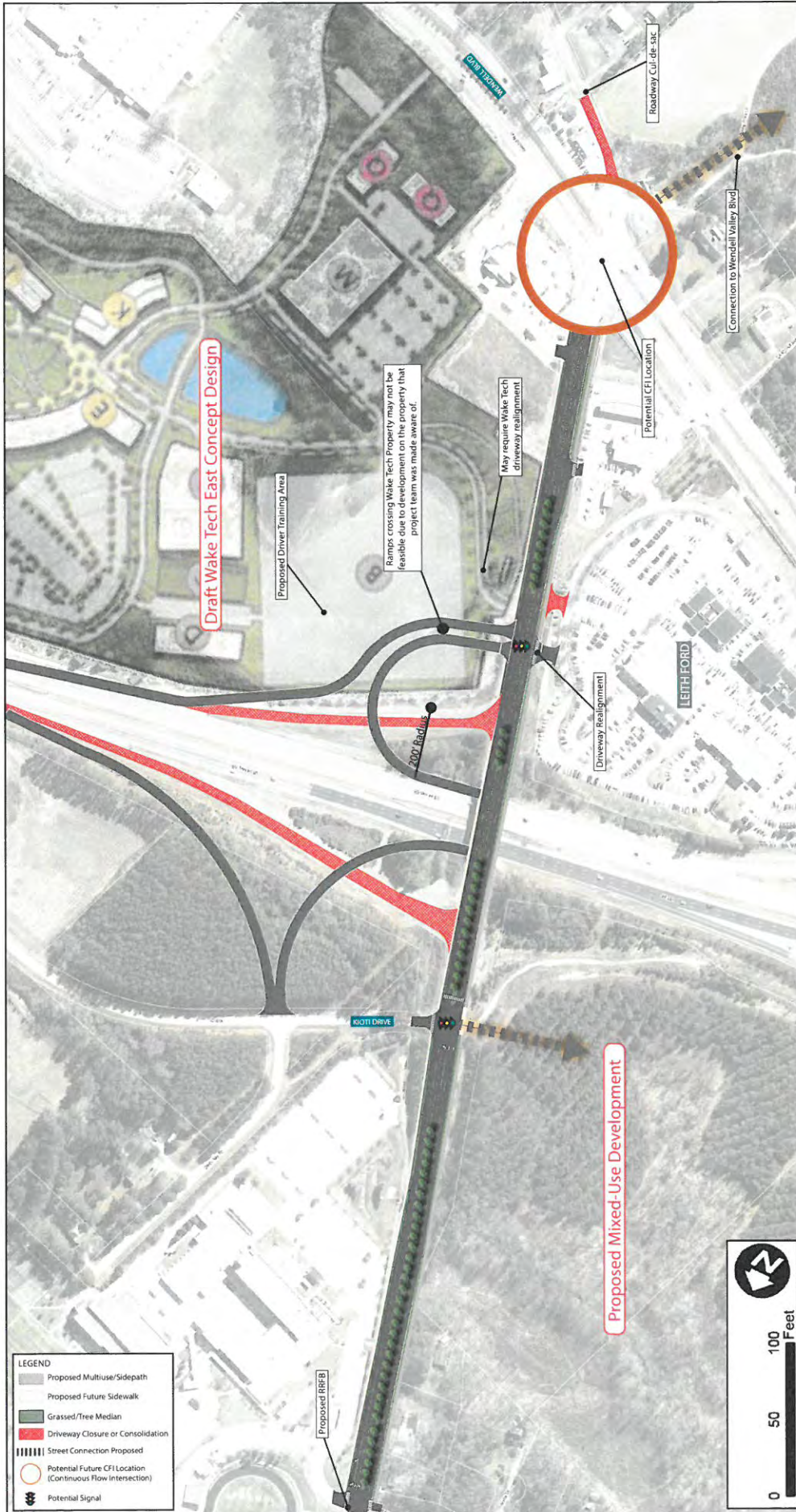


Figure 5.4: Concept Design for US 64 West @ Rolesville Road.

# Stadium Drive @ US 1 in Wake Forest

## Concept Overview

The US 1 Corridor project (U-5307D) plans to convert the Stadium Drive @ US 1 into a grade-separated freeway. However, access to the Wake Forest Crossing shopping center and the future Wake Forest Business and Technology Park would be eliminated, and was therefore not desirable by local stakeholders.

The project team was asked to mitigate the potential impact from this future project by addressing the access issues and improving connectivity to and across the future US 1 upgrades. The concept design involves incorporating a “square loop” interchange, allowing full access to US 1 with connections to future service roads. This would help move traffic efficiently off and on US 1 and to service roads that will provide direct access to adjacent commercial and retail development.

The future Ligon Mill Road extension is planned to connect along the South side of the Wake Forest Crossing shopping center.

### Design Considerations

2035 MTP Project (F11-1e1) US 1 Freeway Conversion
2025 MTP Project grade separation intersection at Stadium Drive
Recently completed TIP project (U-5515) along Stadium Drive
Connect with existing shared use path
Future development opportunities
Existing transit service (WFL) through shopping center

### Recommendations

Square-loop interchange design utilizing service roads
Limiting access of existing service roads connecting to US 1
Deceleration (500') and Acceleration (1200') lanes providing access to US 1
High-quality intersections at Stadium Drive/Wake Forest Crossing and Jenkins Road/Future Service Road

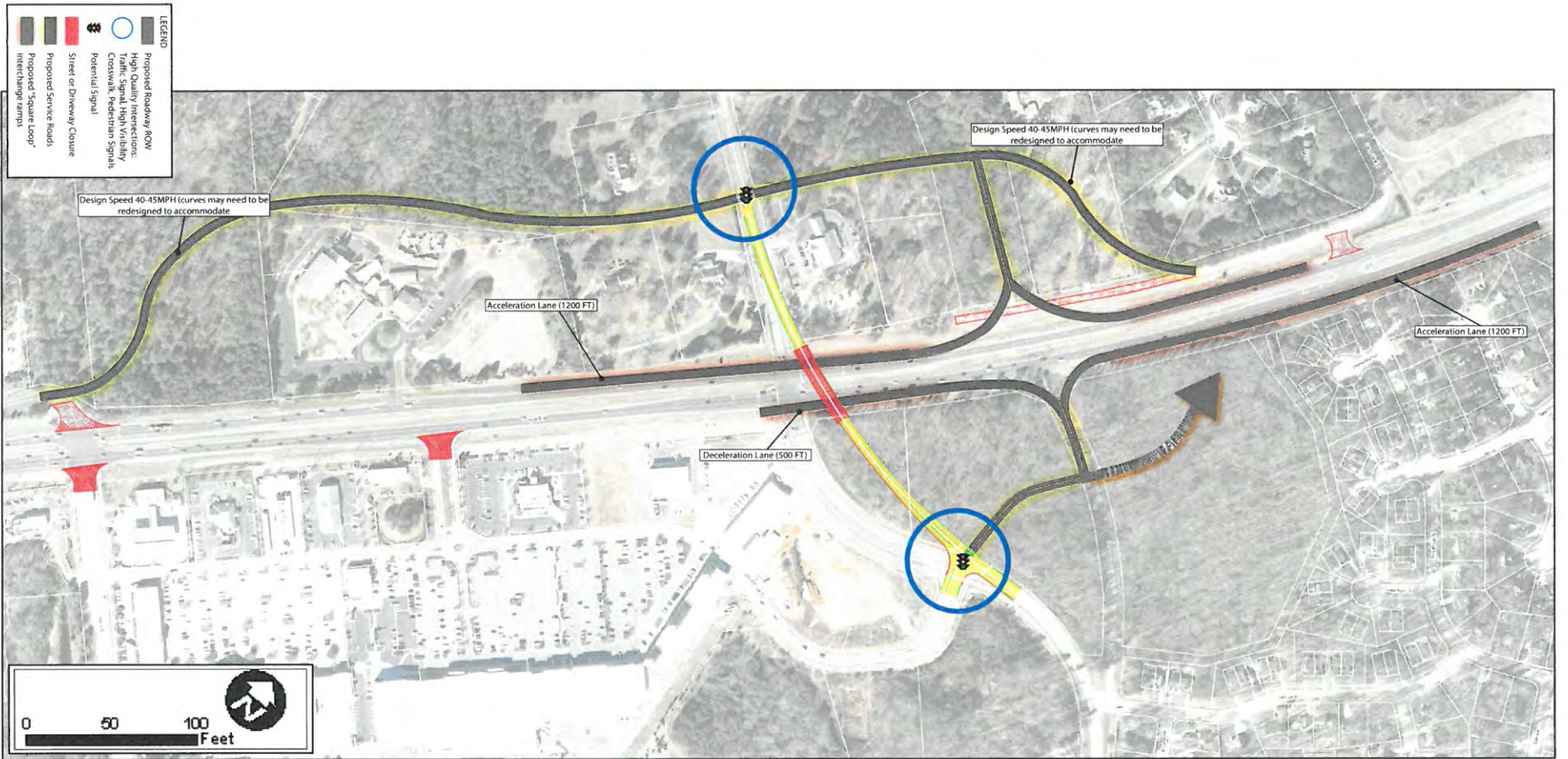


Figure 5.5: Concept Design for Stadium Drive @ US 1 in Wake Forest.



# Knightsdale Blvd / US 64 Bus in Knightsdale

## Concept Overview

US 64 Business, also known as Knightsdale Boulevard, is a heavily traveled thoroughfare that connects Knightsdale to I-540, I-440 and Downtown Raleigh. Smithfield Road separates the corridor into two sections. To the east is a less commercialized and developed section with lower traffic volumes (23,000 vpd). To the west, volumes are much greater (37,000 vpd) due to the higher density development and convenience of the interstates to the west.

The corridor has inconsistent laneage, which may add to driver confusion. **The crash rate along this road is two-and-one-half times the state average.** In the past five years there have been two fatalities, one at Parkside Commons and one at First Avenue. Currently, there are no planned bike facilities along the corridor. The KnightsdaleNext Comprehensive Plan calls for more walkable development along this corridor.

The concept design addresses multimodal safety issues for pedestrians and cyclists and signalization improvements for vehicles. To better protect pedestrians, the addition of the concept design suggests Leading Pedestrian Intervals (LPI) improvements at select traffic signal locations.

The project team also looked at incorporating future Bus Rapid Transit (BRT) transit along the median of the corridor. The team also recognized the need for better cross-access between complementary uses on the north side of the corridor.

## Design Considerations

No planned MTP projects along US 64 Business
Cars are getting trapped in middle of median between major signals at Parkside Commons Drive
Topography challenges along corridor
Current transit route: lack of transit amenities (e.g., shelters) at stops
Major sidewalk gaps
Access management needed
Speeding along corridor
Redevelopment along the corridor is envisioned (KnightsdaleNext Comprehensive Plan)
Connectivity and cross access improvements needed
Potential BRT corridor

## Recommendations

Widen to 6 lanes from Parkside Commons to N. First Avenue
Extend and widen right turn lane to Bozeman Drive intersection on west end of corridor
Incorporate cross access and future proposed roads (walkable spine streets) with new development
Shared use path on southside of corridor, replacing sidewalk
Signal coordination to prevent traffic delay at Parkside Commons
Traffic signal syncing recommended for the entire Knightsdale Boulevard corridor
Mid-block crossing with HAWK signal at Forest Drive

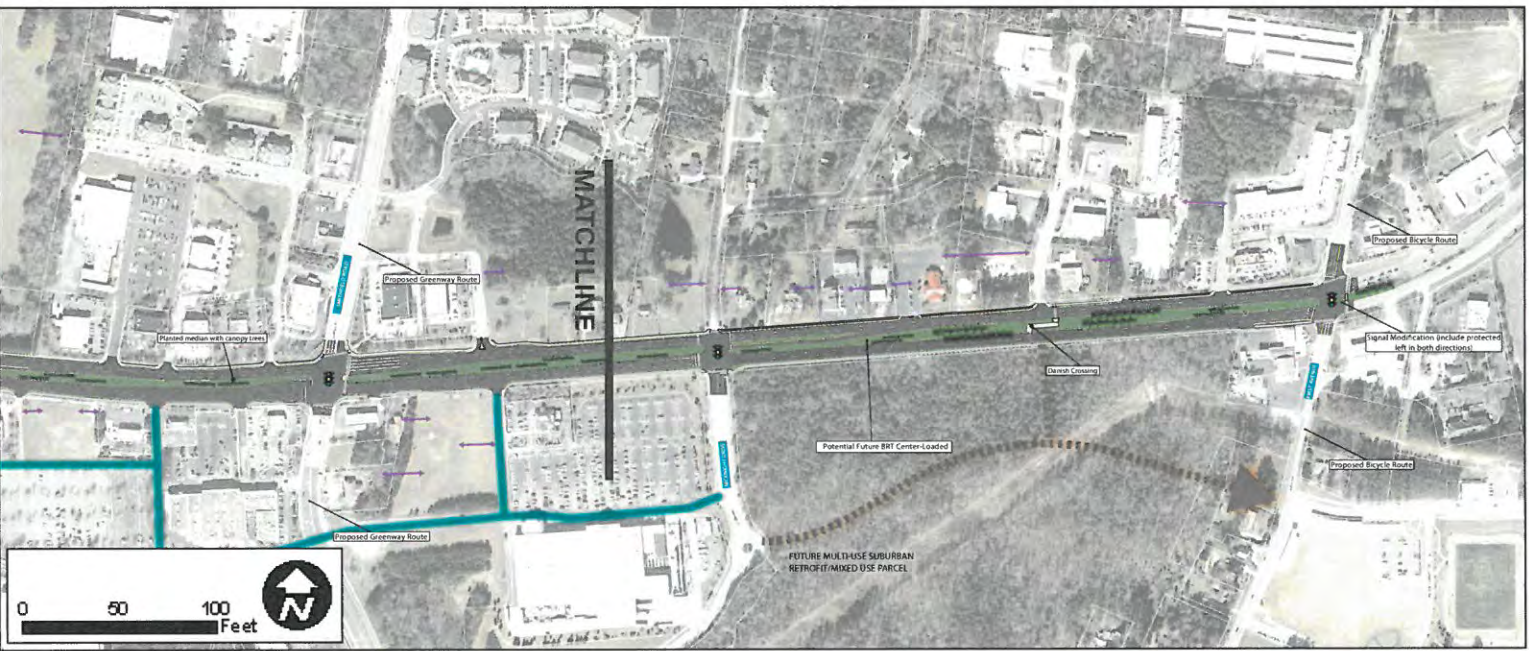


Figure 5.6: Concept Design for US 64 Business in Knightdale.

# NC 96 Corridor in Youngsville

## Concept Overview

NC 96 carries between 7,000 and 11,000 vehicles daily. However, with current volumes it has a **crash rate of 3 times the state average**. NC 96 is a major truck route as well. The 2045 MTP recommends a future Youngsville bypass to the east of the corridor with a connection to NC 96 at Park Avenue and NC 96. Most of the crashes occur at the intersection of US 1 and NC 96, where US 1 is in the third phase of planning study.

This concept design recommends bridging NC 96 over US 1 and constructing a new interchange with on and off ramps. This includes backage roads in coordination with the US 1 corridor study, and including a connection to the Food Lion shopping center. This concept design includes a combination of multimodal enhancements and vehicular safety improvements. Multimodal enhancements include a shared use path, sidewalk, high visibility crosswalks, pedestrian-level lighting, ADA compliant ramps and a roundabout with turbo slip lanes at Park Avenue. The proposed sidewalk will tie into the approved development on the northeast corner of NC 96 and Wolfpack Lane. Part of these improvements would include entry signage and wayfinding improvements from the east and west into town to improve driver awareness of bicycle and pedestrian activity. Proposed streetscape improvements would fit well within Youngsville's current Bicycle and Pedestrian Plan recommendations.

## Design Considerations

2045 MTP Project (A418) NC 96 Bypass widen to 4-lanes
2035 MTP Project (F11-1e2) US 1 widen to 6-lanes + interchange
Truck route bypass project MTP 2045
Future commercial and residential development and growth in the area
Lack of pedestrian and bicyclist facilities
Add additional connection to US 1 frontage road from shopping center
Control access with median placement
The conceptual roundabout is designed (125-foot inscribed circle) to handle the turning radius of a WB-50 tractor trailer
US 1 Study in Phase 3- frontage road, half-diamond interchange design
NCDOT: Alternate to add continuous median with additional potential future roundabouts (5 locations)
Consistent with Youngsville's Bicycle and Pedestrian Plan

## Recommendations

Proposed half-clover (full access) interchange
Widen NC 96 to five lanes with pocket medians (planted)
Install shared use path (sidepath) on northside and sidewalk on southside
Mountable median curb suitable for heavy trucks
Construct 1-lane roundabout (with turbo slip lanes) at the intersection of Park Avenue
Right-in/Right-out for Park Avenue business driveway, and closure of ~80' portion connecting NC 96 with US 1 Alt

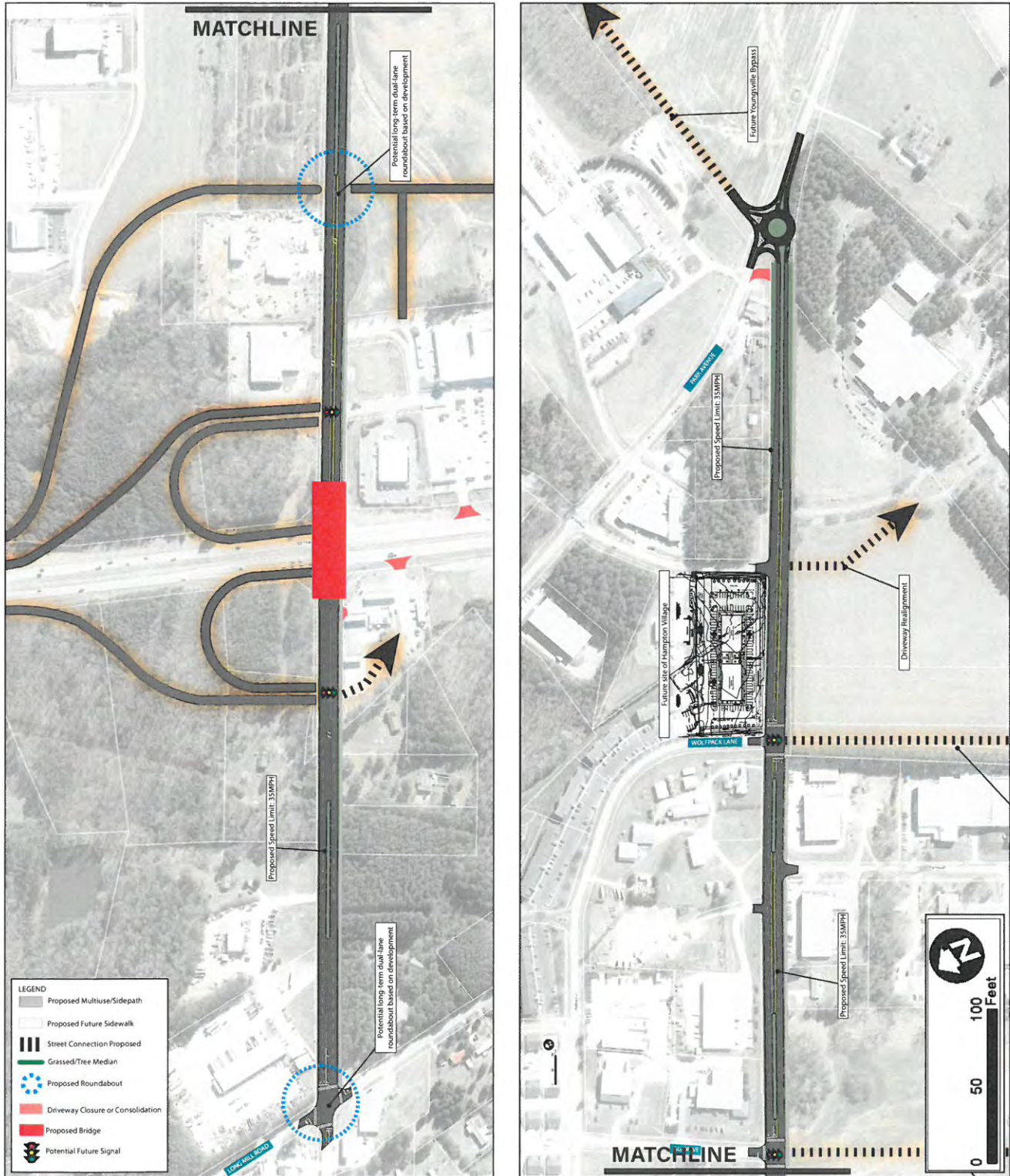
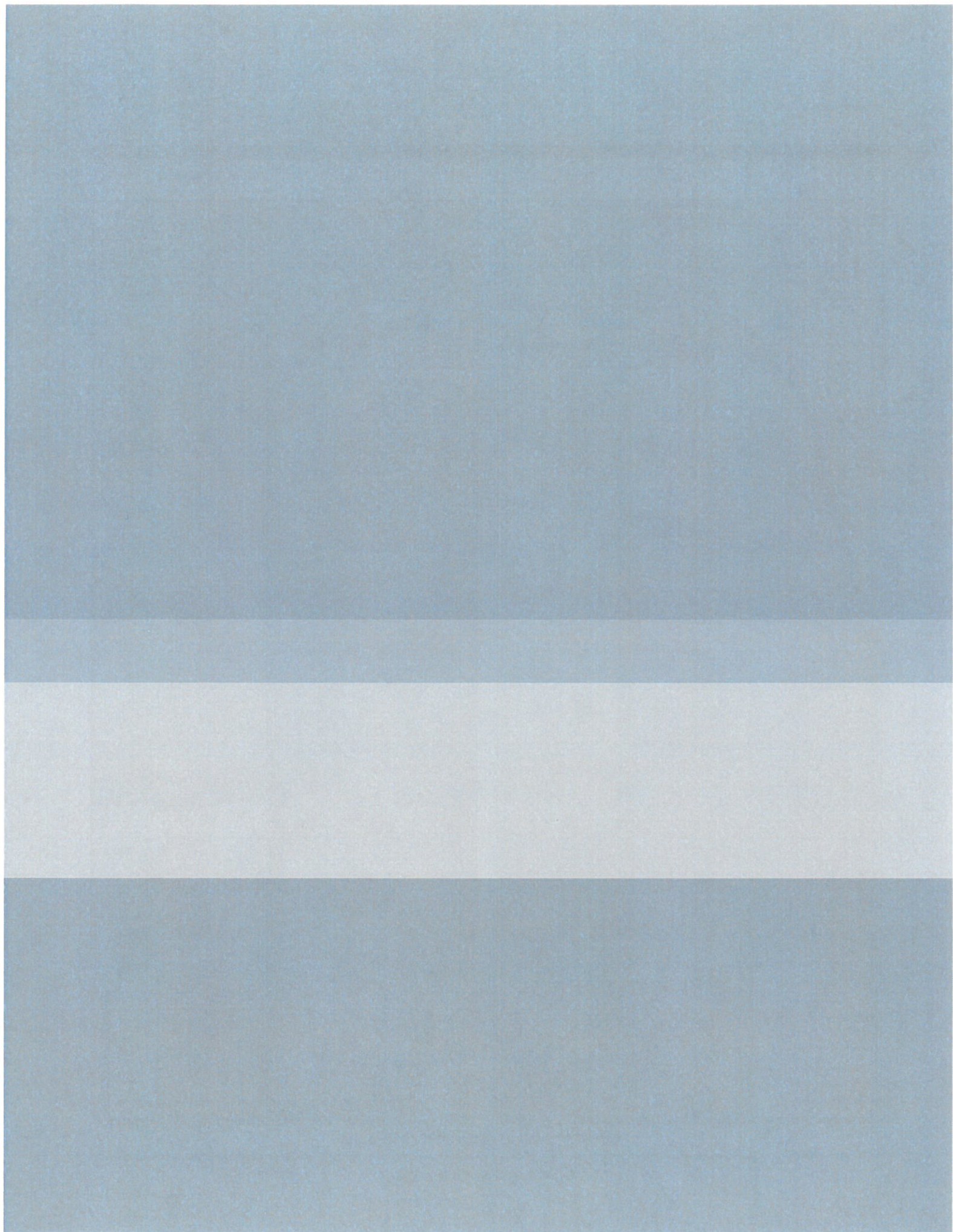


Figure 5.7: Concept Design for NC 96 in Youngsville.



FREIGHT & ROADWAY MOBILITY **06**

## FREIGHT & ROADWAY Mobility

### Background

#### Triangle Regional Freight Plan (2018)

The Regional Freight Plan is the most recent study to date examining freight movement in the Triangle region, and making recommendations for its improvement. The Plan noted that:

1. The Triangle Region handled **82 million tons** of freight worth \$116 billion in 2012.
2. The next three decades are forecasted to see freight tonnage **increase by one-third**, yet the value of that freight will more than **double**.

This difference relates to goods manufactured in the region's technology sector (relatively compact items such as technology or pharmaceuticals), and to the growth in consumer products entering the region. Both sets of goods are time-sensitive, with fast, reliable delivery a fundamental requirement and service standards climbing. The availability of same-day delivery for some products ordered online is an obvious example of the trend. However, the reliability of service is subject to overcoming the delays and higher costs associated with traffic congestion, and to the ability to locate logistics facilities where they are needed.

High crash rates were a source of concern in the Plan, noting that population and employment growth could not account for the high proportion of truck-involved crashes (43%) in the region. In the NEAS, one such concentration of crashes is found along US 64 Business in Knightdale.

Three major drivers of freight mobility in the Triangle impact the NEAS:

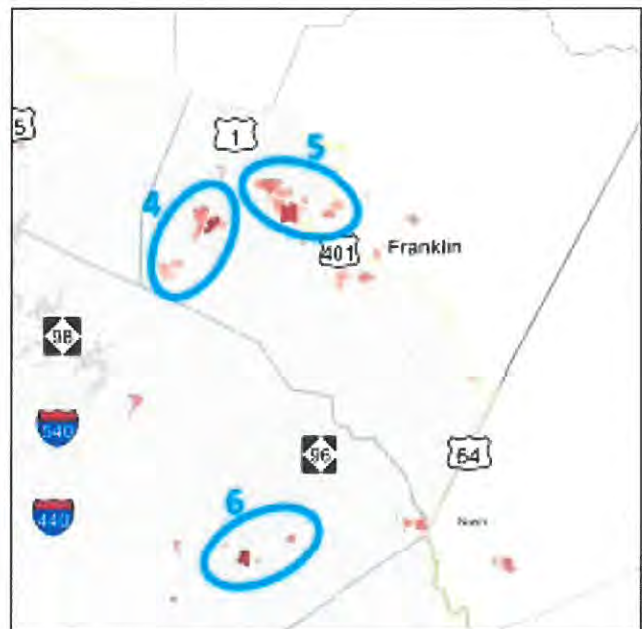
1. The dominance of trucks, accounting for **91% of all freight tonnage originating within the Triangle**, and 68% of freight with Triangle-area destinations;
2. Localized centers of freight activity, such as the Lincoln Park industrial site, GlaxoSmithKline, Carolina Distribution, and US Foods in Zebulon;
3. The expected impacts of the **CSX Carolina Connector intermodal facility** in Rocky Mount.

The study recommends the creation of both Strategic Freight Corridors (SFCs) and Freight-Oriented Development Opportunity Zones (Figure 5.1). SFCs are specific corridors, important to freight movement, designated for future investment to attract industry. Freight-Oriented Development Opportunity Zones are locations that are both available and attractive for future freight-related development.

Three locations are identified for designation as Freight-Oriented Development Opportunity Zones. These locations are highlighted below.

- (4) US 1 Corridor in Franklinton;
- (5) NC-56 Corridor in Franklinton; and
- (6) US 64 Business & US 264 Corridors in Knightdale.

The study notes over 11.2 million square feet in buildable industrial parcels; taken in consideration with the SFCs designated above, each of these opportunity zones is in close proximity to a strategic freight corridor.



**Figure 6.1:** Freight Opportunity Development Zones within the NEAS. Source: CAMPO Triangle Regional Freight Plan 2018.

## 2045 Metropolitan Transportation Plan

While the Regional Freight Plan spells out the future network for freight movement, the 2045 Metropolitan Transportation Plan (MTP) identifies planned roadway improvements over the next 25+ years, throughout the Northeast study area. Importantly, the MTP establishes a priority for regional needs based upon reasonably anticipated levels of funding, and includes those projects for which funding is already committed (Table 6.2).

Committed projects include engineering and design/ construction, or committed by local jurisdictions (private developments), that are moving towards construction. The remaining MTP projects (Figure 6.3) include planned and unfunded (vision plan) improvements that represent long-range, regional mobility needs.

Project ID	Project Name	Project Extent	Proposed Lanes	Length (miles)	Horizon Year	Proposed Investment	TIP No.	Est. Cost
A127a1	Ligon Mill Rd	from US 1Alt to Dead end	4	1.02	2025	Widening	--	\$3,866,000
A127a2	Ligon Mill Rd	from Dead end to NC 98 Bypass	4	0.25	2025	New Location	--	\$1,921,000
A130c	US 401/Mitchell Mill Rd Interchange (New)	from Ligon Mill Rd to Mitchell Mill Rd	2	--	2025	Interchange	U-5748	\$64,620,000
A174c	Martin Pond Rd Widening	from Wendell Falls Parkway to Poole Road	3	0.50	2025	Widening	--	\$4,105,000
A605a	High Speed Rail - Rogers Rd Intersection	from Rogers Rd to Rogers Rd	4	--	2025	Grade Separation	P-5707	\$26,390,000
A90c	US 401 Widening	from US 401 Rolesville Bypass to Flat Rock Church Rd	4	5.98	2025	Widening	R-2814C	\$27,950,000
A90d	US 401 Widening	from Flat Rock Church Rd to Fox Park Rd	4	5.29	2035	Widening	R-2814D	\$16,333,000
F11-1a	US 1 North - Upgrade to Freeway	from I-540 to Thornton Road	8	5.61	2035	Widening	U-5307A	\$124,700,000
F11-1b	US 1 North - Upgrade to Freeway	from Thornton Rd to Burlington Mills Rd	8	5.44	2035	Widening	U-5307B	\$120,100,000
F11-1c	US 1 North - Upgrade to Freeway	from Burlington Mills Rd to New Falls of Neuse Blvd	6	4.77	2035	Widening	U-5307C	\$43,224,022
F11-1d	US 1 North - Upgrade to Freeway	from New Fall of Neuse Blvd to NC 98 (Durham Rd)	6	2.30	2035	Widening	U-5307C	\$20,825,978
F11-1e	US 1 North - Upgrade to Freeway	from NC 98 (Durham Road) to Harris Road	6	5.23	2035	Widening	U-5307D	\$90,112,000
--	S Main St (Rolesville)	from Burlington Mills Rd to Young St	3/4	1.20	2025	Access Management	U-6241	\$6,000,000

**Table 6.2:** Committed Projects within the Northeast Study area.  
Note: This table represents committed projects as of Spring 2021.



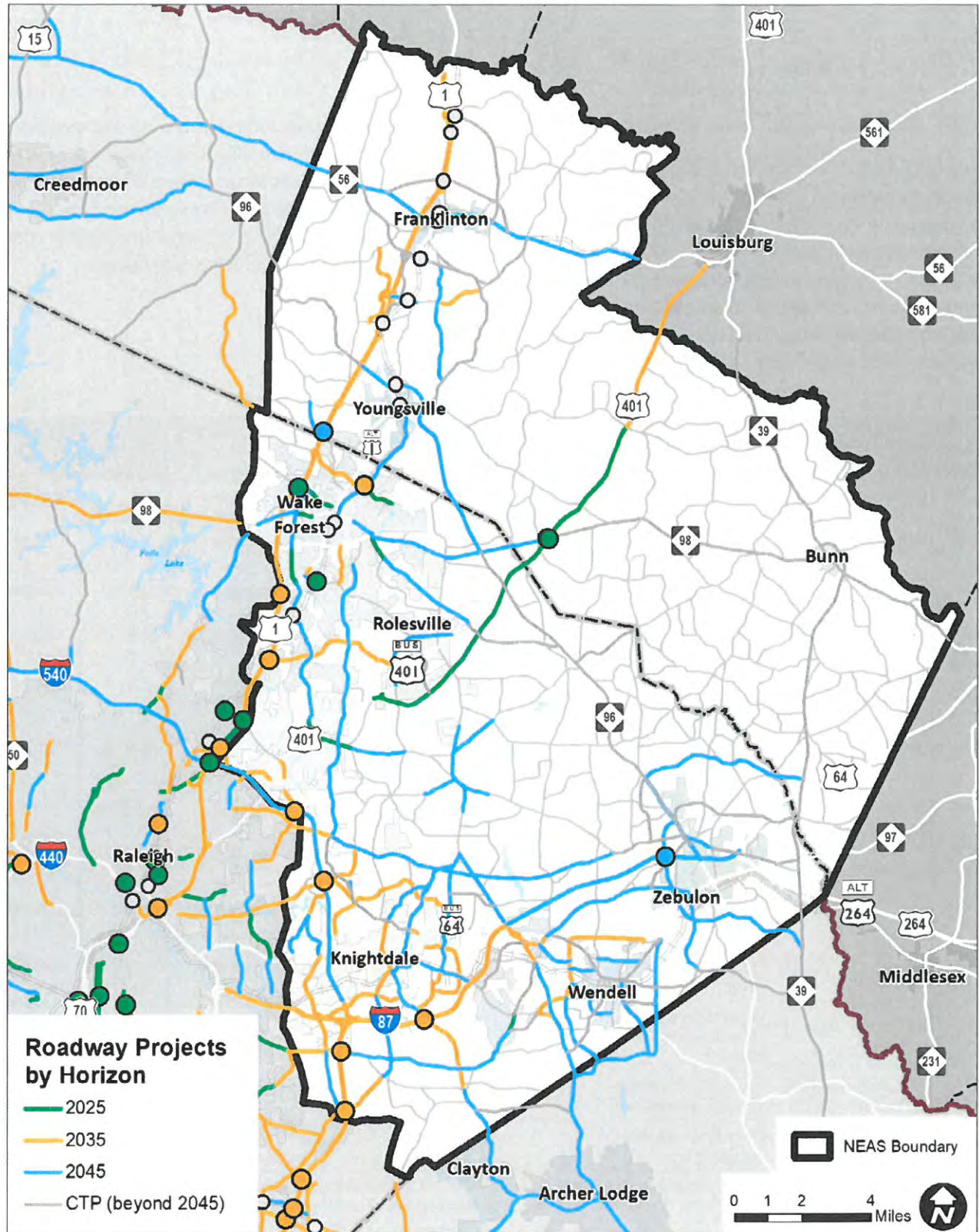


Figure 6.3: Adopted 2045 Metropolitan Transportation Plan roadway projects within the Northeast Study Area, including committed, funded, and vision plan projects. Source: CAMPO.

# Performance

## Crash Analysis

While Chapter 3 highlighted the most noteworthy high-crash intersections within the Northeast study area, many more locations still see a significant number of crashes. Understanding where these locations are and their distribution throughout the study area, allows the project team to prioritize needed improvements to address safety.

Figure 6.4 portrays areas of higher crash density within the study area. Not surprisingly, urban communities at the western edge of the Northeast study area appear as hot spots for crashes, and crucial regional corridors such as US 1, US 401, and US 64 Business show

clustered crashes as well. These major arterials, as discussed previously, support greater traffic volumes per day, and while these crash densities may be reflective of this high traffic, it may also point to the need for improvements to geometric design, better interchanges, or a lack of suitable alternative modes of travel.

Corridor concept design locations from Chapter 4 likewise stand out. US 64 Business in Knightdale, as well as NC 96 in Youngsville, both show higher crash densities. Both of these corridors were targeted for redesign in part to reduce crashes and improve safety.

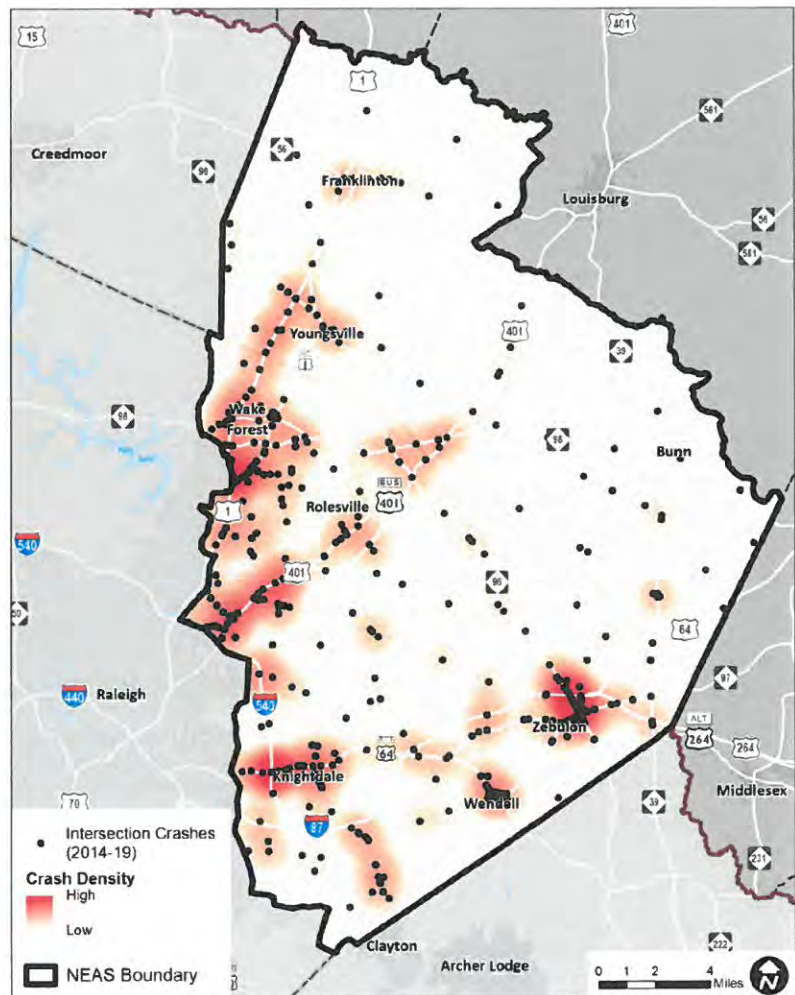


Figure 6.4: Crash densities throughout the Northeast study area (2014-2019).

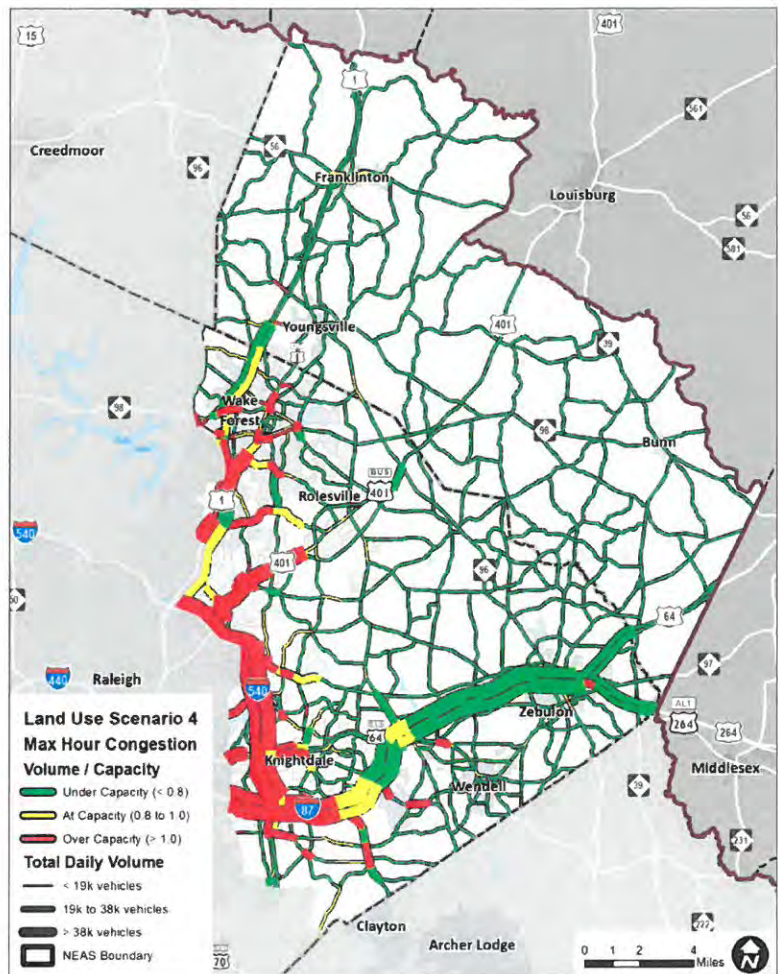
## Future Traffic Growth

Based upon the results of the scenario planning exercise, the project team modeled future year traffic conditions throughout the study area to evaluate the four different land use scenarios and their relative impact on future traffic congestion. Figure 5.5 shows the results of this exercise. To arrive at these projections, the model forecasts traffic increases based on population and employment growth, as well as new developments based upon the Preferred Scenario output. Capacity for each road includes the construction of all projects identified in the MTP. Roadways highlighted in red are thus **sections of the existing network with unmet capacity deficiencies** that would benefit from a capacity improvement project (widening, collector street, or access management).

The majority of the Northeast Study area is projected to operate well below capacity (green segments, represent-

ing 84% of total miles), meaning seamless, comfortable operations for users. The I-87/US 64/US 264 corridor likewise operates below capacity throughout much of the study area, with conditions worsening west of the Rolesville Road intersection. However, crucial arteries for the region are expected to operate at or above capacity by 2045. Most significantly, I-540 through the study area shows both high projected volumes and over-capacity operations. Other major congested arteries include I-87 and US 1 south of Wake Forest, US 401 west of Rolesville, and portions of NC 98 around Wake Forest. This increase in congestion may be due to the Preferred Scenario's concentration of new development around existing facilities and promotion of higher-density transportation, including walking, biking, and transit, will help to mitigate this future congestion which was a recurring theme from community outreach feedback.

**Figure 6.5:** Future Year (2045) traffic congestion within the Northeast Study area (Triangle Regional Model).

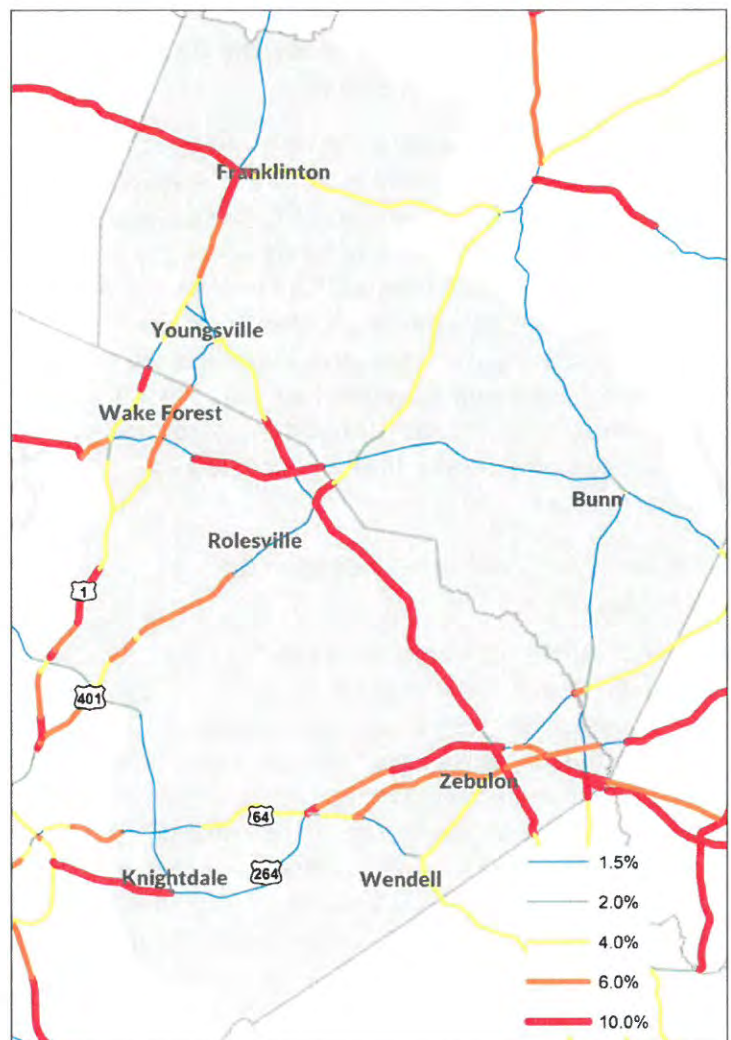




## Growth in Freight Traffic

Using the USDOT’s Freight Analysis Framework 4.0, future year freight traffic was modeled to better understand expected conditions within the existing transportation network. Figure 5.6 depicts expected growth projections, and reveals where truck traffic may reasonably be expected to grow most quickly between today and 2045.

Although these routes in the interior of the Northeast study area are not heavily utilized by many trucks now, the growth on several roads is notable, in particular NC 96/Zebulon Road, NC 98/Wait Ave, and Riley Hill Road/Proctor Street in Zebulon. Accommodating this increase in truck traffic in a manner compatible with municipal growth plans will be paramount to ensuring continued growth, economic development, and effective system performance.



**Figure 6.6:** Projected growth in truck traffic within the NEAS (2045).  
Source: USDOT Freight Analysis Framework.

# Recommendations

## Roadways Recommendations

### Create and Expand Collector Streets Networks

Collector Streets have the potential to dramatically increase overall connectivity in the communities throughout the Northeast Study area, providing increased accessibility and congestion relief while also creating great spaces to live, work, and play. Collector Streets networks provide numerous benefits, including:

- Reduced reliance on major roads for short trips;
- Reduced travel times for all users;
- Greater connections between complementary and nearby land uses;
- Improved network safety and operations without widening major thoroughfares

However, all of the above are achieved only with careful planning, and the development or tailoring of standards and policies to strengthen existing, and promote future connectivity, consistent with community values and goals. While some NEAS communities have taken steps through comprehensive planning to identify a future network, development of these plans throughout the study area – and taking subsequent action to construct such collector streets – will help divert expected congestion into roads intended to accommodate these volume increases.

### Develop Complete Streets Plans & Policies

Complete Streets plans and policies embrace the context in which roads are located, creating safe spaces for all users of the network, whether they get around by foot, bike, bus, or car. Having a Complete Streets plan in place can ensure that multimodal transportation elements, such as sidewalks, shared-use paths, bike lanes, and transit shelters, are **constructed as part of roadways projects**, as well as indicate to private development areas of public investment (or reinvestment). The following elements make up a successful Complete Streets Plan:

1. **All users & modes:** a Plan that includes all modes, including walking, biking and transit, as well as those of all ages and abilities.
2. **All projects & phases:** all aspects of transportation projects are covered, whether planning, design, construction, or maintenance.
3. **Cohesive network:** the need for a comprehensive, integrated, connected network for all users is known and articulated through the Plan.
4. **Jurisdiction:** all agencies that oversee transportation activities know the Plan's applicability and are involved in the process.
5. **Design:** the Plan uses current best practices for design criteria and standards, recognizing the need for flexibility.
6. **Context:** the Plan considers a street's surrounding context as part of the planning and design process.
7. **Performance measures:** the Plan incorporates performance standards with measurable outcomes.
8. **Implementation:** clear action steps are identified.

### Roadway Projects by Type

Figure 5.7 represents the roadway projects identified by community feedback, data analysis, and regional model outputs. Widening projects are the most common type (green), as well as new location (blue-dashed) connections to be made. Bicycle and pedestrian needs will be considered during the engineering design phase of these project types, in accordance with NCDOT's Complete Streets policy.

Grade separation projects (red) are common along the railroad corridor that parallels US 1 north toward Virginia, and part of the future passenger rail corridor. Intersection realignments (orange) are less numerous, however, several of these realignments would be incorporated into widen projects.

More detail on individual projects is provided in Chapter 8 Implementation.

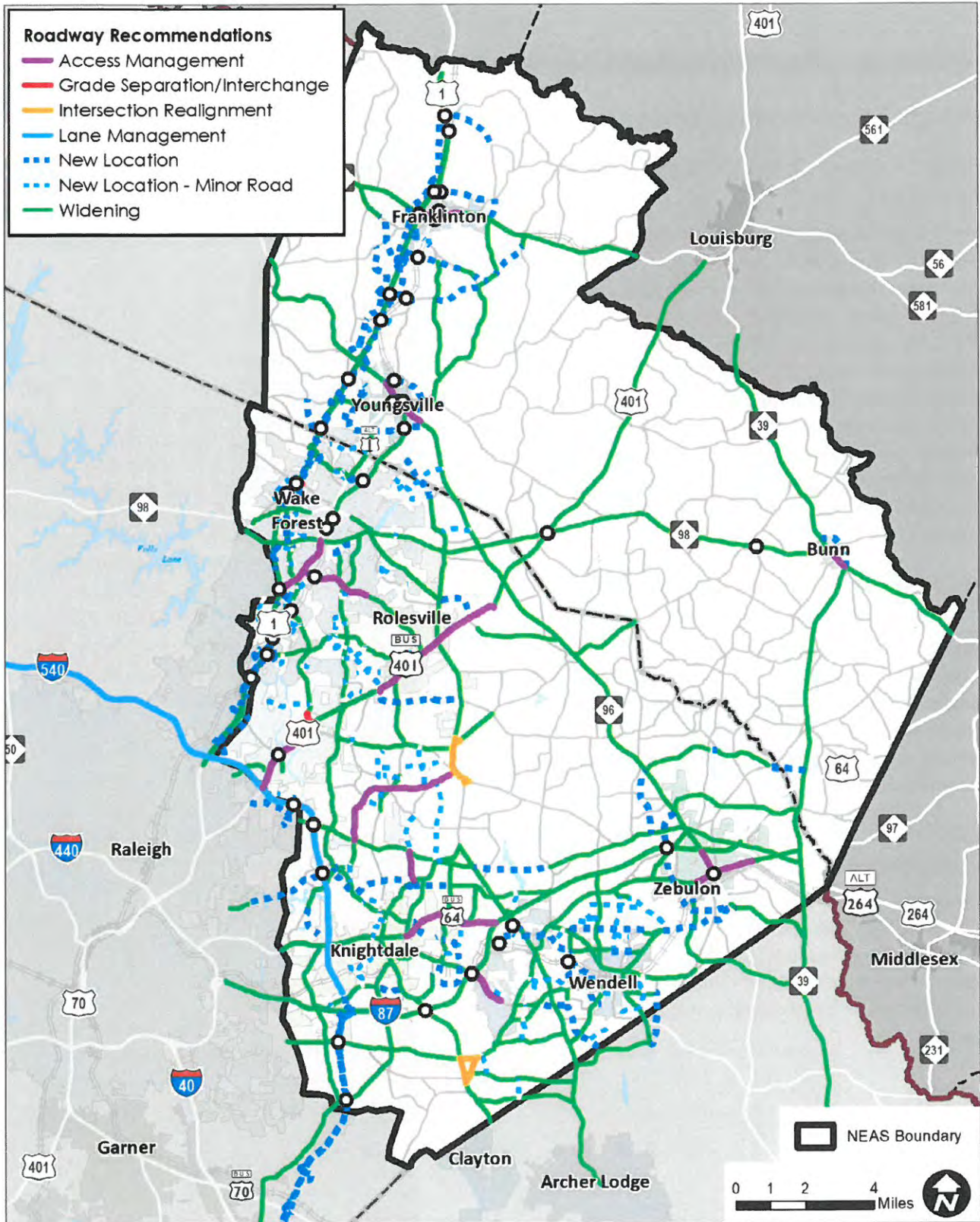


Figure 6.7: NEAS roadway and freight network recommendations.

## Freight Recommendations

### Forge Partnerships to Secure Grant Funding

The Triangle Regional Freight Study notes the importance of FASTLANE grants, and it may be a good idea for CAMPO and Councils of Government to work with local and state governments to develop several projects that are competitive for FASTLANE grant funding. The transportation funding world has emerged from the 1990's "pork"-driven funding mechanism to one that is based on grants and formula allocations. Forging partnerships and preparing early are keys to securing grant funding – even hiring a grant preparation firm that can perform lobbying services as well (financed through other means than CAMPO, which is not eligible to use federal funds in that manner).

### Implement the Triangle Regional Freight Study Recommendations

The Regional Freight Study identifies many freight-related projects (Table 58 of that plan) and includes information on justifications via one or more of the performance measures described in that report. It would be advisable to work through that list and assign a value to projects that coincide with NEAS recommendations.

### Consider Localized Distribution Center and Light Industry

The degree to which the global pandemic that was taking place during the NEAS update will influence freight companies and transportation going forward is highly uncertain. However, the vulnerability of "just-in-time" shipping models have been called into question, as has the need to explore localized distribution centers.

## KEY TAKEAWAYS - FREIGHT

### 1. Importance of the Interstate and National Highway System.

Trucks, both originating and terminating within the NEAS, are dependent upon the existing highway system for movement. I-40, I-540, I-87 and US 1 are all critical corridors for current and future traffic.

### 2. Freight movement from the NEAS is both local and regional.

Freight originating within the NEAS is more likely bound for destinations within the Triangle. Higher proportions of truck destinations are found within the NEAS, although significant concentrations may be found near the Raleigh-Durham International Airport. When accounting for truck density, however, the importance of interstate routes, as well as the geographic extent of such trips, become more prominent.

### 3. Future growth in the NEAS will test the existing system.

While the current primary road network is critical for existing truck traffic, projects for future truck traffic show highest growth along state routes and other critical corridors within the NEAS. These roads already carry high volumes of non-truck traffic. Planning for this increase in traffic is necessary to ensure freight mobility and economic development are consistent with local and regional plans.

# Complete Streets

## Principles of Complete Streets

Complete Streets are streets designed for everyone. According to the National Complete Streets Coalition: "They are designed and operated to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities." A Complete Street makes it easier to cross major corridors, walk to businesses, and bike to and from locations along the street without feeling unsafe. These improvements would be beneficial to everyone from children and the elderly going to church, neighbors walking to the cemetery to exercise and residents and visitors.

Depending on one's perspective, Complete Streets may be viewed as welcome relief or pause for concern. Drivers who are accustomed to automobile-dominated development tend to see Complete streets as an idea guaranteed to take away valuable travel lanes for what is perceived to be seldom-used sidewalks and bothersome bike lanes that infringe on their territory between the curb.

In truth, Complete Streets is not a one size fits all approach; a Complete Street redesign of an existing roadway must be tailored to existing and future travel demands, surrounding development and land use, and to that specific town or community. What an enacted Complete Streets policy might look like in a small coastal town is going to be different from that of a dense, urban center, and it should be. The same can be said for complete streets in the same town or city.

The ideal complete street accommodates every travel mode – pedestrians, bicyclists, motorists, and transit riders of all ages and abilities. However, in many cases, Complete Street applications are limited by existing rights-of-way or design constraints. Therefore, trade-offs need to be assessed to determine the best approach to implementation of Complete Streets. This is most important when an improvement is made to an existing facility (i.e., widening or retrofit).

## A Complete Street:

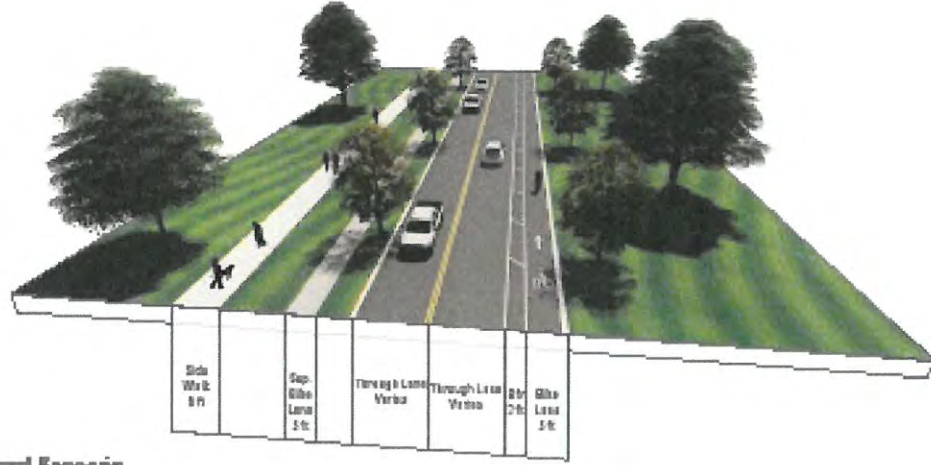
- *Accommodates all users and allows for efficient and high quality travel experiences*
- *Provides travel options for users of all ages and abilities that are safe, universally designed, context sensitive, and operable in all seasons*
- *Adapts to accommodate the needs of the present and future*
- *Contributes to the environmental sustainability and resiliency of the city*
- *Considers both direct and indirect costs in planning and design, as well as the value of the public right of way and the adjacent real estate*
- *Is a vibrant, attractive people place in all seasons and contributes to an improved quality of life*

The cross-sections shown on the following pages (Figures 6.8 - 6.9) describe some potential Complete Streets treatments for 2-3-4 lane roadways within the Northeast study area. The dimensions shown accommodate future turning lanes, street plantings, and offer separation of pedestrian and vehicular travel movements; we recognize that these are optimal conditions and that in some locations topography, structures, and other obstacles may make achieving these cross-sections more expensive or even infeasible. However, costs need to be viewed in a longer-term context, since major roadway improvements happen rarely in the life of even the most-used transportation corridors. Making multi-modal improvements is a much easier and usually less expensive proposition during major construction / reconstruction activities, and it is better to inconvenience the public and customers of businesses only once.

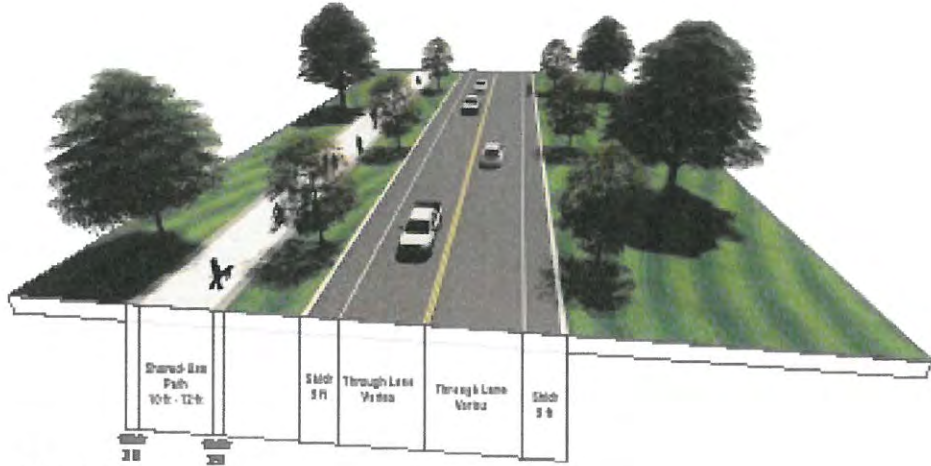




**Downtown Scenario**  
Parking Separated Bike Lane and Shared Lane



**Rural Scenario**  
Sidewalk with Buffer and Separated Bike Lane



**Rural Scenario**  
Paved Shoulder with Shared-Use Path

Figure 6.8: Complete Street Typical Cross Sections (2-lane Roadways)

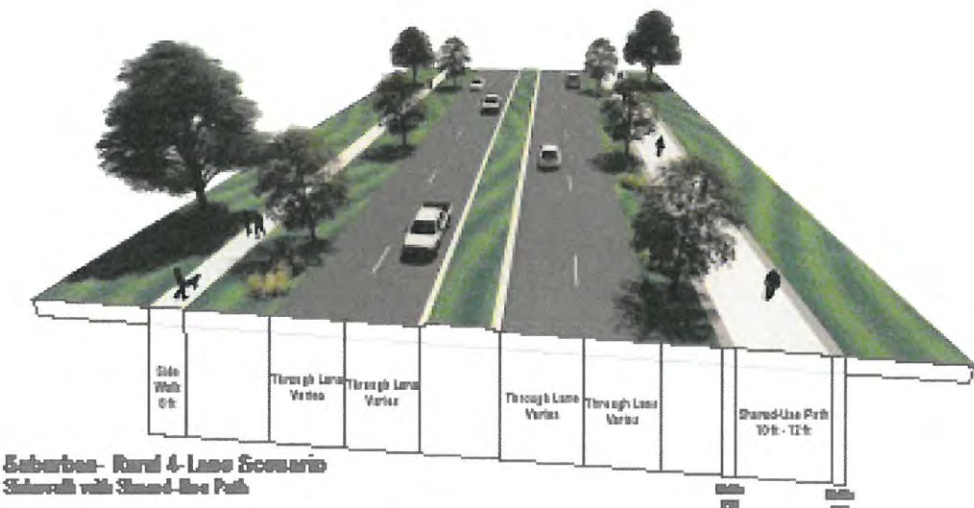
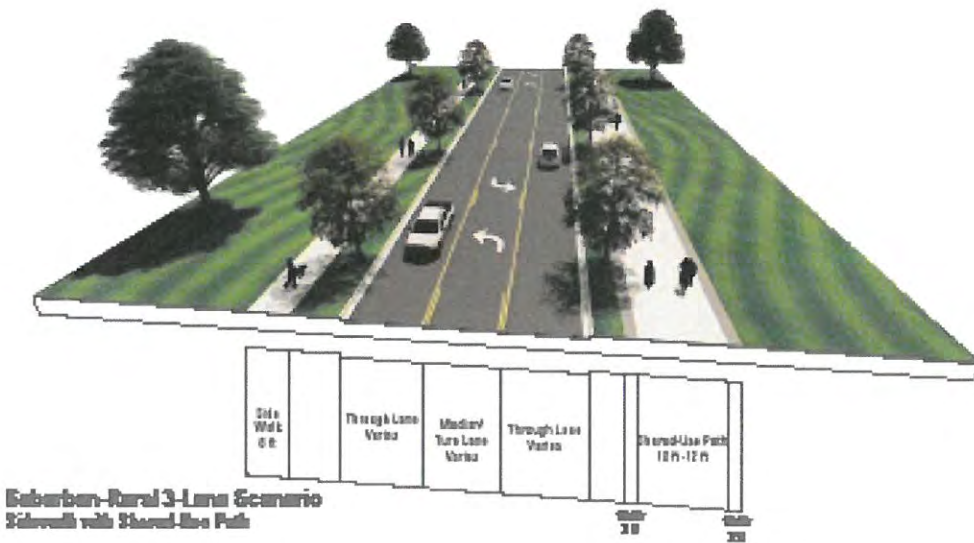
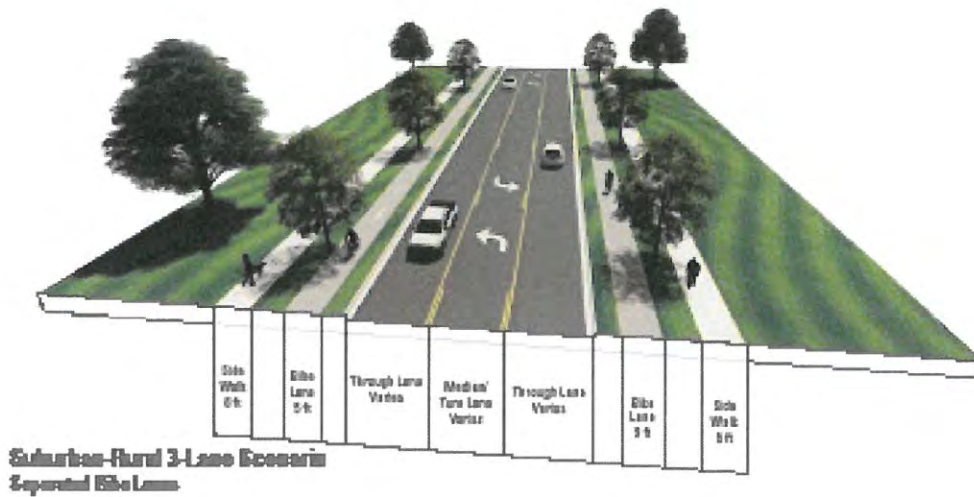
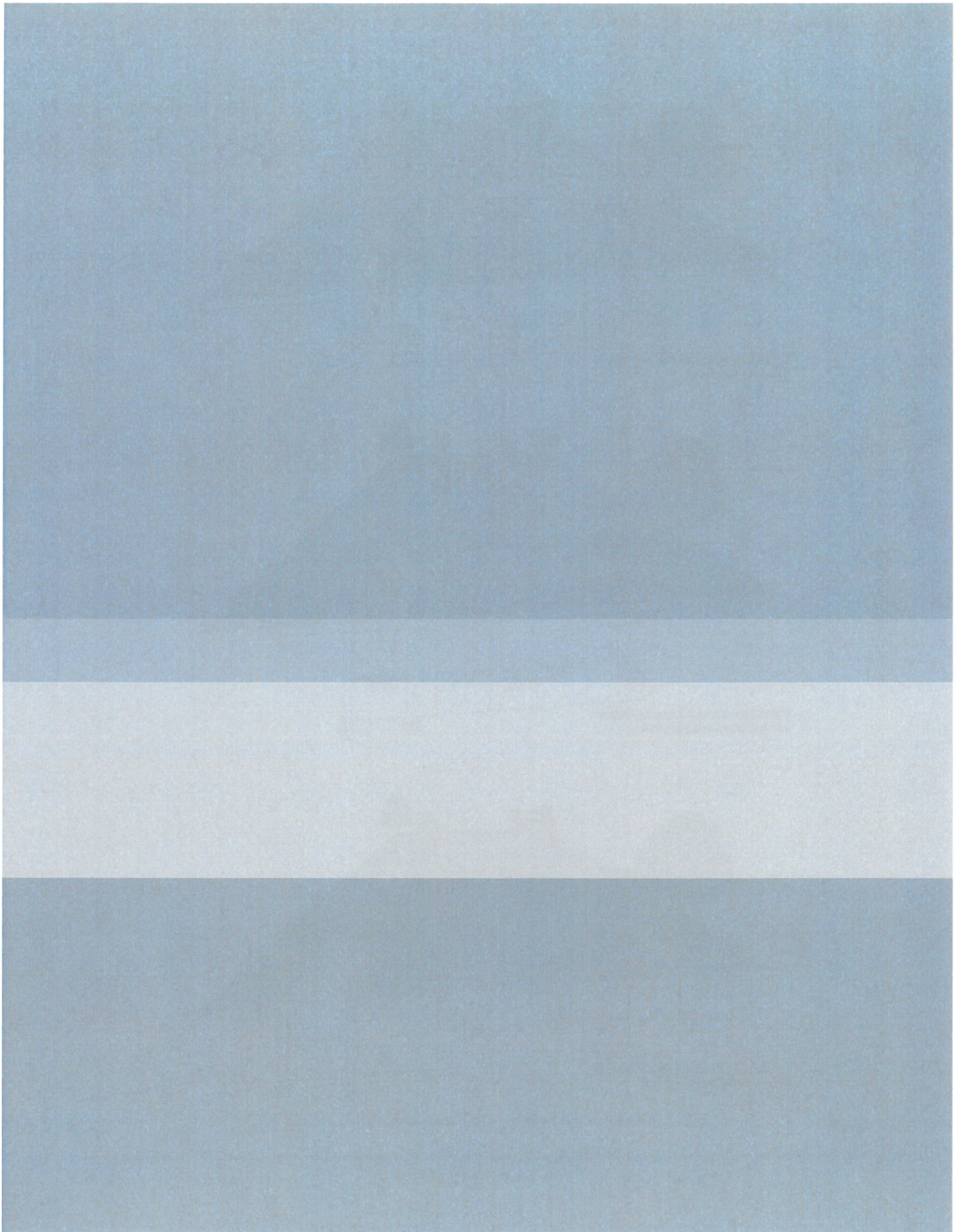


Figure 6.9: Complete Street Typical Cross Sections (3-lane or more)



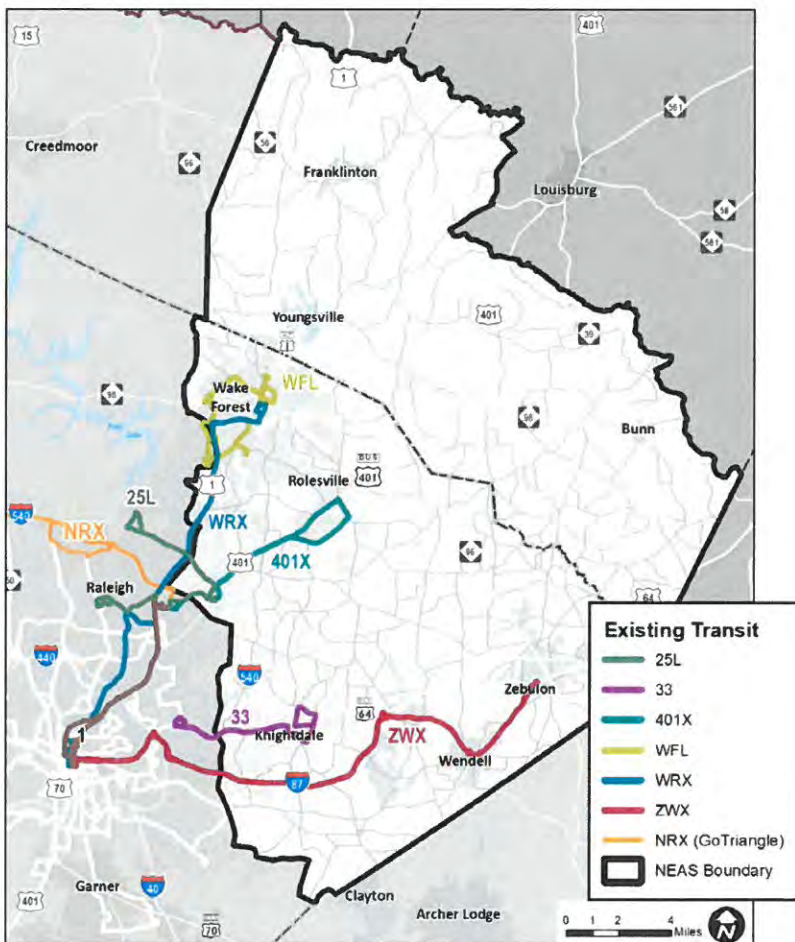
BUS, RAIL &  
**TRANSIT MOBILITY** **07**

# BUS, RAIL & Transit Mobility

Since the last publication of the Northeast Area Study, some of the local transit providers have undergone several changes. GoTriangle, formally known as Triangle Transit, and GoRaleigh, formally known as Capital Area Transit, have increased operations due to the growth and surge in ridership. Since 2010, the study area population has doubled. This increase has put pressures on transportation service demands within the transportation study area. Measures were taken by local leaders and agencies to increase transit service to meet the growing needs of commuters. Additional areas in the Northeast Area are now serviced by transit more than we saw in the 2014 Northeast Area Study.

## Operators

**GoTriangle.** Go Triangle provides three express bus routes in the study area including the North Raleigh Express, Zebulon-Wendell-Raleigh Express (ZWX) and the Wake Forest-Raleigh Express (WRX). The Express routes run daily Monday thru Friday. Ridership data reviewed defines an increase in transit use since 2016. The ZWX route has historically had the highest ridership of the three routes that service the area. Ridership for ZWX has nearly doubled in 2019. The KRX bus route (now Route 33) averaged 31 riders per month in 2019. Ridership peaked for the KRX route in April 2019 with an increase of nearly 20 percent.



**Figure 7.1:** Existing transit service to the NEAS. Routes are operated by GoRaleigh, while on-demand transit is provided by several providers.

**GoRaleigh.** GoRaleigh operates six bus routes in the Northeast planning area including Rolesville 401X (started in October 2019), Knightdale 33 (formerly KRX), Triangle Town Link, Wake Forest Loop and Capital Boulevard (Route 1).

**GoWake Access.** GoWake Access (formally known as TRACS) provides door-to-door, shared-ride service for Wake County residents who are elderly, disabled and/or who participate in an eligible service. Service is provided Monday-Saturday from 6am-6pm. Fees for the service vary from \$2 to \$4 per trip dependent on the zones visited during the trip.

**KARTS.** The Kerr Area Transportation Authority is a rural transportation system providing trips for residents of Franklin, Granville, Vance and Warren Counties, Monday-Friday from 8am-5pm. Service requests must be made at least the day before and trip rates are determined by mileage.

## Previous Planning Efforts

The following is a list of relevant plans that pertain to the transit context or directly to service recommendations from organizations in the NEAS planning boundary. Note that this list is not exhaustive; several municipalities are in the process of updating relevant plans.

**Wake County Transit Plan.** The Plan identifies strategies for expanding and improving transit service throughout

Wake County, to provide regional connection, connect all the areas within Wake County, provide reliable urban mobility, and enhance existing service. Since initial implementation in 2017, the following have been completed:

- Additional tax dollars allowed GoTriangle to continue the Zebulon-Wendell and Knightdale-Raleigh Express routes.
- GoTriangle and GoRaleigh expanded the frequency of bus services adding additional coverage and more frequent service routes.
- GoWake Access expanded its service area and increased trips for eligible residents.
- GoRaleigh has started planning for additional bus stop locations and sidewalk projects to provide additional access.
- GoTriangle and GoRaleigh expanded their bus fleet.
- Planning studies were initiated to understand the feasibility for Transit-Oriented Development (TOD) and Bus Rapid Transit (BRT) in Raleigh, Cary, and Garner. New Bern Avenue, Capital Boulevard, South Wilmington Street, and Western Boulevard have been identified as potential BRT corridors.
- Passenger rail studies were completed to understand the benefits of the service in the Triangle area, identifying feasible corridors and necessary infrastructure for expansion.

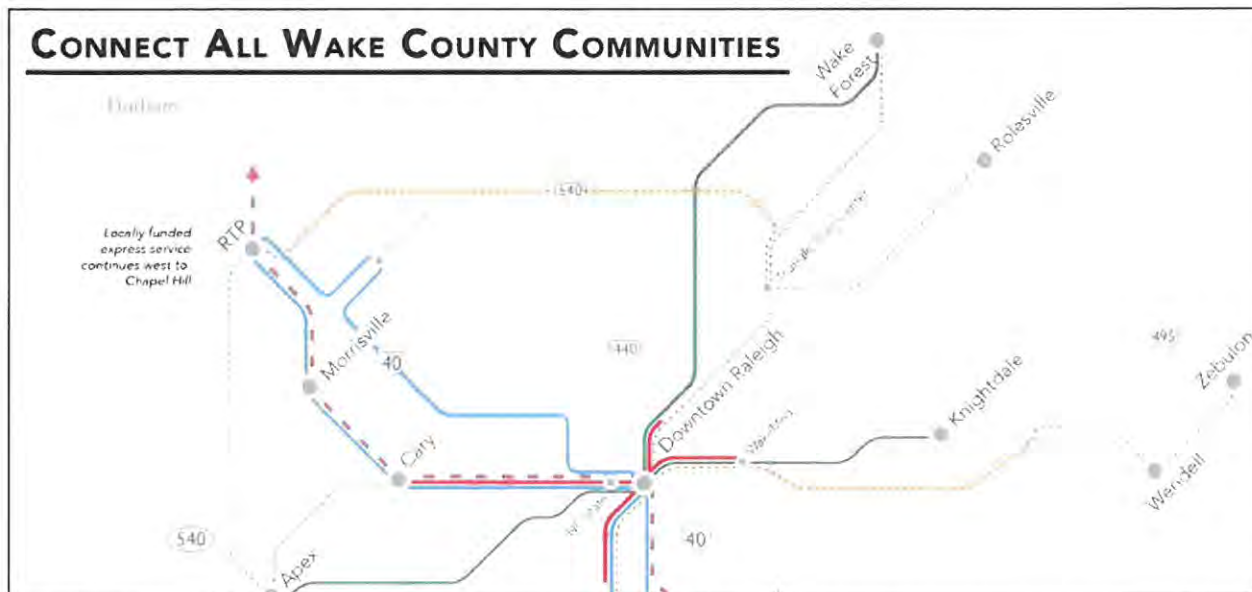


Figure 7.2: Excerpt from the Wake County Transit Plan (2016). Transit service has expanded in the region since this Plan was published.

**Knightdale Comprehensive Plan.** The Knightdale Comprehensive Plan (KnightdaleNEXT) recommends increasing frequency of peak period bus service into Knightdale from the west, and also plans to redevelop areas to include densities that support more frequent bus trips. The Plan identifies utilizing the existing rail corridor for future passenger rail service and U.S. 64 Business for bus rapid transit.

**Rolesville Comprehensive Plan.** The Rolesville Comprehensive Plan recommends a future Park-and-Ride service from Rolesville to Raleigh. The Plan also includes recommendations for Rolesville leaders to work with Wake Forest leadership to develop a route that connects the two towns.

**Wake Forest Transportation Plan.** The Wake Forest Transportation Plan identifies working with GoRaleigh staff to recommend a future transit route from downtown Wake Forest to WakeMed North Hospital and then to downtown Raleigh. Part of this Plan already implemented, is a counterclockwise loop service to complement the existing Wake Forest Loop (WFL). The Plan also incorporates a potential passenger rail service

(S-line) that is under study by NCDOT extending 80+ miles between Sanford and Hendersonville, NC.

Also in development at this time is the Wake County Northeastern Microtransit Service Plan, which will develop a strategy to incorporate microtransit services into rural Northeastern Wake County, including detailed operations, budget, projected ridership, revenues, and implementation plan.

**Capital Area MPO RED Lanes Study.** The Study, completed during the NEAS Update, examines with potential benefits of R.E.D. lanes - transit priority lanes - for transit corridors within the Triangle region. The study examined other priority treatments in addition to R.E.D. lanes, including transit signal priority, queue jumps, on-street parking, Intelligent Transportation systems, and others, in order to identify best practices for their implementation, applicability in the Triangle Region, and methodology for their prioritization and future implementation. Potential R.E.D. lane corridors in the NEAS include Knightdale Boulevard / Wendell Boulevard, U.S. 401, U.S. 1, and South Main Street in Wake Forest.



GoRaleigh transit operates several routes in the NEAS. Source: GoRaleigh.

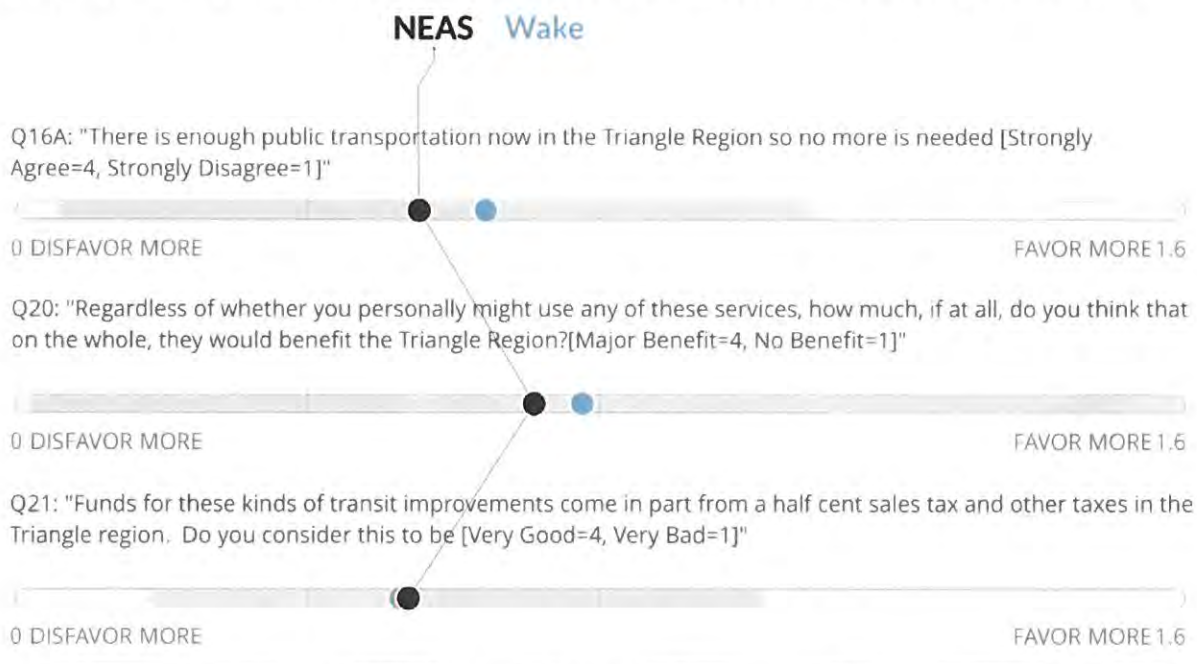
# Transit Analysis

A portion of this discussion is based on the Market Analysis: Wake Transit Plan Vision Update (March 12, 2020) and a recent survey of public attitudes towards transit service. In the case of the latter, the “raw” data was obtained from the original consultant and used to help delineate differences between the NEAS planning area and the rest of Wake County. Additional demographic information was obtained to supplement this assessment, along with meetings with transit staff from CAMPO and NEAS communities to discuss future transit needs for the study area.

## Demographics & Attitudes Towards Transit

The following infographics portray current demographic characteristics and attitudes relevant to transit use within the NEAS, Wake & Franklin Counties. Not surprisingly, land use densities alone suggest that viable transit service needs to be focused on major corridors or demand-responsive systems. It should be noted that some areas of NEAS exceed 15 or even 30 residents per acre, particularly along major highway corridors within the study area.

### Favor or Disfavor Public Transportation Use and Investment (survey responses)



### Have NOT used Uber or Lyft in the Past 30 Days

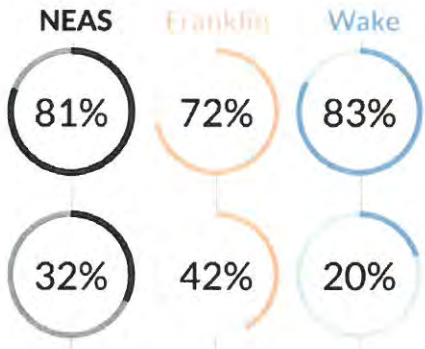


A 2020 survey for the Wake Transit Plan of 500 respondents in Wake County and 178 in NEAS zip codes (Franklin County was not part of the survey) revealed similarities between the two areas in terms of how respondents tend to favor transit and transit investments (top), with NEAS respondents being slightly more likely to favor answers that support public transportation.

At left the likelihood of NEAS respondents saying that they had not used a peer-sharing (e.g., Uber or Lyft) in the last 30 days (survey question #25) is higher than that of Wake County respondents.

Figure 7.3: Transit survey results.

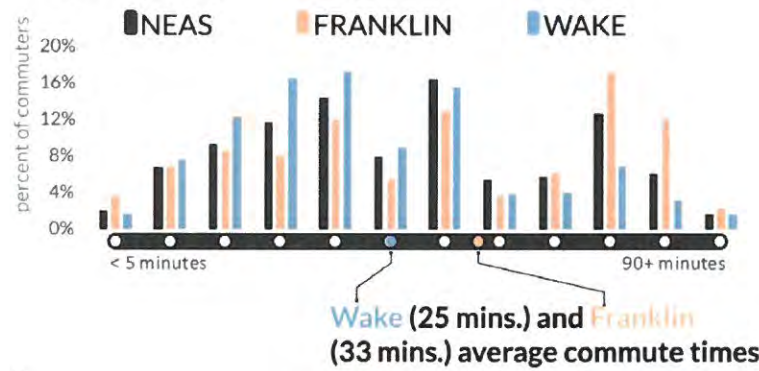




Households with Internet Subscription

As public transportation, like many services, is increasingly dependent on micro-scale transactions enabled through computers and cell phones, it's important to understand the NEAS and surrounding markets. About 2/3 of residents in these areas have cell phones.

Percent of Commuters Time to Work Over 35 Minutes



Commute times vary widely across NEAS and the two surrounding counties of Wake and Franklin. Average commute time for Wake County is substantially shorter than that for Franklin, with jobs and housing tending to be in closer proximity to each other. It's likely that this relationship holds true for some other trips as well, like retail and grocery shopping.

population / jobs per acre	transit service	frequency (mins.)
45 / 25	Passenger Rail / BRT	10
30 / 15	BRT / Express-Enhanced Bus	15
15 / 10	Local Bus / Express Bus	30
10 / 5	Local Bus / Micro-Transit	60
2 / 2	Micro-Transit / Rideshare	60+
<2 / <2	Door-to-Door / Rideshare	Book

An oversimplification of transit-compatible land uses, but one that still holds true in many cases, the density of jobs or residents provides an indication of the type and frequency of transit services that are cost-feasible.

At bottom is a chart showing the population and jobs in NEAS, Franklin, and Wake now as well as 2050 based on recent population growth trends. Measuring density just around transit stations is a better indicator of service.

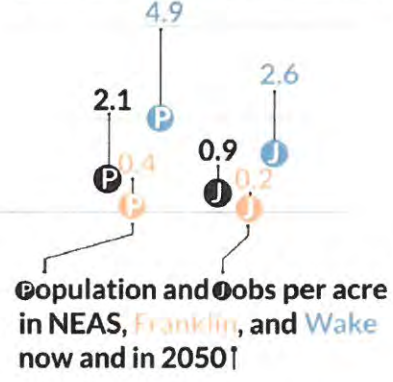


Figure 7.4: Northeast Study area demographics and land use towards transit.

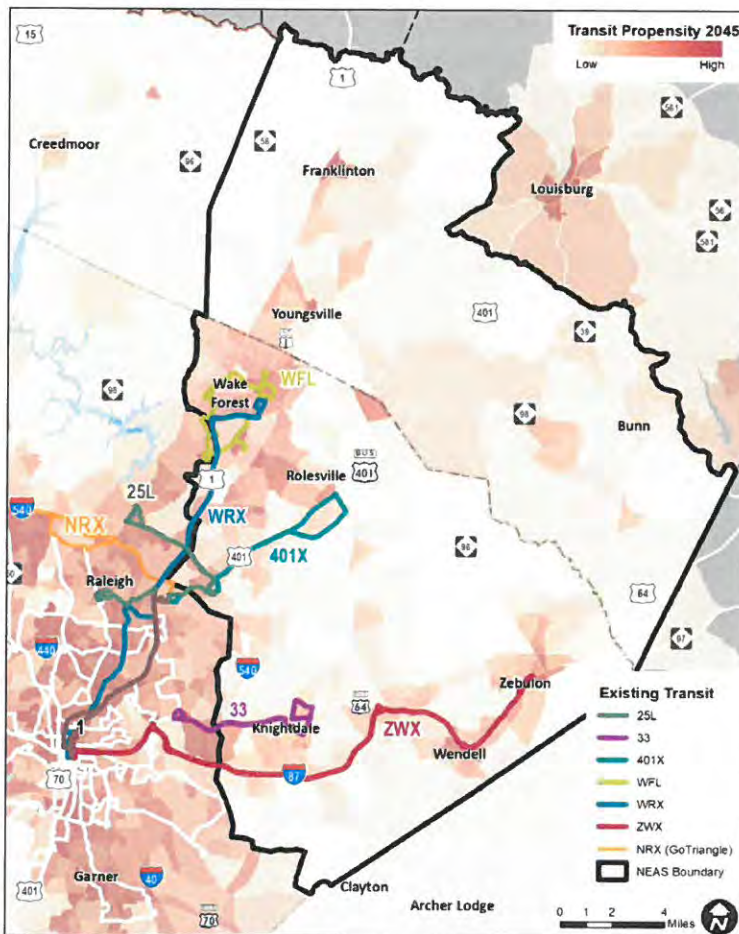
Wake County as a whole and the zip codes that touch the NEAS planning area boundary share similar attitudes about transit, with the **NEAS-area respondents favoring public transportation service and investments** slightly more than Wake County as a whole. Usage of peer-to-peer car sharing services Uber and Lyft were less similar, with more people citing usage of a service in the past 30 days in Wake County as a whole compared to the NEAS-area respondents. **Feedback from community outreach during this NEAS update aligns with these key takeaways**, particularly the need to improve access to existing stops and enhancing or extending service along major corridors (US 1, 401, 64 Business).

## Transit Propensity

Transit Propensity measures the likelihood of using public transit as a means of transportation. Grounded in economic principles, it uses socioeconomic factors to measure the likelihood of potential transit system users.

As expected, corridors with high population growth exhibit positive changes for additional transit propensity – although the overall propensity remains low and reflects population and employment growth rates in these corridors. Observations include:

1. Increasing propensity for transit between Wake Forest and Rolesville.
2. Existing transit routes service majority of the higher-propensity areas in NEAS.
3. Corridors are key: high-propensity mirrors US 1, US 401, and US 64 corridors, where residential or employment are more dense than the suburban/rural areas in between.



GoWake Access and KARTS shuttles. Source: RaleighNC.gov and VanceCounty.org websites.

Figure 7.5: Transit Propensity and existing transit service within the NEAS.

# Recommendations

The following summarizes a set of directions for developing recommendations based on a review of the current planning and available data obtained from several sources.

## Implement the Northeast Wake Microtransit Service Plan

The propensity of NEAS-area residents to have cell phones or support public transportation is not substantially different than Wake County as a whole, and it is likely the same is true for the portion of Franklin County within the NEAS planning boundary, even though recent survey work did not include those residents. The corridor-based services mentioned previously should therefore be supplemented with node-based, on-demand service or demand-responsive services taking advantage of micro-scale interactions with customers and evolving Mobility-as-a-Service (MaaS) concepts that rely on information and seamless multimodal transfers to reach new markets.

## Develop facilities that support public transportation and non-single occupancy vehicle transportation

In addition to population and employment densities, how the design of a station area supports access to public transportation or presents barriers is also of concern when evaluating potential transit services. Ideally, a metric that is readily available like Walk Score can be used for a broad-brush examination, but a more detailed look at station areas and how pedestrian, bicycle, and parking accommodations may support fixed-route public transportation services can create additional, micro-scale project recommendations for NEAS. Essentially, municipalities are encouraged to develop for the transit density needed in the future, while planning to extend existing service in the present.

## Focus on corridors for fixed-route transit and Measures of Effectiveness (MOE)

The Triangle Regional Freight Study notes the importance of FASTLANE grants, and it may be a good idea for CAMPO and Councils of Government to work with local and state governments to develop several projects that are competitive for FASTLANE grant funding. The transportation funding world has emerged from the 1990's "pork"-driven funding mechanism to one that is based on grants and formula allocations. Forging partnerships and preparing early are keys to securing grant funding – even hiring a grant preparation firm that can perform lobbying services as well (financed through other means than CAMPO, which is not eligible to use federal funds in that manner).

## Focus on the building blocks

The large extent of the Northeast Study area (435 square miles), combined with the predominant low-density suburban and rural development patterns, suggest that a few fixed-route services with 60-minute headways is a reasonable goal for the near-term. As the horizon years extend, the **recommendations should support increasing the quality and performance of the fixed-route services**, perhaps to enhanced express and bus rapid transit (BRT) service in major corridors.

## Support Southeast High-Speed Rail Corridor Development

Key supporting items as this project moves from planning to detailed design include the following (Figure 6.6):

### 2020-2030

- Establish minimum operational segment passenger rail service between Raleigh and Wake Forest by acquiring rights-of-way, improving at-grade intersections, station areas, and constructing layover track;

### 2030-2050

- Support future extension of service to Youngsville and northward by acquiring commuter rail rolling stock, further improvements to station areas, and grade separation of major arterial roadways.

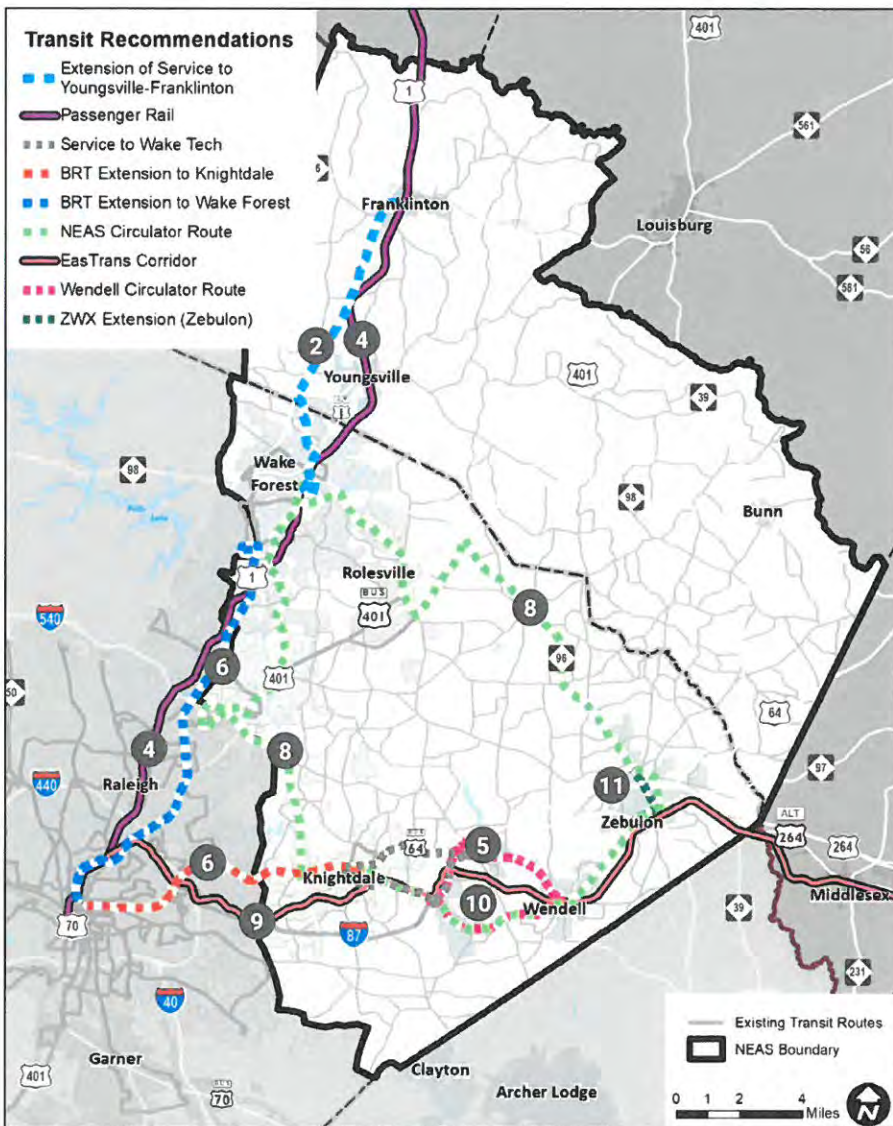
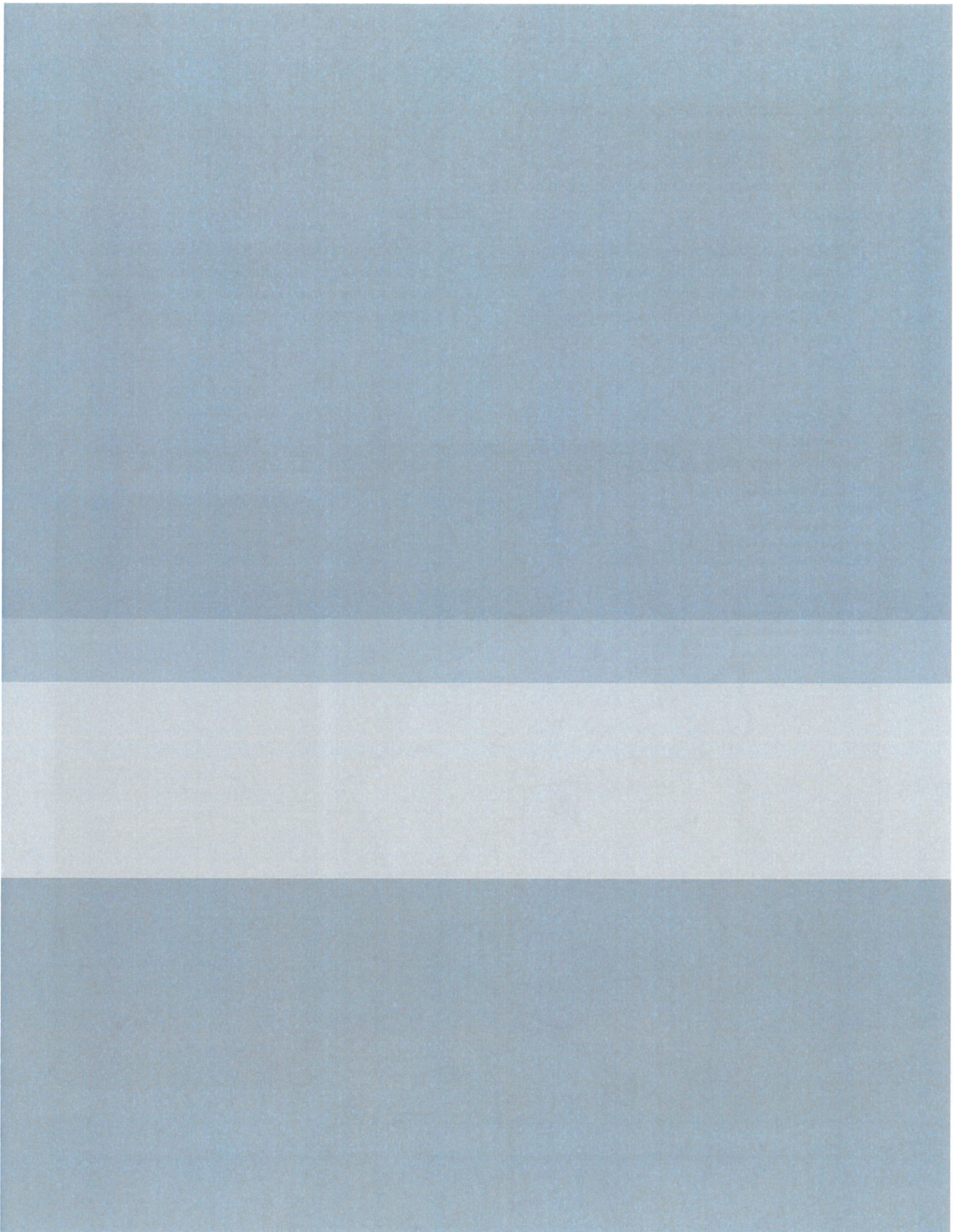


Figure 7.6: Transit recommendations within NEAS include the following:

1. First-/Last-Mile Solutions: including Bike/Walk Connections
2. Extension of Services to Franklinton and Youngsville
3. Incorporate Micro-Mobility, Route Deviation, Car-Sharing (not mapped)
4. Support for SEHSR and Crossing Solutions
5. Service to Wendell Falls and Wake Tech Campus
6. BRT Extensions (2): Knightdale and Wake Forest
7. Frequency/Weekend Service Improvements (not mapped)
8. Circulator Route between NEAS-Wake towns
9. Eastrans Rail on CTP: rail-trail for interim period through leasing arrangement; coordinate with Norfolk-Southern and lessee, CLNA (Coastal Carolina Railway)
10. Wendell Circulator Route
11. ZWX Extension (Zebulon) to Eastern Regional Center



BICYCLE &  
**PEDESTRIAN MOBILITY 08**

# Pedestrian Mobility

## Background

Existing sidewalks are found mostly in the urban areas of the NEAS, and are nearly nonexistent in the rural portions of this region. While sidewalk networks are extensive in the urban areas, gaps in the sidewalk network are still frequent. Over the past decade, most pedestrian fatalities and serious injuries have occurred in areas where pedestrian infrastructure does not exist.

## System Performance

### Sidewalk Gap Analysis

Existing sidewalks were analyzed along arterial and collector roadways in the NEAS using CAMPO's sidewalk and NCDOT's roadway GIS data. Arterial and collector roadways that are missing sidewalks were selected and are displayed in Figure 7.2.

While sidewalks are mostly found in the urban areas, there are still significant gaps in the urban sidewalk network, especially when considering higher traffic volume and higher speed roads such as the arterial and collector roadways that criss-cross each NEAS community:

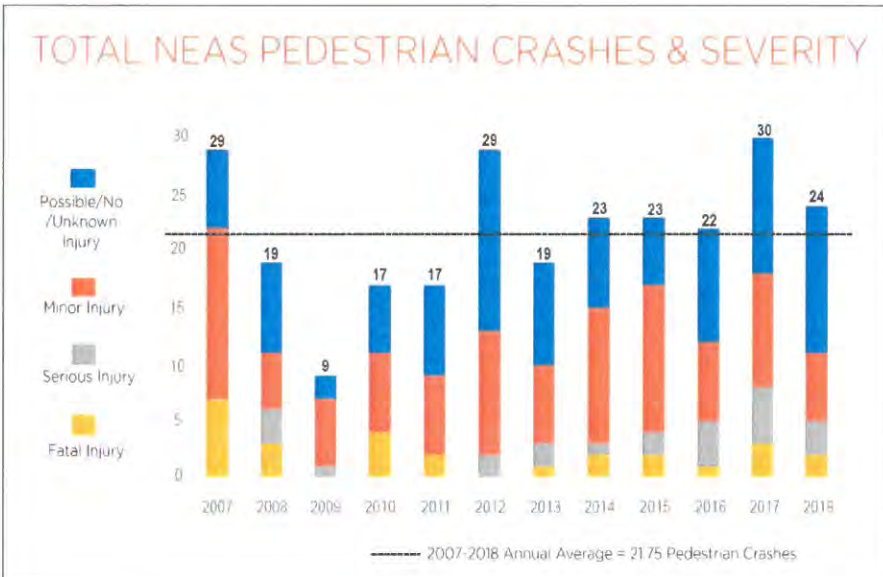
- Urban Arterials: 70% are missing sidewalk
- Urban Collectors: 45% are missing sidewalk

As might be expected, arterial and collector roads in urban areas that are missing sidewalks tend to be found further away from a community's downtown core. Several of these 'sidewalk gap' corridors that could connect multiple neighborhoods or commercial areas of an NEAS municipality are listed below, and should be examined further as potential priority corridors for sidewalk construction:

- NC 98 through Wake Forest (both Durham Rd and the Dr Calvin Jones Hwy bypass)
- Smithfield Rd through the south side of Knightdale
- Selma Rd (NC 231) in the south side of Wendell
- US 401 through the Raleigh suburbs
- US 1 through Youngsville
- NC 56 through Franklinton
- Main St and Jewett Ave in Bunn
- US 1 generally through the northwestern part of the study area

### Crash Analysis

Pedestrian crashes were analyzed using NCDOT's pedestrian crash data that is available from 2007-2018. Crashes were analyzed in relation to pedestrian infrastructure as well as roadway type, and are also displayed on the map on the following page.



**While 12% of all roads in the NEAS are arterial roadways, they account for 44% of all pedestrian fatalities and serious injuries.** Collector roads are another 12% of the NEAS roadway system, and they account for 24% of all fatalities and serious

**Figure 8.1:** Pedestrian Crash and Severity for NEAS (2007-2018).

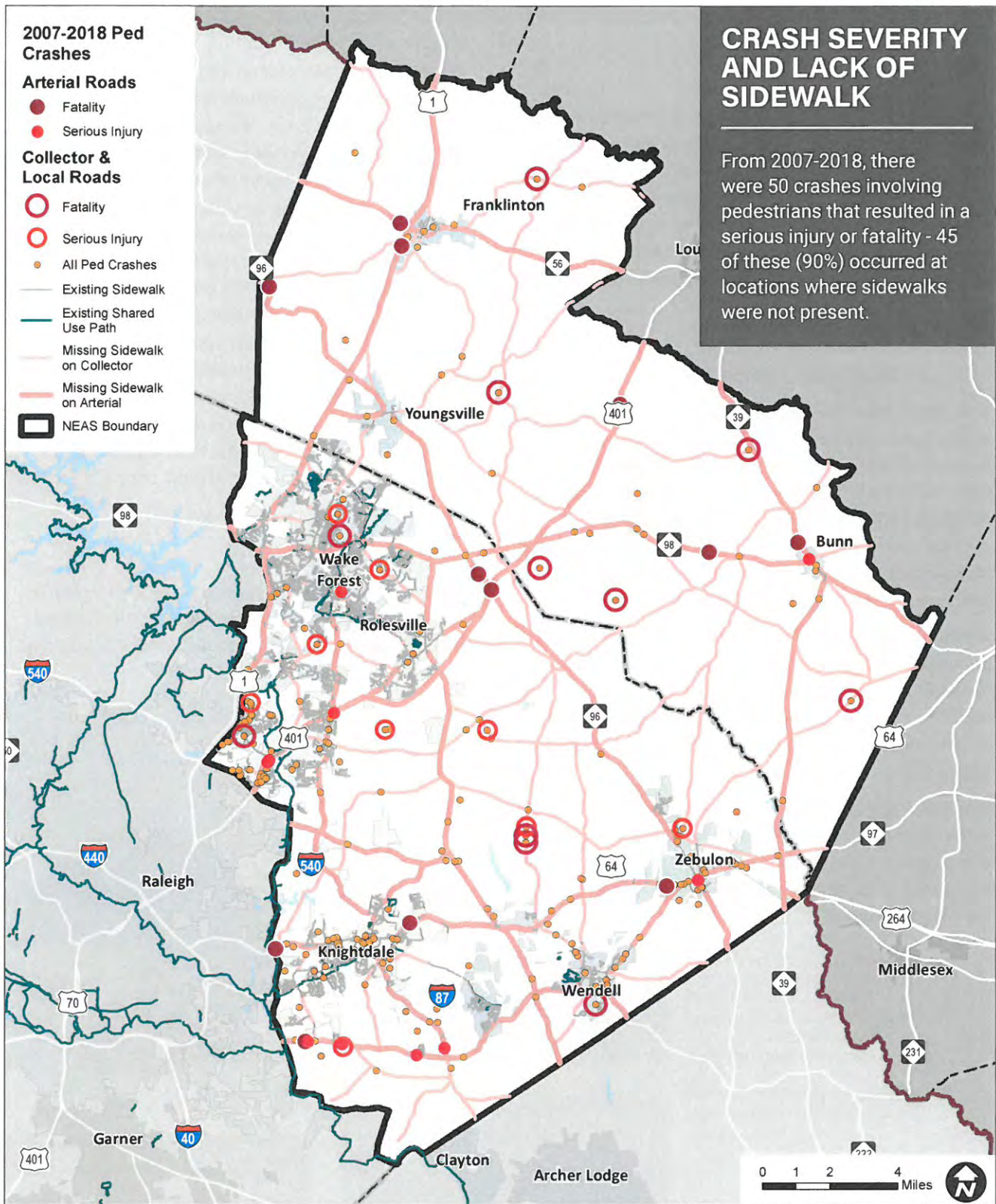


Figure 8.2: Sidewalk Network & Crash Locations (Sidewalks, Pedestrian Crashes, and Arterial/Collector Roads).



# Bicycle Mobility

## Background

Aside from the greenway segments in the western part of the study area, bicycle facilities are nearly nonexistent. Automobile travel lanes serve as the primary space in which bicyclists must operate, and this environment is generally a significant barrier for all ages and abilities (AAA) of bicyclists. Accommodating AAA users was a key theme from survey and stakeholder feedback.

## System Performance

### Bicycle Suitability Analysis

The project team developed a data-driven rating system to evaluate roads across the NEAS boundary for their suitability for bicycling. This analysis utilizes data from NCDOT’s Route Characteristics ArcGIS dataset, NCDOT’s Traffic Volume (AADT Traffic Segments) dataset, and is supplemented by Wake County’s streets dataset that has a more comprehensive speed limit attribute (for the Wake County portion).

A scoring matrix was developed based on the findings of this review and best practices in suitability mapping. It includes a methodology tailored to the urban and rural context of the NEAS area. The scoring matrix is summarized in Figure 8.3 and the colors align with corridors in Figure 8.4.

While pockets of category 1 “Easy - All” are mainly found in the neighborhood streets of the municipal areas, they are generally separated from each other by less suitable category 3 or higher roads. This dataset can be helpful for several reasons:

- Prioritizing intersection improvements by examining key opportunities to connect pockets of category 1 “Easy - All” roads.
- The existing greenways in the study area connect some of these pockets of category 1 “Easy - All” roads, highlighting the valuable connectivity function that greenways can serve.
- Prioritizing on-road bicycle infrastructure improvements. As traffic volumes and traffic speeds increase (less suitable for bicyclists), the greater the need for bike lanes that have a wider buffer space and physical barrier between the bicycle operating space and roadway.
- Bicycle route mapping: for someone wishing to ride a bicycle in the NEAS, this map can help a bicyclist select an optimal route according to their skill level.

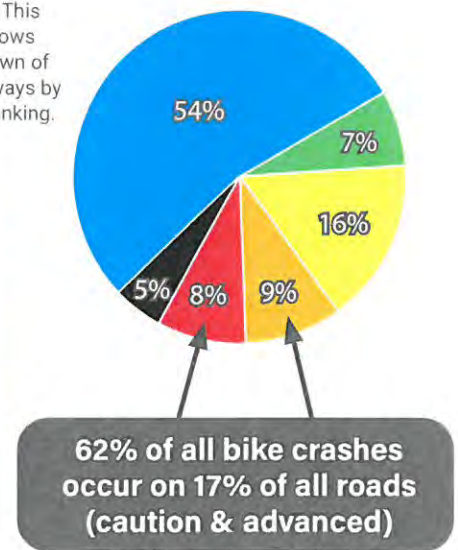
## Crash Analysis

Bicycle crashes were analyzed using NCDOT’s bicycle crash data that is available from 2007-2018. Crashes were analyzed in relation to bicycle suitability, and are also displayed on Figure 8.4.

*The resulting scores were classified into the comfort levels summarized in Figure 7.3. These comfort rankings apply to bicyclists with at least some experience in operating on roadways with other motorized vehicles. All bicyclists must use good judgment regarding their skill levels to determine the routes most appropriate for them.*

Score	Bicycling Skill
1	Easy - All
2	Easy - Adult
3	Moderate
4	Caution
5	Advanced
Limited Access Hwy	Not Allowed

**Figure 8.3:** This pie chart shows the breakdown of NEAS roadways by suitability ranking.



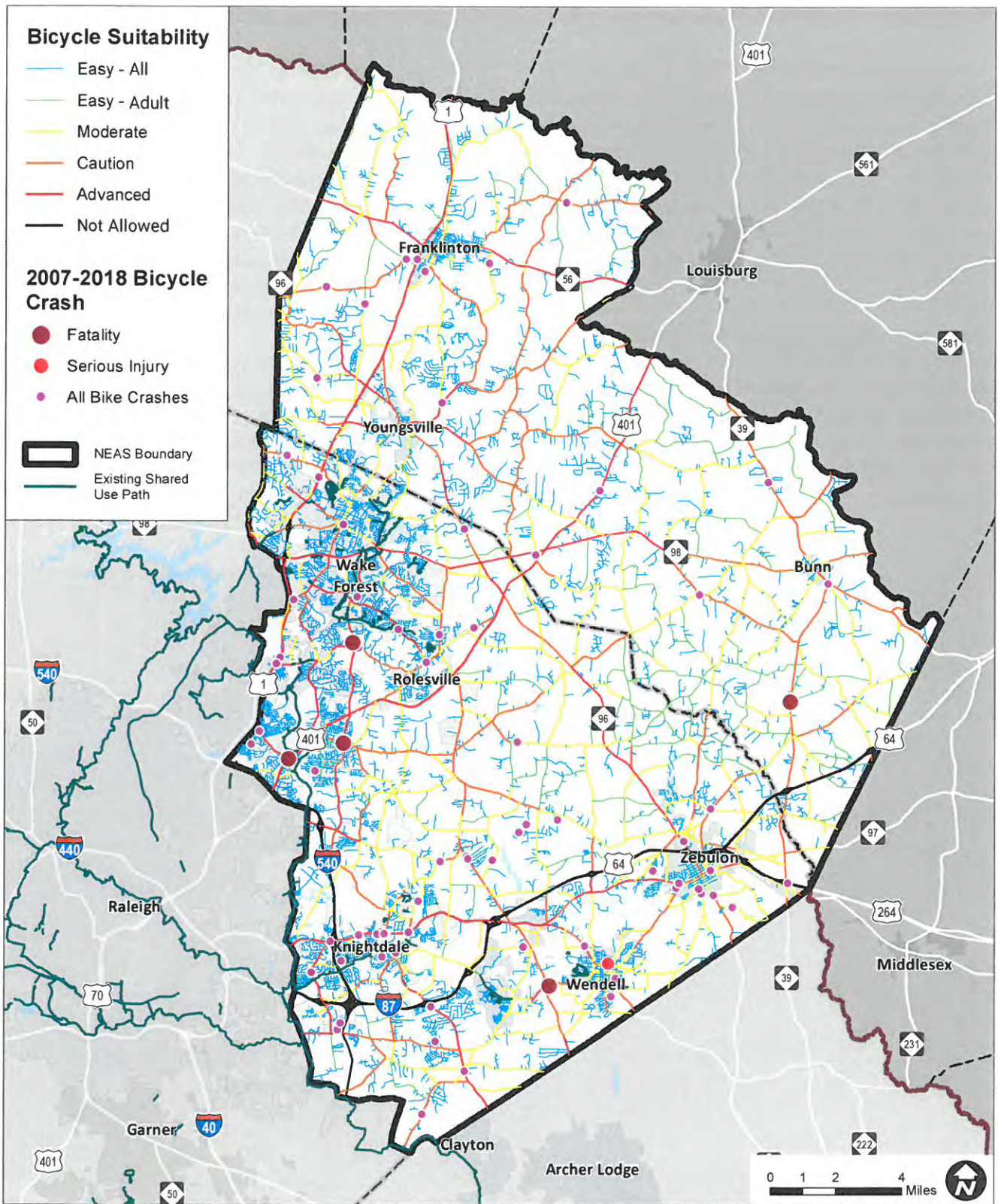


Figure 8.4: Bicycle Network & Crash Locations (Bicycle Suitability Mapping & Bicycle Crashes).

# Opportunity Analysis

Transportation facilities are essential components in creating communities of opportunity and reducing the disproportionate economic and health burdens on communities of concern. Often, traditionally vulnerable populations, such as children, older adults, people of color, people with limited English proficiency, and low-income individuals rely heavily on affordable transportation options, specifically walking, biking, and transit.

## Equity Analysis

The project team conducted an equity analysis using existing demographic information from the US Census Bureau. All data was obtained from the 2018 American Community Survey 5-year estimates and analysis was conducted at the census block group level. The following indicators and parameters were included in the analysis:

- Income: population that is living at or below 200% of the Federal Poverty Level.
- Age: population that is under the age of 18 and over the age of 64.
- Race: population that identifies as non-white or multiple races/ethnicities.
- Limited English Proficiency: population that identified as not speaking English well or at all.
- Limited Access to Motor Vehicle: households that said they did not have regular access to a motor vehicle.
- Composite (Figure 7.5): this map displays a combination of the above indicators.

Areas with the highest concentration of equity indicators are found east of Franklinton, east of US 1 near downtown Wake Forest, east, southeast, and northwest of Knightdale, and southwest Zebulon.

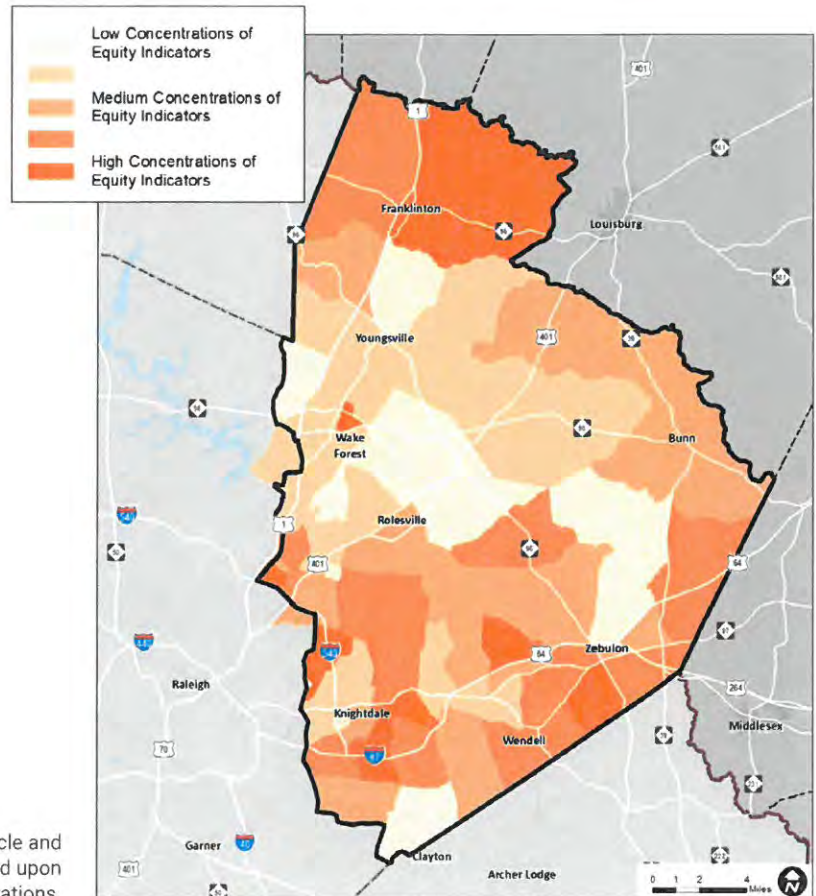


Figure 8.5: Need for bicycle and pedestrian facilities based upon equity considerations.

## Demand Analysis

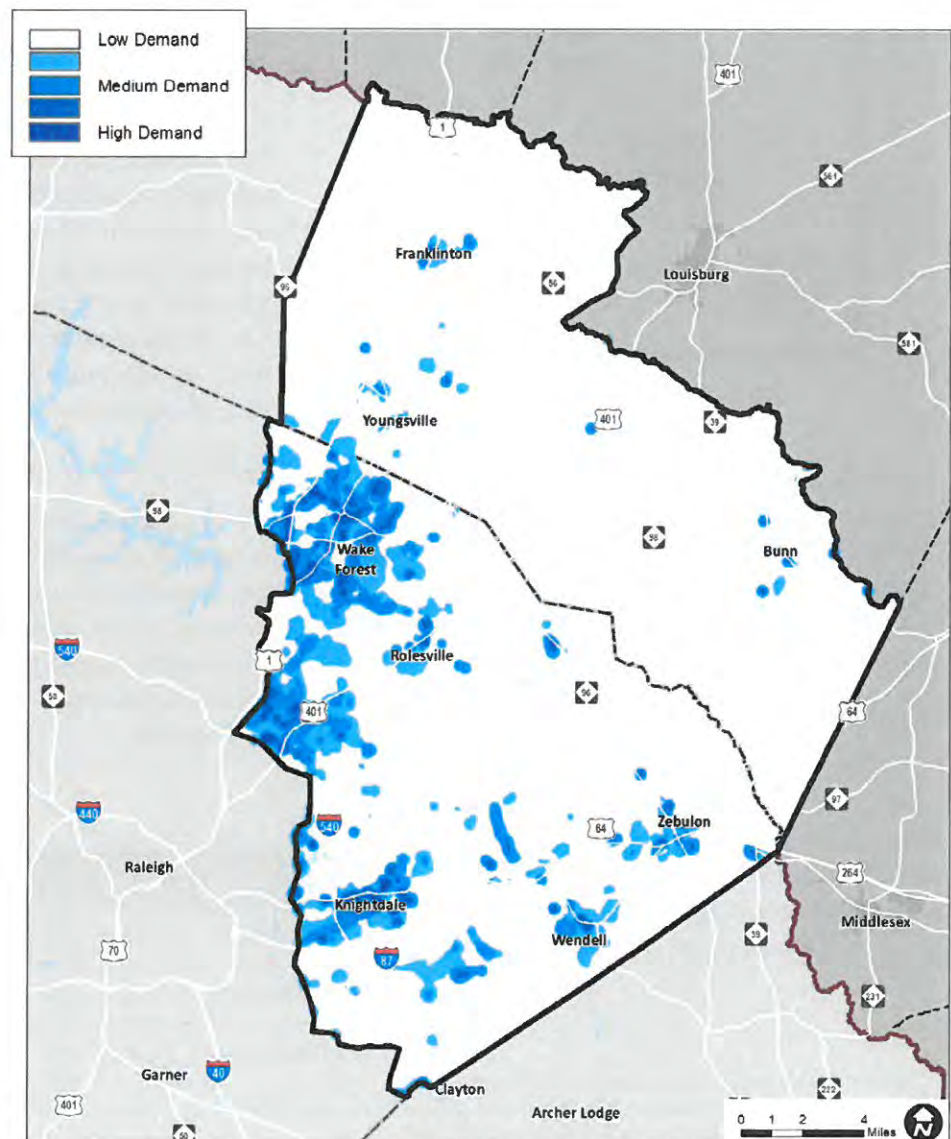
The demand analysis is an objective, data-driven process that estimates the cumulative demand for recreation or active transportation depending on a variety of location-based features. This was accomplished by quantifying factors that generate bicycle and pedestrian movement.

A non-motorized demand analysis was completed for the NEAS region to determine areas of expected bicycle and pedestrian activity. Inputs used in this analysis included live, work, play, shop, learn, and access transit (utilizing data from the Census, LEHD, local park, trail, and schools data, and GoTriangle transit data).

The resulting analysis was combined to form the Composite map (Figure 8.6). The Composite summarizes the geographic distribution of active transportation and recreational demand throughout the study area.

The areas of high demand are focused within the town centers and western edge of the NEAS region, where residential and commercial density are highest. Higher density areas include:

- Wake Forest
- Northeastern Raleigh
- Knightdale
- Downtowns

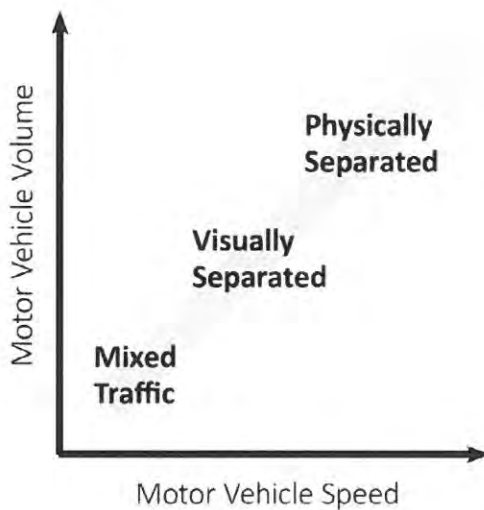


**Figure 8.6:** Need for bicycle and pedestrian facilities based on expected activity and demand.

# Recommendations

## Facility Categories

As traffic volumes and traffic speeds increase (less suitable for bicyclists and pedestrians), the greater the need for facilities that have a wider buffer space and physical barrier between the bike/ped operating space and vehicles. The graphic below illustrates this concept.



Achieving physical separation should be a central component of almost every facility design process. For the NEAS regional scale, recommendations were extrapolated principally from local data, and the following four categories were created to emphasize a flexible range of recommendations by general context.

### Street Redesign, On-Road

This category generally refers to facilities that can be created **within the existing roadway curb or shoulder**. Most of these corridors extend into the rural areas but still have higher traffic volumes or speeds. A sidepath may be the ideal facility, however, if a wide paved shoulder or buffered

bike lane is the only feasible option, then extending the shoulder width further from vehicles is recommended.

### Street Redesign, Off-Road

Many of these corridors have some of the highest traffic volumes and speeds through the study area but make direct connections across the region. **Physical separation should be achieved** from the roadway corridor, meaning that a sidepath would be an ideal facility for these locations.

### Complete Street - Urban

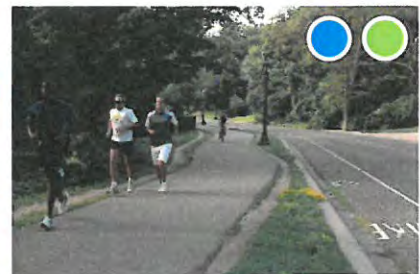
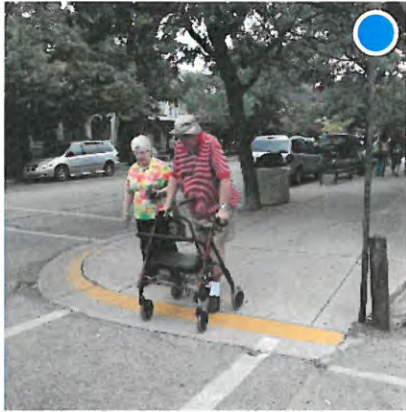
Key roadways through the urban centers of the NEAS are likely to be more complex projects where multiple aspects of the streetscape environment may also be addressed in addition to bicycle and pedestrian facilities. Crossing features such as pedestrian bulb-outs, high visibility crosswalks, and traffic calming (to control speeds) elements can be implemented alongside bicycle and pedestrian facilities that ideally have **physical separation from the roadway**. Some of these corridors may have lower speeds as they connect through a downtown, but have high traffic volumes.

### Greenway/Trail

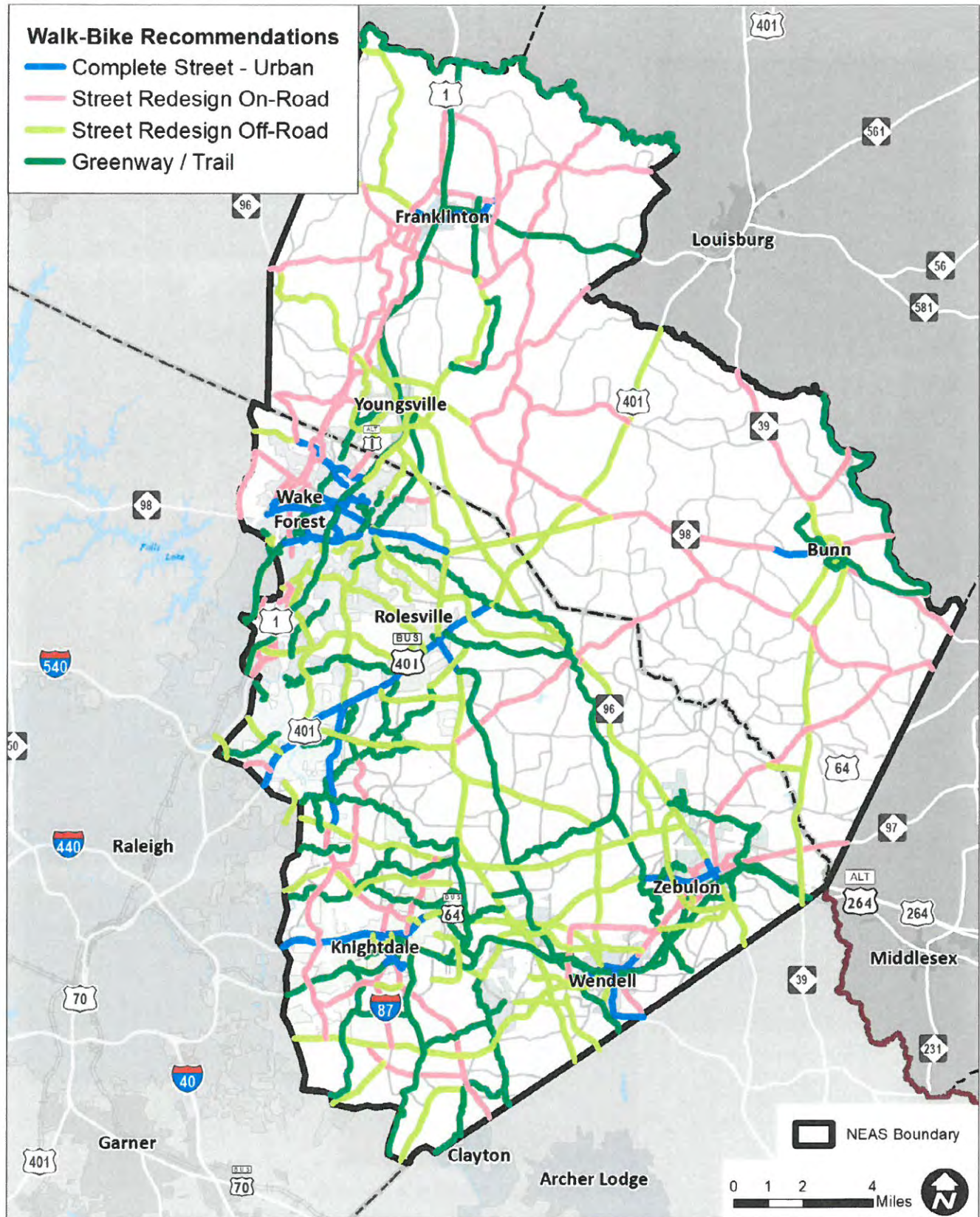
These corridors are **independent of the roadway right of way**. These are generally shared use paths that are paved and 10'-12' wide, but can also be unpaved depending on the context. Many of these corridors follow the floodplain, abandoned or active railroad corridors, and/or connect over land through open space, parks, and schools.

**Table 8.7:** Relationship of Roadway Characteristics with Paved Shoulders. Source: FHWA Small Town & Rural Multimodal Network Design Guide.

Functional classification	Volume (AADT)	Speed (Mi/h)	Recommended Minimum Paved Shoulder Width
Minor Collector	up to 1,100	35 (55 km/h)	5 ft (1.5 m)
Major Collector	up to 2,600	45 (70 km/h)	6.5 ft (2.0 m)
Minor Arterial	up to 6,000	55 (90 km/h)	7 ft (2.1 m)
Principal Arterial	up to 8,500	65 (100 km/h)	8 ft (2.4 m)



Example images of bicycle and pedestrian facility types.



# Recommendations: General Phasing

Physical improvements to walking and bicycling are displayed in Figure 7.8, according to the four facility categories described on the prior pages. As NEAS communities implement local bicycle and pedestrian priority projects incrementally across their communities, multi-jurisdictional opportunities become increasingly available concurrently. Local priorities are listed below, and key mid-/long-term components are listed to the right.

## Local Priorities (Near-term)

### Knightdale

Greenway along the Neuse River (east side); Mingo Creek Greenway extension; Smithfield Rd improvements.

### Wendell

Downtown to the parks and recreation fields; S. Main St greenway; downtown to Wendell Falls; Wendell Falls to Knightdale; Wendell Falls trail system and future Lake Myra Park.

### Zebulon

Beaverdam Creek Greenway; Local greenway to Little River Park.

### Rolesville

Main Street streetscape (Vision Plan).

### Wake Forest

Smith Creek Greenway (Phase 2); Dunn Creek Greenway extension; Durham Rd sidepath extension.

### Youngsville

Main St streetscape; Luddy Park Trail; NC 96 sidepath and sidewalk.

### Franklinton

Franklinton to Novozymes Rail Trail.

### Bunn

Main Street crosswalks.

## KEY COMPONENTS

### 1. Near-term

- Priorities from local/regional planning/gap projects

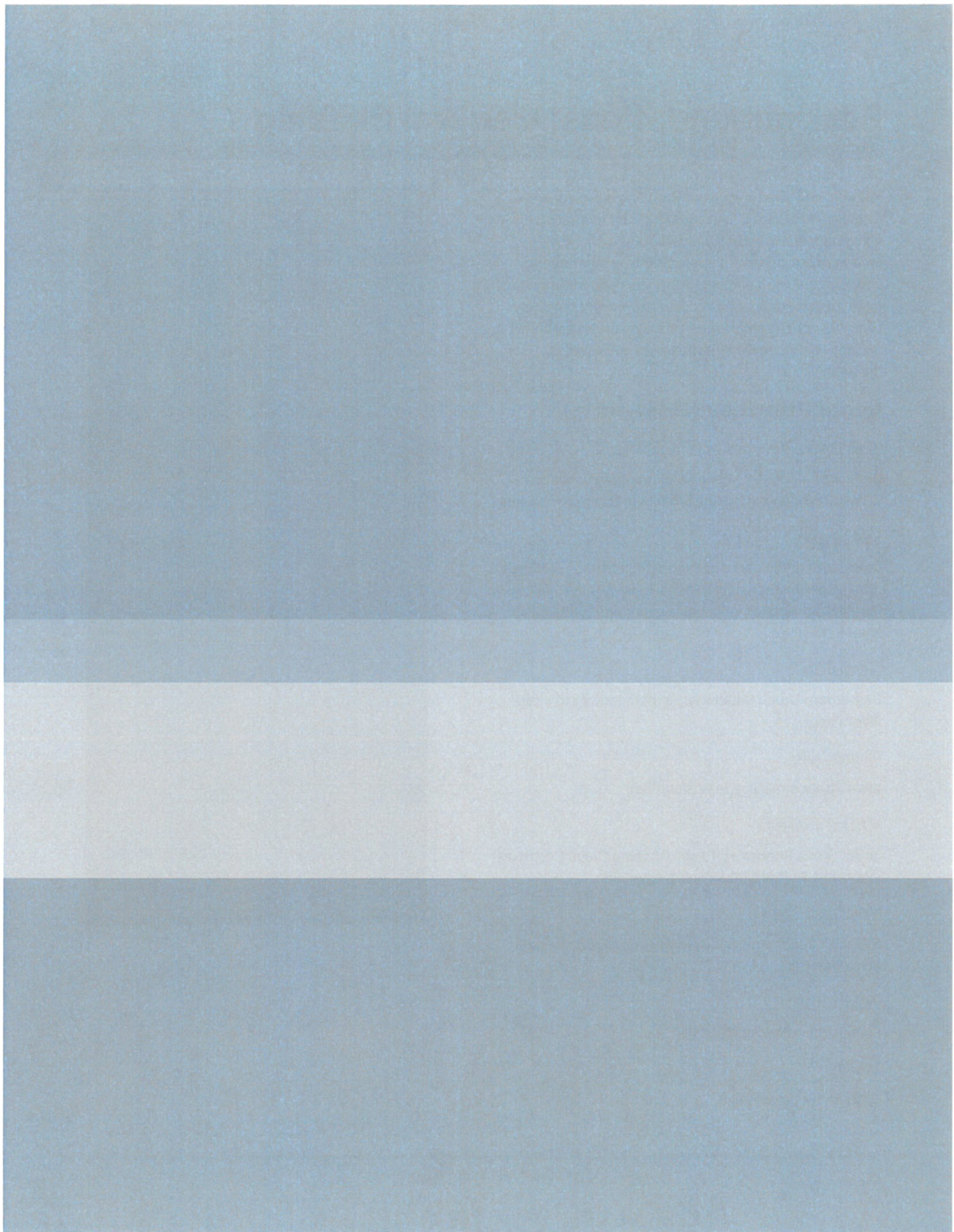
### 2. Mid-term

- Upcoming roadway/complete street projects (including US 1 study roads (new roads))
- Wake County Greenway System Plan (Connect to Parks & Lakes, Connect the Communities)
- Higher bike/ped crash corridors (if not in near-term project)
- State Bike Routes NC 2 & NC 2B

### 3. Long-term

- Rail with Trail: S-Line and Carolina Coastal Railway Short Line
- Roads in the Bicycle Level of Service category 'Advanced' or 'Caution' (if not in Near- or Mid-term)
- Greenway alternatives to 'Advanced' or 'Caution' roads (if not in Near-term or Mid-term)



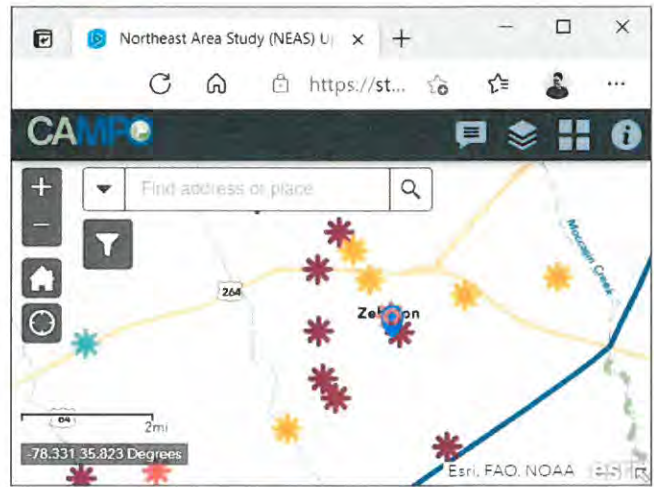


IMPLEMENTATION **09**

# Implementation

## What We Heard from the Public

Transportation is a vital part of improving communities, and, over time, our communities change to keep pace with trends in housing, shopping, entertainment, and recreation. The Northeast Study Area is undergoing this change at a rapid pace, which makes careful study and effective recommendations all the more important. The NEAS Update is fundamentally a visioning exercise for coordinated, regional growth of its many communities. Engaging, listening, and summarizing feedback serves as the foundation for this plan, setting the stage for developing recommendations, and then in the final months, their refinement and prioritization.



GIS Interactive Map with public comments.

## WE HEARD YOU LOUD AND CLEAR! YOU TOLD US...

- **Half** of Transportation Improvement dollars should be spent on **non-motorized modes**
- Addressing safety and **prioritizing Complete Street improvements** are the preferred roadway improvements
- Planning **more resilient communities**: future development should prioritize infill and reserve undeveloped/agricultural areas
- The region needs more **quality of life amenities**, such as improving access to recreation/open space; providing more entertainment (shopping/retail), and/or medical centers; as well as improving utilities and infrastructure, such as broadband internet
- Passenger rail would be welcomed, **reinvesting in traditional neighborhoods near Town Centers**
- Filling sidewalk gaps and connecting with greenways and transit stops are priorities for pedestrian mobility
- Biking reinvestments should **prioritize improving access** to greenways/trails, and providing separated bikeways that are suitable for **all-ages-and-abilities**

# How the Northeast Study Area Update Responds

Your feedback directly shaped the four themes below, which guided NEAS recommendations.

## #1 REINVEST IN CORE COMMUNITY:

The maturation of the Strategic Transportation Prioritization process since 2014 has not changed the federal / state funding dynamic for eastern Wake County and Franklin County. Both are mostly low-density areas with many projects eligible only for the highly competitive Division funding tier. Understanding the Division Tier criteria – congestion, benefit-cost, safety, accessibility/connectivity, and freight for the Mobility default – is critical to identifying the most-competitive local transportation projects. These criteria change by mode of travel. Identifying projects eligible for the Regional and Statewide tiers is also important, as is gathering local jurisdictional support for projects of

interest to more than one government entity. In this environment, the “core community” isn’t just a single town or county, but may require collective action to advance some projects in one area with the agreement to support someone else’s projects later. That being said, the “Small is Beautiful” saying is also important, with smaller or segmented projects of high value achievable by working with CAMPO or private developers to score wins on the transportation system. Growth in many areas is still desirable, seeking a “15-minute community” where living amenities can be easily reached by any mode of travel.

**NEAS**  
supports this:

*Over 500 projects focused on viable local transportation needs*

*NEAS is a coordinated, regional process finding projects of mutual interests*

*Safety and freight assessments identified potentially important scoring factors*

## #2 DOING MORE WITH LESS:

The Capital Area MPO largely serves to consider projects of regional importance, while providing a forum for local communities to discuss actions that prioritize local projects and implementation. The MPO now goes beyond many North Carolina metropolitan planning organizations in that they have a mature local funding program (Locally Administered Projects Program LAPP) for implementing smaller-scale improvement projects, allowing these local needs to advance without com-

peting against regional-scale projects for funds within the state SPOT prioritization framework. It is vitally important that local governments make sure that, during a time of growth opportunity, private investments carry a larger share of the public sector investment burden through direct private sector requirements for right-of-way, construction, fees-in-lieu, impact fees, and other mechanisms.

**NEAS**  
supports this:

*Policy guidance on traffic impact analysis guidelines, non-capacity roadway improvements like access management, and other areas where private investment can make a big difference*

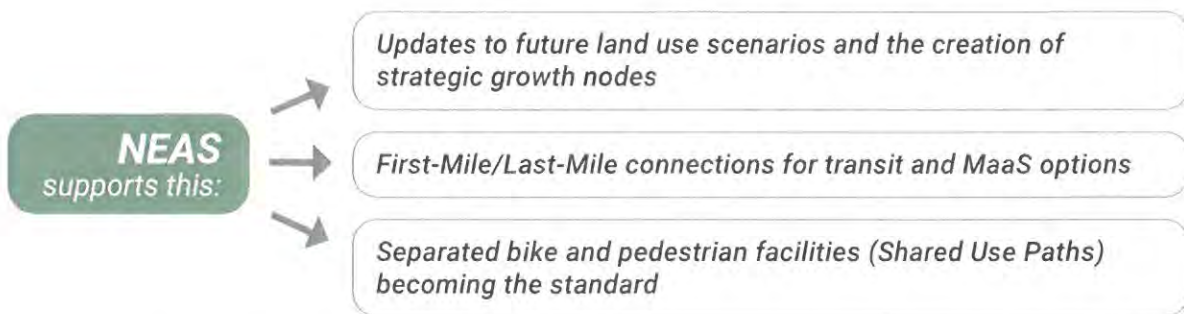
*Collector street (secondary) road recommendations support small-scale investment opportunities in connectivity, emergency access, and multimodal networks*

*NEAS identified several “hot spot” locations where improvements could be effectively made with public/private/CAMPO LAPP (locally administered projects program) funding*

### #3 LIMITING BARRIERS TO MULTI-MODAL TRANSPORTATION:

The importance of walking, biking, transit, and now micromobility / Mobility-as-a-Service (MaaS) options are largely accepted as commonplace, having value for every traveler and exciting economic potential. NEAS stakeholders and residents are clear that a connected, safe, active transportation network is a high priority. The community is interested in filling sidewalk gaps and retrofitting roadways within town cores. In addition, there is a strong desire to provide greater separation from vehicular traffic in the form of greenways and separated bikeways, beginning within town and radiating outward to connect destinations between activity

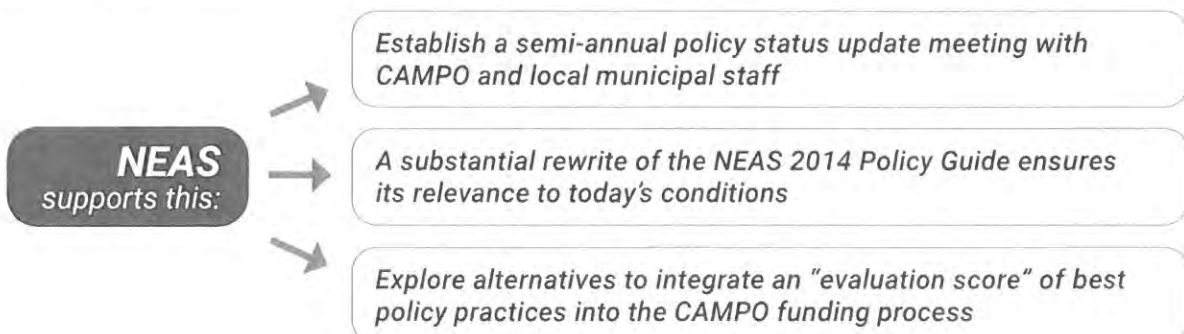
centers. Planners and engineers are actively working to revise their street standards to incorporate separated bicycle facilities as a typical facility treatment. Finally, residents want to see greater overall connectivity to, and growth of, the regional greenway network for transportation, recreation, and overall quality of life. This NEAS Update recommends more walking, biking, and transit projects than roadway improvements occurring on new locations. Roadway improvements overwhelmingly focus on safety, connectivity, enhancing appearances, and supporting quality economic growth – things that our communities told us they wanted to see.



### #4 FOCUS ON POLICY:

Every future-first plan has the same biggest challenge: how to assess, evaluate, and account for future conditions that aren't here yet. The NEAS Update, just as it did in 2014, has adopted a Complete Street mentality that emphasizes places and people over cars. No longer recovering from the Great Recession of 2008-2009, the NEAS communities are looking forward to increasing levels and pace of quality growth. This private sector infusion, as many on the western side of Wake County might be quick to attest, comes with its own challenges. Ensuring that our citizens, businesses, and visitors (some of whom may be future residents

and business owners) get the most lasting value from private investment should be a top priority, and sound policies will help ensure that happens across political cycles. Effectively guiding private sector growth has taken on an even more acute sense of urgency as state and federal resources have been repeatedly shown to be inadequate to address the needs of unguided, unaccountable growth. Most of the NEAS communities have a rich heritage of leading their own planning studies; NEAS should be viewed as a source of both projects and policies to enhance that work.



## Key Projects

One of the fundamental goals of this study was to develop cost-effective recommendations for roadway improvements that address potential congestion issues, increase the economic competitiveness of the Northeast Area, improve current safety conditions, and provide important mobility and accessibility connections in the area. As funding realities change and traditional transportation funding streams become more constrained, developing a set of strategic priorities for roadway improvement becomes increasingly important.

The Northeast Area Study Update identified a number of projects across the region. Based on public input, data analysis, and coordination with the Core Technical Team and Stakeholder Oversight Committee, these projects and their relative prioritization represent the culmination of both technical analysis and anecdotal research. Key projects are outlined in the following tables by region and community.

Project ID	Project Description	Cost	Time Frame
<b>Bunn and Vicinity</b>			
BP294	<b>NC 98 S Main St Complete Street - Urban</b> - from NC 98 / Jewett Ave to NC 39 / Main Street, improve streetscape, sidewalks and add bicycle facilities (0.72 miles)	\$ 53,734,000	Near-term
NEAS444	<b>S Main St / NC 39 Access Management</b> - from Main St / NC 39 to Jewett Ave / NC 98, consider Complete Street retrofit to accommodate all modes, and improve intersection crossings (0.72 miles)	\$ 9,158,400	Mid-term
BP361	<b>Bunn Urban Trail Greenway</b> - from Town limits to Tar River, construct urban trail to connect local destinations (6.12 miles)	\$ 17,172,000	Mid-term
BP360	<b>Bunn Elem School Rd Sidepath Street Redesign Off-Road</b> - from Brantleytown Rd to NC 39 / Main Street, construct sidepath along roadway (2.16 miles)	\$ 53,734,000	Mid-term
Frnk10	<b>Bunn Bypass New Location</b> - from NC 39 (north) to NC 39 (south), provide truck alternate around Main Street; connect sidewalks and provide off-road bicycle facilities (1.3 miles)	\$ 13,053,000	Long-term
BP294	<b>NC 98 Widening</b> - from NC 39 to Wake County line, add lane(s), improve shoulders, and provide on-road bicycle facilities for experienced users (3.72 miles)	\$ 29,570,000	Long-term
<b>Franklinton and Vicinity</b>			
BP126	<b>E Mason St Complete Street - Urban</b> - from Elm St to Perrys Chapel Rd, sidepath / multiuse path along former railroad corridor (1.58 miles)	\$ 2,218,412	Near-term
BP249	<b>Franklinton/Louisburg Rail Trail Greenway</b> - from Franklinton railroad tracks near Elm St to Existing Louisburg Bike Trail near Peach Orchard Rd, sidepath / multiuse path along former railroad corridor (4.53 miles)	\$ 5,434,906	Mid-term

Table 9.1: NEAS Update key projects by jurisdiction.

Project ID	Project Description	Cost	Time Frame
<b>Franklinton and Vicinity (continued)</b>			
NEAS401	<b>NC 56 E Green Street Access Management</b> - from US 1 Interchange to Whitaker Street, consider Complete Street retrofit to slow vehicles, accommodate all modes, and connect sidewalks (1.35 miles)	\$ 17,172,000	Mid-term
NEAST2	<b>Transit Service Improvement</b> - extension of existing service to Youngsville and Franklinton	-TBD-	Mid-term
BP325	<b>Franklinton Rail Greenway</b> - from Cedar Creek Rd realignment to MPO Boundary, Sidepath / multiuse path along S-line railroad corridor (5.88 miles)	\$ 7,059,177	Long-term
NEAS405	<b>Cedar Creek Rd Realignment New Location</b> - from Essex Village Road to Yearling Dr, provide grade separation over railroad corridor to connect with US 1 frontage road; provide sidewalks (0.61 miles)	\$ 11,245,667	Long-term
Frnk4b	<b>NC 56 Widening</b> - from US 1 to Peach Orchard Rd, add lane(s), shoulders, and provide separated bicycle facility through Franklinton, transitioning to on-road shoulder facility for experienced bicyclists (6.76 miles)	\$ 53,734,000	Long-term
<b>Knightdale and Vicinity</b>			
BP314	<b>Mingo Creek Greenway</b> - from Mingo Creek Park to Smithfield Rd, extend existing greenway to east (0.62 miles)	\$ 739,552	Near-term
BP270	<b>Mingo Creek Greenway</b> - from N Smithfield Rd to N 1st Ave, extend existing greenway to east and connect with Knightdale Station Park (0.75 miles)	\$ 898,691	Near-term
NEAS426	<b>US 64 Bus / Knightdale Blvd Widening</b> - from Neuse River to Smithfield Rd, improve safety by consolidating driveways, limiting left turns, and improving intersection crossings; consider Complete Street retrofit to accommodate all modes (3.02 miles)	\$ 34,422,504	Near-term
NEAS434	<b>Knightdale Station Run Ext New Location</b> - from Carolina Ave to US 64 Bus, extend and connect roadway; improve intersection crossings, provide sidewalks and bicycle facilities (0.35 miles)	\$ 6,452,432	Mid-term
A149a	<b>Poole Rd Widening</b> - from I-540 to Martin Pond Rd, add lanes for this commuter corridor, provide shoulders, and off-road bicycle facility (5.57 miles)	\$ 54,268,000	Mid-term
BP315	<b>East Wake High Trail Greenway</b> - from Marks Creek Road to Rolesville Rd, connect Phase II greenway further east to East Wake High School (2.16 miles)	\$ 2,591,168	Long-term
BP152	<b>East Wake High Trail Greenway</b> - from Marks Creek Road to Lake Neuseoco Greenway, construct Phase I greenway along creek (2.42 miles)	\$ 2,898,533	Long-term
BP130	<b>Lake Neuseoco Greenway</b> - from Neuse River to Old Knight Rd, extend and connect with Neuse River Greenway Trail (4.63 miles)	\$ 5,558,100	Long-term
NEAST6	<b>Transit Service Improvement</b> - Bus Rapid Transit (BRT) Extension to Knightdale	-TBD-	Long-term
NEAST9	<b>New Passenger Rail Service</b> - Eastrans passenger rail feasibility	-TBD-	Long-term

Table 9.1: NEAS Update key projects by jurisdiction.

Project ID	Project Description	Cost	Time Frame
<b>Raleigh and Vicinity</b>			
A161a	<b>Skycrest Dr Ext New Location</b> - from New Hope Rd to Forestville Rd, extend and connect roadway, provide new I-540 interchange, and off-road bicycle facility (4.24 miles)	\$ 53,978,000	Near-term
A402a	<b>Buffaloe Rd Widening</b> - from Spring Forest Rd Extension to Old Milburnie Rd, add lanes, shoulders, and construct Diverging Diamond Interchange; construct off-road bicycle facility and improve intersection crossings to connect with planned greenway trails (1.74 miles)	\$ 20,403,000	Near-term
NEAS424	<b>US 401 / Louisburg Rd Access Management</b> - from I-540 Interchange to Neuse River, improve safety and congestion by consolidating driveways, limiting left turns, and improving intersection crossings; connect sidewalk gaps and provide off-road bicycle facility (4 miles)	\$ 50,880,000	Near-term
A2	<b>Perry Creek Rd Ext (Part NL) New Location</b> - from Buffaloe Road to Perry Creek End of Road, extend and connect roadway over I-540; provide off-road bicycle facility (0.98 miles)	\$ 23,587,000	Mid-term
BP272	<b>Wake County Greenway</b> - from Neuse River Greenway to Harris Creek and Hodges Mill Creek, extend Harris Creek Greenway further east with regional trails (1.05 miles)	\$ 1,255,682	Long-term
BP318	<b>Harris Creek Greenway Connector</b> - from Hodges Mill Creek to K/R Greenway east of Old Crews Rd, extend greenway connector to Neuse River Greenway (2.3 miles)	\$ 2,764,405	Long-term
BP260	<b>Mitchell Mill Rd Sidepath connection</b> - from Neuse River Greenway to Harris Creek, connect two greenway trails along roadway sidepath (2.36 miles)	\$ 2,832,168	Long-term
<b>Rolesville and Vicinity</b>			
A133	<b>Burlington Mills Rd Widening</b> - from US 1 to US 401, add lanes, shoulders, and sidewalks, off-road bicycle facility; improve intersection crossings at signalized intersections; realign with US 401 Business (4.34 miles)	\$ 37,916,000	Near-term
BP269	<b>Tom's Creek Greenway</b> - from Neuse River Greenway to US 401 Bus / Main St, connect residential neighborhoods with Neuse River Greenway (3.89 miles)	\$ 4,670,462	Mid-term
NEAS411	<b>Rogers Road Widening</b> - from Rogers Branch Rd to Main St Rolesville, add lane(s), shoulders, and provide separated bicycle facility between Wake Forest and Rolesville; improve intersection crossings (2.93 miles)	\$ 33,396,667	Mid-term
BP246	<b>Eastern Bypass Trail Greenway</b> - from US 401 Bus / Main St to US 401 Bypass, extend and connect with Wake County Greenway (0.85 miles)	\$ 1,015,122	Long-term
BP127	<b>Harris Creek Connector Greenway</b> - from Wake County Greenway to Rolesville Town limits, connect residential neighborhoods with regional greenway system (1.53 miles)	\$ 1,840,598	Long-term
BP121	<b>Austin Creek Greenway</b> - from Jones Dairy Rd to Averette Rd, extend and connect regional greenways (2.26 miles)	\$ 2,717,308	Long-term
NEAS452	<b>US 401 Bus / Complete Streets / Access Management</b> - from US 401 Bypass South to Burlington Mills Rd, reconstruct Main Street to accommodate all modes; reduce vehicle speed and improve safety (1.02 miles)	\$ 12,974,400	Near-term

Table 9.1: NEAS Update key projects by jurisdiction.



Project ID	Project Description	Cost	Time Frame
<b>Wake Forest and Vicinity</b>			
BP123	<b>Dunn Creek Greenway</b> - from NC 98 / Dr Calvin Jones Hwy to Juniper Ave, extend existing multiuse path further north and connect with residential (0.83 miles)	\$ 993,082	Near-term
A127b2	<b>Ligon Mill Rd Connector New Location</b> - from Richland Creek to NC 98, extend and connect roadway network providing sidewalks and on-road bicycle facilities (0.84 miles)	\$ 7,268,000	Near-term
NEAS409	<b>US 1 Alt / S Main St Access Management</b> - from US 1 / Capital Blvd to NC 98 / Dr Calvin Jones Hwy, consider Complete Street retrofit to slow vehicles, accommodate all modes, and connect sidewalks (0.78 miles)	\$ 9,921,600	Near-term
NEAS413	<b>Rogers Rd Access Management</b> - from US 1 Alt / S Main St to Marshall Farm St, improve safety by limiting left turns and improving intersection crossing locations; provide off-road bicycle facility and connect sidewalk gaps (2.09 miles)	\$ 26,584,800	Near-term
BP140	<b>Richland Creek Greenway</b> - from Forest Pines Dr to Carroll Joyner Park, extend and connect with Town park (3.63 miles)	\$ 4,351,159	Mid-term
A125b	<b>Heritage Lake Rd Widening</b> - from NC 98 / Dr Calvin Jones Hwy to End of Existing Heritage Lake Rd, add lane(s), widen shoulders, and improve crossing locations, including future Smith Creek Greenway (midblock) (0.74 miles)	\$ 9,012,000	Mid-term
A126a	<b>Ligon Mill Rd Center Turn Lane</b> - from Burlington Mills Rd to US 1A, add center turn lane, widen shoulders; provide sidewalks and off-road bicycle facility (2.32 miles)	\$ 9,890,000	Mid-term
A613	<b>Harris Rd Widening</b> - from US 1 to US 1A, add lane(s), shoulders, and provide separated bike facility that connects with existing and planned greenways (1.42 miles)	\$ 24,562,000	Mid-term
NEAST4	<b>New Passenger Rail Service</b> - SEHSR Corridor passenger rail	-TBD-	Mid-term
BP119	<b>Smith Creek Greenway</b> - from NC 98 / Wait Ave near reservoir to NC 96 in Youngsville, construct greenway along creek (4.36 miles)	\$ 5,232,240	Long-term
BP326	<b>East Coast Greenway</b> - from Forestville Rd to Union Grove Church, construct multiuse path along S-line corridor (Rail with Trail) (5.54 miles)	\$ 6,652,737	Long-term
NEAST61	<b>Transit Service Improvement</b> - Bus Rapid Transit (BRT) Extension to Wake Forest	-TBD-	Long-term
<b>Wendell and Vicinity</b>			
BP138	<b>Marks Creek Greenway</b> - from MPO Boundary to Myra Falls Road and Poole Rd intersection, connect with regional greenway system (4.4 miles)	\$ 5,284,791	Near-term
A148a2	<b>Eagle Rock Rd Widening</b> - from Old Tarboro Road to Martin Pond Rd, add lane(s), widen shoulders, and improve crossing locations; correct alignment skew with Eagle Rock Rd and Old Tarboro Rd (0.75 miles)	\$ 6,639,000	Near-term
NEAS427	<b>Wendell Falls Pkwy Access Management</b> - from I-87 Interchange Ramps to Daniel Ridge Rd, improve safety at intersections, and improve crossings; accommodate bicyclists with of-road facility; plan for future infill development along corridor frontage (1.06 miles)	\$ 13,483,200	Near-term

Table 9.1: NEAS Update key projects by jurisdiction.

Project ID	Project Description	Cost	Time Frame
<b>Wendell and Vicinity (continued)</b>			
BP355	<b>S Holleybrook Rd Complete Street - Urban</b> - from S Selma Rd / NC 231 to Wendell Blvd, construct sidepath along roadway and connect with local destinations (2.27 miles)	\$ 3,182,356	Mid-term
BP242	<b>Buffalo Creek Greenway</b> - from Robertson Millpond Preserve to Wendell Community Center, connect local recreation destinations (3.4 miles)	\$ 4,077,540	Mid-term
A148b	<b>Eagle Rock Rd Widening</b> - from Martin Pond Rd to Lake Myra Rd, add lane(s), shoulders, and improve intersection crossings; provide off-road sidepath to accommodate walking and biking (2.47 miles)	\$ 19,634,000	Mid-term
A695	<b>Wendell Valley Blvd New Location</b> - from Knightdale Eagle Rock Road to Eagle Rock Road, extend roadways to improve network; align with US 64 Bus at Rolesville Road intersection; consider multiuse sidepath to accommodate walking and biking (1.12 miles)	\$ 21,349,000	Mid-term
NEAS501	<b>I-87 / Wendell Falls Blvd Interchange Redesign</b> - consider interchange alternatives to reduce safety conflicts and improve traffic flow during peak commuter periods; improve pedestrian crossing of bridge	\$ 21,727,000	Mid-term
NEAST5	<b>Transit New Service</b> - bus service to Wake Tech East Campus	-TBD-	Mid-term
A587b	<b>Wendell Blvd Center Turn Lane</b> - from Hanor Lane to NE Old Zebulon Rd, add center turn lane, curb & gutter for consistent cross-section; improve intersection crossing locations; accommodate walking and biking (2.9 miles)	\$ 12,363,000	Long-term
NEAST10	<b>New Local Bus Service</b> - Wendell Circulator Route	-TBD-	Long-term
<b>Youngsville and Vicinity</b>			
BP290	<b>US 1 Alternate Street Redesign Off-Road</b> - from Steven Taylor Rd to Holden Rd, construct off-road sidepath for walking and biking (1.32 miles)	\$ 1,217,210	Near-term
NEAS402	<b>Holden Road Widening</b> - from US 1 Interchange to US 1 Alt / College St, add center turn lane, shoulders and provide multiuse path along the corridor; improve intersection crossings to accommodate all modes (1.77 miles)	\$ 20,174,779	Near-term
BP205	<b>State Bike Route NC 2 Street Redesign Off-Road</b> - from NC 96 / Cross St to May Crossroad Rd, provide off-road sidepath for walking and biking (2.02 miles)	\$ 1,865,809	Mid-term
A418c	<b>NC 96 Bypass (Youngsville) Widening</b> - from US 1 to US 1 Alt / Park Ave, add lane(s), curb and gutter, and provide sidewalk/multiuse path along corridor; improve intersection crossings and consider roundabout at US 1 Alt intersection with future Youngsville northern bypass (1 miles)	\$ 10,535,000	Mid-term
A612	<b>White St Center Turn Lane</b> - from NC 98 to Main St, add center turn lane, shoulders and connect sidewalk gaps along this railroad-adjacent corridor (3.85 miles)	\$ 26,697,000	Mid-term
NEAST2	<b>Transit Service Improvement</b> - extension of existing bus service to Youngsville and Franklinton	-TBD-	Mid-term
NEAST4	<b>New Passenger Rail Service</b> - SEHSR Corridor passenger rail feasibility	-TBD-	Mid-term


Table 9.1: NEAS Update key projects by jurisdiction.

Project ID	Project Description	Cost	Time Frame
<b>Youngsville and Vicinity (continued)</b>			
BP265	<b>Richland Creek Greenway</b> - from Existing greenway trail near Barnford Mill Rd to Holden Rd, extend and connect with existing greenway system further south (1.85 miles)	\$ 2,216,826	Long-term
BP141	<b>Gasline Trail Greenway</b> - from Union Grove Church to Cedar Creek, construct multiuse path along S-line corridor (Rail with Trail) (4.81 miles)	\$ 5,777,338	Long-term
NEASF40	<b>N Main St Widening</b> - from NC 96 to Knollwood Ln, consider Complete Street retrofit to accommodate all modes, and improve intersection crossings (1.73 miles)	\$ 19,718,851	Long-term
A663	<b>Main St Grade Separation</b> - from Main St to Railroad crossing, provide grade separation over railroad corridor, and improve sidewalks (1 miles)	\$ 28,785,360	Long-term
NEAS403	<b>Youngsville Southern Bypass New Location</b> - from Holden Rd to NC 96, consider truck alternate route south of Main Street, connecting with US 1 from Holden Road; provide off-road bicycle facility (1.6 miles)	\$ 29,496,832	Long-term
<b>Zebulon and Vicinity</b>			
NEAS437	<b>NC 96 Arendell Rd Access Management</b> - at NC 97 Gannon Ave intersection, construct roundabout to slow vehicles and maintain traffic flow; connect sidewalks and improve pedestrian crossings (0.06 miles)	\$ 763,200	Near-term
BP349	<b>Beaverdam Creek Greenway</b> - from Hendricks Pond to Little Creek, extend and connect with regional greenway system (3.66 miles)	\$ 4,392,059	Mid-term
A402e	<b>Proctor St Center Turn Lane</b> - from NC 96 (North) to Shepard School Rd, add center turn lane, shoulders, and provide sidewalk/multiuse path; coordinate with adjacent projects, and improve crossing locations (0.85 miles)	\$ 6,757,000	Mid-term
BP115	<b>Zebulon Rail Greenway</b> - from Crosstrac Ln to E Horton St, construct multiuse path along Easttrans corridor (Rail with Trail) (6.41 miles)	\$ 7,688,538	Long-term
BP251	<b>Little River Greenway</b> - from NC 97 / Gannon Ave to Cedar Fork / Mitchell Mill State Park, connect regional recreation destinations (7.47 miles)	\$ 8,966,869	Long-term
NEASW9	<b>N Arendell Ave Access Management</b> - from E Gannon Ave to US 64, consider Complete Street retrofit to accommodate all modes, and roundabout at NC 97 intersection (0.72 miles)	\$ 9,158,400	Long-term
NEASW8	<b>E Gannon Ave Access Management</b> - from Mack Todd Rd to US 264, consider Complete Street retrofit to accommodate all modes, and improve intersection crossings (1.72 miles)	\$ 21,878,400	Long-term
NEAS451	<b>Old Zebulon Rd Ext New Location</b> - from Wendell Blvd US 64 Bus to Perry Curtis Rd, extend and connect roadways along southern side of Zebulon; provide separation from vehicles for walking and biking; connect with regional greenways (2.49 miles)	\$ 45,904,445	Long-term
NEAST8	<b>New Local Bus Service</b> - NEAS community circulator route	-TBD-	Long-term
NEAST11	<b>GoRaleigh Service Improvement</b> - ZWX extension (Zebulon) of existing service to Eastern Regional Center	-TBD-	Long-term

Table 9.1: NEAS Update key projects by jurisdiction.

STAFF REPORT  
ORDINANCE 2022-10  
PROJECT # 4961187 PLANNED DEVELOPMENT  
PONY ROAD PLANNED DEVELOPMENT  
AUGUST 2, 2021

**Topic: Ordinance 2022-10 - PROJECT # 4961187 PLANNED DEVELOPMENT - PONY ROAD**

Speaker: Meade O. Bradshaw, III, CZO, Assistant Planning Director  
From: Michael J. Clark, AICP, CZO, Planning Director  
Prepared by: Meade O. Bradshaw, III, CZO, Assistant Planning Director  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider a Planned Development request for 0 Harmonica Drive, 0 Mack Todd Road, & 705 Pony Road. This is a legislative case.

**Background:**

The applicant Pamela Porter with TMTLA Associates, on behalf of property owner Prateek Chandak, requests rezoning 3 parcels to a Planned Development (PD) district. The parcels measuring approximately 166+/- acres in total are currently zoned Heavy Commercial (HC), Residential-2 (R2) and Residential-4 (R4) districts.

In accordance with Section 2.2.13 of the UDO, the purpose of a Planned Development is as follows:

*The planned development district creates opportunities for master planned development that is developed under unified control in accordance with more flexible standards and procedures that are conducive to creating high quality, mixed-use, pedestrian-oriented development that makes efficient use of land while protecting natural resources. It is the intent of these standards to allow an applicant to propose a wide variety of allowable uses and the flexible application of some of the development standards in Article 5: Development Standards, in return for a higher quality of development with more amenities than might otherwise result from a strict application of the standards in this Ordinance.*

The applicant proposes a mixed product residential neighborhood comprising of single-family detached (260) and attached townhome style (158) housing units. The 83 acres of open space includes wetlands, the pool and amenity center, and a greenway trail throughout the development. The development will access off Pony Road and interconnect with Pineview Estates Neighborhood. The applicant is proposing a Planned Unit Development to allow for a mixed product neighborhood.

**Discussion:**

Unified Development Ordinance Section 2.2.13.H, states that the standards listed in Section 3.5.5 are to be used to determine compliance. Furthermore, it notes that the standards listed in Section 2.2.24.J are provided for the Board is to base a decision. These are as follows,

STAFF REPORT  
ORDINANCE 2022-10  
PROJECT # 4961187 PLANNED DEVELOPMENT  
PONY ROAD PLANNED DEVELOPMENT  
AUGUST 2, 2021

- 1. Whether the proposed zoning map amendment advances the public health, safety, or welfare;*
- 2. Whether and the extent to which 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. Whether an approval of 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 applicant is requesting approval of a Planned Development to allow for a reduction of lot widths from 70-feet to 50-feet. A 50-foot wide lot results in approximately half the front yard being paved and used for vehicle storage and/or access to a garage. This produces an automobile dominated characteristic not in keeping with pedestrian oriented and environmental sensitive goals of the Town's policies and regulations. The impact of this reduction in lot width can be offset through alley loading or by increased architectural standards and enhanced amenity features throughout the neighborhood.

The site will be accessed by Pony Road while also providing a minimum of two connections with the existing Pineview Estates Subdivision. These connections give residents another way to get to West Gannon Avenue instead of the single option of the Pony Road and West Gannon Intersection. The multiple connections allow for greater access to emergency service vehicles, which provides improved response times and is consistent with Goal 1 of the Transportation Section of the 2008 Comprehensive Land Use Plan.

The proposed street network depicted in the concept plan creates a traffic pattern consistent with a planned alignment in the proposed Comprehensive Transportation Plan.

**Financial Analysis:**

The proposed development of 418 dwelling units will increase the overall taxable value of the site and would offset potential tax increase of the section that is currently zoned Commercial. Forecasting 418 homes valued at \$200,000 creates a collection of \$1,100 per dwelling per year in property taxes. The additional population from this, and other nearby neighborhoods will further support nearby commercial activities and increase population density to make redevelopment of the Gannon Road corridor more sustainable.

**Joint Public Hearing:**

No one was present to speak in favor or opposition to the proposed request at the May 10, 2021 Joint Public Hearing. At this time staff had "Outstanding Issues" with the proposed development. They were as follows:

STAFF REPORT  
ORDINANCE 2022-10  
PROJECT # 4961187 PLANNED DEVELOPMENT  
PONY ROAD PLANNED DEVELOPMENT  
AUGUST 2, 2021

- Additional horizontal traffic calming throughout the development including but not limited to additional curvature in the roadway alignments, and mini-circles or roundabouts at significant intersections.
- A confirmation that the Residential Guidelines of Section 5.2.4 will be met with listed exclusions and the architectural details will exceed what would otherwise be required within the UDO.
- All street sections will accommodate EMS and maintenance vehicles.
- In the Homeowners Covenants there is language that no more than 10% of the homes with Certificates of Occupancy will be rental units.
- A threshold on when the pool/amenity center will be constructed. (i.e. Number of dwellings that have received Certificates of Occupancy will be limited until particular amenity features are constructed.)

**Planning Board Recommendation:**

At the May 17, 2021 meeting, the Planning Board recommended approval 5-1 finding that it was consistent with Section 2.2.13.G of the UDO after the applicant committed to staff's "Outstanding Issues" confirmed in Attachment 7.

**Board of Commissioners Meeting:**

At the June 7, 2021 meeting, The Board of Commissioners held this case.

**Staff Recommendation:**

Following the applicant committing to staff's noted "Outstanding Issues," staff recommends approval of Project # 4961187 Planned Development.

**Attachments:**

1. Application
2. Concept Plan
3. Aerial Map
4. Zoning Map
5. Land Use Map
6. Site Pictures
7. Planned Development Document
8. Public Hearing Notice
9. Properties Receiving Mailed Notice
10. Rezoning Conditions
11. Ordinance 2022-10



PART 1. DESCRIPTION OF REQUEST/PROPERTY		
Street Address of the Property: <b>705 Pony Road, 0 Harmonica Drive, 0 Mack Todd Road</b>		Acreage <b>163</b>
Parcel Identification Number (NC PIN) <b>1795-61-6501, 1795-51-1607, 1794-49-6945</b>	Deed Book <b>DB8158 PG1032, DB12709 PG 235, DB8740 PG996</b>	Deed Page(s)
Existing Zoning of the Property <b>R-2, R-4, HC</b>	Proposed Zoning of the Property <b>Planned Development (PD)</b>	
Existing Use of the Property <b>vacant</b>	Proposed Use of the Property <b>single family attached &amp; detached neighborhood</b>	
Reason for rezoning to a Planned Unit Development  <b>Per discussions with Staff during our 12/18/2020 presubmittal meeting it became clear that submitting two separate submittals - one for the single family detached portion and one for the single family attached portion - did not make much sense and submitting both in the same PD zoning request would offer some flexibility with regard to density and lot size. We also want to make sure we are allowed to utilize mass grading as an options for our single family detached portion of the project.</b>		

PART 2. APPLICANT/AGENT INFORMATION		
Name of Applicant/Agent <b>TMTLA Associates</b>		
Street Address of Applicant/Agent <b>5011 Southpark Drive, Ste. 200</b>		
City <b>Durham</b>	State <b>NC</b>	Zip Code <b>27713</b>
Email of Applicant/Agent <b>pam@tmtla.com</b>	Telephone Number of Applicant/Agent <b>919-484-8880</b>	Fax Number of Applicant/Agent
Are you the owner of the property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Are you the owner's agent? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Note: If you are not the owner of the property, you <u>must</u> obtain the Owner's consent and signature giving you permission to submit this application.</b>

PART 3. PROPERTY OWNER INFORMATION		
Name of Property Owner <b>PNC OF NORTH CAROLINA LLC (PIN 1795-51-1607, DB8740 PG996)</b>		
Street Address of Property Owner <b>7930 SKYLAND RIDGE PKWY STE 200</b>		
City <b>RALEIGH</b>	State <b>NC</b>	Zip Code <b>27617</b>
Email of Property Owner	Telephone Number of Property Owner	Fax Number of Property Owner
<i>I hereby state that the facts related in this application and any documents submitted herewith are complete, true, correct, and accurate to the best of my knowledge.</i>		
Signature of Applicant: 	Print Name: <b>Pamela Porter</b>	Date: <b>1-15-2021</b>
Signature of Owner: 	Print Name: <b>GOVIND CHANDAK</b>	Date: <b>1/21/21</b>



# APPLICATION FOR PLANNED DEVELOPMENT

<b>PART 1. DESCRIPTION OF REQUEST/PROPERTY</b>		
Street Address of the Property: <b>705 Pony Road, 0 Harmonica Drive, 0 Mack Todd Road</b>		Acreage <b>163</b>
Parcel Identification Number (NC PIN) <b>1795-61-6501, 1795-51-1607, 1794-49-6945</b>	Deed Book <b>DB8158 PG1032, DB12709 PG 235, DB8740 PG996</b>	Deed Page(s)
Existing Zoning of the Property <b>R-2, R-4, HC</b>	Proposed Zoning of the Property <b>Planned Development (PD)</b>	
Existing Use of the Property <b>vacant</b>	Proposed Use of the Property <b>single family attached &amp; detached neighborhood</b>	
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Street Address of Applicant/Agent <b>5011 Southpark Drive, Ste. 200</b>		
City <b>Durham</b>	State <b>NC</b>	Zip Code <b>27713</b>
Email of Applicant/Agent <b>pam@tmtla.com</b>	Telephone Number of Applicant/Agent <b>919-484-8880</b>	Fax Number of Applicant/Agent
Are you the owner of the property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Are you the owner's agent? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Note: If you are not the owner of the property, you <u>must</u> obtain the Owner's consent and signature giving you permission to submit this application.</b>

<b>PART 3. PROPERTY OWNER INFORMATION</b>		
Name of Property Owner <b>PNC of NC, LLC (PIN 1794-49-6945, DB12709 PG235)</b>		
Street Address of Property Owner <b>7930 SKYLAND RIDGE PKWY STE 200</b>		
City <b>RALEIGH</b>	State <b>NC</b>	Zip Code <b>27617</b>
Email of Property Owner	Telephone Number of Property Owner	Fax Number of Property Owner

*I hereby state that the facts related in this application and any documents submitted herewith are complete, true, correct, and accurate to the best of my knowledge.*

Signature of Applicant:	Print Name: <b>Pamela Porter</b>	Date: <b>1-15-2021</b>
Signature of Owner:  Manager	Print Name: <b>GOVIND CHANDAK MANAGER</b>	Date: <b>1/21/21</b>





# APPLICATION FOR PLANNED DEVELOPMENT

<b>PART 1. DESCRIPTION OF REQUEST/PROPERTY</b>		
Street Address of the Property: <b>705 Pony Road, 0 Harmonica Drive, 0 Mack Todd Road</b>	Acreage <b>163</b>	
Parcel Identification Number (NC PIN) <b>1795-61-6501, 1795-51-1607, 1794-49-6945</b>	Deed Book <b>DB8158 PG1032, DB12709 PG 235, DB8740 PG996</b>	Deed Page(s)
Existing Zoning of the Property <b>R-2, R-4, HC</b>	Proposed Zoning of the Property <b>Planned Development (PD)</b>	
Existing Use of the Property <b>vacant</b>	Proposed Use of the Property <b>single family attached &amp; detached neighborhood</b>	
Reason for rezoning to a Planned Unit Development  <b>Per discussions with Staff during our 12/18/2020 presubmittal meeting it became clear that submitting two separate submittals - one for the single family detached portion and one for the single family attached portion - did not make much sense and submitting both in the same PD zoning request would offer some flexibility with regard to density and lot size. We also want to make sure we are allowed to utilize mass grading as an options for our single family detached portion of the project.</b>		

<b>PART 2. APPLICANT/AGENT INFORMATION</b>		
Name of Applicant/Agent <b>TMTLA Associates</b>		
Street Address of Applicant/Agent <b>5011 Southpark Drive, Ste. 200</b>		
City <b>Durham</b>	State <b>NC</b>	Zip Code <b>27713</b>
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Are you the owner of the property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Are you the owner's agent? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Note: If you are not the owner of the property, you <u>must</u> obtain the Owner's consent and signature giving you permission to submit this application.</b>

<b>PART 3. PROPERTY OWNER INFORMATION</b>		
Name of Property Owner <b>Govind and Madhu Chandak (PIN 1795-61-6501, DB8158 PG1032)</b>		
Street Address of Property Owner <b>PO Box 99104</b>		
City <b>Raleigh</b>	State <b>NC</b>	Zip Code <b>27624</b>
Email of Property Owner	Telephone Number of Property Owner	Fax Number of Property Owner
<i>I hereby state that the facts related in this application and any documents submitted herewith are complete, true, correct, and accurate to the best of my knowledge.</i>		
Signature of Applicant: 	Print Name: <b>Pamela Porter</b>	Date: <b>1-15-2021</b>
Signature of Owner: 	Print Name: <b>GOVIND CHANDAK</b>	Date:



**LEGISLATIVE CONSIDERATIONS – PLANNED DEVELOPMENT**

The applicant shall propose site-specific standards and conditions that take into account the following considerations, which are considerations that are relevant to the legislative determination of whether or not the proposed planned development is in the public interest. These considerations do not exclude the legislative consideration of any other factor that is relevant to the public interest. Failure to adequately address the findings below may result in denial of the application. Please provide responses to the following standards as outlined in Section 2.2.13 of the Unified Development Ordinance.

<p>1. Please provide details on how the proposed Planned Development advances the public health, safety, or welfare</p> <p>Historically the residential development in Zebulon has been mostly starter homes. When existing residents want to move into a larger home they are many times unable to do so and stay within the community. Our proposed development has a mix of home types and sizes that will offer existing (and new) residents a variety of housing options. Existing residents may be able to stay within the Town of Zebulon rather than having to relocate to another town.</p>
<p>2. Please provide details on how the proposed Planned Development is appropriate for its proposed location, and is consistent with the purposes, goals, objectives, and policies of the Town’s adopted policy guidance.</p> <p>The Planned Development is appropriate for this location because of the proximity to existing residential development (the Pineview neighborhood as well as others) and the proximity to Highway 64 (Mack Todd Toad) and Highway 97 (W Gannon Avenue). Being close to these thoroughfares allows for residents to work in adjacent towns and cities without a long commute. The proposed Planned Development is consistent with the Town’s adopted policies because it is delivering a diverse mix of new housing stock at a variety of price points which will help the Town grow and keep existing residents from moving to other towns. The Town of Zebulon has our development slated as both open space and medium density residential. Although the development plans for residential in the area designated as "Open Space" there is significant preservation of open space planned. The development will also include a greenway trail per the Town of Zebulon Greenway, Bicycle, &amp; Pedestrian Master Plan (Corridor #8).</p>
<p>3. Please provide details on how the proposed Planned Development is reasonable and in the public interest.</p> <p>Our proposed request is reasonable because this project will directly address the issue of housing diversity and available housing stock within the Town limits. This project will help to increase the tax base for the Town. Our proposal will also include ample open space - both improved and natural - which will give the residents of our new neighborhood opportunity to connect with nature while also helping to address the issue with open space retention that often is overlooked with residential development.</p>
<p>4. Please provide details on how the proposed Planned Unit Development provides for innovative land planning and site design concepts that support a high quality of life and achieve a high quality of development, environmental sensitivity, energy efficiency, and other Town goals and objectives.</p> <p>A variety of lot sizes, a mix of housing types, preservation of natural areas, and pockets of usable open space areas throughout the development are some of the land planning and site design concepts being included that will create a high quality development. The mix of lot sizes and including both single family attached and detached in the same development is something that has not been done much in Zebulon. Many of the existing neighborhoods are single family detached and all of the lot sizes are generally the same. Creating this mix, coupled with amenities throughout and preservation of environmentally sensitive areas will make this development both high quality and unique.</p>
<p>5. Please provide details on how the proposed planned unit development provides improved means of access, open space, and design amenities;</p> <p>Our proposed development is providing improved means of access by both connecting to existing stubs provided by the Pineview neighborhood as well as providing a stub to a vacant adjacent parcel. Once built out this will provide for better access between developments as well as faster response times for first responders. Our development proposes ample preserved open space as well as amenity areas throughout our neighborhood which will give residents options for enjoying the outdoors. The development will also include a greenway trail per the Town of Zebulon Greenway, Bicycle, &amp; Pedestrian Master Plan (Corridor #8). In our single family attached portion of the development the units will either front on the street or front on a nice amenity (which will give the appearance of having rear vehicular access to the unit) to create something unique and within the spirit of the Unified Development Ordinance.</p>



## APPLICATION FOR PLANNED DEVELOPMENT

6. Please provide details on how the proposed Planned Unit Development provides a well-integrated mix of residential and nonresidential land uses in the same development, including a mix of housing types, lot sizes, and densities;
Although we do not include non-residential use as part of our proposal (as the Land Use Map has our development slated as Medium Density Residential and Open Space), this development will provide a mix of housing types and lot sizes. We are proposing both single family detached and single family attached (townhomes) units in this development. This development will also include a variety of lots sizes which will support a variety of home sizes. Many of the existing neighborhoods only have one housing type included and often the lot sizes and house sizes are about the same throughout.
7. Please provide details on how the proposed Planned Unit Development creates a system of incentives for redevelopment and infill in order to revitalize established areas;
Our development may not technically meet the definition of infill but we are proposing to develop land between an existing neighborhood and a thoroughfare and as part of our development we are providing a stub to an adjacent vacant parcel that is currently landlocked. By including a stub and creating that opportunity for access, our development will allow for that parcel to develop in the future.
8. Please provide details on how the proposed Planned Unit Development promotes a vibrant public realm by placing increased emphasis on active ground floor uses, pedestrian-oriented building façade design, intensive use of sidewalks, and establishment of public gathering areas;
Our development is promoting a vibrant public realm by including the following site design concepts: <ol style="list-style-type: none"><li>1) Our single family attached portion of the development will include units that front on the street or front on a nice amenity, such as a nice wide walking trail with benches and nice landscaping.</li><li>2) We will include sidewalks on both side of the streets in the single family attached portion of the development and on one side of the road in the single family detached portion to promote our development as being pedestrian-friendly.</li><li>3) We will have amenity areas sprinkled throughout the single family detached and single family attached portions of the development to provide ample opportunities for recreation and neighborhood gatherings.</li></ol>
9. Please provide details on how the proposed Planned Unit Development provides for efficient use of land resulting in smaller networks of utilities and streets and thereby lowering development and housing costs; and
The land our proposed development will be on contains an existing pond and buffered streams. Due to the presence of these environmentally sensitive areas we are planning our proposed development around these areas (less stream crossings to connect to the existing neighborhood to the north) and by doing so we are being efficient by not developing environmentally sensitive areas. This also will help to reduce the street and utility network as we are not extending development throughout the entire extent of the parcels. The cost of developing any environmentally sensitive area ultimately gets passed along to the home buyer so by staying out of those areas the cost of housing will be lower while still being a quality product.
10. Please provide details on how the proposed Planned Unit Development provides quality design and environmentally sensitive development that respects surrounding established land use character and respects and takes advantage of a site's natural and man-made features, such as trees, estuaries, shorelines, special flood hazard area, and historic features.
As mentioned previously we have a large portion of environmentally sensitive area on our development in the form of existing ponds and streams (which are buffered). Less any stream crossing to connect to the neighborhood to the north we are otherwise leaving these areas in tact as preserved open space. The layout of the proposed streets and lots were designed with the existing topography in mind. This development works around the natural features that are located within the boundary of our development to create a new neighborhood that is both respectful to the existing site conditions and unique in the way we with our innovative land planning. We achieve to strike a balance between the two to create a neighborhood that is both good for the Town and good for the environment.
11. Other factors as the Board of Commissioners may determine to be relevant.



APPLICATION FOR  
PLANNED DEVELOPMENT

OWNER'S CONSENT FORM

Name of Project: Pony Road PD Zoning Submittal Date: 2/1/2021

OWNER'S AUTHORIZATION

I hereby give CONSENT to TMTLA Associates (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in is the subject of this application. I acknowledge and agree that, pursuant to Section 2.2.13. of the Town of Zebulon Unified Development Ordinance, that lands subject to a Planned Development shall be subject to all the standards, conditions, and plans approved as part of that application. These standards, plans, and approved conditions are perpetually binding on the land as an amendment to this Ordinance and the Official Zoning Map, and may only be changed in accordance with the procedures established in this Ordinance. Development located outside the Town of Zebulon's corporate limits shall comply with all Town policies related to annexation and the extension of utilities. I understand that all other applicable standards and regulations of the UDO will remain applicable to the subject lands unless specifically listed as conditions or deviations as part of this request. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Zebulon to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

[Signature] GOVIND CHANDAK 1/21/2021  
Signature of Owner Print Name Date

CERTIFICATION OF PROPERTY OWNER

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Zebulon, North Carolina, and will not be returned.

[Signature] GOVIND CHANDAK 1/21/2021  
Signature of Owner Print Name Date

\*Owner of record as shown by the Wake County Revenue Department ([www.wakegov.com](http://www.wakegov.com)). An option to purchase does not constitute ownership. If ownership has been recently transferred, a copy of the deed must accompany this form.



APPLICATION FOR  
PLANNED DEVELOPMENT

OWNER'S CONSENT FORM

Name of Project: Pony Road PD Zoning Submittal Date: 2/1/2021

OWNER'S AUTHORIZATION

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## APPLICATION FOR PLANNED DEVELOPMENT

### CONCEPT PLAN REQUIREMENTS

Every applicant requesting Planned Development approval shall submit **8 copies** and **1 pdf (e-mail or USB Drive)** of a concept plan drawing with the application for a Planned Development. The concept plan shall contain sufficient information to adequately determine the type of development being proposed. The concept plan drawing shall include, at a minimum, the following features unless otherwise specified by the Planning Department:

**CHECK IF  
SUBMITTED**

#### ITEM

1.	Plot plan showing all existing and planned structures, building setback lines, perimeter boundaries, and easements.	<u>X</u>
2.	Elevation drawings of all buildings indicating the proposed exterior finish materials.	<u>n/a</u>
3.	Landscaping plan, lighting, fencing, screening, and walls, indicating all heights and locations.	<u>X</u>
4.	Location of all ingress and egress.	<u>X</u>
5.	Off-street parking and loading facilities, with calculations showing how the quantities were obtained.	<u>X</u>
6.	All pedestrian walks and open areas for use by residents, tenants, or the public.	<u>X</u>
7.	Proposed land uses indicating areas in square feet.	<u>X</u>
8.	The location and types of all signs, including lighting and heights, with elevation drawings.	<u>n/a</u>
9.	Existing and/or proposed street names.	<u>X</u>
10.	Proposed potable or reuse water, wastewater connections, and storm sewer line; proposed grading and drainage patterns; proposed water and sewer allocations.	<u>X</u>
11.	Such additional items and conditions, including design standards as the Planning Board and Board of Commissioners deems necessary.	<u>X</u>
12.	Trip generation data and TIA	<u>X</u>



# APPLICATION FOR PLANNED DEVELOPMENT

## PROPOSED USES

An application has been duly filed requesting that the property described in this application be rezoned from R-2, R-4, and HC to Planned Development. It is understood and acknowledged that if the property is rezoned as requested, the property described in this request will be perpetually bound to the use(s) authorized and subject to such conditions as imposed, unless subsequently changed or amended as provided for in the Unified Development Ordinance. It is further understood and acknowledged that final plans for any specific development to be made pursuant to any such Planned Development shall be submitted for site or subdivision plan approval. Use additional pages as needed.

The Rezoned Lands may be used for, and only for, the uses listed immediately below. The permitted uses are subject to the limitations and regulations stated in the Use Table and any additional limitations or regulations stated below. For convenience, some relevant sections of the Unified Development Ordinance may be referenced; such references do not imply that other sections of the Unified Development Ordinance do not apply.

1.	Single Family Detached & permitted accessory uses	25.	
2.	Single Family Attached & permitted accessory use	26.	
3.		27.	
4.		28.	
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6.		30.	
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21.		45.	
22.		46.	
23.		47.	
24.		48.	



## PROPOSED DEVELOPMENT CONDITIONS

The applicant hereby requests that the Zebulon Board of Commissioners, pursuant to Section 3.3.5 of the Unified Development Ordinance, approve the Proposed Planned Development with above listed use(s), subject to the following condition(s), requested deviations, and proposed alternative means of compliance. (Attach additional pages as needed)

1. Pony Road – dedicate 20' of right of way. Build ½ of 44' paved section plus proposed improvements in TIA document. Roadway section will include ditch and 5' wide sidewalk for the full length of property.
2. Collector Roadway 60' right of way -35' back to back of curb at main entrance with Pony Road. Sidewalk along both sides of roadway.
3. Deviation from prescribed street sections to allow for a 60' Public ROW and 37' B-B for entrance in single family attached portion of the development to allow for the construction of a landscape median.
4. All other streets – local streets – 50' right of way with 26' back to back of curb with sidewalks on one side of street.
5. All street shall be public, including streets in townhome portion of the development.
6. To minimize stream impacts at roadway crossings, roadway section of 26' back to back of curb with sidewalks at one side. At Southland Drive, sidewalk will be widened to 10' on west side to allow greenway trail to cross the stream at this location.
7. A 20' dedicated greenway easement to the Town of Zebulon shall be provided for the Town's future construction of the Corridor 8 greenway trail. Access points will be provided at Southland Drive, main entrance, and at least one internal location such as roadway stub to the south.
8. Project proposes a minimum of 82 acres of open space (50% of total property). The project will be mass graded with housing units being on slabs elevated 1-3' above the top of curb.
9. Single family lots will have driveways off the local streets, with building setbacks of 20' from the right of way. For the townhomes, units will be alley loaded wherever practical with the exception of the units around the perimeter of the town home parcel. These units will be front loaded. The front setback for the townhomes is 5' off the right of way for rear loaded, 20' for front loaded.
10. Single family lots shall have a minimum lot side of 5,000 s.f. and a minimum depth of 100'.
11. Lots shall be permitted to front on a collector street.
12. Landscape buffer – Natural riparian buffer would be provided along the boundary of single family detached units. For the single family detached along OI, 10' type A buffer will be provided. Along the single family attached, a 10' Type A buffer will be provided.
13. Street trees – street trees will be provided at 45 – 50' centers, including along the internal collector roads. The single family attached units will be allowed to front the collector street with street trees. There will be a 15' wide streetscape buffer along Pony Road.





# APPLICATION FOR PLANNED DEVELOPMENT

### ADJACENT OWNERS

Provide a certified list of property owners subject to this application and all properties owners within 150-feet feet of the subject property, and any HOA Contacts for developments which fall within 300-feet of the subject property.

Parcel Address	Parcel ID Number	Owner's Name
<b>PLEASE SEE ATTACHED</b>		

### HOA CONTACTS

Development Name	Contact Person	Address

ADJACENT OWNERS			
PIN	Owner	Street Address	City / State / Zipcode
1784-89-6058	AMMONS ACRES INC	1832 PEACH GROVE LN	ZEBULON NC 27597-8656
1785-81-6604	AMMONS ACRES INC	1832 PEACH GROVE LN	ZEBULON NC 27597-8656
1794-39-8353	GREEN, BETSY B GREEN, WILLIAM H	PO BOX 395	ZEBULON NC 27597-0395
1794-49-3138	GREEN, BETSY B GREEN, WILLIAM H	PO BOX 395	ZEBULON NC 27597-0395
1794-49-6945	PNC OF NC LLC	7930 SKYLAND RIDGE PKWY STE 200	RALEIGH NC 27617-6815
1794-59-5860	ROBERSON, PATRICIA G	208 W MCIVER ST	ZEBULON NC 27597-2338
1794-69-4921	TODD, DARRICK LEON TODD, LUTHER KENNETH	3628 TEGGE CT	INKSTER MI 48141-2057
1795-41-2809	AGUILAR, JUAN CARLOS	307 SOUTHLAND DR	ZEBULON NC 27597-2868
1795-41-2872	ALTO ASSET COMPANY 1 LLC	5001 PLAZA ON THE LATE STE 200	AUSTIN TX 78746
1795-41-3748	COUNTY OF WAKE	PO BOX 550	RALEIGH NC 27602-0550
1795-42-3070	FIREBIRD SFE I LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-42-4040	ALSTON, CHARLES NICHOLAS ALSTON, SALLY C	1497 SMOKEY MOUNTAIN DR	ZEBULON NC 27597-2185
1795-42-5007	FIREBIRD SFE I LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-42-5078	FIREBIRD SFE I LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-42-6049	ALTO ASSET COMPANY 2 LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-42-7038	FIREBIRD SFE I LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-42-8026	ALTO ASSET COMPANY 1 LLC	5001 PLAZA ON THE LATE STE 200	AUSTIN TX 78746
1795-42-9004	FIREBIRD SFE I LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-42-9082	GETER, NATASHA CLIFTON	1461 SMOKEY MOUNTAIN DR	ZEBULON NC 27597-2185
1795-51-1607	PNC OF NORTH CAROLINA LLC	7930 SKYLAND RIDGE PKWY STE 200	RALEIGH NC 27617-6815
1795-52-0062	AMNL ASSET COMPANY 1 LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-52-1044	SFR JV-1 PROPERTY LLC	1508 BROOKHOLLOW DR	SANTA ANA CA 92705-5426
1795-52-2014	CURRIN, WANDA A	1447 SMOKEY MOUNTAIN DR	ZEBULON NC 27597-2185
1795-52-3037	TIDEWATER INVESTORS X LLC	1011 W GANNON AVE	ZEBULON NC 27597-2130
1795-52-4102	MCLATCHY, MARK D	PO BOX 1767	CLAYTON NC 27528
1795-52-4166	TIDEWATER INVESTORS IX, LLC	1011 W GANNON AVE	ZEBULON NC 27597-2130
1795-52-4272	AMNL ASSET COMPANY 1 LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-52-5248	AMNL ASSET COMPANY 1 LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-52-5385	TIDEWATER INVESTORS IX LLC	1011 W GANNON AVE	ZEBULON NC 27597-2130
1795-52-6431	AMNL ASSET COMPANY 1 LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-52-7415	COX, LISA PAULETTE	1425 SMOKEY MOUNTAIN DR	ZEBULON NC 27597-2185
1795-52-7497	AMNL ASSET COMPANY 1 LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-52-8484	TIDEWATER INVESTORS X LLC	1011 W GANNON AVE	ZEBULON NC 27597-2130
1795-52-9452	AMNL ASSET COMPANY 1 LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-52-9991	FARMER, JAMES WALTER JR FARMER, SHARON B	3321 SILVER ORE CT	WAKE FOREST NC 27587-4831
1795-53-9069	VANMETER, ELIZABETH J VANMETER, SCOTT A	1305 SASSWOOD LN	ZEBULON NC 27597-2158
1795-60-4391	TODD, GILBERT L SR TODD, GLENN A	1320 MACK TODD RD	ZEBULON NC 27597-6900
1795-60-8424	TODD, GILBERT L TODD, JACQUELINE	1320 MACK TODD RD	ZEBULON NC 27597-6900
1795-60-9826	TODD, GRIFFIN JR	1550 MACK TODD RD	ZEBULON NC 27597-6904
1795-61-6501	CHANDAK, GOVIND CHANDAK, MADHU	PO BOX 99104	RALEIGH NC 27624-9104
1795-62-0576	AMNL ASSET COMPANY 1 LLC	5001 PLAZA ON THE LK STE 200	AUSTIN TX 78746-1053
1795-62-0663	GONZALEZ, RUTH RAMOS, ROSA	1214 PINEY GLEN LN	ZEBULON NC 27597-2192
1795-62-0751	SANDERS, DORIS A	1218 PINEY GLEN LN	ZEBULON NC 27597-2192
1795-62-0769	ADAMS, JOHN Q ADAMS, VALERIE S	1222 PINEY GLEN LN	ZEBULON NC 27597-2192
1795-62-0868	LANE, STEPHANIE	1226 PINEY GLEN LN	ZEBULON NC 27597-2192
1795-62-1978	HAMNER, ROBERT HAMNER, BARBARA W	1219 AZALEA DR	ZEBULON NC 27597-2161
1795-63-0140	ROBERTSON, PAUL W	1303 SASSWOOD LN	ZEBULON NC 27597-2158
1795-63-1045	TIDEWATER INVESTORS X LLC	1011 W GANNON AVE	ZEBULON NC 27597-2130
1795-63-1133	WOODALL, PHYLLIS B	1215 AZALEA DR	ZEBULON NC 27597-2161
1795-63-3038	STEVENS, PAIGE KIMBERLY	1216 AZALEA DR	ZEBULON NC 27597-2159
1795-63-3050	COTO, MANUEL A BERCI CASTILLO, RINA ESMERALDA	1218 AZALEA DR	ZEBULON NC 27597-2159
1795-63-9241	CITADEL GETHSEMANE MEMORIAL C/O CITADEL MANAGEMENT LLC	PO BOX 8839	GREENVILLE SC 29604-8839
1795-70-3906	TODD, GILBERT LEON TODD, GRIFFIN JR.	1320 MACK TODD RD	ZEBULON NC 27597-6900
1795-71-7011	HOUSTON, GWENDOLYN TODD	810 PONY RD	ZEBULON NC 27597-9227
1795-71-9010	TODD, GILBERT LEON TODD, GRIFFIN JR	1320 MACK TODD RD	ZEBULON NC 27597-6900
1795-72-8646	SILVER SPRING HOUSING ASSOC LLC	7706 SIX FORKS RD	RALEIGH NC 27615-5067
1795-80-1880	TODD, MARION P	1003 OASIS POND LN	KNIGHTDALE NC 27545-6360
1795-81-0464	CROUSE, DONNA M BULLOCK	PO BOX 336	ZEBULON NC 27597-0336
1795-81-1688	CAVALLERO, DARIO L EHMANN, DONNA CAVALLERO	1250 NORTH ST	PITTSFIELD MA 01201-1541
1795-81-2759	HSSW	1914 CHATHAM DR	ALBANY GA 31721-2920
1795-81-3959	CREEDMOOR HOLDING CO LLC	PO BOX 1147	HOLLY SPRINGS NC 27540-1147
1795-82-0815	ZEBULON HEALTH HOLDINGS LLC	PO BOX 2568	HICKORY NC 28603-2568
1795-82-4270	CHANDAK, GOVIND CHANDAK, MADHU	PO BOX 99104	RALEIGH NC 27624-9104
1795-82-7780	HOUSING AUTH COUNTY OF WAKE	100 SHANNON DR	ZEBULON NC 27597-8967

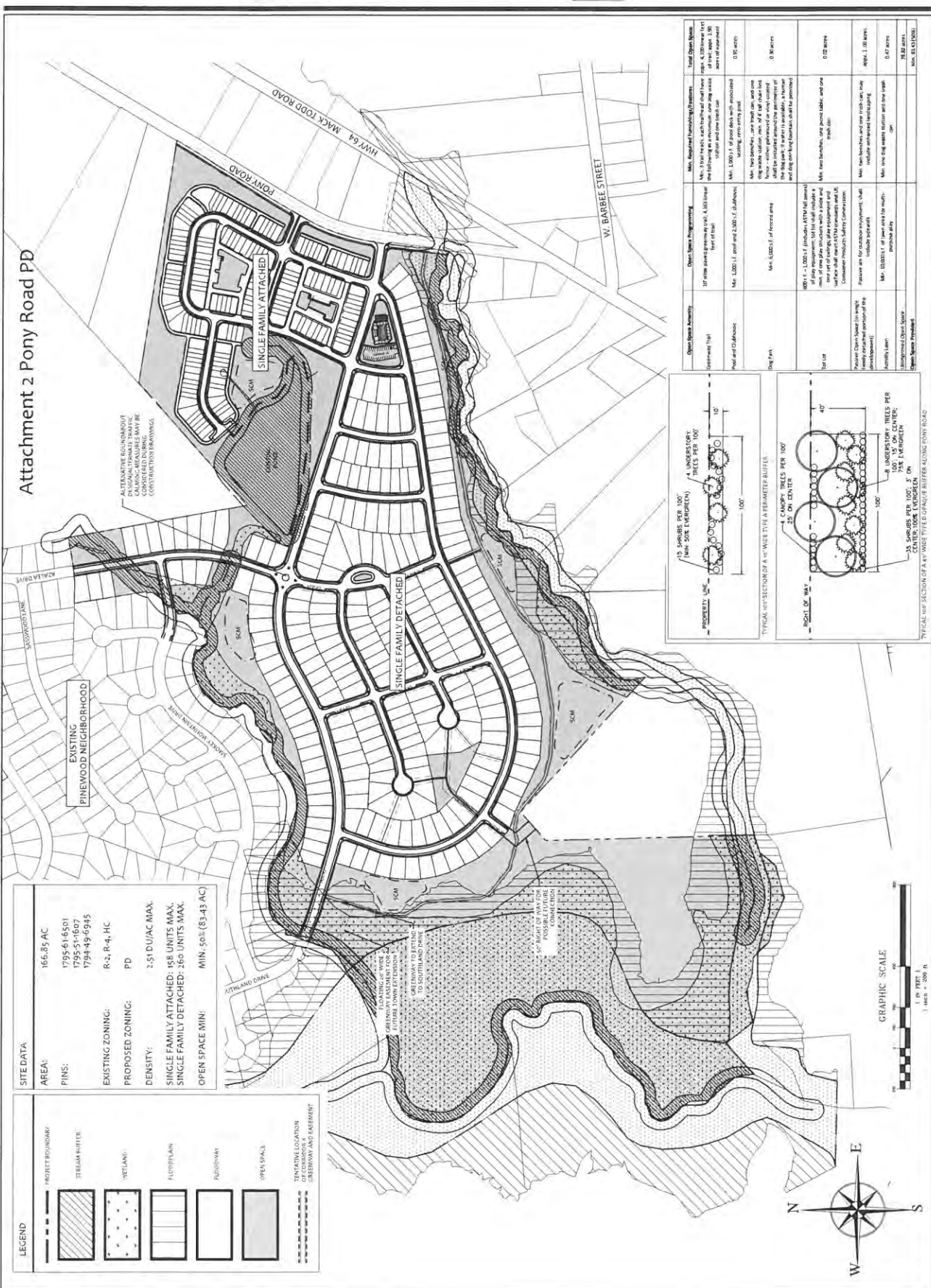
HOA CONTACTS			
PIN	Owner	Street Address	City / State / Zipcode
1795-52-5142	SOUTHWIND LAND CO INC	201 GLEN RD	GARNER NC 27529-6601
1795-41-3892	HINTON & HINTON LIMITED PARTNERSHIP	PO BOX 449	SMITHFIELD NC 27577-0449
1795-31-9786	HINTON & HINTON LIMITED PARTNERSHIP	PO BOX 37	ZEBULON NC 27597-0037
1795-51-1912	H & K PARTNERSHIP	PO BOX 37	ZEBULON NC 27597-0037



Summit D&E  
 1110 Naveline Drive, Suite 400  
 Raleigh, NC 27609

REVISIONS:  
 1/24/2021  
 4/22/2021

OVERALL CONCEPT PLAN  
 Pony Road PD  
 Pony Road, Raleigh, NC  
 SCALE: 1" = 200'  
 DRAWN BY: PAF  
 PROJECT #: 201717  
 DATE: 3/1/2021  
 SHEET: 1-2



Attachment 2 Pony Road PD

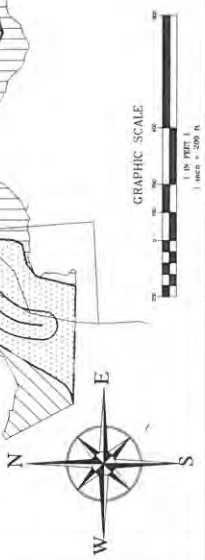
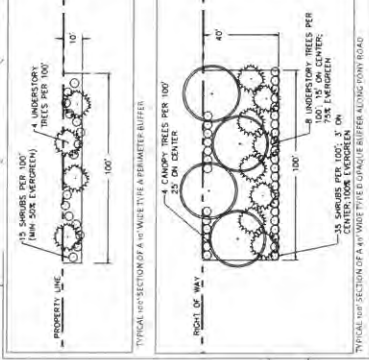
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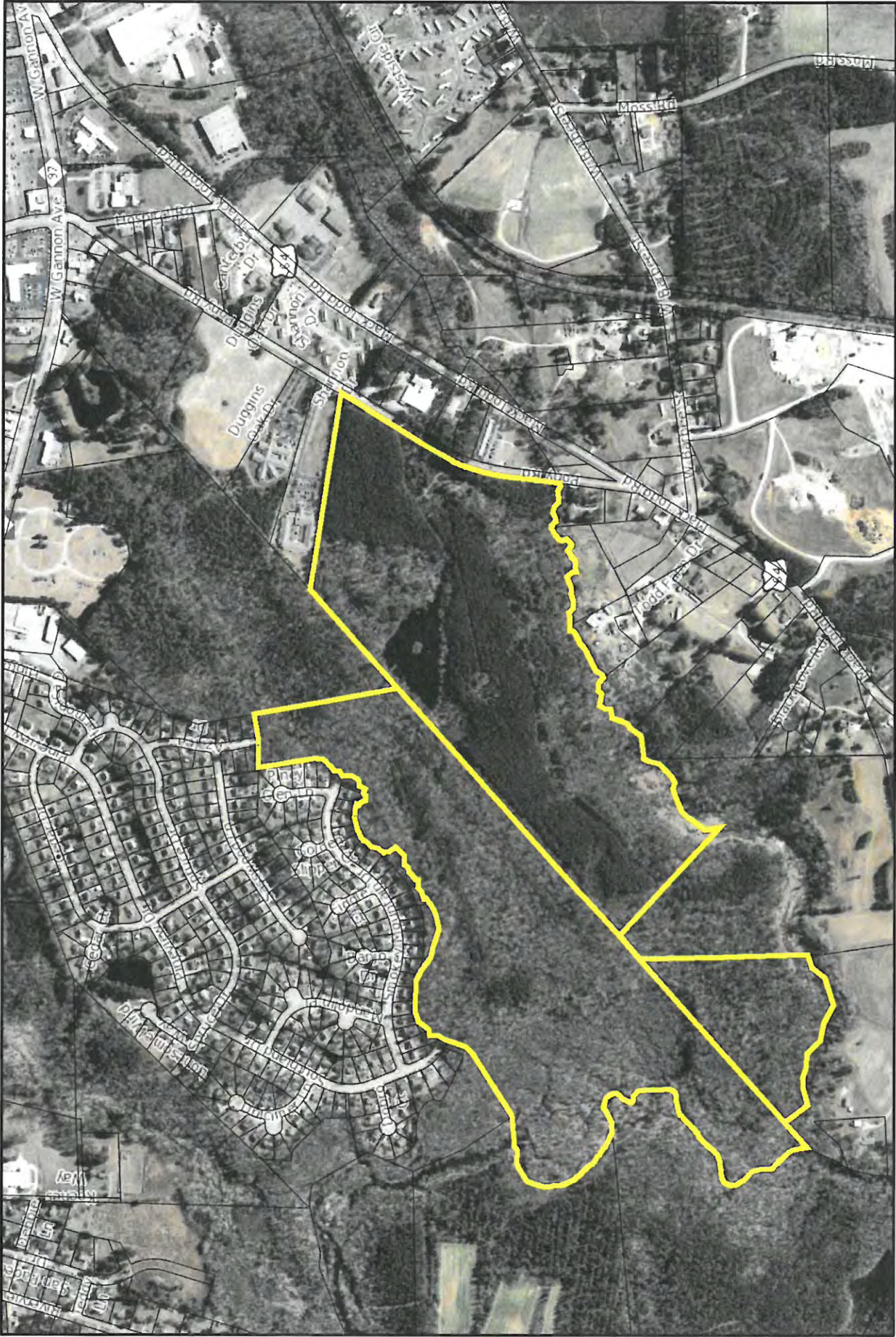
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 1795-511607  
 1794-49-6945  
 EXISTING ZONING: R-2, R-4, HC  
 PROPOSED ZONING: PD  
 DENSITY: 2.51 DU/AC MAX.  
 SINGLE FAMILY ATTACHED: 158 UNITS MAX.  
 SINGLE FAMILY DETACHED: 260 UNITS MAX.  
 OPEN SPACE MIN: MIN. 50% (83.43 AC)

**LEGEND**

- PROJECT BOUNDARY
- TERRAIN BUFFER
- WETLAND
- FLOODPLAIN
- ROADWAY
- OPEN SPACE
- TENTATIVE LOCATION OF OBSTRUCTIONS (SEWER AND EASTWEST)

Open Space Category	Open Space Programming	Min. Required Landscaping/Features	Total Open Space
Greenway	20' wide greenway on each side of trail	Min. 1 tree per 100' of trail, each tree to be 4" DBH (measured 4.5' above the ground) or 1" diameter and 10' tall	0.08 acres
Trail and Drainage	Min. 100' L x 10' wide and 2.00' L x 2.00' W of trail	Min. 100' L x 10' W of trail, 1" diameter trees, 10' tall	0.08 acres
Open Park	Min. 1,000' L x 100' W of fenced area	Min. 1 tree per 100' of fenced area, each tree to be 4" DBH (measured 4.5' above the ground) or 1" diameter and 10' tall	0.08 acres
Play Area	Min. 1,000' L x 100' W (including ASTM fall areas)	Min. 1 tree per 100' of fenced area, each tree to be 4" DBH (measured 4.5' above the ground) or 1" diameter and 10' tall	0.08 acres
Acres for Open Space	Min. 1,000' L x 100' W of fenced area	Min. 1 tree per 100' of fenced area, each tree to be 4" DBH (measured 4.5' above the ground) or 1" diameter and 10' tall	0.08 acres
Open Space Total			0.40 acres



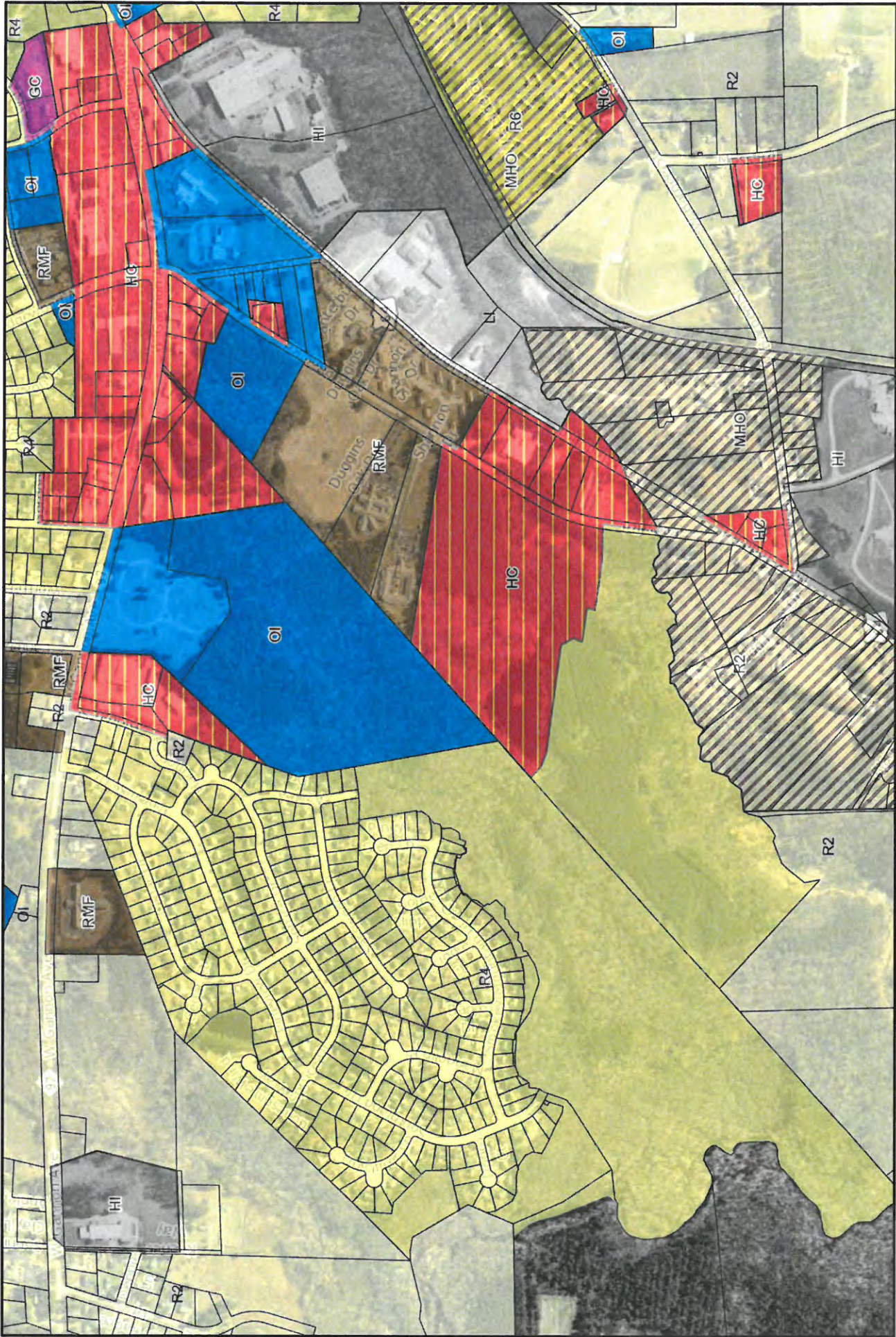


### Attachment 3 - Aerial Map - Pony Road

August 2, 2021

#### 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.



# Attachment 4 - Zoning Map - Pony Road

August 2, 2021

**Disclaimer**  
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# Attachment 5 - CZ 2020-06

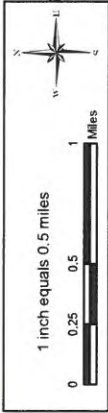
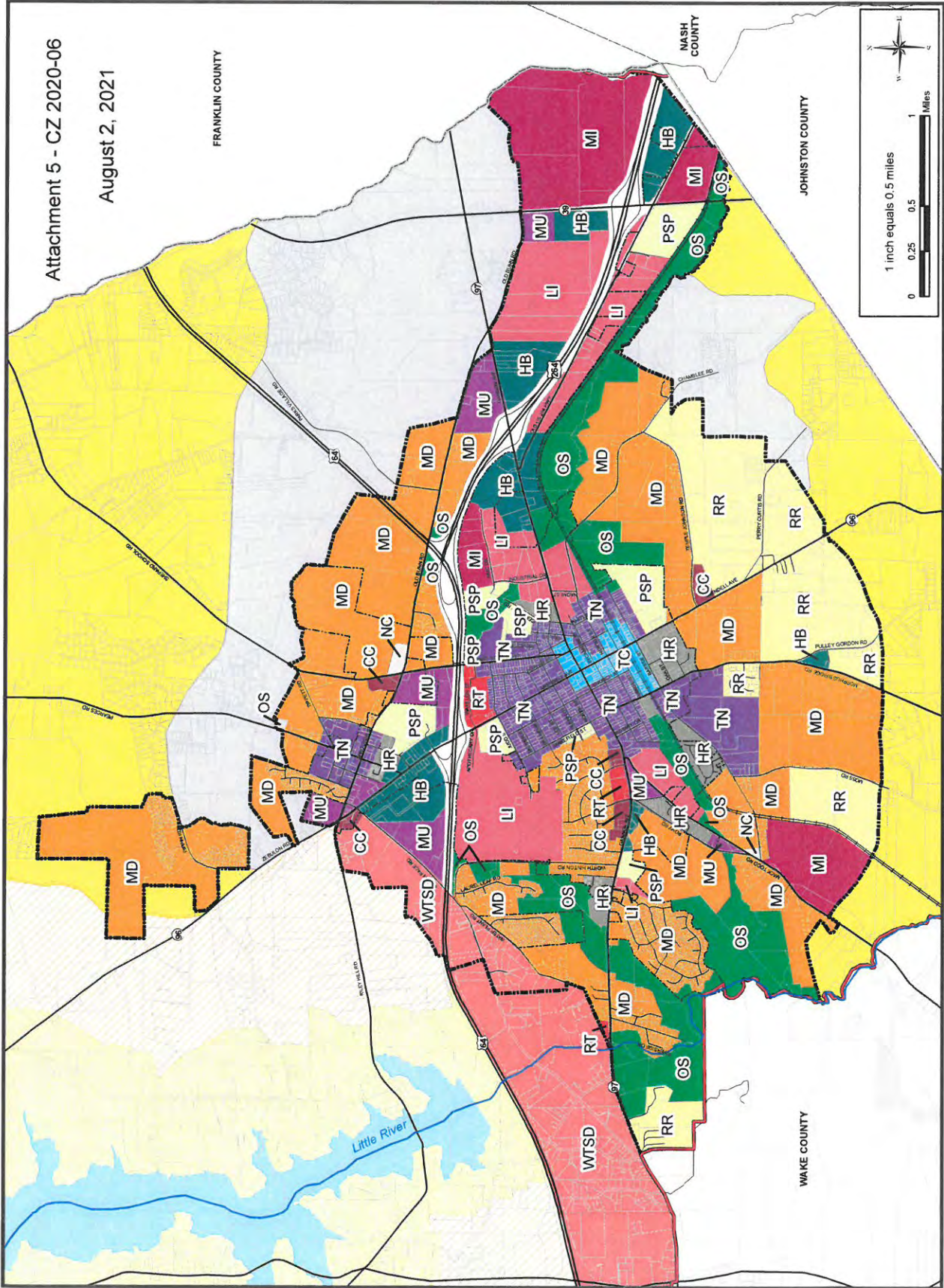
August 2, 2021

FRANKLIN COUNTY

MASH COUNTY

JOHNSON COUNTY

WAKE COUNTY



## Land Use

Town of Zebulon  
Wake County, NC

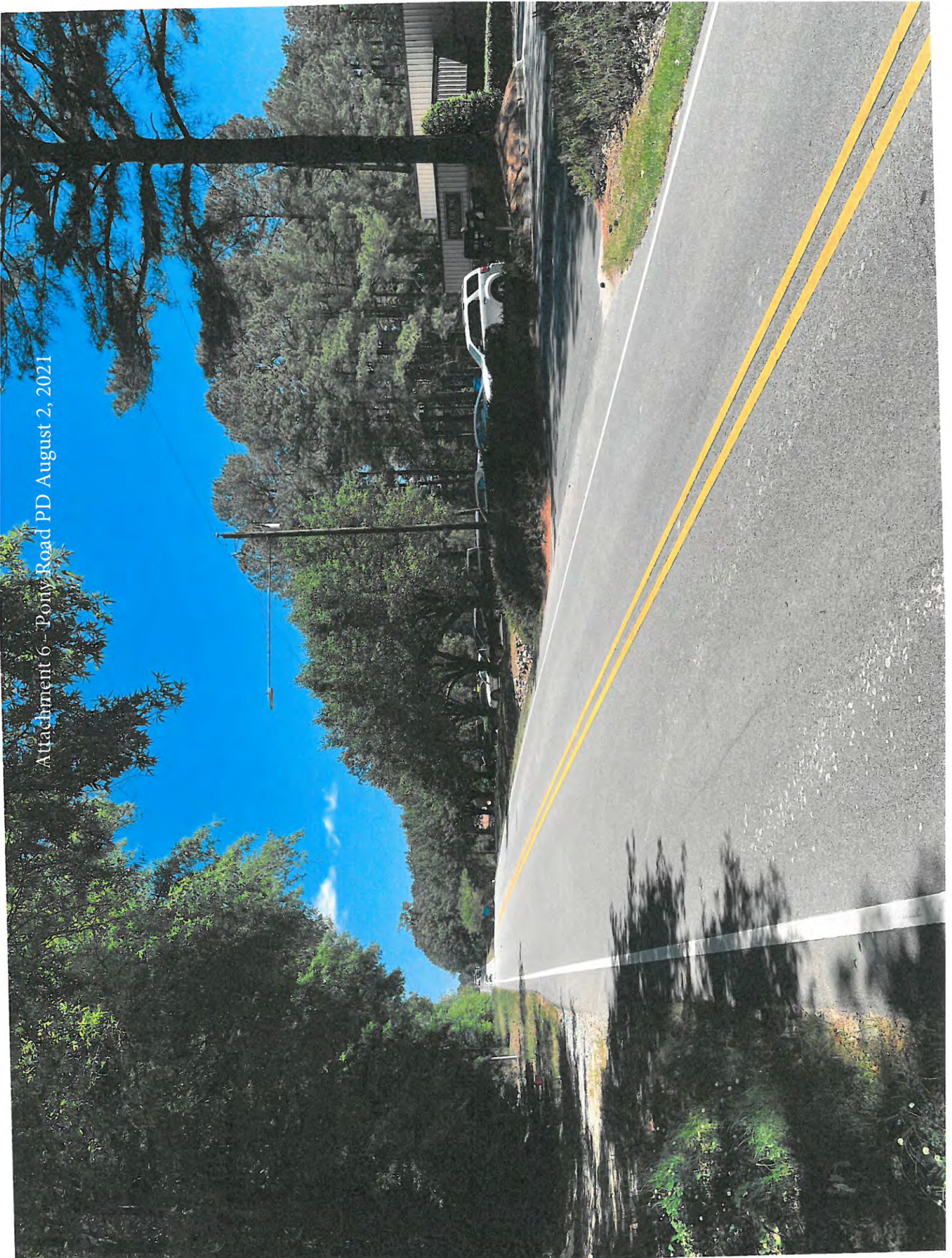
### Legend

- Railroad
- Streets
- Major Roads
- Major Streams
- Critical Water Supply Watershed (R-80W)
- Little River Reservoir
- Little River Water
- Supply Watershed
- Annexation/Utility Boundary Agreement Line
- Zebulon Short Range Utility Service Area
- Zebulon Long Range Utility Service Area
- WTSD-Watershed
- Land Use**
- OS-Open Space
- PSP-Public/Semi-Public Open Space
- RR-Residential Rural
- MD-Medium Density Residential
- HR-High Density Residential
- TN-Traditional Neighborhood
- TC-Town Core/Downtown
- HB-Highway Business
- MU-Mixed Use
- CC-Community Commercial
- NC-Neighborhood Commercial
- RT-Retail
- LI-Light Industrial
- MI-Medium Industrial
- Parcels
- Zebulon City Limits
- Zebulon Extra Territorial Jurisdiction Limits
- Wake County

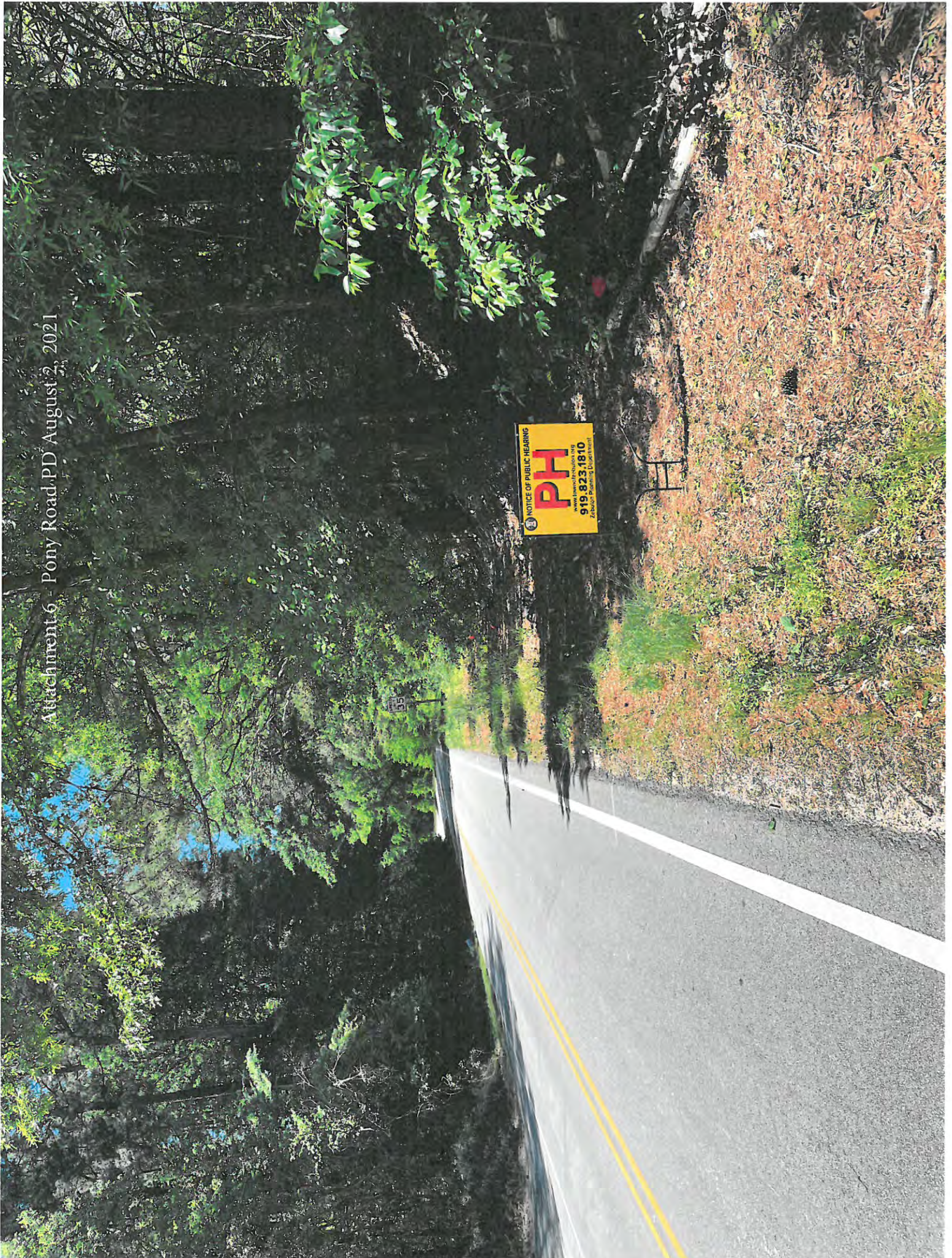


Data obtained from Wake County GIS and the Town of Zebulon  
8/17/2021

Attachment 6 -- Pony Road PD August 2, 2021



Attachment 6 - Pony Road, PD August 2, 2021

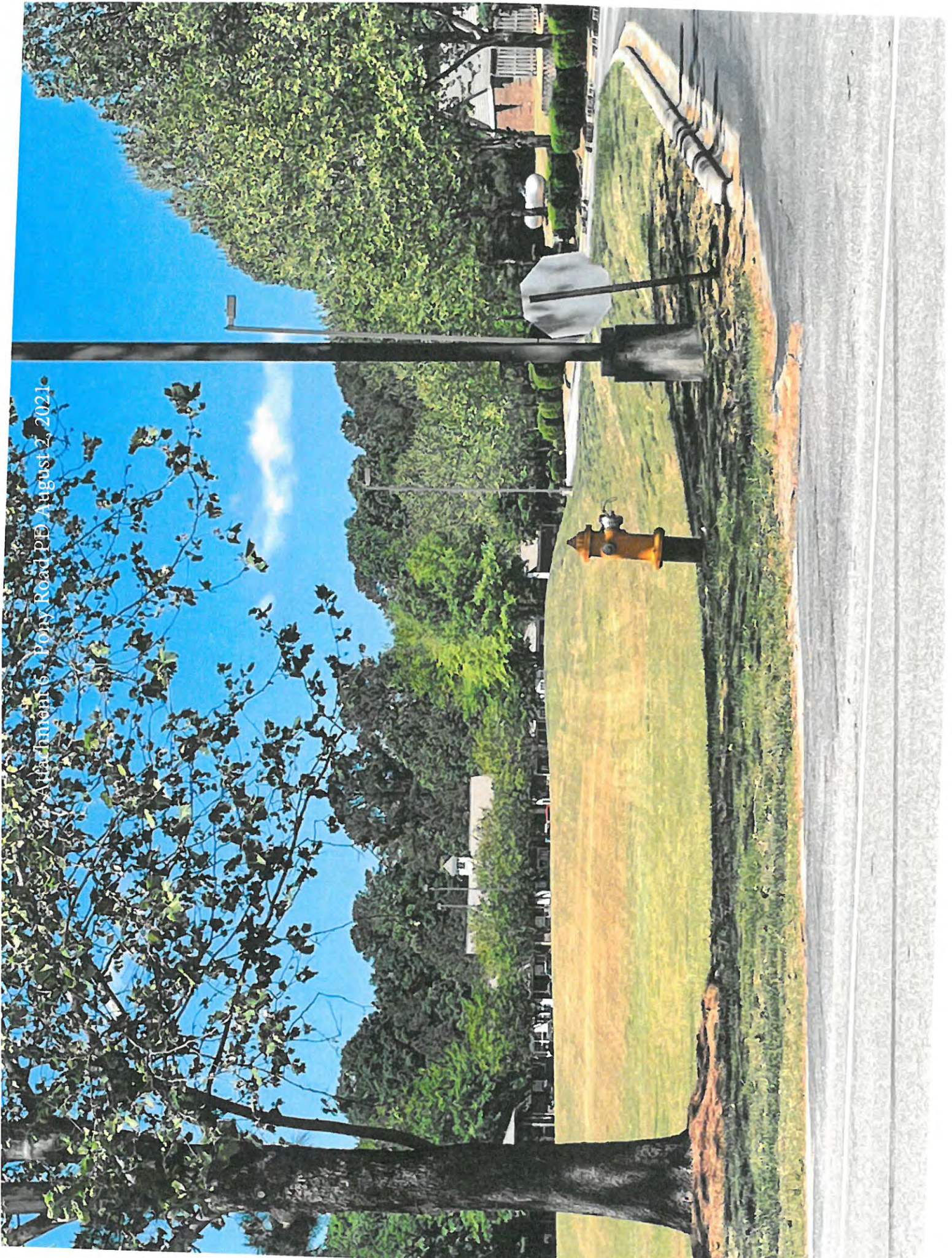




Attachment 6 - Pouty Road RD 2014 (11-1-21)



Attachment 6 - Pony Road PE August 2, 2021



Attachment 7 August 2, 2021

# Planned Development Rezoning Pony Road

## A Planned Development

### Zebulon, North Carolina

Date: February 1, 2021

Revised: March 20, 2021

Revised: April 22, 2021

Revised: May 24, 2021

#### **Applicant:**

##### **RHH Land Investors, LLC**

2919 Breezewood Avenue, Ste. 100

Fayetteville, NC 28303

(919) 486-4864f

#### **Consultants:**

##### **Landscape Architecture & Land Planning:**

###### **TMTLA Associates**

5011 Southpark Drive, Suite 200

Durham, NC 27713

919-484-8880

[pam@tmtla.com](mailto:pam@tmtla.com)

##### **Civil Engineering:**

###### **Summit Design and Engineering**

1110 Navaho Dr Suite 600

Raleigh, NC 27609

(919) 322-0115

[Don.Sever@summitde.net](mailto:Don.Sever@summitde.net)

**Section 1b: Response to Outstanding Issues by  
Town Staff**



May 14, 2021

Michael Clark, AICP  
Planning Director  
Town of Zebulon Planning Department  
1003 N. Arendell Avenue  
Zebulon, NC 27597

RE: Pony Road Planned Development  
Response to Outstanding Issues

Mr. Clark,

We are hereby providing this written response to the list of outstanding issues as identified in the Staff Report for the May 10, 2021 Joint Public Hearing for the Pony Road Planned Development.

1) Additional horizontal traffic calming throughout the development including but not limited to additional curvature in the roadway alignments, and mini-circles or roundabouts at significant intersections.

**Response: We are committed to providing additional traffic calming measures which may include: mini-circles, roundabouts, or other measures at significant intersections throughout the development. We commit to work with Town staff and the Technical Review Committee to determine best measures for individual intersections.**

2) A confirmation that the Residential Guidelines of Sec. 5.2.4 will be met with listed exclusions and the architectural details will exceed what would otherwise be required within the UDO.

**Response: We commit to exceed the architectural requirements in Section 5.2.4 of the UDO. We will work with Town Planning and Building staff to provide additional architectural features with the exception of Section 5.2.4.E.3.e. Garage doors will not be required to be located at least two or more feet behind a front porch or the primary entrance to the dwelling.**

3) All street sections will accommodate EMS and maintenance vehicles.

**Response: We commit to all street sections within the development shall accommodate EMS and maintenance vehicles.**

4) In the Homeowners Covenants there is language that no more than 10% of the homes with Certificates of Occupancy will be rental units.

**Response: We commit to adding language to the HOA documents stating no more than 10% of the units with a CO shall be rental units.**



5) A threshold on when the pool/amenity center will be constructed (i.e. number of dwellings that have received Certificate of Occupancy will be limited until particular amenity features are constructed.)

**Response: We commit to a condition that the pool/amenity center will be constructed as part of the second Phase of development.**

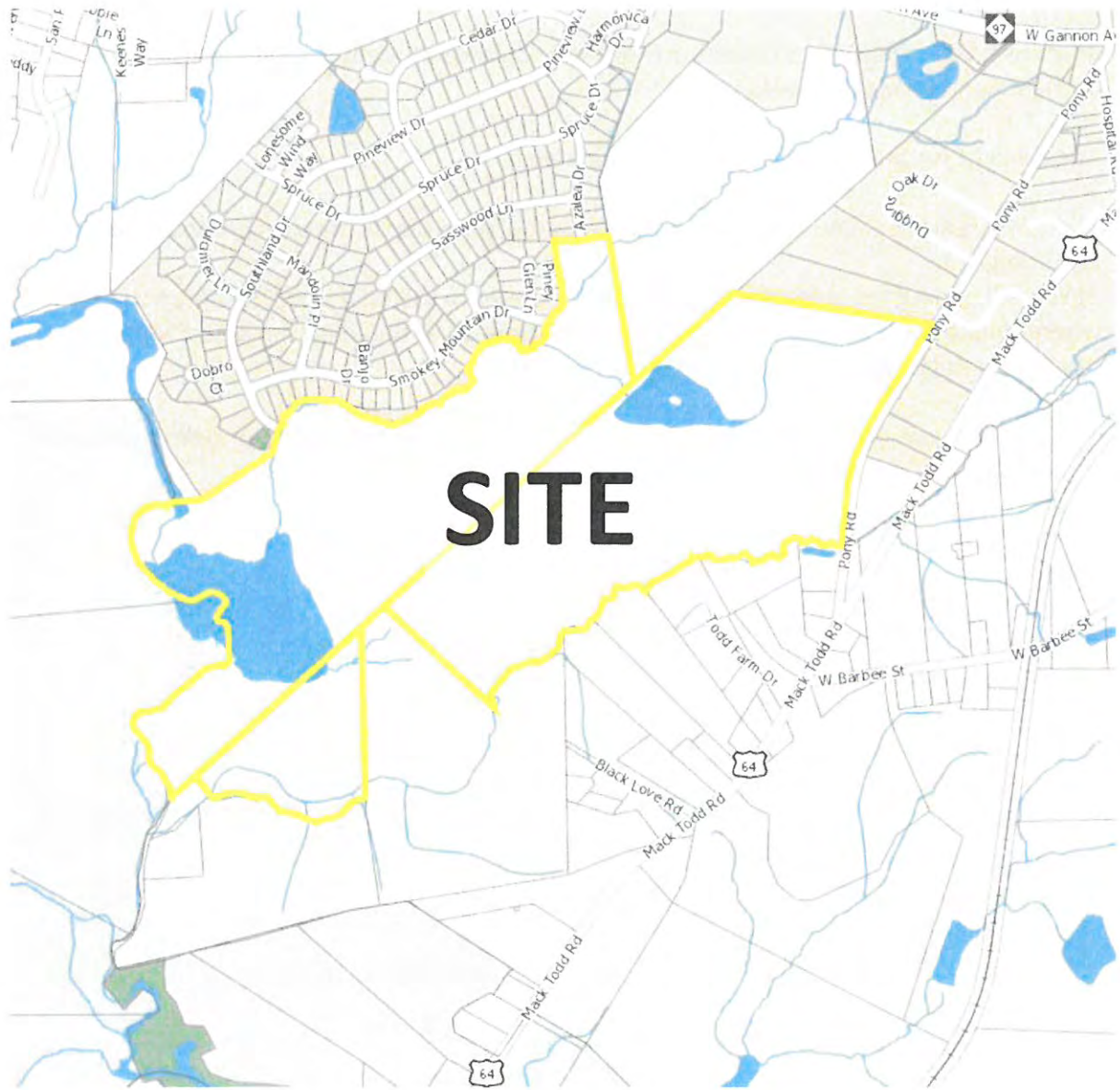
Additionally, we are committing to following items:

- 1) We will remove Green Giant Arborvitae from the list of plants noted in proposed zoning condition #13.
- 2) We will update the language for the amenity center to the following: The amenities center where clubhouse is located ~~may~~ shall include ~~some or all of~~ the following items: fitness center, fire pit, seating area.

Thank you for your consideration of this correspondence. We look forward to discussing our project with the Planning Board on May 17<sup>th</sup> at 6:00 pm.

Best,  
Pam Porter, PLA, LEED AP  
President  
TMTLA Associates

## Section 2: Vicinity Map



## **Section 3: Project Data**

Name of the Project: Pony Road

Prepared by:

Pamela Porter, PLA, LEED AP  
TMTLA Associates  
5011 Southpark Drive, Suite 200  
Durham, NC 27713  
Phone: 919-484-8880  
[pam@tmtla.com](mailto:pam@tmtla.com)

Applicant/Developer:

RHH Land Investors LLC  
2919 Breezewood Avenue, Ste. 100  
Fayetteville, NC 28303  
(919) 486-4864

Designated Contact:

Pamela Porter (TMTLA Associates)

Email: [pam@TMTLA.com](mailto:pam@TMTLA.com)

Current and Proposed Zoning:

Current: R-2, R-4, and HC  
Proposed: PD

Proposed Land Use:

Medium Density Residential

Size of Project:

166.85 acres



## **Section 4: Purpose Statement**

The Pony Road Planned Development is a proposed community that will be comprised of single family detached and attached residential development. The project is bounded to the east by Pony Road. The Pineview neighborhood borders the project on the north, large residential parcels border our proposed development to the south, and a handful of large vacant and agricultural lots border our development on the west side. The current zoning is R-2, R-4, and HC. The Town of Zebulon Land Use Map designations for the tracts are Medium Density Residential and Open Space. The proposed zoning designation sought is Planned Development (PD) and the proposed uses consist of single family detached and attached. The proposed Planned Development is in compliance with the Town of Zebulon Land Use Map.

The purpose of the proposed Pony Road Planned Development is to provide a mix of high-quality housing arranged around the environmentally sensitive areas within the boundaries of our development while also providing opportunities for gathering and recreation. The commitment to preservation of open space and providing a variety of amenities is to reconnect people within the community to nature as well as each other. The alternate dimensional standards proposed for lot sizes, setbacks and building arrangement provides for diversity of housing styles integrated seamlessly together and not segregated. Housing volumes with a variety of price points are critical to obtaining and maintaining residents in the Town of Zebulon.

The residential development will fulfill the Town of Zebulon Comprehensive Plan and Land Use Map for Medium Density Residential. The preservation of the environmentally sensitive areas and the greenway fulfill the Zebulon Town of Zebulon Comprehensive Plan and Land Use Map for Open Space.

Transportation patterns are proposed to provide a network of streets, sidewalks and greenway trails with limited use of dead end streets, connections to adjacent neighborhoods and provisions for future development. The community will dedicate the easement for the Corridor 8 section of the Town of Zebulon Greenway Trail that is located within the development boundary. The Corridor 8 section of greenway will ultimately connect Downtown Zebulon to the future Little River Trail. The greenway, coupled with the sidewalks internal to our development, will offer future

residents the opportunities to conveniently walk to work, shopping and retail services, and reduce traffic on the streets and allow for non-drivers convenient access to those amenities. The promotion of active lifestyles is a key component of the Pony Road Planned Development which will give future residents the opportunity to walk to Downtown Zebulon.

The proposed Planned Development will meet all requirements of the Zebulon Transportation Plan. Open space shall exceed the Town of Zebulon minimum requirement of 10% as over 50% of the development will be preserved open space.

The Pony Road Planned Development will be sensitive to and compatible with surrounding uses and proposed development character. The development will enhance the value of surrounding property values.

Phasing:

This development is proposed to be developed in 5 phases. The single family detached section will be developed into 4 phases and the single family attached section will be developed into 2 phases.

## Section 5: Permitted Uses

Table 1 below provides a listing of the proposed permitted uses for the Pony Road PD Development. This listing allows the development to fulfill the intent of the commitment to a mix of residential uses. Uses are subject to general and specific regulations of the Town of Zebulon UDO.

**Table 1**

<b>PERMITTED USES TABLE</b>	
<b>USE TYPE</b>	<b>P = Permitted Use</b>
<b>Residential Uses</b>	
Single Family Detached and permitted accessory uses	<b>P</b>
Single Family Attached and permitted accessory uses	<b>P</b>

We commit to adding language to the HOA documents stating no more than 10% of the units with a CO shall be rental units.

## Section 6: Design Controls

### Residential – 166.85 acres

#### Density

Density:	2.51 dwelling units per acre max (overall)
Units:	418 dwelling units max (max. 260 SF Detached & max. 158 SF Attached)

#### Building Height

Maximum Height / # of Stories:	35 ft. / 3 Stories
--------------------------------	--------------------

#### Building Setbacks (see below)

##### Single Family Detached:

Street:	20 ft. min.
Side:	5 ft. min.
Corner Side:	5 ft. min.
Rear:	5 ft. min.

##### Single Family Attached:

Front:	5 ft. min.
Side:	5 ft. min.
Corner Side:	5 ft. min.
Rear:	10 ft. min.

Note: All single family attached units shall be rear loaded.

### Buffers (Refer to PD Map)

#### Streetscape Buffers:

Pony Road	Min. 40' Wide Opaque Buffer
New Collector Road	Street Trees

#### Perimeter Buffers:

Adjacent to the adjoining lots	Min. 10' Wide Type A
--------------------------------	----------------------

All streetscape and perimeter buffers shall be provided in accordance with the Town of Zebulon UDO

Disturbance within the buffer is only allowed as follows:

**(a)** Construction of driveways and public streets and walkways perpendicular to the buffer strip shall be allowed where such construction is necessary for safe ingress or egress to the site. The nature and limits of such construction must be designated on the approved site plan or master subdivision plan.

**(b)** Notwithstanding any other provision pertaining to buffers, City of Raleigh public utilities and easements shall be allowed, parallel and otherwise, within buffers, and the area within such easements shall still count towards buffer and undisturbed buffer.

## **Section 7: Architectural Standards**

### Standard Rezoning Conditions

The style of buildings will be any variety of the following: Craftsman, Traditional, Colonial, Neoclassical. the intent is to foster multiple styles to create a community that is not monotonous.

All residential structures shall have three (3) or more of the following features:

- Front Porch
- Awnings
- Columns
- Balconies
- Broken Roof Lines
- Dormer
- Arched Architectural Features
- Chimney
- All Brick -or All Stone Façade
- Other architectural features approved by the Planning Director

All residential structures shall have at least four (4) of the following features:

- Decorative Shake

- Decorative Porch Railings/Posts
- Shutters
- Decorative/Functional Air Vents on Roof or Foundation
- Trimmed Windows or Recessed Windows
- Decorative/Period Windows
- Decorative Brick or Stone (10% min. required on the front elevation)
- Decorative Gables
- Decorative Cornices
- Tin/Metal Roof
- Other decorative features approved by the Planning Director.

#### Roofs:

Roof lines shall be varied to reduce the scale of the structure and add visual interest. Roof shapes (for example: flat, hip, mansard, gable, or shed) and material shall be architecturally compatible with façade elements and the rest of the structures. Shed roofs may be used on porches and dormers.

#### Facades:

- The principal structure's front façade must incorporate recesses and projections along at least 50% of the length of the façade. Windows, awnings, and porch area shall total at least 50% of the façade length abutting a public street.
- Façades shall incorporate a repeating pattern of change in color, texture, and material modules.
- Façade renovations shall incorporate original building details to the maximum extent practicable.
- If roof cornices have been removed or damaged on an existing structure, renovations of that structure must include retaining, repairing, and replacing the roof cornices.

#### Entryways:

- Doors shall have built-in windows; alternatively, a solid door is allowed provided side lights (side windows) are installed immediately adjacent to the solid door.
- Variations in color schemes and textures are encouraged in order to articulate entryways so as to give greater recognition to these features.

#### Materials and Color Palette:

- Predominant exterior building materials shall be high quality materials, including brick, wood, stone, fiber cement, and/or wood composite.

Vinyl siding is not permitted; however, vinyl windows, decorative elements and trim are permitted.

- Front and side porches with open foundations shall have brick or stone piers and openings shall be fully screened with evergreen plantings.
- A varied color palette shall be utilized on homes throughout the subdivision and shall include siding, trim, shutter, and accent colors complementing the siding colors.

#### Single-family Detached - Specific Requirements:

1. Each house will have a min. of 1 story and a maximum of 3 stories.
2. Min. dwelling size shall be 1,800 s.f..
3. All single-family homes may have a raised slab foundation or crawl space. Raised slab foundation shall contain stone or brick and shall not be parged.
4. Garage doors must have windows, decorative details or carriage-style adornments.
5. Eaves shall project at least 8 inches from the wall of the structure.
6. The front elevation of each single family detached unit shall contain a min. of 10% masonry (brick or stone) and shall contain a min. of two siding materials (i.e. stone and hardiplank; brick and shake).
7. All sides of a principal structure that face an abutting public street shall have architectural and decorative features as described above. This is in addition to the required form of ingress/egress on every side of the structure for single family detached units as noted in Section 4.3.3.P.2 of the Town of Zebulon UDO.
8. A mail kiosk for the single family detached units shall be located adjacent to the pool and clubhouse. The kiosk shelter shall be designed with similar architectural style, materials, and color palette as the homes in the neighborhood. The kiosk shelter may be partially enclosed or open on all 4 sides.

#### Single-family Attached (Townhomes) - Specific Requirements:

1. Each house will have a min. of 2 stories and a maximum of 3 stories.
2. Min. dwelling size shall be 1,200 s.f.
3. All townhomes may have a raised slab foundation or crawl space.
4. Garage doors must have windows, decorative details or carriage-style adornments.
5. The front elevation of each single family attached unit shall contain a min. of 10% masonry (brick or stone) and shall contain a min. of two siding materials (i.e. stone and hardiplank; brick and shake). No two consecutive units within a single building shall contain the exact same front elevation with regard to materials or color palette.

6. All sides of a principal structure that face an abutting public street shall have architectural and decorative features as described above.
7. Two mail kiosk for the single family attached units shall be located in the two open space/amenity areas in that part of the development. The kiosk shelters shall be designed with similar architectural style, materials, and color palette as the homes in the neighborhood. The kiosk shelter may be partially enclosed or open on all 4 sides.

We commit to exceed the architectural requirements in Section 5.2.4 of the UDO. We will work with Town Planning and Building staff to provide additional architectural features with the exception of Section 5.2.4.E.3.e. Garage doors will not be required to be located at least two or more feet behind a front porch or the primary entrance to the dwelling.

### **Section 8: Parking and Loading**

All parking and loading areas shall comply with all applicable requirements of the Town of Zebulon UDO Section 5.8.

### **Section 9: Signs**

All signage shall comply with applicable standards and requirements of the Town of Zebulon UDO Section 5.11.

### **Section 10: Public Facilities**

#### Water and Sanitary Sewer:

All lots shall be served by City of Raleigh water and sanitary sewer.

#### Streets:

All streets and roadways shall be in conformance with Town of Zebulon Transportation Plan and constructed to Town of Zebulon Standards and Specifications. A design alternate for the entrance to the single family attached portion of the project off of Pony Road is proposed to allow for the inclusion of a landscaped median. The landscaped median will enhance the

driving experience thru the community and potentially slow traffic. Connections, if deemed feasible, will be made to the three stubs to our development in the neighborhood to the north.

We are also proposing a modification to the residential local street for the portion of proposed road noted on sheet L-3 of the PD Plan set up to existing Southland Drive.

We commit to all street sections within the development shall accommodate EMS and maintenance vehicles.

A roundabout is being shown in the plan set as part of our modified local road. We are committed to providing additional traffic calming measures which may include: mini-circles, roundabouts, or other measures at significant intersections throughout the development during construction drawings. We commit to work with Town staff and the Technical Review Committee to determine best measures for individual intersections.

### Sidewalks:

Sidewalks shall be provided on both sides of all streets throughout the development.

### Alleys:

All residential alleys shall be public and shall be a 12' asphalt pavement within a 16' wide Town of Zebulon Right of Way. Alleys shall be maintained by the HOA.

### Greenway Trails:

Developer shall provide easement for and construct the section of the Corridor 8 greenway that runs along the south and west side of the development. Greenway trail shall include three trailheads.



## **Section 11: Natural Resource and Environmental Data**

### Existing Vegetation:

This development site consists of wooded forests and an existing pond. Wooded areas differ from dense hardwood forested areas to softwood pine stands typical of the region.

Existing streams with designated and delineated buffers protected by and in accordance with the Town of Zebulon UDO and NCDWR Regulations. Any and all impacts requiring permits shall be obtained and permitted thru the Town of Zebulon, NCDWR. and the US Army Corps of Engineers where applicable.

This site is within the Neuse River Basin.

Portions of this site are located within Special Flood Hazard areas defined by FEMA FIRM Map 3720179500J dated May 2, 2006.

### Historic Structures and Significance:

This site does not contain any historic structures or contains any historical significance.

## **Section 12: Stormwater Management**

The Pony Road Planned Development will meet all applicable requirements and standards as described in the Town of Zebulon Street and Storm Drainage Standard and Specifications Manual. This project will meet all stormwater reduction requirements including limiting the post-development stormwater flows to not exceed the pre-development stormwater runoff.

The Pony Road Planned Development will use approved devices to control the stormwater and sediment runoff. These devices may include detention ponds, retention ponds, bio-retention areas or any other approved BMP stormwater control. Stormwater control devices shall be landscaped and constructed to be an amenity to the development and shall blend into the surroundings.

## **Section 13: Parks and Recreation**

The following list of amenities shall be included in the development:

- Pool and Clubhouse: Min. 1,000 s.f. pool and 2,500 s.f. clubhouse. Clubhouse to match residential buildings with regard to style, materials, and color palette.
- Dog Park: Min. 6,000 s.f. of fenced area; shall include a min. of two benches, one trash can, and one dog waste station. Dog park fence shall be a min. of 4' tall chain link fence – either galvanized or vinyl-coated. If water is available, a human and dog drinking fountain shall be provided.
- Tot Lot: 600 s.f. – 1,000 s.f. (includes ASTM fall zones) of play equipment; tot lot shall include a min. of one play structure with a slide and one set of swings. Target age: 2 years – 12 years. Playgrounds and surfacing shall meet the ASTM standards and US Consumer Products Safety Commission.
- Activity Lawn: Min. 10,000 s.f. of lawn area for multi-purpose play.
- Passive Open Space in Single Family Detached portion of development: appx. 1 acre and shall include sidewalk and min. of two benches and one trashcan; may include enhanced landscaping.

Open Space and Trails			
Open Space Amenity	Open Space Programming	Min. Required Furnishings/Features	Total Open Space
Greenway Trail	10' wide paved greenway trail; 4,163 linear feet of trail	Min. 3 trail heads, each trailhead shall have the following as a minimum: one dog waste station and one trash can	appx. 4,100 linear feet of trail; appx. 1.90 acres of easement
Pool and Clubhouse	Min. 1,000 s.f. pool and 2,500 s.f. clubhouse	Min. 1,000 s.f. of pool deck with associated seating; zero-entry pool	0.91 acres
Dog Park	Min. 6,000 s.f. of fenced area	Min. two benches , one trash can, and one dog waste station; min. of 4' tall chain link fence – either galvanized or vinyl-coated - shall be installed around the perimeter of the dog park; If water is available, a human and dog drinking fountain shall be provided	0.30 acres
Tot Lot	600 s.f. – 1,000 s.f. (includes ASTM fall zones) of play equipment; tot lot shall include a min. of one play structure with a slide and one set of swings; play equipment and surface shall meet ASTM standards and US Consumer Products Safety Commission.	Min. two benches, one picnic table, and one trash can	0.02 acres
Passive Open Space (in single family detached portion of the development)	Passive are for outdoor enjoyment, shall include sidewalk	Min. two benches and one trash can; may include enhanced landscaping	appx. 1 .00 acres
Activity Lawn	Min. 10,000 s.f. of lawn area for multi-purpose play	Min. one dog waste station and one trash can	0.47 acres
Unimproved Open Space			78.82 acres
<b>Open Space Provided</b>			<b>Min. 83.43 (50%)</b>

If feasible the following list of amenities may be included in the development:

- A min. 5' wide mulch nature trail around the existing pond in the single family attached portion of the development. May include benches along the trail. Location to be staked in the field. This trail, if feasible, will be maintained by the HOA.

Developer shall provide easement for and construct the section of the Corridor 8 greenway that runs along the south and west side of the development. The 10' wide greenway trail is approximately 4,100 linear feet and the area of the easement is approximately 1.90 acres.

Once the entire length of the Corridor 8 greenway trail is constructed, will connect the development to downtown Zebulon and the future Little River Trail and to the Pineview neighborhood. The Town of Zebulon shall take over maintenance once the greenway trail, including trail heads, is constructed.

## **Section 14: Consistency with Comprehensive Plan and Land Use Map**

The Pony Road Planned Development is consistent with the Town of Zebulon Comprehensive Plan and Land Use Map goals and objectives.

1. This development is located within a medium density residential area and open space area as shown on the Land Use Map. The proposed development provides the desired density for the area while preserving a large portion of environmentally sensitive areas.
2. This development proposed both single family detached and single family attached residential development, which supports the desire for a variety of housing types and price points within the Town limits. This will help to draw new residents to the Town as well as keep existing residents within Town limits when looking to move.
3. This development proposes the higher density residential development adjacent to other higher density residential development. Lower density single family detached homes will be located adjacent to both

environmentally sensitive areas and existing development with similar density.

4. This development is designed to provide an integrated system of streets, sidewalks, and trails which will provide links to existing residential developments as well as assist in the expansion of the sidewalk and greenway network in the Town.

5. The development provides a growth pattern that supports the Town's goals for being pedestrian-oriented, creating a mix of residential uses and dwelling sizes, and protecting environmentally sensitive areas. This development proposed a growth pattern that is orderly and predictable for the Town while also creating a sense of place within the development.

In summary, this development proposal is consistent with the goals and objectives of the Town of Zebulon Comprehensive Plan and Land Use Map.

## **Section 15: Compliance with the UDO**

The Project will comply with all other relevant portions of the Town of Zebulon Unified Development Ordinance.

## Section 16: Zoning Conditions

The following zoning conditions are being offered for consideration:

- 1) Uses shall be limited to single family detached, single family attached, and permitted accessory uses.
- 2) Minimum driveway stem length shall be 20'.
- 3) The portion of the new road (called out as Street A1 on the PD plans) to the Southland Road shall be a modified local road with a 60' right-of-way and 35' B-B.
- 4) Deviation from prescribed street sections to allow for a 60' Public ROW and 37' B-B for entrance in single family attached portion of the development to allow for the construction of a landscape median.
- 5) Pony Road - dedicate 20' of right of way. Build  $\frac{1}{2}$  of 44' paved section plus proposed improvements in TIA document. Roadway section will include ditch and 5' wide sidewalk for the full length of property.
- 6) To minimize stream impacts at roadway crossings, roadway section for local streets shall be 26' back-to-back of curb. At Southland Drive, where a portion of roadway will be a modified local street, the roadway section shall be 31' back-to-back of curb at the stream crossing.
- 7) This project shall utilize mass grading.
- 8) Single family detached lots shall have a minimum lot size of 5,000 s.f. and a minimum depth of 100'.
- 9) Single family attached lots shall have a minimum lot size of 1,700 s.f. and a minimum depth of 75'.
- 10) Single family lots will have driveways off the local streets, with building setbacks of 20' from the right of way

11) Landscape buffer - Natural riparian buffer would be provided along the boundary of single family detached units in lieu of a planted landscape buffer.

12) Minimum centerline radius for the proposed streets shall be 100' as this is the minimum allowed per NCDOT.

13) Three or four evergreen trees (depending on plant) shall be installed at 6' in height where there is an alley dead end in the single family attached portion of the development. Trees shall be any of the following varieties and may more than one type may be utilized based on availability of plant material. Groupings of trees shall be the same species:

Plant Three:

- Emily Bruner Holly (*Ilex* x 'Emily Bruner')
- Green Sport Western Red Cedar (*Thuja plicata* 'Green Sport')
- Oakleaf Red Holly (*Ilex* x 'Conaf')

Plant Four:

- Degroot's Spire Arborvitae (*Thuja occidentalis* 'Degroot's Spire')
- Compact Carolina Cherry Laurel (*Prunus caroliniana* 'Compacta')

14) Raised slab foundation shall be permitted.

15) Vinyl siding shall not be permitted but vinyl accents, such as windows, decorative trim, and other elements shall be permitted.

16) Where street trees cannot be located in the prescribed planting strip due to on-street guest parking, street trees shall be located in a 10' landscape easement on the adjacent lot.

17) The pool/amenity center will be constructed as part of the second phase of development.

## **Appendix A: Building Elevations**

***Please note any photo or graphic shown in this Appendix is to speak to the quality of the development and are not indicative of the exact design or facade to be included in this development. Any structure within this development shall follow the architectural guidelines listed in Section 7: Architectural Standards.***



The following elevations are examples of the style of the single family detached homes.

# The Topsail

3-4 Bedrooms  
2.5 Bathrooms  
2,246 - 2,377 sq ft



*The specific features in a home may vary from home to home and from one community to another. Square footage and dimensions are estimated and may vary in actual construction. We reserve the right to substitute equipment, material, appliances and brand names with items of equal or higher value at our sole discretion. As we continue to improve our customer satisfaction we occasionally make changes to specific floor plans. This flyer, which is for marketing purposes only, reflects changes made as of 03/31/2020. Homes built prior to that date may have slight variations. Floor plans are the copyrighted property of H&H Homes. © 2020 H&H Homes.*



HHhomes.com



# The Belair

2-4 Bedrooms  
2-3 Bathrooms  
1,881 - 2,943 sq ft



*The specific features in a home may vary from home to home and from one community to another. Square footage and dimensions are estimated and may vary in actual construction. We reserve the right to substitute equipment, material, appliances and brand names with items of equal or higher value at our sole discretion. As we continue to improve our customer satisfaction we occasionally make changes to specific floorplans. This flyer, which is for marketing purposes only, reflects changes made as of 2/06/2019 Homes built prior to that date may have slight variations. Floor plans are the copyrighted property of H&H Homes. © 2019 H&H Homes.*



HHhomes.com



# The Jessamine

3-4 Bedrooms  
2.5 - 3 Bathrooms  
2,852 sq.ft.



*The specific features in a home may vary from home to home and from one community to another. Square footage and dimensions are estimated and may vary in actual construction. We reserve the right to substitute equipment, material, appliances and brand names with items of equal or higher value at our sole discretion. As we continue to improve our customer satisfaction we occasionally make changes to specific floor plans. This flyer, which is for marketing purposes only, reflects changes made as of 5/17/2016. Homes built prior to that date may have slight variations. Floor plans are the copyrighted property of H&H Homes. © 2016 H&H Homes.*



[HHhomes.com](http://HHhomes.com)



# The Trillium

4-5 Bedrooms  
2.5-3 Bathrooms  
**2,947** sq ft



- Note :
- Elevation B shown above with optional wrap around porch and double garage door option
- \* shown above with optional Brick and Stone
- \* shown above with optional glass inserts the garage door

*The specific features in a home may vary from home to home and from one community to another. Square footage and dimensions are estimated and may vary in actual construction. We reserve the right to substitute equipment, material, appliances and brand names with items of equal or higher value at our sole discretion. As we continue to improve our customer satisfaction we occasionally make changes to specific floor plans. This flyer, which is for marketing purposes only, reflects changes made as of 5/01/2019 Homes built prior to that date may have slight variations. Floor plans are the copyrighted property of H&H Homes. © 2019 H&H Homes.*



HHomes.com



The following elevations are examples of the style of the single family attached homes.

Please note that the examples show both front-loaded and rear-loaded units. The townhomes in our proposed development will be rear-loaded but will be similar in style to the front-loaded units shown. The townhome units for this neighborhood have not been designed yet.



ISSUANCE OF PLANS FROM THIS CHARTERED OFFICE SHALL NOT RELIEVE THE DESIGNER OF RESPONSIBILITY TO REVIEW AND VERIFY ALL NOTES, CONDITIONS, AND ADDENDUMS TO APPLICABLE BUILDING CODES PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION.  
 ANY DISCREPANCY OF ERROR IN NOTES, CONDITIONS, OR ADDENDUMS TO APPLICABLE BUILDING CODES SHALL BE BRINGS TO THE ATTENTION OF THE CHARTERED OFFICE FOR CORRECTION BEFORE COMMENCEMENT OF ANY CONSTRUCTION.  
 ANY REVISIONS OR CHANGES NOT RELATED TO THE CORRECTION OF ERRORS THAT ARE MADE AFTER THE PLANS HAVE BEEN COMPLETED SHALL BE SUBJECT TO ADDITIONAL FEES.  
 IF ANY DISCREPANCIES ARE FOUND TO THESE PLANS BY ANY OTHER PARTY OTHER THAN THE CHARTERED OFFICE, THE CHARTERED OFFICE SHALL NOT BE HELD RESPONSIBLE.



NO. REVISIONS	DATE	BY

DRAWINGS ON 8 1/2" X 11" SHEETS ARE ONE HALF THE SCALE NOTED

MAINSTREET STATION 100-103  
 H&H HOMES

FILE FRONT ELEVATION DETAILS

SHEET A3.0



FRONT ELEVATION

FRONT ELEVATION



ISSUANCE OF PLANS FROM THE CHARTERED OFFICE SHALL NOT RELIEVE THE HOLDER OF RESPONSIBILITY TO REVIEW AND VERIFY ALL LOCAL ORDINANCES AND ADHERENCE TO APPLICABLE BUILDING CODES PRIOR TO CONSTRUCTION OF ANY CONSTRUCTION.  
 ANY DISCREPANCY OF ERROR IN THESE ORDINANCES OR ADHERENCE TO APPLICABLE BUILDING CODES SHALL BE PRESENT TO THE ATTENTION OF THE CHARTERED OFFICE FOR CORRECTION BEFORE CONSTRUCTION OF ANY CONSTRUCTION.  
 ANY REVISIONS OR CHANGES NOT RELATED TO THE CORRECTION OF SUCH ERRORS THAT ARE MADE AFTER THE FINAL PLANS HAVE BEEN COVERED SHALL BE SUBJECT TO ADDITIONAL FEES.  
 IF ANY MODIFICATIONS ARE MADE TO THESE PLANS BY ANY OTHER PARTY OTHER THAN THE CHARTERED OFFICE, THE CHARTERED OFFICE SHALL NOT BE HELD RESPONSIBLE.



NO. REVISIONS	DATE

DRAWINGS ON THIS SHEET ARE ONE HALF THE SCALE NOTED

MAIN STREET STATION 100-103  
 H&H HOMES

TITLE	

SHEET  
**A3.1**



AMBER-C  
 (ENTRY LEFT)  
 Lot 103

RUBY-B  
 (ENTRY LEFT)  
 Lot 102

AMBER-C  
 (ENTRY LEFT)  
 Lot 101

RUBY-C  
 (ENTRY LEFT)  
 Lot 100

REAR ELEVATION

REAR ELEVATION

ISSUANCE OF PLANS FROM THE DRAFTERS OFFICE SHALL NOT RELIEVE THE DESIGNER OF RESPONSIBILITY TO PROVIDE AND VERIFY ALL NOTES, DIMENSIONS, AND ADJUSTMENTS TO APPLICABLE BUILDING CODES PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION. ANY DISCREPANCY OF DIMENSIONS, DIMENSIONS, OR ADJUSTMENTS TO APPLICABLE BUILDING CODES SHALL BE BRINGED TO THE ATTENTION OF THE DRAFTERS OFFICE FOR CORRECTION BEFORE COMMENCEMENT OF ANY CONSTRUCTION. ANY DIMENSIONS OR CHANGES NOT RELATED TO THE CORRECTION OF ERRORS THAT ARE MADE AFTER THE FINAL PLANS HAVE BEEN COMPLETED SHALL BE SUBJECT TO ADDITIONAL FEES. IF ANY MODIFICATIONS ARE MADE TO THESE PLANS BY ANY OTHER PARTY OTHER THAN THE DRAFTERS OFFICE, THE DRAFTERS SHALL NOT BE HELD RESPONSIBLE.



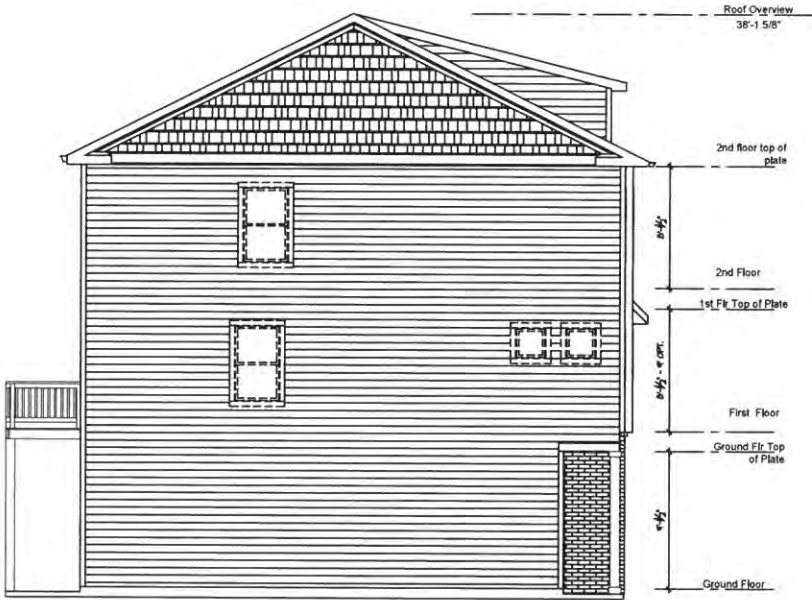
DATE	
BY	
CHECKED	

DRAWINGS ON "PLOT" SHEETS ARE ONE HALF THE SCALE NOTED

MAINSTREET STATION 100-103  
H&H HOMES

TITLE  
FRONT ELEVATION  
DETAILS  
PARTIAL UPPER FLOOR PLAN  
AT SCALE 1/2"

SHEET  
**A3.3**



RUBY-C  
(ENTRY LEFT)  
Lot 100

LEFT ELEVATION



AMBER-C  
(ENTRY LEFT)  
Lot 103

RIGHT ELEVATION

RIGHT ELEVATION



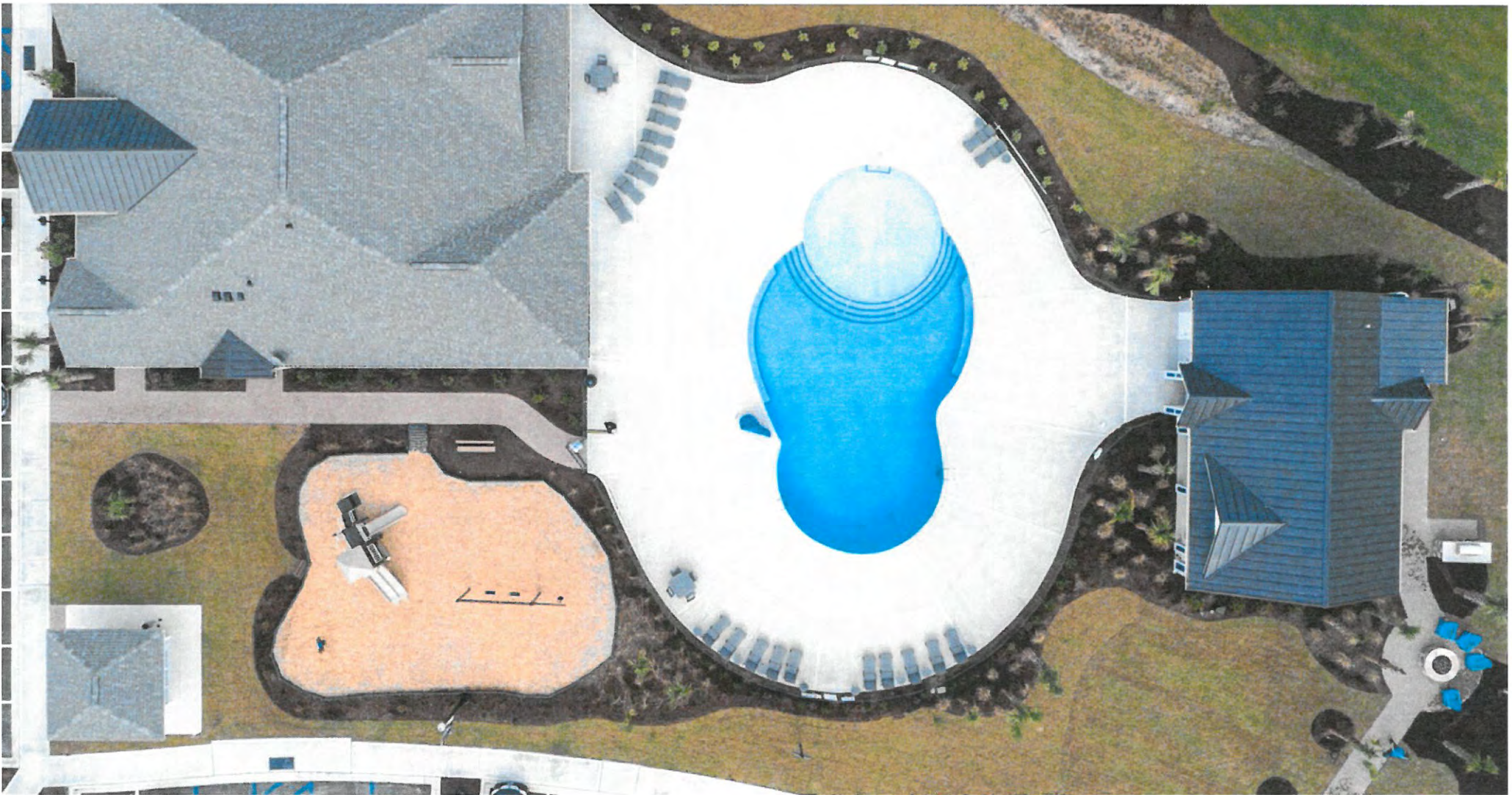
The following photographs illustrate the style and design of the pool/clubhouse, mail kiosk shelter, and tot lot.

Please note these items are not designed yet so the photos shown are for illustrative purposes only. The pool/clubhouse and mail kiosk shelter will be similar architectural style, color palette, and materials as the proposed homes. Play equipment has not been chosen yet.

The amenities center where clubhouse is located shall include the following items: fitness center, fire pit, seating area.





















702



702





THE TOWNES AT  
PAGE SQUARE

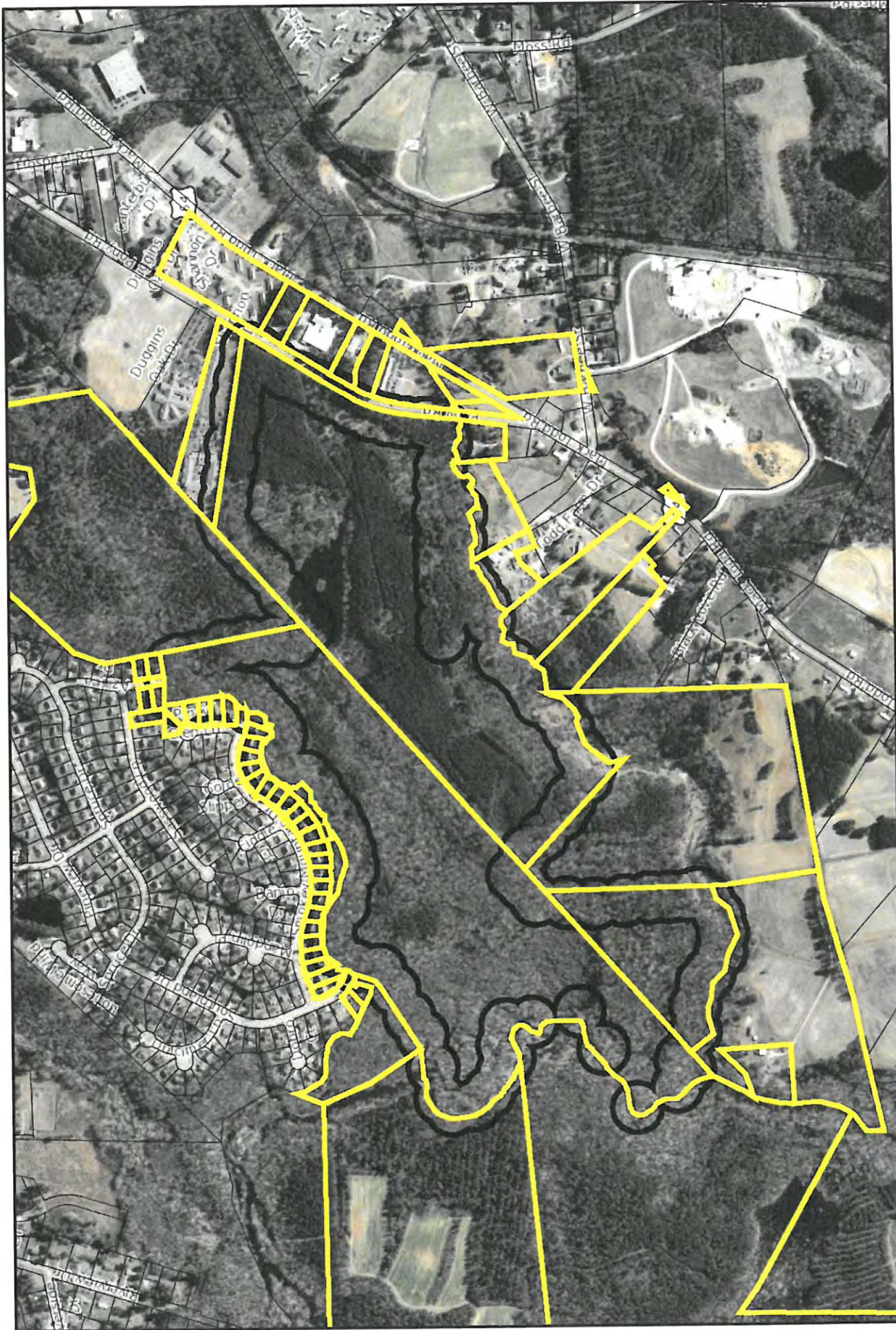


**Notice of Public Hearing**

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 **May 10, 2021 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 and the Zebulon Planning Board sitting jointly for the purpose of considering the following items:

**Project # 496187 – Pony Road Planned Development.** A request by Pam Porter representing the property owner, Prateek Chandak, requests rezoning 3 parcels approximately 166.85 acres in size cumulatively from Heavy Commercial (HC) & Residential-4 (R4) to Planned Development (PD). The property addresses are 705 Pony Road, 0 Harmonica Drive, and 0 Mack Todd Road.

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.



**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.

1,700 ft  
 850  
 425  
 0  
 1 inch = 800 feet

**Attachment 9 - Properties Receiving Mailed Notice - Pony Road**

August 2, 2021



## Conditional Rezoning Conditions

In accordance with Section 2.2.6 of the Town of Zebulon Unified Development Ordinance and NCGS 160D-703, the following conditions are agreed upon for request CZ 2020-06.

1. Uses shall be limited to single family detached, single family attached, and permitted accessory uses.
2. Minimum driveway stem length shall be 20'.
3. The portion of the new road (called out as Street A1 on the PD plans) to the Southland Road shall be a modified local road with a 60' right-of-way and 35' B-B.
4. Deviation from prescribed street sections to allow for a 60' Public ROW and 37' B-B for entrance in single family attached portion of the development to allow for the construction of a landscape median.
5. Pony Road – dedicate 20' of right of way. Build ½ of 44' paved section plus Proposed improvements in TIA document. Roadway section will include ditch and 5' wide sidewalk for the full length of property.
6. To minimize stream impacts at roadway crossings, roadway section for local streets shall be 26' back-to-back of curb. At Southland Drive, where a portion of roadway will be a modified local street, the roadway section shall be 31' back-to-back of curb at the stream crossing.
7. This project shall utilize mass grading.
8. Single family detached lots shall have a minimum lot size of 5,000 s.f. and a minimum depth of 100'.
9. Single family attached lots shall have a minimum lot size of 1,700 s.f. and a minimum depth of 75'.
10. Single family lots will have driveways off the local streets, with building setbacks of 20' from the right of way.
11. Landscape buffer – Natural riparian buffer would be provided along the boundary of single family detached units in lieu of a planted landscape buffer.
12. Minimum centerline radius for the proposed streets shall be 100' as this is the minimum allowed per NCDOT.
13. Three or four evergreen trees (depending on plant) shall be installed at 6' in height where there is an alley dead end in the single family attached portion of the development. Trees shall be any of the following varieties and may more than one type may be utilized based on availability of plant material. Groupings of trees shall be the same species:  
Plant Three:
  - Emily Bruner Holly (Ilex x 'Emily Bruner')
  - Green Giant Arborvitae (Thuja standishii x plicata 'Green Giant')
  - Green Sport Western Red Cedar (Thuja plicata 'Green Sport')
  - Oakleaf Red Holly (Ilex x 'Conaf')

Plant Four:



## Conditional Rezoning Conditions

- Degroot's Spire Arborvitae (*Thuja occidentalis* 'Degroot's Spire')
  - Compact Carolina Cherry Laurel (*Prunus caroliniana* 'Compacta')
14. Raised slab foundation shall be permitted.
  15. Vinyl siding shall not be permitted but vinyl accents, such as windows, decorative trim, and other elements shall be permitted.
  16. Where street trees cannot be located in the prescribed planting strip due to on-street guest parking, street trees shall be located in a 10' landscape easement on the adjacent lot.

\*All other applicable Unified Development Ordinance requirements shall remain as written and the requirements by other agencies will be reviewed and regulated at the time of Technical Review Committee review process.

\_\_\_\_\_  
Applicant Signature                      Print Name                      Date

\_\_\_\_\_  
Owner Signature                      Print Name                      Date

\_\_\_\_\_  
Town of Zebulon Signature                      Print Name                      Date

**ORDINANCE 2022-10**  
**AMENDMENT TO CONDITIONAL ZONING MAP FOR**  
**PONY ROAD PLANNED DEVELOPEMENT TO PD**

The proposed Conditional Zoning Map Amendment for approximately 166 acres located at 0 Harmonica Drive, 0 Mack Todd Road, 705 Pony Road would be rezoned from Heavy Commercial (HC), Residential-2 (R2), Residential-4 (R4) to Planned Development (PD) in accordance with Section 2.2.13 of the Town of Zebulon Unified Development and NCGS 160D-703, with the following proposed conditions:

1. Uses shall be limited to single family detached, single family attached, and permitted accessory uses.
2. Minimum driveway stem length shall be 20'.
3. The portion of the new road (called out as Street A1 on the PD plans) to the Southland Road shall be a modified local road with a 60' right-of-way and 35' B-B.
4. Deviation from prescribed street sections to allow for a 60' Public ROW and 37' B-B for entrance in single family attached portion of the development to allow for the construction of a landscape median.
5. Pony Road – dedicate 20' of right of way. Build ½ of 44' paved section plus Proposed improvements in TIA document. Roadway section will include ditch and 5' wide sidewalk for the full length of property.
6. To minimize stream impacts at roadway crossings, roadway section for local streets shall be 26' back-to-back of curb. At Southland Drive, where a portion of roadway will me a modified local street, the roadway section shall be 31' back-to-back of curb at the stream crossing.
7. This project shall utilize mass grading.
8. Single family detached lots shall have a minimum lot size of 5,000 s.f. and a minimum depth of 100'.
9. Single family attached lots shall have a minimum lot size of 1,700 s.f. and a minimum depth of 75'.
10. Single family lots will have driveways off the local streets, with building setbacks of 20' from the right of way.
11. Landscape buffer – Natural riparian buffer would be provided along the boundary of single family detached units in lieu of a planted landscape buffer.
12. Minimum centerline radius for the proposed streets shall be 100' as this is the minimum allowed per NCDOT.
13. Three or four evergreen trees (depending on plant) shall be installed at 6' in height where there is an alley dead end in the single family attached portion of the development. Trees shall be any of the following varieties and may more than one type may be utilized based on availability of plant material. Groupings of trees shall be the same species:

Plant Three:

- Emily Bruner Holly (Ilex x 'Emily Bruner')
- Green Giant Arborvitae (Thuja standishii x plicata 'Green Giant')
- Green Sport Western Red Cedar (Thuja plicata 'Green Sport')
- Oakleaf Red Holly (Ilex x 'Conaf')

Plant Four:

- Degroot's Spire Arborvitae (Thuja occidentalis 'Degroot's Spire')
- Compact Carolina Cherry Laurel (Prunus caroliniana 'Compacta')

14. Raised slab foundation shall be permitted.

15. Vinyl siding shall not be permitted but vinyl accents, such as windows, decorative trim, and other elements shall be permitted.

16. Where street trees cannot be located in the prescribed planting strip due to on-street guest parking, street trees shall be located in a 10' landscape easement on the adjacent lot.

\*All other applicable Unified Development Ordinance requirements shall remain as written and the requirements by other agencies will be reviewed and regulated at the time of Technical Review Committee review process.

Adopted this the 2<sup>nd</sup> day of August 2021.


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Robert S. Matheny – Mayor

SEAL

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Lisa M. Markland, CMC – Town Clerk

**Topic:** Streetscape Match Grant Revision  
**Speaker:** Michael J. Clark, AICP, CZO, Planning Director  
**From:** Michael J. Clark, AICP, CZO, Planning Director  
**Prepared by:** Michael J. Clark, AICP, CZO, Planning Director  
**Approved by:**  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider a request to amend the streetscape grant policy.

**Background:**

Preceding adoption of the 2030 Vision Strategic Plan, there was interest among citizens to invest in the downtown. The Streetscape Match was created as the vehicle to foster that collaboration and an effort to incentive the non-profit sector to participate in the Downtown. The purpose of the Streetscape Grant Match is to further the Town's efforts in creating a resilient downtown through visual enhancements with the streetscape. Fostering these concepts of downtown resilience exercises Zebulon's civic leadership duties to create a partnership with organizations and their efforts towards a common goal.

The current policy is limited to non-profit organizations and requires Board of Commission approval for all requests. The proposed changes would expand eligibility to the private sector. The proposed revision would allow the grants to be approved by Staff.

**Discussion:**

The discussion before the Board is whether to approve the proposed amendments to the Streetscape Grant.

**Policy Analysis:**

The proposed request is consistent with the intent to "Develop and adopt appearance standards for Downtown" as listed as a sample tactical action under Vibrant Downtown in the Vision 2030 Strategic Plan. Furthermore, the proposed program is consistent with both the efforts of the Downtown Associate Community Program as well as Guiding Principles 4 and 5 of the Comprehensive Land Use Plan.

**Financial Analysis:**

The streetscape grant establishes a shared cost for aesthetic improvements to the streetscape as a partnership between the Town and businesses or organizations. This allows for a greater rate of return than if the Town funded these projects alone, helps to maintain or enhance property values within downtown, and helps to incentivize other private enhancements to downtown buildings.

**Staff Recommendation:**

Staff Recommends approval of the proposed policy amendments.

**Attachments:**

1. Revised Streetscape Grant Policy (edited)
2. Revised Streetscape Grand Policy (clean)

STREETSCAPE GRANT MATCH  
POLICY  
FY 2022 UPDATE  
ATTACHMENT 1 (EDITED POLICY)

**Purpose**

The purpose of this policy is to provide the Board with guidelines in making decisions regarding funding requests by local businesses and non-profit organizations to further the Town's efforts in creating a resilient downtown. The qualities of a resilient downtown include retail development, residential population, diversity, civic and cultural facilities, designated historic/heritage property, design guidelines, pedestrian friendliness, a downtown gathering place, civic leadership, and a downtown development authority.<sup>1</sup> The Town of Zebulon, as part of its civic leadership to foster these concepts of downtown resilience, wishes to partner with the efforts of those organizations that create a resilient downtown.

**Eligibility**

To be eligible to apply for funding from the Town of Zebulon, a business must be located within the Downtown Overlay District as shown on the attached exhibit 1, or an organization must meet the meeting following criteria:

1. The organization must be able to provide documentation that shows compliance with all applicable federal and state laws related to tax-exempt status.
2. The operations of the organization must benefit the residents of the Town of Zebulon by assisting the Town in creating a resilient downtown by:
  - a. Increasing Property Values within the Downtown Overlay District
  - b. Decreasing Vacancy Rates within the Downtown Overlay District
  - c. Promoting event-related population within the Downtown Overlay District
  - d. Increasing day-time population within the Downtown Overlay District
  - e. Establishing residential population within the Downtown Overlay District
3. The organization is governed by a volunteer board of directors that serves without compensation.
4. The organization provides a report to the Zebulon Governing Board at one of its Regular Meetings.
5. The organization is subject to an independent audit or review annually.

**Criteria**

Requests for support from ~~non-profit organizations~~ will be submitted to the ~~Board of Commissioners~~Community and Economic Development Committee for consideration. The organization's effort must be located within the Downtown Overlay District Boundary as shown on the attached exhibit 1, and address one of the following goals:

- 1) Promotes the establishment of design guidelines (e.g. landscaping, signage, receptacles)
- 2) Facilitates pedestrian access into and within the District (e.g. wayfinding, street furniture)

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<sup>1</sup> Burayidi, M. Resilient Downtowns: A New Approach to Revitalizing Small- and Medium-City Downtowns. New York: Routledge, 2013



STREETSCAPE GRANT MATCH  
POLICY  
FY 2022 UPDATE  
ATTACHMENT 1 (EDITED POLICY)

- 3) Creates temporary or permanent gathering places (e.g. tree ceremony, mini-park, art sculptures or exhibits)

**Funding**

Streetscape Grant Requests ~~from non-profit organizations~~ will be reviewed on first come – first serve basis within a fiscal year. Town participation is limited to ½ of the cost of donation, not to exceed \$2000, when partnering with one non-profit organization; or in cases where two or more businesses or non-profit organizations seek to collaborate together and partner with the Town, this participation is limited to the proportional share of cost, not to exceed \$4000.

Funds distributed by the Town of Zebulon may only be spent as indicated on the application submitted by the organization. Proof of expenditures may be requested as verification by the Town. In the event that funds are not used as indicated, the full amount of funding may be required to be returned to the Town.

Any business or organization receiving funding will hold the Town of Zebulon harmless from any claim or liability that may arise or result from the operation of any program or service assisted with funding from the Town of Zebulon.

Exhibit 1: Downtown Overlay Map



### **Purpose**

The purpose of this policy is to provide the Board with guidelines in making decisions regarding funding requests by local businesses and non-profit organizations to further the Town's efforts in creating a resilient downtown. The qualities of a resilient downtown include retail development, residential population, diversity, civic and cultural facilities, designated historic/heritage property, design guidelines, pedestrian friendliness, a downtown gathering place, civic leadership, and a downtown development authority.<sup>1</sup> The Town of Zebulon, as part of its civic leadership to foster these concepts of downtown resilience, wishes to partner with the efforts of those organizations that create a resilient downtown.

### **Eligibility**

To be eligible to apply for funding from the Town of Zebulon, a business must be located within the Downtown Overlay District as shown on the attached exhibit 1, or an organization meeting following criteria:

1. The organization must be able to provide documentation that shows compliance with all applicable federal and state laws related to tax-exempt status.
2. The operations of the organization must benefit the residents of the Town of Zebulon by assisting the Town in creating a resilient downtown by:
  - a. Increasing Property Values within the Downtown Overlay District
  - b. Decreasing Vacancy Rates within the Downtown Overlay District
  - c. Promoting event-related population within the Downtown Overlay District
  - d. Increasing day-time population within the Downtown Overlay District
  - e. Establishing residential population within the Downtown Overlay District
3. The organization is governed by a volunteer board of directors that serves without compensation.
4. The organization provides a report to the Zebulon Governing Board at one of its Regular Meetings.
5. The organization is subject to an independent audit or review annually.

### **Criteria**

Requests for support from will be submitted to the Community and Economic Development Committee for consideration. The organization's effort must be located within the Downtown Overlay District Boundary as shown on the attached exhibit 1, and address one of the following goals:

- 1) Promotes the establishment of design guidelines (e.g. landscaping, signage, receptacles)
- 2) Facilitates pedestrian access into and within the District (e.g. wayfinding, street furniture)

---

<sup>1</sup> Burayidi, M. Resilient Downtowns: A New Approach to Revitalizing Small- and Medium-City Downtowns. New York: Routledge, 2013

- 3) Creates temporary or permanent gathering places (e.g. tree ceremony, mini-park, art sculptures or exhibits)

**Funding**

Streetscape Grant requests will be reviewed on first come – first serve basis within a fiscal year. Town participation is limited to ½ of the cost of donation, not to exceed \$2000, when partnering with one non-profit organization; or in cases where two or more businesses or non-profit organizations seek to collaborate together and partner with the Town, this participation is limited to the proportional share of cost, not to exceed \$4000.


Funds distributed by the Town of Zebulon may only be spent as indicated on the application submitted by the organization. Proof of expenditures may be requested as verification by the Town. In the event that funds are not used as indicated, the full amount of funding may be required to be returned to the Town.

Any business or organization receiving funding will hold the Town of Zebulon harmless from any claim or liability that may arise or result from the operation of any program or service assisted with funding from the Town of Zebulon.

Exhibit 1: Downtown Overlay Map



STAFF REPORT  
STREETSCAPE MATCH REQUEST  
ZEBULON WOMEN'S CLUB  
AUGUST 2, 2021

**Topic:** Streetscape Match Request- Pots of Love  
**Speaker:** Morgan Rowden, Planner/ GIS Technician  
**From:** Michael Clark, AICP, CZO Planning Director  
**Prepared by:** Morgan Rowden, Planner/ GIS Technician  
**Approved by:**  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider a request from the Zebulon Woman's Club to provide funds under the Town's Streetscape Match Policy to purchase 7 more pots to add to the Pots of Love program in addition to a sign for each pot and pot feet.

**Background:**

The purpose of the Streetscape Grant Match is to further the Town's efforts in creating a resilient downtown. Fostering these concepts of downtown resilience exercises Zebulon's civic leadership duties to create a partnership with organizations and their efforts towards a common goal. In 2018, Zebulon Women's Club was granted a streetscape match grant of \$2,000 to purchase 22 flowerpots. The Zebulon Women's Club has established a Pots of Love program where citizens may adopt a flowerpot. The volunteers may purchase seasonal plants of their choice and will be responsible for maintaining their pot.

Currently, 48 pots have been adopted by 42 people with additional volunteers on a wait list wanting to adopt a pot. To meet demand, the Zebulon Women's Club would like to purchase 7 more pots (approximately \$140 per pot) to add to the program. In addition, they would like to represent who adopted the pot, or who it is planted in honor/remembrance of, by displaying a sign at each flowerpot (totaling over \$240). The Zebulon Woman's Club is requesting \$500 from the Town of Zebulon's Streetscape Matching Funds to match their contribution of \$500 towards these efforts. Any remaining funds will be put towards the purchase of pot feet needed to level out some of the pots. These efforts are to provide temporary gathering places, collaboration between citizens, and beautify the downtown area.

**Discussion:**

The discussion before the Board is whether to match the \$500 contributed by Zebulon Woman's Club to add more flowerpots to the Pots of Love program in addition to signage and leveling of some pots.

**Policy Analysis:**

The proposed request is consistent with the intent to "Develop and adopt appearance standards for Downtown" as listed as a sample tactical action under Vibrant Downtown in the Vision 2030 Strategic Plan. For FY2021, the Board budgeted \$3,000 toward a Streetscape Match Program. On October 3, 2016, The Zebulon Board of Commissioners adopted a Streetscape Match Policy. The project is eligible for funding under the policy by meeting the following criteria:

STAFF REPORT  
STREETSCAPE MATCH REQUEST  
ZEBULON WOMEN'S CLUB  
AUGUST 2, 2021

1. The Zebulon Women's Club meets all the eligibility requirements outlined in the Streetscape Match Policy.
2. The project furthers the Town's efforts in creating a resilient downtown. Through civic leadership, the Club is adding beautification, pedestrian friendliness, and gathering places to downtown.

**Financial Analysis:**

Zebulon Woman's Club requests a one-time expense of \$500 from the \$3,000 budgeted for FY2021. \$2,500 of the \$3,000 originally budgeted was moved to the Façade Improvement Grants, leaving \$500 left in the budget. There are currently no other pending requests. Fulfilling this request will leave \$0 left in the budget for Streetscape Match Requests for FY 2021.

**Staff Recommendation:**

Staff Recommends acceptance of the request from Zebulon Woman's Club for a \$500 match under the Streetscape Match Policy.

**Attachments:**

1. Request letter for Streetscape Match Request from Zebulon Woman's Club Vice President, Patricia Robertson.
2. Current Town of Zebulon Streetscape Match Policy

Town of Zebulon  
Planning Department  
1003 N. Arendell Avenue  
Zebulon, NC 27597

June 15, 2021

Attention: Michael Clark

The Zebulon Woman's Club, a 97 year old non-profit organization in Zebulon, has partnered with the Town of Zebulon in many projects which have brought positive changes to the life and revitalization of Downtown Zebulon. In 2015 we received Streetscape Matching Funds from the Town of Zebulon to purchase some pots at a cost of approximately \$140 per pot. As our funds increased, we were able to purchase more pots. Each year the Woman's Club has purchased seasonal plants, maintained the pots and kept them watered until 2021. This year we asked local citizens to adopt the pots and we now refer to these pots as Pots of Love. The volunteers have purchased seasonal plants of their choice and are maintaining their pots with water and fertilizer. The Woman's Club plans to purchase a sign for the pot telling who the pot was planted in memory of, in honor of or who planted the pot. This cost will be over \$240.

The Pots of Love project has been so successful with 48 pots being adopted by 42 people. All pots have been planted and we have people wanting a pot to adopt. The Zebulon Woman's Club is requesting \$500 from the Town of Zebulon Streetscape Matching Fund to match our \$500 to purchase 7 more pots for the downtown area. Each pot will cost approximately \$140 including taxes. Any extra money from the \$1,000 investment to purchase 7 additional pots will be used to purchase pot feet needed to level some of the pots.

We believe the variety of colorful pots of flowers have added beauty and excitement downtown. This project has connected more people with a common goal than any other downtown project we have promoted. The Zebulon Woman's Club wants to continue to make a difference in the revitalization of the Downtown and we need the town's support to help make this happen.

Sincerely,

Patricia Roberson  
ZWC Vice President  
Chairman-Pots of Love





## STREETSCAPE MATCH POLICY

### Purpose

The purpose of this policy is to provide the Board with guidelines in making decisions regarding funding requests by local non-profit organizations to further the Town's efforts in creating a resilient downtown. The qualities of a resilient downtown include retail development, residential population, diversity, civic and cultural facilities, designated historic/heritage property, design guidelines, pedestrian friendliness, a downtown gathering place, civic leadership, and a downtown development authority.<sup>1</sup> The Town of Zebulon, as part of its civic leadership to foster these concepts of downtown resilience, wishes to partner with the efforts of those organizations that create a resilient downtown.

### Eligibility

To be eligible to apply for funding from the Town of Zebulon, an organization must meet the following criteria:

1. The organization must be able to provide documentation that shows compliance with all applicable federal and state laws related to tax-exempt status.
2. The operations of the organization must benefit the residents of the Town of Zebulon by assisting the Town in creating a resilient downtown by:
  - a. Increasing Property Values within the Downtown Overlay District
  - b. Decreasing Vacancy Rates within the Downtown Overlay District
  - c. Promoting event-related population within the Downtown Overlay District
  - d. Increasing day-time population within the Downtown Overlay District
  - e. Establishing residential population within the Downtown Overlay District
3. The organization is governed by a volunteer board of directors that serves without compensation.
4. The organization provides a report to the Zebulon Governing Board at one of its Regular Meetings.
5. The organization is subject to an independent audit or review annually.

### Criteria

Requests for support from non-profit organizations will be submitted to the Board of Commissioners for consideration. The organization's effort must be located within the Downtown Overlay District Boundary, and address one of the following goals:

- 1) Promotes the establishment of design guidelines (e.g. landscaping, signage, receptacles)
- 2) Facilitates pedestrian access into and within the District (e.g. wayfinding, street furniture)
- 3) Creates temporary or permanent gathering places (e.g. tree ceremony, mini-park, art sculptures or exhibits)

### Funding

Requests from non-profit organizations will be reviewed on first come – first serve basis within a fiscal year. Town participation is limited to ½ of the cost of donation, not to exceed \$2000, when partnering with one non-profit organization; or in cases where two or more non-profit organizations seek to collaborate together and partner with the Town, this participation is limited to the proportional share of cost, not to exceed \$4000.

Funds distributed by the Town of Zebulon may only be spent as indicated on the application submitted by the organization. Proof of expenditures may be requested as verification by the

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<sup>1</sup> Burayidi, M. Resilient Downtowns: A New Approach to Revitalizing Small- and Medium-City Downtowns. New York: Routledge, 2013




## STREETSCAPE MATCH POLICY

Town. In the event that funds are not used as indicated, the full amount of funding may be required to be returned to the Town.

Any organization receiving funding will hold the Town of Zebulon harmless from any claim or liability that may arise or result from the operation of any program or service assisted with funding from the Town of Zebulon.

**Topic: Board Appointments**

Speaker: Lisa M. Markland, CMC, Town Clerk  
From: Stacie Paratore, CMC, Deputy Town Clerk  
Prepared by: Stacie Paratore, CMC, Deputy Town Clerk  
Approved by:  Joseph M. Moore, II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider presentations from persons interested in serving on the Planning Board and Board of Adjustment.

**Background:**

The Board of Commissioners appoints In-Town seats, and recommends appointments to the Wake County Board of Commissioners for ETJ seats, to Boards (Planning Board, Board of Adjustment, Parks and Recreation Advisory Board). These Boards make recommendations or decisions in their respective areas. Persons interested in serving on these appointed Boards submit applications, and may also offer presentations, to the Board of Commissioners for consideration. The following Boards have vacancies:

*Planning Board (2 vacancies)*

There is **one** in-Town vacancy and **one** ETJ vacancy. The positions are three-year terms expiring on June 30, 2024. The following have submitted an application for appointment:

In Town Seats

- Gene Blount is seeking reappointment
- Genia LaRese Newkirk (1<sup>st</sup> choice)
- Domenick Schilling (1<sup>st</sup> choice)

ETJ Seats

- Laura Johnson is seeking reappointment
- David Hughes (1<sup>st</sup> choice)

*Board of Adjustment (4 vacancies)*

There are **two** in-Town vacancies, **one** ETJ regular vacancy and **one** ETJ alternate vacancy. All positions are three-year terms expiring on June 30, 2024. The following have submitted an application for appointment:

In Town Seats

- Jay Estes is seeing reappointment
- Genia LaRese Newkirk (3<sup>rd</sup> choice)

**Discussion:**

The discussion before the Board is whether to make appoints now or consider appointment at their Regular Meeting on September 13, 2021.

**Policy Analysis:**

The Code of Ordinances states that there will be seven members on the Planning Board.

**Staff Recommendation:**

If the Board chooses to make appointments staff requests that the persons be appointed to the specific terms per position.

**Attachments:**

1. Applications

## TOWN OF ZEBULON Application for Board Appointments

Please indicate which board you are interested in serving on. If you are interested in more than one board please list them by preference by using numbers (1,2,3). Please attach a copy of your driver's license for proof of eligibility to serve.

Board of Adjustment     
  Planning Board     
  Parks & Recreation Advisory

Name EUGENE W. BOUNT, Jr

Address 601 STRATFORD DR.

E-mail genebcr2017@gmail.com      Date of Birth (month & Day) 05/08/1953

Phone (Home) 919 426 8192      (Work) SAME      (Cell) SAME

Employer SUNPRO SOLAR      Occupation REP.

Do you live in the Zebulon Corporate Limits Yes      ETJ ---      Years in Zebulon 26+

Do you currently, or have you previously, served on any Town of Zebulon, or other municipal board, commission or committee? Yes  No  If you answered yes, please list them below (use the back if necessary).

Board/Commission/Committee	From	To
<u>PLANNING BOARD</u>	<u>OVER 15 years</u>	

Have you taken the opportunity to attend any previous board meetings prior to the notice of this vacancy? Yes  No

Describe extent and meetings attended CHAIRMAN CURRENT

Why do you want to serve on this board or commission? ENJOY HELPING MY TOWN.

Why would you be an asset to this board or commission? I BRING A 67 YEAR OLD PERSPECTIVE.

What are your qualifications? MANAGEMENT RETAIL, SALE, AND DEALING WITH PEOPLE.

What areas of concern would you like to see the Board or Commission address? DEVELOPMENT

*I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Zebulon board, commission or committee and that final appointment is made by the Zebulon Board of Commissioners. I also understand that any service, if appointed, would be without compensation. This application will remain on file for a period of 6-months from the date of application.*

Date 05/04/2021      Signature Eugene W. Bount, Jr.

Please fill out the form completely and return it to Stacie Paratore at Town Hall. If you have any question call 919-823-1802.

## TOWN OF ZEBULON Application for Board Appointments

Please indicate which board you are interested in serving on. If you are interested in more than one board please list them by preference by using numbers (1,2,3). Please attach a copy of your driver's license for proof of eligibility to serve.

Board of Adjustment     
  Planning Board     
  Parks & Recreation Advisory

Name Laura J. Johnson

Address 2424 Morphis Bridge Rd, Zebulon, NC 27597

E-mail ljjohns@gmail.com      Date of Birth (month & Day) 1/23

Phone (Home) (919) 407-0661 (Work) \_\_\_\_\_ (Cell) (919) 414-0477

Employer Retired      Occupation \_\_\_\_\_

Do you live in the Zebulon Corporate Limits \_\_\_\_\_ ETJ  Years in Zebulon 26 yrs

Do you currently, or have you previously, served on any Town of Zebulon, or other municipal board, commission or committee? Yes  No \_\_\_\_\_ If you answered yes, please list them below (use the back if necessary).

Board/Commission/Committee	From	To
<u>Planning Board</u>	_____	_____
<u>Board of adjustment</u>	_____	_____
_____	_____	_____

Have you taken the opportunity to attend any previous board meetings prior to the notice of this vacancy? Yes  No \_\_\_\_\_

Describe extent and meetings attended Joint Board meetings

Why do you want to serve on this board or commission? To be able to assist in the development of the town.

Why would you be an asset to this board or commission? Prior experience.

What are your qualifications? Prior member of the Above named boards

What areas of concern would you like to see the Board or Commission address? Revitalizing downtown, bringing in new businesses.

*I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Zebulon board, commission or committee and that final appointment is made by the Zebulon Board of Commissioners. I also understand that any service, if appointed, would be without compensation. This application will remain on file for a period of 6-months from the date of application.*

Date 4/7/2021      Signature Laura Johnson

Please fill out the form completely and return it to Stacie Paratore at Town Hall. If you have any question call 919-823-1802.

**TOWN OF ZEBULON**  
**Application for Board Appointments**

Please indicate which board you are interested in serving on. If you are interested in more than one board please list them by preference by using numbers (1,2,3). Please attach a copy of your driver's license for proof of eligibility to serve.

\_\_\_\_\_ Board of Adjustment       Planning Board      \_\_\_\_\_ Parks & Recreation Advisory

Name DAVID A. HUGHES

Address 900 E. HORTON ST ZEBULON, NC 27597

E-mail dauidahughes43.dh@gmail.com Date of Birth (month & Day) 06/26

Phone (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) 919 817 3058

Employer SELF Occupation RESIDENTIAL DESIGNER

Do you live in the Zebulon Corporate Limits \_\_\_\_\_ ETJ  Years in Zebulon 51 yrs

Do you currently, or have you previously, served on any Town of Zebulon, or other municipal board, commission or committee? Yes  No \_\_\_\_\_ If you answered yes, please list them below (use the back if necessary).

Board/Commission/Committee	From	To
<u>PLANNING BO. Vice chair (2) chairman</u>	<u>7/31/01</u>	<u>12/2011</u>
<u>8/02/11/14 2/13/06</u>		
<u>BOA</u>	<u>11/5/12</u>	<u>REAPPOINTED 6/15</u>

Have you taken the opportunity to attend any previous board meetings prior to the notice of this vacancy? Yes  No \_\_\_\_\_

Describe extent and meetings attended (SEE ABOVE)

Why do you want to serve on this board or commission? BOA DOESN'T MEET OFTEN, WHEN THEY DO SOMETIMES DOESN'T WORK FOR ME. NEED MORE STRUCTURED SCHEDULE LIKE PLANNING BO.

Why would you be an asset to this board or commission? EXPERIENCE AND KNOWLEDGE OF THE TOWN AND WHERE WE ARE HEADED.

What are your qualifications? KNOWLEDGE OF MAPS, HOUSING OF ALL TYPES, MY DESIGN EXPERIENCE FOR OVER 35 YEARS

What areas of concern would you like to see the Board or Commission address? HOME AT THIS TIME

*I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Zebulon board, commission or committee and that final appointment is made by the Zebulon Board of Commissioners. I also understand that any service, if appointed, would be without compensation. This application will remain on file for a period of 6-months from the date of application.*

Date 9/3/20 Signature [Signature]

Please fill out the form completely and return it to Steve Paratore at Town Hall. If you have any question call 919-823-1802.

**TOWN OF ZEBULON**  
**Application for Board Appointments**

Please indicate which board you are interested in serving on. If you are interested in more than one board please list them by preference by using numbers (1,2,3). Please attach a copy of your driver's license for proof of eligibility to serve.

Board of Adjustment       Planning Board       Parks & Recreation Advisory

Name (Jay) James K. Estes

Address 513 W. Franklin St. Zebulon, NC 27597 (P. O. Box 369)

E-mail 7734jke@gmail.com      Date of Birth (month & Day) 04/04

Phone (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) (919) 210-5271

Employer Retired      Occupation Industrial Designer / Instructor

Do you live in the Zebulon Corporate Limits       ETJ \_\_\_\_\_      Years in Zebulon 61

Do you currently, or have you previously, served on any Town of Zebulon, or other municipal board, commission or committee? Yes  No \_\_\_\_\_ If you answered yes, please list them below (use the back if necessary)

Board/Commission/Committee	From	To
<u>Board of Adjustment</u>	<u>2008</u>	<u>Present</u>

Have you taken the opportunity to attend any previous board meetings prior to the notice of this vacancy? Yes  No \_\_\_\_\_  
**Served for the past thirteen years as a member of the BOA including one term as Vice Chair.**

Describe extent and meetings attended \_\_\_\_\_

Why do you want to serve on this board or commission? **To give back to my community through service while trying to maintain harmony in the community and ensure that the future growth of the town is in compliance with the vision of the Unified Development Ordinance.**

Why would you be an asset to this board or commission? **Have working knowledge of Quasi Judicial Law as it applies to the Board of Adjustment through thirteen years of service. Have a BSBA degree along with a Master of Industrial Design degree.**

What are your qualifications? **I have a Diploma from Zebulon High School. I began at Wakelon and went through integration in the sixth grade. I was very fortunate to have learned and understand the importance and value of diversity first hand as well as making many lifelong new friends in the process. I also have vested interest in Commercial property in the Downtown District.**

What areas of concern would you like to see the Board or Commission address? **Assure that the infrastructure for future growth is in place before rapid growth occurs. Find reasonable balance between Historical preservation without stunting future growth. Provide recreational amenities geographically per capita.**

*I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Zebulon board, commission or committee and that final appointment is made by the Zebulon Board of Commissioners. I also understand that any service, if appointed, would be without compensation. This application will remain on file for a period of 6-months from the date of application.*

Date 7/02/21      Signature James K. Estes

*Please fill out the form completely and return it to Yvonne Parsons at Town Hall. If you have any question call 919-825-1802*



## TOWN OF ZEBULON Application for Board Appointments

Please indicate which board you are interested in serving on. If you are interested in more than one board please list them by preference by using numbers (1,2,3). Please attach a copy of your driver's license for proof of eligibility to serve.

3 Board of Adjustment      1 Planning Board      2 Parks & Recreation Advisory

Name Genia LaRese Newkirk

Address 897 Golden Plum Ln Zebulon NC 27597

E-mail geniadn@live.com      Date of Birth (month & Day) 2-28

Phone (Home) 910 289 1767 (Work) 919 608 3830 (Cell) 910 289 1767

Employer NCDOT / DMV      Occupation School Bus + Traffic Safety

Do you live in the Zebulon Corporate Limits       ETJ       Years in Zebulon 6 months

Do you currently, or have you previously, served on any Town of Zebulon, or other municipal board, commission or committee? Yes  No  If you answered yes, please list them below (use the back if necessary).

Board/Commission/Committee	From	To

Have you taken the opportunity to attend any previous board meetings prior to the notice of this vacancy? Yes  No

Describe extent and meetings attended N/A

Why do you want to serve on this board or commission? I would like to get involved with the

events and activities within the town of Zebulon to acclimate to the town, and

be apart of the town I intend to make my permanent home.

Why would you be an asset to this board or commission? I enjoy meeting new people, learning new

things, and being involved in positive improvements and growth

What are your qualifications? I have 20+ years of customer service, military, + State Government

experience

What areas of concern would you like to see the Board or Commission address? New business/industry

Transportation

I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Zebulon board, commission or committee and that final appointment is made by the Zebulon Board of Commissioners. I also understand that any service, if appointed, would be without compensation. This application will remain on file for a period of 6-months from the date of application.

Date 6-14-2021      Signature Genia L. Newkirk

## TOWN OF ZEBULON Application for Board Appointments

Please indicate which board you are interested in serving on. If you are interested in more than one board please list them by preference by using numbers (1,2,3). Please attach a copy of your driver's license for proof of eligibility to serve.

Board of Adjustment     
  Planning Board     
  Parks & Recreation Advisory

Name DOMENICK W. SCHILLING

Address 207 NOSTALGIA LN ZEBULON NC 27597

E-mail DWSCHILLING711 @ GMAIL . COM      Date of Birth (month & Day) 07/11

Phone (Home) NA      (Work) NA      (Cell) 919.413.7600

Employer COLDWELL BANKER HPW      Occupation REAL ESTATE AGENT

Do you live in the Zebulon Corporate Limits       ETJ       Years in Zebulon 2 yr 6 months

Do you currently, or have you previously, served on any Town of Zebulon, or other municipal board, commission or committee? Yes  No  If you answered yes, please list them below (use the back if necessary).

Board/Commission/Committee	From	To
<u>N/A</u>		

Have you taken the opportunity to attend any previous board meetings prior to the notice of this vacancy? Yes  No

Describe extent and meetings attended HAVE ATTENDED A NUMBER OF COMMISSIONER MTGS ; SPOKEN AT RE ZONING MEETING FOR PROPERTY BEHIND WAKELOW TOWN HOMES .

Why do you want to serve on this board or commission? I STRONGLY BELIEVE ZEBULON HAS GREAT UNREALIZED POTENTIAL ; WOULD LOVE TO HAVE A SMALL PART IN SEEING THAT COME TO FRUITION .

Why would you be an asset to this board or commission? I AM A BIG PICTURE , LONG -TERM THINKER WHO ALSO UNDERSTANDS THAT SMALL DAILY DECISIONS LEAD TO THE DESIRED VISION ; PLAN EXECUTION .

What are your qualifications? NO FORMAL TRAINING , BUT 17 YEARS EXPERIENCE IN REAL ESTATE SALES .

What areas of concern would you like to see the Board or Commission address? TRAFFIC IMPACT OF GROWTH , TYPES OF BUSINESSES COMING TO THE TOWN , PARKS , REC ; TOWN AMENITIES .


I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Zebulon board, commission or committee and that final appointment is made by the Zebulon Board of Commissioners. I also understand that any service, if appointed, would be without compensation. This application will remain on file for a period of 6-months from the date of application.

Date 7/23/21      Signature DW Schilling

Please fill out the form completely and return it to Stacie Paratore at Town Hall. If you have any question call 919-823-1802.

STAFF REPORT  
ORDINANCE 2022-11  
ENVIRONMENTAL PHASE II OF  
EASTERN WAKE EMS PROPERTY  
AUGUST 2, 2021

**Topic: Phase II Environmental Site Assessment of the Eastern Wake EMS Property**

Speaker: Chris D. Ray, Public Works Director  
Prepared by: Chris D. Ray, Public Works Director  
Consultants: Eli Holland, P.G., Principal, One Environmental  
Eric Vernon, Town Attorney, Wyrick, Robbins, Yates and Ponton  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board will consider budgeting a Phase II Environmental Site Assessment of the Eastern Wake EMS property being considered for acquisition.

**Background:**

One Environmental Group has completed the Phase I Environmental Site Assessment (Phase I) and Green Engineering, PLLC has completed the boundary survey of the Eastern Wake EMS property (attached).

Key findings of the Phase I include:

- a) The property was occupied by a dry cleaner from 1967 to 1975. These operations commonly used chlorinated solvents.
- b) One (1) 500-gallon underground storage tank (UST) was removed in November 1999 with no tank closure report or site soil sampling available.
- c) One (1) abandoned UST contains approximately 24" of unknown liquid. Contents were classified as non-hazardous but could have contained hazardous materials in the past.
- d) An abandoned vent may connect to an unknown UST.
- e) Asbestos-containing material (ACM) was identified in 2'x 2' ceiling panels.

**Discussion:**

The discussion before the Board is whether to proceed with the Phase II Environmental Site Assessment (Phase II) of the EMS station property prior to a decision on the purchase of the property.

**Risk Analysis:**

Based on the Phase 1, the following items reflect the biggest potential areas of risk and the relevance of the Phase II in identifying and/or mitigating that risk.

**A) Dry Cleaning Operation Solvents:**

A Phase II is critical to determine if solvents are present on the site, and if the residual impacts to soil and ground water exist.

A Phase II is required to qualify for North Carolina's Dry-Cleaning Solvent Cleanup Act of 1997 (DSCA). The DSCA established a fund to assess and cleanup dry-cleaning solvent

STAFF REPORT  
ORDINANCE 2022-11  
ENVIRONMENTAL PHASE II OF  
EASTERN WAKE EMS PROPERTY  
AUGUST 2, 2021

contamination at dry-cleaning and wholesale distribution facilities. The DSCA program is wholly funded by receipts from taxes on dry-cleaning sales and dry-cleaning solvents.

The DSCA Remediation Unit oversees the assessment and cleanup of dry-cleaning solvent contaminated sites certified in the DSCA Program. Entry into the program is voluntary and all work is completed by state-lead environmental engineering firms. The majority of costs, up to 98-99%, are covered by the DSCA Fund.

When the complete petition package is submitted, there is an application fee of \$1000. While in the DSCA program, petitioners will be invoiced annually for a co-payment based on money spent by DSCA on their site. Co-payments range from 1% to 2% based on the type of operation as shown below.

Small Cleaner	Medium Cleaner	Large Cleaner	Wholesale	Abandoned
Less than 5 full-time employees	5 to 9 full-time employees	10 or more full-time employees	Wholesale Distribution	Former facilities, pick-up stores
1%	1.5%	2%	2%	1.5%

Once the DSCA program receives a DSCA Petitioner Questionnaire, it is reviewed for completeness and evidence of dry-cleaning solvent contamination within 7-10 business days.

**B) Underground Storage Tanks (UST)**

A 500-gallon UST was removed from the site in 1999. No sampling was conducted during the removal process therefore the presence of hazardous materials is unknown. Ground sampling will provide data on whether the existing tank leaked and if an additional UST is present on site.

The severity of groundwater contamination at a given site and the ultimate extent of a contamination plume will depend on the degree to which factors that cause the plume to grow (particularly the size of the contamination source and the hydraulic properties of the aquifer). Soil and Ground Water Sampling will determine how far and what concentration the solvents have traveled (if any). Sampling will determine the extent of the cleanup requirements.

STAFF REPORT  
ORDINANCE 2022-11  
ENVIRONMENTAL PHASE II OF  
EASTERN WAKE EMS PROPERTY  
AUGUST 2, 2021

**Financial Analysis:**

The estimated cost of the Phase II is \$25,300.00. The remaining budget for the Phase I assessment and boundary survey is \$11,250. Therefore, an additional appropriation of \$14,050 is needed to complete the Phase II.

**Staff Recommendation:**

Staff recommends the completion of Phase II of the environmental investigation.

**Attachments:**

1. Phase I ESA Recommendation Letter
2. Phase II proposal
3. Boundary Survey
4. Soil Samples Map
5. DSCA Fact Sheet
6. Staff Report Appendix
7. Ordinance 2022-11



ONE ENVIRONMENTAL GROUP

June 10, 2021

Mr. Eric Vernon  
Wyrick Robbins Yates and Ponton  
4101 Lake Boone Trail, Suite 300  
Raleigh, NC 27607

**Re: DRAFT - Phase I ESA Recommendation Letter  
131 East Vance Street  
Zebulon, NC 27597**

Mr. Vernon,

ONE Environmental Group of Carolina, PLLC (ONE) appreciates the opportunity to submit this Recommendation Letter to Wyrick Robbins Yates & Ponton (WRYP) to address findings of the Phase I Environmental Site Assessment (ESA) prepared by ONE in June 2021 for the property located at 131 East Vance Street in Zebulon, North Carolina (the "Property").

## Findings

The Phase I ESA has identified the following Historical Recognized Environmental Condition (HREC) and Recognized Environmental Conditions (RECs) in association with the historical use of the Property:

- The Property was occupied by a drycleaners from circa 1967-1975. Based on the common use of chlorinated solvents in drycleaning operations, the historical use of the Property is considered an **HREC**.
- One (1) removed UST is reportedly located off the northwest corner of the building. An Underground Storage Tank Removal Permit dated November 4, 1999 was provided by the User. The permit was issued by the Town of Zebulon Fire Department to remove a 500-gallon tank from 131 East Vance Street. No other records associated with the tank removal were available. The concrete scar on the northwest side of the building appears to be associated with this UST removal. No tank closure report or records of confirmation sampling were available. The removed UST is considered a **REC**.

- One (1) abandoned UST is located off the northeast corner of the building. Approximately 2-feet of unknown liquid is located in the tank. ONE sampled the tank on May 20, 2021 to characterize the contents for future disposal. The sample was analyzed for volatile organic compounds (VOCs), semi-volatile compounds (SVOCs), polychlorinated biphenyls (PCBs), total solids, total chloride, and pH. The results of the sample indicate that the contents of the tank are non-hazardous. The analytical data from the tank sample is included as Attachment M. No records were available indicating the past contents of the tank, construction of the tank, or installation date of the tank. The abandoned UST is considered a **REC** for the Property.
- One (1) stick up/vent pipe was observed off the southeast corner of the building. The User of the report was not aware of any tanks in this vicinity; however, the pipe may be associated with an abandoned UST. The suspect abandoned UST is considered a **REC**.

The Phase I ESA has identified the following Business Environmental Risks (BERs) in association with the historical use of the adjoining property:

- The Zebulon Fire Department has been present at the adjoining property to the west (113 East Vance Street) since circa 2000. Firefighting operations commonly use per- and polyfluoroalkyl substances (PFAs), especially in the fire fighting foam. Based on the length of operations, this site is considered a **BER**.
- Storm water drains are located on the north side and southwest corner of the parking lot. According to the User of the report, the drains discharge to a local creek and are included in the Town of Zebulon NPDES permit. No signs of indications of leaks or spills were observed in the vicinity of the drains. The storm water drains are considered a **BER**.
- An asbestos survey was conducted in conjunction with this Phase I ESA. Asbestos-containing materials (ACM) was identified at the 2'x2' ceiling panels with large fissures located in the rear storage room, dispatch closet, and front bedroom closet (approximately 120 SF total). These ceiling panels contained 2% amosite. All other samples did not detect asbestos. The asbestos-containing material is considered a **BER**.

## Recommendations

Based on the aforementioned HREC, RECs, and BERs, ONE recommends the following:

Mr. Eric Vernon

June 10, 2021

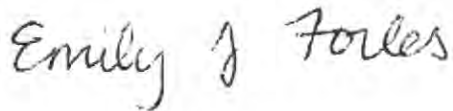
Page 3 of 3

- A Phase II Environmental Site Assessment is recommended to assess the impact (if any) of contaminants affiliated with the historical use of the Property as a drycleaners and historical onsite USTs. Additionally, PFAs should be included in the analytical suite down-gradient of the fire station.
- The onsite stormwater drains discharge directly to a local creek. Future use of the site will need to ensure the storm water drains are protected from spills/illicit discharges.
- The ACM identified on the Property should be removed prior to renovation or demolition activities, which would disturb them. The asbestos removal must be completed by a qualified asbestos abatement contractor, using North Carolina accredited personnel, in accordance with applicable federal, state, and local regulations governing the removal of ACMs.

ONE appreciates the opportunity to submit this Recommendation Letter to WRYP. If you should have any questions or comments pertaining to the proposed scope of work, please do not hesitate to contact me at (919) 801-3616. We look forward to working with you.

Sincerely,

**ONE Environmental Group of Carolina, PLLC**



Emily Forbes  
Project Manager





ONE ENVIRONMENTAL GROUP

June 10, 2021

Mr. Eric Vernon  
Wyrick Robbins Yates and Ponton  
4101 Lake Boone Trail, Suite 300  
Raleigh, NC 27607

**Re: DRAFT - Proposal to Perform Phase II Environmental Site Assessment  
131 East Vance Street  
Zebulon, NC 27597**

Mr. Vernon,

ONE Environmental Group of Carolina, PLLC (ONE) appreciates the opportunity to submit this proposal to Wyrick Robbins Yates & Ponton (WRYP) to perform a Phase II Site Environmental Site Assessment (ESA) at the property located at 131 East Vance Street in Zebulon, North Carolina (the "Property"). ONE prepared a Phase I ESA for the Property in June 2021. This Phase II ESA is being conducted to address environmental concerns identified during the June 2021 Phase I ESA.

The Phase I ESA has identified the following Historical Recognized Environmental Condition (HREC) and Recognized Environmental Conditions (RECs) in association with the historical use of the Property:

- The Property was occupied by a drycleaners from circa 1967-1975. Based on the common use of chlorinated solvents in drycleaning operations, the historical use of the Property is considered an **HREC**.
- One (1) removed UST is reportedly located off the northwest corner of the building. An Underground Storage Tank Removal Permit dated November 4, 1999 was provided by the User. The permit was issued by the Town of Zebulon Fire Department to remove a 500-gallon tank from 131 East Vance Street. No other records associated with the tank removal were available. The concrete scar on the northwest side of the building appears to be associated with this UST removal. No tank closure report or records of confirmation sampling were available. The removed UST is considered a **REC**.

- One (1) abandoned UST is located off the northeast corner of the building. Approximately 2-feet of unknown liquid is located in the tank. ONE sampled the tank on May 20, 2021 to characterize the contents for future disposal. The sample was analyzed for volatile organic compounds (VOCs), semi-volatile compounds (SVOCs), polychlorinated biphenyls (PCBs), total solids, total chloride, and pH. The results of the sample indicate that the contents of the tank are non-hazardous. The analytical data from the tank sample is included as Attachment M. No records were available indicating the past contents of the tank, construction of the tank, or installation date of the tank. The abandoned UST is considered a **REC** for the Property.
- One (1) stick up/vent pipe was observed off the southeast corner of the building. The User of the report was not aware of any tanks in this vicinity; however, the pipe may be associated with an abandoned UST. The suspect abandoned UST is considered a **REC**.

The Phase I ESA has identified the following Business Environmental Risks (BERs) in association with the historical use of the adjoining property:

- The Zebulon Fire Department has been present at the adjoining property to the west (113 East Vance Street) since circa 2000. Firefighting operations commonly use per- and polyfluoroalkyl substances (PFAs), especially in the fire fighting foam. Based on the length of operations, this site is considered a **BER**.

The following summarizes the scope of work and provides a cost estimate range.

## Scope of Work

Prior to the introduction of soil borings and monitoring wells, the North Carolina 811 communications center for excavators, contractors, property owners, and drillers will be contacted as required by state law to notify participating utilities of the upcoming work, so they can locate and mark their underground facilities. In addition, ONE will contract with a ground-penetrating radar (GPR) survey company to locate subsurface anomalies (e.g., USTs) and any subsurface utilities that may traverse the areas where drilling activities will occur.

## Soil Sampling

Under the direct supervision of a ONE Project Scientist, ONE will install up to five (5) soil borings at the Property using a direct-push drilling rig. All soil samples will be field-screened visually and with a photoionization detector (PID). At least one (1) soil sample will be collected from each soil boring for laboratory analysis. The soil samples will be selected based on PID screening results and/or visual indications of contamination. Additionally, up to three (3) surface soil samples will be collected with a hand auger. The soil samples will be analyzed for the following constituents:

- Volatile organic compounds (VOCs) by EPA Method 8260
- Semi volatile organic compounds (SVOCs) by EPA Method 8270

Mr. Eric Vernon

June 10, 2021

Page 3 of 4

The soil borings will be backfilled with bentonite pellets to approximately one-foot below the land surface and hydrated in place. The ground surface will be finished to match the surrounding area (e.g., concrete or asphalt patch, gravel, soil, etc.) once the sampling is completed.

A standard TAT will be requested from the laboratory for this work, and a surcharge will be applied in the event of a rush TAT.

### **Groundwater Sampling**

Up to five (5) soil borings advanced at the Property will be converted into temporary monitoring wells. The temporary monitoring wells will be installed by inserting a one-inch diameter polyvinyl chloride (PVC) slotted screen in the two-inch diameter borehole followed by one-inch PVC riser pipe to the ground surface. The well annulus will be filled with filter sand to approximately two (2) feet above the well screen. The remainder of the annulus will be filled with bentonite pellets to approximately 1-foot below the land surface. The bentonite pellets will be hydrated in place.

Groundwater samples will be collected from each temporary monitoring wells in accordance with NCDEQ guidelines. The groundwater samples will be collected in clean laboratory-supplied bottle ware and sent under proper chain-of custody documentation for analysis of the following constituents:

- Volatile organic compounds (VOCs) by EPA Method 8260
- Semi volatile organic compounds (SVOCs) by EPA Method 8270
- Per- and polyfluoroalkyl substances (PFAs) by EPA Method 8327 (1 sample down-gradient of the fire station)

The temporary monitoring wells will be removed and the boreholes backfilled with bentonite pellets to approximately one-foot below the land surface and hydrated in place. The ground surface will be finished to match the surrounding area (e.g., concrete or asphalt patch, gravel, soil, etc.) once the sampling is completed.

A standard TAT will be requested from the laboratory for this work, and a surcharge will be applied in the event of a rush TAT.

### **Reporting**

ONE will evaluate the data generated and field observations made during the completion of the Phase II ESA and report the findings to WRYP in a Phase II ESA Report.

It should be noted that this scope of work does not provide any guarantee, warranty or completely eliminate uncertainty of the physical conditions of the Property and are strictly meant to investigate soils and groundwater at the Property and report site reconnaissance findings. In addition, the work that forms the basis of the report is not intended to be protracted or guarantee the identification of all possible potential issues and should not be considered a legal opinion.

Mr. Eric Vernon  
June 10, 2021  
Page 4 of 4

### Budget & Schedule

The estimated cost to complete the scope of work described herein is **\$20,000-23,000**. We are available to complete the work as soon as authorized and prepared to work within your desired schedule.

ONE appreciates the opportunity to submit this Phase II ESA proposal to WRYP. If you should have any questions or comments pertaining to the proposed scope of work, please do not hesitate to contact me at (919) 801-3616. We look forward to working with you.

Sincerely,

**ONE Environmental Group of Carolina, PLLC**



Emily Forbes  
Project Manager

*Please signify your agreement to the aforementioned scope of work and attached terms and conditions by issuing a work order, purchase order or signing and returning a copy of this scope of work and budget estimate in the space provided below. We are prepared to begin as soon as a purchase order is received and will accommodate your schedule accordingly.*

<b>Client:</b>	<b>Mr. Eric Vernon</b> <b>Wyrick Robbins Yates &amp; Ponton</b>
<b>Site ID:</b>	<b>Proposal to a Perform Phase II ESA, 131 East Vance Street, Zebulon, NC</b>
By:	_____
Signature:	_____
Name:	_____
Title:	_____
Date:	_____

## ONE ENVIRONMENTAL GROUP OF CAROLINA, PLLC ("OEG") STANDARD TERMS AND CONDITIONS

- 1) **ENTIRE AGREEMENT.** Upon authorization by the CLIENT and commencement of performance hereunder, these terms and OEG's Proposal constitute the entire agreement between the parties concerning its subject matter. Any changes or additional conditions proposed by CLIENT are hereby rejected, unless expressly stated in this Agreement or incorporated by a change order.
- 2) **SCOPE OF WORK; CHANGES.** Upon receipt of notice from CLIENT of a proposed change in the scope of the work hereunder, OEG will promptly notify the CLIENT if there is an impact on the schedule, price or terms of the Agreement. Thereafter, an estimate of any impact on the Agreement will be prepared and submitted to the CLIENT. The parties agree to promptly negotiate and implement changes to the Agreement. CLIENT acknowledges and agrees that CLIENT's use of any purchase order or other form to procure services is solely for administrative purposes and in no event shall OEG be bound to any terms and conditions on such form regardless of reference to or signature. CLIENT shall endeavor to reference this Agreement on any purchase order (or any other form), but CLIENT's failure to do so shall not operate to modify this Agreement.
- 3) **DISCLOSURE OF SITE INFORMATION AND ACCESS.** The CLIENT shall make available to OEG all relevant information and documents under CLIENT's control regarding past, present and proposed conditions of the site. The information shall include, but not be limited to, plot plans, topographic surveys, hydrologic data and previous soil and geologic data including borings, field or laboratory tests and written reports. The CLIENT shall immediately transmit to OEG any new information that becomes available or any change in plans. The CLIENT shall also ensure uninterrupted site access for OEG throughout performance of this Agreement.
- 4) **PERMITS AND UTILITIES.** Unless otherwise stated in the Proposal, the CLIENT shall apply for and obtain all required permits and licenses and shall make all necessary arrangements for right of entry to provide OEG access to the site for all equipment and personnel at no charge to OEG. The CLIENT shall also provide OEG with the location of all underground utilities and structures in the exploration area. OEG is not responsible for location or identification of utilities.
- 5) **PAYMENT AND SUSPENSION; OWNERSHIP OF REPORTS.** Unless otherwise stated in the Proposal, invoices will be submitted by OEG either at the completion of the work or on a monthly basis and will be due and payable on the invoice date. Invoices not paid within thirty (30) days of the invoice date shall be subject to a late fee of one and one-half percent (1.5%) per month computed at 31 days from the date of invoice. In addition, any collection fees, legal fees, court costs, and other related expenses incurred by OEG in the collection of delinquent invoice amounts shall be paid by CLIENT. **IN THE EVENT CLIENT DISPUTES ALL OR PART OF AN INVOICE, CLIENT MUST ADVISE OEG IN WRITING WITHIN FIFTEEN (15) DAYS FROM INVOICE DATE. UNDISPUTED PORTIONS ARE SUBJECT TO PAYMENT WITHIN THIRTY (30) DAYS.** OEG may suspend performance of services under this Agreement if: 1) CLIENT fails to make payment in accordance with the terms hereof, 2) CLIENT becomes insolvent, enters bankruptcy, receivership, or other like proceeding (voluntary or involuntary) or makes an assignment for the benefit of creditors, or 3) OEG reasonably believes that CLIENT will be unable to pay OEG in accordance with the terms hereof and notifies CLIENT in writing prior to such suspension of services. If any such suspension causes an increase in the time required for OEG's performance, the performance schedule and/or period for performance shall be extended for a period of time equal to the suspension period. **OWNERSHIP RIGHTS.** Any documents produced by OEG shall be the sole property of OEG. At the request and expense of the CLIENT, OEG shall provide the CLIENT with copies of any or all drawings, specifications and other documents prepared by OEG.
- 6) **STANDARD OF CARE.** In the performance of professional services, OEG will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of OEG's profession practicing in the same or similar localities. No warranty, either express or implied, is made or intended by this Agreement or by furnishing oral or written reports of the findings. OEG is to be liable only for damage proximately caused by the negligence of OEG. The CLIENT recognizes that subsurface conditions may vary from those encountered at the location where borings, surveys or explorations are made by OEG and that the data, interpretations and recommendation of OEG are based solely on the information available to OEG. OEG will not be responsible for the interpretation by others of the information developed.
- 7) **INSURANCE.** OEG will maintain insurance for this Agreement in the following types: 1) worker's compensation insurance at statutorily required levels, 2) comprehensive general liability ("CGL") insurance and 3) automobile liability insurance for bodily injury and property damage.
- 8) **ENVIRONMENTAL LIABILITY; SAMPLES AND DEBRIS.** Because CLIENT owns, operates, and has provided access to the site where work is being performed, CLIENT has and shall retain all responsibility and liability associated with the environmental conditions at the site. Unless specifically identified in OEG's Proposal, CLIENT'S responsibility and liability includes the

handling and disposal of any samples, debris or hazardous materials generated on the site as a result of OEG's performance hereunder.

- 9) **CONSEQUENTIAL DAMAGES.** OEG shall NOT be responsible for any consequential, incidental or indirect damages.
- 10) **LIMITATION OF LIABILITY.** *Notwithstanding any other provision of this Agreement, the total liability of OEG, its officers, directors and employees for liabilities, claims, judgments, demands and causes of action arising under or related to this Agreement, whether based in contract or tort, shall be limited to the total compensation actually paid to OEG for the services hereunder or \$50,000, whichever is less. All claims by CLIENT shall be deemed relinquished unless filed within one (1) year after substantial completion of the services hereunder.*
- 11) **DISPUTES.** Any dispute arising hereunder shall first be resolved by taking the following steps, where a successive step is taken if the issue is not resolved at the preceding step: 1) by the technical and contractual personnel for each party performing this Agreement, 2) by executive management of each party, 3) by mediation or 4) through the court system of the jurisdiction of the OEG office that entered into this Agreement. CLIENT hereby waives the right to trial by jury for any disputes arising out of this Agreement. Except as otherwise provided herein, each party shall be responsible for its own legal costs and attorneys' fees.
- 12) **AUTHORIZATION TO SIGN.** The person signing this Agreement warrants that he or she has authority to sign as, or on behalf of, the CLIENT for whom or for whose benefit OEG's services are rendered. If such a person does not have such authority, he or she agrees that he or she is personally liable for all breaches of this Agreement, and that in any such action against him or her for breach of such warranty, reasonable attorneys' fees and legal costs shall be included in a judgment rendered.
- 13) **ASSIGNMENT.** Neither party may delegate, assign, sublet or transfer its duties or interest in this Agreement without the written consent of the other party.
- 14) **CHOICE OF LAWS.** This Agreement shall be governed by the laws of the state of the OEG office that entered into this Agreement.
- 15) **FORCE MAJEURE.** Should performance of services by OEG be affected by causes beyond OEG's reasonable control, including but not limited to: acts of God; acts of a legislative, administrative or judicial entity; acts of contractors other than contractors engaged by OEG; fires; floods; labor disturbances; unusually severe weather and/or an epidemic; then CLIENT will grant OEG a time extension and the parties will negotiate an equitable adjustment to the price of any affected services, where appropriate.
- 16) **FIELD REPRESENTATION.** Unless otherwise expressly agreed in writing, OEG shall not be responsible for the safety or direction of the means and methods at the CLIENT's site of contractors or their employees or agents that are not hired by OEG, and the presence of OEG at the CLIENT's site will not relieve the contractor of contractor's responsibilities for performing the work in accordance with applicable regulations, or in accordance with project plans and specifications. If necessary, CLIENT will advise any contractors that OEG's services are so limited. OEG will not assume the role of "prime contractor", "principal contractor", "constructor", "controlling employer", or their equivalents unless the scope of such services are expressly agreed in writing.
- 17) **TERMINATION AND SURVIVAL.** This Agreement may be terminated by either party upon ten (10) days written notice to the other. In the event of a termination, Client shall pay for all reasonable charges for work performed and demobilization by OEG to date of notice of termination. The limitation of liability and indemnity obligations of this Agreement shall be binding notwithstanding any termination of this Agreement.
- 18) **INDEMNIFICATION.** Client will defend, indemnify and hold harmless OEG and OEG's representatives, agents, employees, and successors and assigns from and against any and all claims, suits, actions, losses, penalties, fines, and damages of any nature whatsoever, including reasonable attorney's fees, expert witness fees, and consultant fees, and court costs arising or resulting from (1) Client's breach of this Agreement; (2) Client's negligence or intentional misconduct; and (3) the existence of any hazardous substance or condition at the site(s) where OEG is performing the work and services under the Scope of Work, unless the negligent conduct of OEG exacerbates and causes the spread of the hazardous substance(s) or the development of a hazardous condition. Should the Client directly engage a subcontractor, the same conditions applicable to the Client under this agreement shall apply to Subcontractor and any next tier Subcontractor that is directly engaged by the Client.
- 19) **SEVERABILITY.** Any provision of this Agreement later held to be unenforceable shall be deemed void, but all remaining provisions shall continue in force and shall be construed as a whole.
- 20) **TITLES.** The titles, captions, and headings used throughout this Agreement are for general reference only and are not part of the Agreement. Parties to this Agreement are advised to read each provision and rely on the guidance of legal counsel as necessary to help assure a complete understanding of all provisions and the obligations imposed through acceptance.

**PROPERTY OWNERS CERTIFICATE – NON DEDICATION:**

THIS CERTIFIES AND WARRANTS THAT THE UNDERSIGNED IS (ARE) THE SOLE OWNER(S) OF THE PROPERTY SHOWN ON THE MAP OR PLAT AND ANY ACCOMPANYING SHEETS HAVING ACQUIRED THE PROPERTY IN FEE SIMPLE BY DEED(S) RECORDED IN THE COUNTY REGISTER OF DEEDS OFFICE WHERE THE PROPERTY IS LOCATED AND AS SUCH HAS (HAVE) THE RIGHT TO CONVEY THE PROPERTY IN FEE SIMPLE.

BOOK NO.: \_\_\_\_\_

PAGE NO.: \_\_\_\_\_

SIGNATURE(S) & TITLE/POSITION OF PROPERTY OWNER(S):  
 \_\_\_\_\_  
 \_\_\_\_\_

THIS PLAT OR MAP DOES NOT REQUIRE PRELIMINARY APPROVAL, AND MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

PLANNING AND DEVELOPMENT OFFICER/WAKE COUNTY REVIEW OFFICER:  
 \_\_\_\_\_

**SITE DATA:**

OWNER: EASTERN WAKE EMS  
 PO BOX 84  
 WENDELL NC 27591

SITE ADDRESS: 131 E VANCE ST  
 ZEBULON

PARCEL #: 2705-44-0884

REFERENCE: DEED BOOK 194, PAGE 186  
 MAP BOOK 38, PAGE 8

AREA: LOT = 0.383 ACRES ±

ZONING: DTP- DOWNTOWN PERIPHERY

MINIMUM BUILDING SETBACKS:

STREET: NONE  
 SIDE: NONE  
 REAR: NONE

BUFFER YARD SETBACKS: 6 FEET

MINIMUM LOT AREA: NONE

MINIMUM LOT WIDTH: NONE

MAXIMUM BUILDING HEIGHT: NONE

MAXIMUM LOT COVERAGE: NONE

**REFERENCES:**

DB 17675, PG. 232  
 MB.2014, PG. 373  
 MB.1885, PG. 68

**SURVEY NOTES:**

THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF A TITLE SEARCH AND DOES NOT CONSTITUTE A TITLE SEARCH BY GREEN ENGINEERING, PLLC.

THIS PROPERTY IS SUBJECT TO ALL EASEMENTS, AGREEMENTS, AND RIGHTS-OF-WAY OF RECORD.

THIS PROPERTY LIES IN ZONE X, NOT A SPECIAL FLOOD HAZARD AREA AS PER FIRM COMMUNITY PANEL NO. 3720270500J, DATED MAY, 2, 2006.

NOT ALL IMPROVEMENTS TO THIS PROPERTY HAVE BEEN SHOWN.

AREA COMPUTATION IS BY THE COORDINATE METHOD.

RIGHT-OF-WAY AND PROPERTY BOUNDARY INFORMATION IS BASED ON REFERENCES AS SHOWN HEREON.

ALL ZONING INFORMATION SHOULD BE VERIFIED WITH THE PROPER ZONING OFFICIALS.

I, E. LED GREEN III, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED REFERENCES AS SHOWN HEREON), THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN REFERENCES AS SHOWN HEREON; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 170-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 22TH DAY OF JUNE, A.D., 2021.

E. LED GREEN III PROFESSIONAL LAND SURVEYOR L-3791

I ALSO CERTIFY THAT:

(D.) THAT THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.

**NOTARY STATEMENT:**

STATE OF: \_\_\_\_\_

COUNTY OF: \_\_\_\_\_

I CERTIFY THAT THE FOLLOWING PERSON(S) PERSONALLY APPEARED BEFORE ME THIS DAY, EACH ACKNOWLEDGING TO ME THAT HE OR SHE VOLUNTARILY SIGNED THE FOREGOING DOCUMENT FOR THE PURPOSE STATED THEREIN AND IN THE CAPACITY INDICATED.

DATE: \_\_\_\_\_ 2021.

PRINTED NAME: \_\_\_\_\_, NOTARY PUBLIC

MY COMMISSION EXPIRES: \_\_\_\_\_

**BOUNDARY SURVEY  
 FOR  
 TOWN OF ZEBULON  
 PROPERTY OF  
 EASTERN WAKE EMS  
 P.O. BOX 84  
 LOCATED IN**

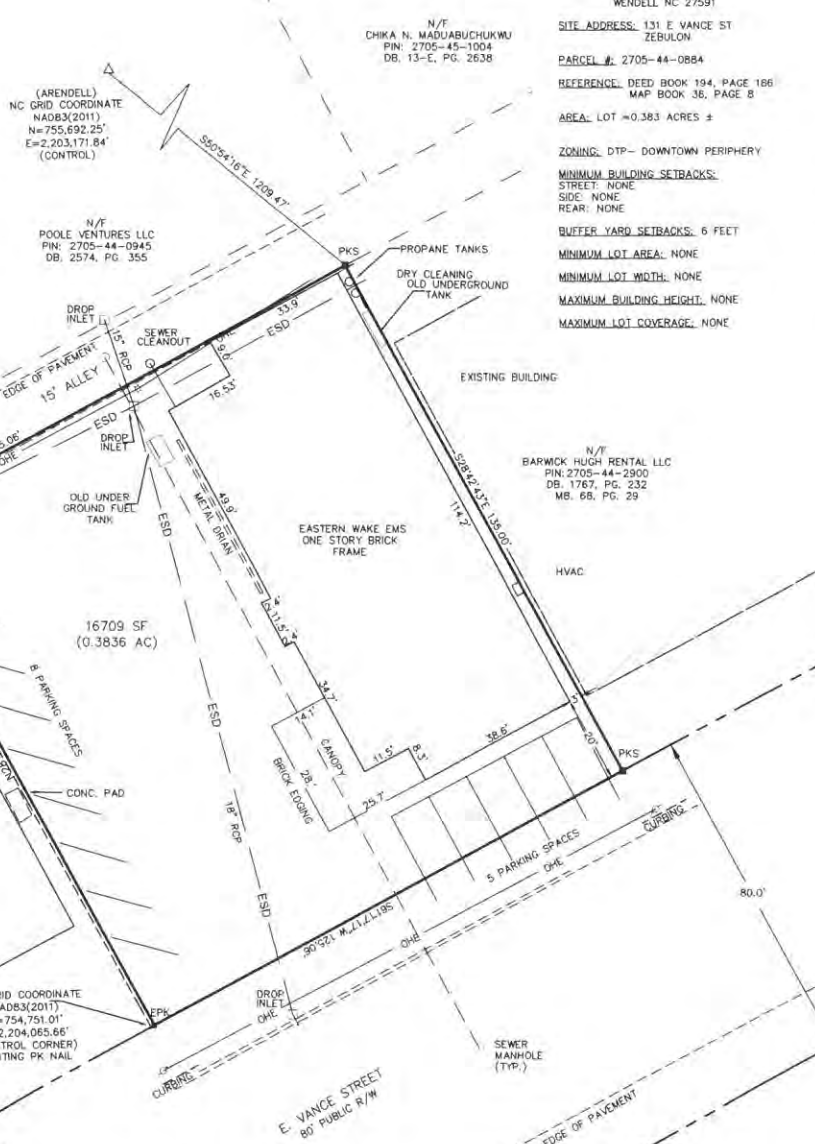
**TOWN OF ZEBULON**                      **WAKE COUNTY, NC**  
**JUNE 22, 2021**                                      **SCALE: 1" = 20'**



**GREEN ENGINEERING**  
 NC FIRM LICENSE: P-0115  
 WATER, WASTEWATER, SURVEYING, PLANNING, PROJECT MANAGEMENT  
 303 GOLDSBORO ST. EAST, P.O. BOX 609 WILSON, N.C. 27893  
 TEL (252) 237-5365 FAX (252) 243-7489 office@greeng.com



H:\ZEBULON\2021\Survey\21-091\_EMS\_BM\_2206.dwg    Last Plotted by: ELAM McWHIRTER for Green Engineering on Tuesday, June 22, 2021



**LEGEND**

- |           |                              |   |                                |
|-----------|------------------------------|---|--------------------------------|
| —●—       | PROPERTY LINE (SURVEYED)     | ▲ | COMPUTED POINT CP              |
| ---       | PROPERTY LINE (NOT SURVEYED) | ● | NEW IRON REBAR W/ CAP NIR      |
| - - -     | RIGHT-OF-WAY LINE            | △ | N.C.G.S. MONUMENT              |
| - - - - - | EASEMENT LINE                | ○ | EXISTING IRON PIPE EIP         |
| - - - - - | EXISTING WATER LINE          | ⊠ | EXISTING PK NAIL EPK           |
| - - - - - | EXISTING SANITARY SEWER LINE | ⊠ | PK NAIL SET                    |
| - - - - - | EXISTING STORM SEWER LINE    | ■ | EXISTING CONCRETE MONUMENT ECM |
| - - - - - | BOC OF CURB                  | ○ | DECIDUOUS TREE                 |
| - - - - - | CONCRETE                     | ○ | SEWER MANHOLES                 |
| - - - - - | EDGE OF PAVEMENT             | ○ | UTILITY POLE                   |
| - - - - - | EXISTING COMMUNICATION LINE  | ○ | LIGHT POLE                     |
| - - - - - | EXISTING FIBER-OPTIC LINE    | ○ | FIRE HYDRANT                   |
| - - - - - | EXISTING GAS LINE            | ○ | WATER VALVE                    |
| - - - - - | UNDERGROUND ELECTRIC LINE    | ○ | DROP INLET                     |
| - - - - - | DRIFLINE                     | ○ | CATCH BASIN                    |
| - - - - - | CONCRETE AREAS               | ⊠ | TELEPHONE PEDESTAL             |
|           |                              | ▲ | SIGN                           |

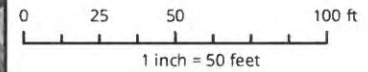
**ABBREVIATIONS**

- |     |                       |     |                           |
|-----|-----------------------|-----|---------------------------|
| BOC | BACK OF CURB          | N/F | NOW OR FORMERLY           |
| CB  | CATCH BASIN           | MB  | MAP BOOK                  |
| CMU | CONCRETE MASONRY UNIT | PG  | PAGE                      |
| CMP | CORRUGATED METAL PIPE | RCP | REINFORCED CONCRETE PIPE  |
| DB  | DEED BOOK             | R/W | RIGHT-OF-WAY              |
| DI  | DROP INLET            | RTK | REAL TIME KINEMATIC       |
| EOP | EDGE OF PAVEMENT      | SD  | STORM DRAIN               |
| FES | FLARED END SECTION    | SS  | SANITARY SEWER            |
| FH  | FIRE HYDRANT          | TR  | TRANSFORMER               |
| MH  | MANHOLE               | VRS | VIRTUAL REFERENCE STATION |
| NTS | NOT TO SCALE          | WV  | WATER VALVE               |



- Borings - Soil/Groundwater Samples
- Hand Auger - Soil Samples

PIN: 2705440884  
 PIN Ext: 000  
 Real Estate ID: 0031309  
 Map Name: 2705 14  
 Owner: EASTERN WAKE EMS  
 Mail Address 1: PO BOX 84  
 Mail Address 2: WENDELL NC 27591-0084  
 Mail Address 3:  
 Deed Book: 002515  
 Deed Page: 00180  
 Deed Acres: 0.4  
 Deed Date: 6/23/1977  
 Building Value: \$370,453  
 Land Value: \$69,696  
 Total Value: \$440,149  
 Biling Class: Exempt  
 Description: LOTS 7-11 INC TOWN OF ZEBULON BL18  
 Heated Area: 5112  
 Street Name: E VANCE ST  
 Site Address: 131 E VANCE ST  
 City: ZEBULON  
 Planning Jurisdiction: ZB  
 Township: Little River  
 Year Built: 1966  
 Sale Price: \$0  
 Sale Date:  
 Use Type: FIRE STA  
 Design Style: Conventional



**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.



## The Dry-Cleaning Solvent Cleanup Act (DSCA)

Division of Waste Management- Superfund Section-

Special Remediation Branch

Delonda Alexander: Branch Manager

### What is DSCA?

The Dry-Cleaning Solvent Cleanup Act (DSCA) Program was established to help fund the cleanup of contamination at dry-cleaning sites. Participation in the DSCA cleanup program is voluntary and is available to past and present facility owners, operators and property owners of both active and former dry-cleaning and wholesale solvent distribution facilities. DSCA also established minimum management practices that all dry-cleaning and wholesale solvent distribution facilities must follow in order to prevent environmental contamination.



### What can DSCA do for me?

#### Funds for Cleanup

DSCA will pay most of the assessment and cleanup costs. You would be responsible for a \$1,000 application fee when you enter the program and a small (1-2%) co-pay (see chart on the back of this brochure).



#### Cleanup Services

The DSCA Program assigns your site to one of its independent, state-contracted environmental engineering firms. A DSCA project manager oversees the activities of the firm as they determine the extent and degree of contamination and, if necessary, implement cleanup action.

#### Liability Protection

DSCA protects you from being ordered by other state agencies to clean up the dry-cleaning contamination at your own expense.

#### Risk-based Cleanups

DSCA cleanups use risk-based standards. These standards are calculated for each site and are dependent on what receptors (e.g. drinking wells and surface water), if any, are being threatened by the contamination. The result is that cleanup goals may be more readily achievable and site cleanups may be completed more quickly.

#### Property Marketability

Program participation can help remove the stigma of contaminated property and may facilitate property transactions, development, and/or reuse.

### How to Get Started

If dry-cleaning solvent contamination is found on your site, complete and submit a DSCA Petitioner Questionnaire (found at <https://deq.nc.gov/about/divisions/waste-management/dry-cleaning-solvent-cleanup-act-program>). Laboratory results documenting contaminated soil or groundwater qualify as acceptable evidence of contamination. Be sure that you are operating in compliance with all DSCA Minimum Management Practices (MMPs), and that all solvent taxes have been paid. Visit the DSCA website for more information.

#### **\*\*IMPORTANT\*\***

**All operating dry-cleaning facilities and wholesale solvent distribution facilities must comply with DSCA's Minimum Management Practices even if the facility does not wish to participate in the DSCA cleanup program.**



# The Dry-Cleaning Solvent Cleanup Act (DSCA)

## For more information:

Please be aware that this fact sheet outlines significant program components and is not a comprehensive program description. For more details, visit: <https://deq.nc.gov/about/divisions/waste-management/dry-cleaning-solvent-cleanup-act-program>  
 You may contact the DSCA Program for additional details. Applicable regulations are found in NCGS 143-215.104A et seq. and 15A NCAC 02S.

### Contacts:

Delonda Alexander, Branch Manager  
 Email: [delonda.alexander@ncdenr.gov](mailto:delonda.alexander@ncdenr.gov)  
 Phone: (919) 707-8365

Billy Meyer, Remediation Unit Supervisor  
 Email: [billy.meyer@ncdenr.gov](mailto:billy.meyer@ncdenr.gov)  
 Phone: (919) 707-8366

Eric Swope, Compliance Unit Supervisor  
 Email: [eric.swope@ncdenr.gov](mailto:eric.swope@ncdenr.gov)  
 Phone: (919) 707-8358  
 Phone: (919) 803-7951

### Mailing Address:

DSCA Program  
 Division of Waste Management  
 1646 Mail Service Center  
 Raleigh, NC 27699-1646

### Physical Address:

(do not mail items to this address)  
 Green Square Complex  
 217 West Jones Street  
 Raleigh, NC 27603

## FINANCIAL RESPONSIBILITY OF PETITIONERS FOR SITES ELIGIBLE FOR THE NORTH CAROLINA DRY-CLEANING SOLVENT CLEANUP FUND

Type of Facility	Small Cleaner	Medium Cleaner	Large Cleaner	Abandoned	Wholesale Dist.
	Active facility with less than 5 full-time employees	Active facility with 5-9 full-time employees	Active facility with 10 or more full-time employees	Abandoned Drycleaner Sites**	Wholesale Distribution Facilities
<b>Co-payment Percentage</b>	1%	1.5%	2%	1.5%	2%
(For example) if Total Site Cost is:	Petitioner Pays*:				
\$100,000	\$2,000	\$2,500	\$3,000	\$2,500	\$3,000
\$500,000	\$6,000	\$8,500	\$11,000	\$8,500	\$11,000
\$1,000,000	\$11,000	\$16,000	\$21,000	\$16,000	\$21,000

All site costs above \$1,000,000 are covered by the DSCA Fund.

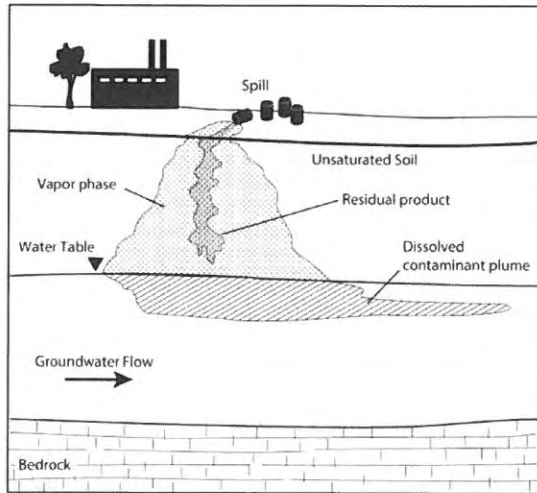
\*Amounts include petitioner's \$1,000 application fee.

\*\*Abandoned facilities are closed dry-cleaning facilities (including previously operating facilities that are currently pick-up only or "dry" stores).

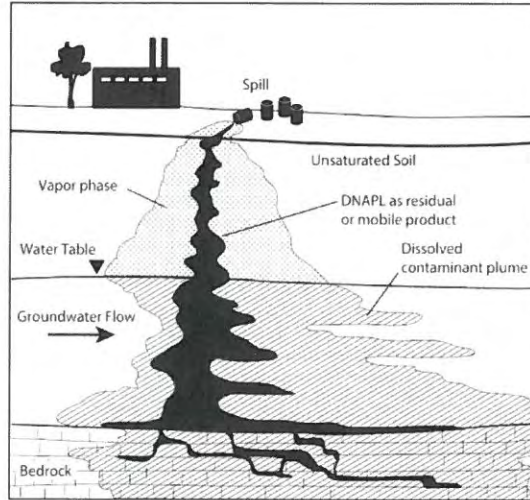
STAFF REPORT - APPENDIX  
EASTERN WAKE EMS LAND ACQUISITION  
AUGUST 2, 2021

**Example of Solvent spill:**

*Small Spill*

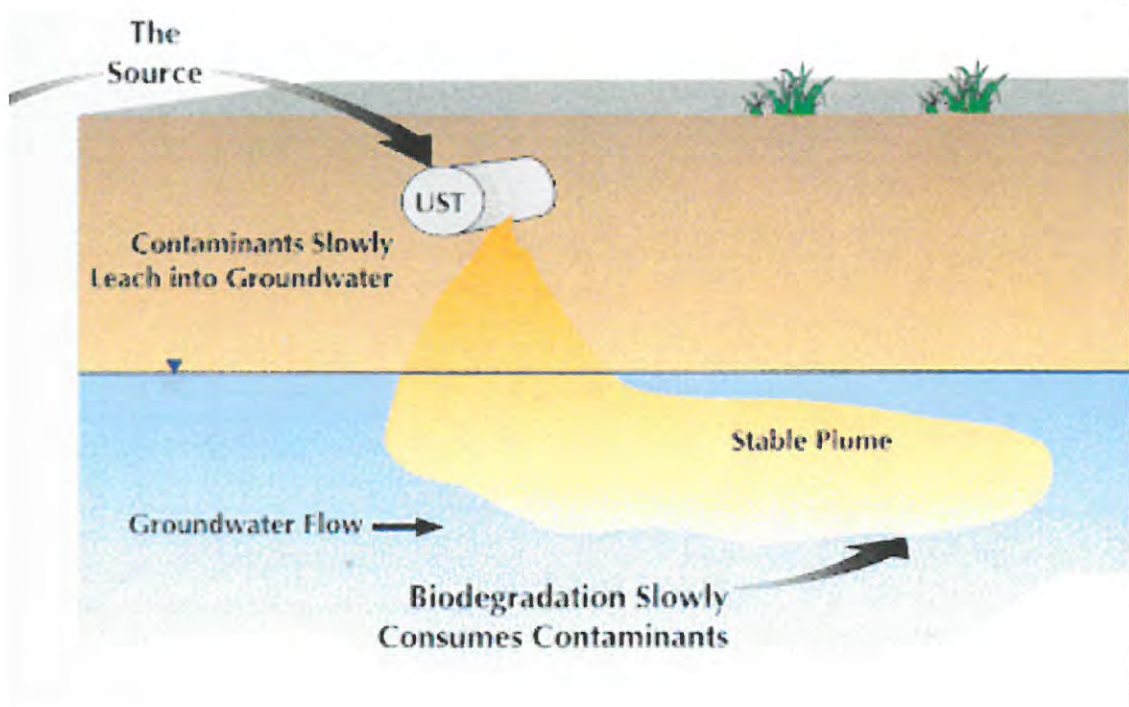


*Larger Spill*



*Soil Sampling will determine how far and what concentration the solvents have traveled (if any) Sampling will determine the extent of the cleanup requirements and co*

**Example of UST Leak:**



*Soil and Ground Water Sampling will determine how far and what concentration the solvents have traveled (if any) Sampling will determine the extent of the cleanup requirements.*

STAFF REPORT - APPENDIX  
EASTERN WAKE EMS LAND ACQUISITION  
AUGUST 2, 2021

**Detail cost of Phase II Environmental**

Task	Estimated Cost
Utility Clearance	\$1,000
Soil and Groundwater Sampling	\$20,000
Reporting	\$2,000
Contingency @ 10%	\$2,300
<b>Total Estimated Cost</b>	<b>\$25,300</b>

*Note: There are 8 soil sample locations on the map; however, 4 additional soil samples were factored into the estimate of the cost in case field conditions dictate collection samples a multiple depth of a single boring.*

**Capital Cost: Long Term**

	Description	Cost Amount
1	Demolition	\$140,000
2	Contamination abatement	TBD by Phase II study

*Note: In 2014, According to EPA, the average dry cleaner cleanup ranges from \$400,000 to \$500,000 but can be as high \$3 million when groundwater is impacted.*

**Operating Expense – Short Term (Storage Facility Only\*)**

	Description	Monthly	Annual Cost
1	Asbestos Abatement -1 Time Expense		\$5,000.00
2	Water/Sewer – cut-off**	\$0.00	\$0.00
3	Dominion Energy- Gas	\$50.00	\$600.00
4	Electricity	\$260.00	\$3,120.00
5	Property Insurance	\$250.00	\$3,000.00
6	Building Maintenance	\$417.00	\$5,000.00
	<b>Total Annual Operational Cost</b>		<b>\$16,720.00</b>

**Notes:**

1. Use of the property as a storage facility is the least-cost scenario as it requires the least up-fit, utilities, & maintenance. Higher uses, especially occupation of the property, will incur additional operating costs (water & sewer services, electrical use, solid waste removal, HVAC maintenance, building maintenance etc.) Occupation will require additional analysis.
2. No water service eliminates service costs and reduces maintenance costs associated with hot-water heater, backflow preventer, and leaks.
3. Asbestos Contamination:  
Asbestos-containing material (ACM) was identified at the 2'x2' ceiling panels, with large fissures located in the rear storage room, dispatch closet, and front bedroom closet (approximately 120 SF)

STAFF REPORT - APPENDIX  
EASTERN WAKE EMS LAND ACQUISITION  
AUGUST 2, 2021

*It is highly recommended that the 120 sq ft of asbestos ceiling tile be abated immediately after taking ownership to reduce liability and eliminate the need for an Asbestos Awareness and Training Program (OSHA standards and safety procedures followed to reduce exposure and protect the health of employees. The estimated cost of abatement and air monitoring is \$5,000.*

ORDINANCE 2022-11

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
Fund Balance Appropriated	\$14,050.00	
EXPENDITURES		
Property & Project Management—Eastern Wake EMS Property		\$14,050.00

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 2, 2021

Effective: August 2, 2021

\_\_\_\_\_  
Robert S. Matheny - Mayor

ATTEST:

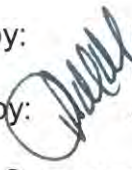
\_\_\_\_\_  
Lisa M. Markland, CMC - Town Clerk

STAFF REPORT  
ERA PARRISH REALTY LEGACY GROUP  
ZEBULON MUNICIPAL COMPLEX FACILITY USE APPLICATION  
AUGUST 2, 2021

**Topic: ERA Parrish Realty: Zebulon Municipal Complex Facility Use Application**

Speaker: Sheila Long, Parks & Recreation Director

Prepared by: Events Committee (Sheila Long, Jacqui Boykin, Chris Perry, Chris Ray, Mike Clark, Chris Bissette)

Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider ERA Parrish Realty Legacy Group's application to use the facilities at Zebulon Municipal Complex on September 25<sup>th</sup>, 2021.

**Background:**

Community input gathered during the development of Zebulon's 2030 Strategic Plan revealed the desire for "more community events/activities". This sentiment reflected the limited number of community signature events (Zebulon Night Out and the Chamber of Commerce's Christmas Parade were the only signature events held consistently between the Great Recession of 2009 and COVID-19 related shutdowns). In response to this community input, the Town funded the organization and staffing of the Tree Lighting Festival as a means to accomplish the Strategic Plan's *Vibrant Downtown* goals ("develop events, entertainment, and cultural attractions to draw people downtown") and *Small-Town Life* goals ("promote more community events and festivals").

As discussed during the 2020 Retreat, the Town can more efficiently and effectively create more community events by indirectly encouraging and supporting the private and non-profit sectors in their efforts to host functions on public property and right of way. This indirect encouragement and support is accomplished through infrastructure and planning offered by the Town. Infrastructure, such as the Alley Activation projects, offer space and electrical power to support private events such as food-trucks and bands. Planning, such as the Events Committee (an interdepartmental review team operating similarly to the Technical Review Committee), review applications to facilitate the permitting and logistics of private events.

The Events Committee has reviewed an application from ERA Parish Realty Legacy Group to host an event on Town Hall property. The event will celebrate 52 years as a Zebulon Business and they would like to celebrate this accomplishment with a free public event on September 25, 2021 from 11AM to 2PM. The event will include music, food, and family friendly entertainment. In addition, there will be an auction with proceeds going to the Zebulon Boys and Girls Club. The committee offers the following comments:

- Fire Department: Adhere to NC Fire Code on use of tents (permit may be required).

STAFF REPORT  
ERA PARRISH REALTY LEGACY GROUP  
ZEBULON MUNICIPAL COMPLEX FACILITY USE APPLICATION  
AUGUST 2, 2021

- Police Department: Based on event description, security is not necessary beyond what is stated in Municipal Complex policy.
- Parks and Recreation Department: Per Municipal Complex policy, ERA Parrish Realty name the Town of Zebulon as additionally insured.

The Facility Use Policy for the Zebulon Municipal Complex defines the guidelines considered by the Board of Commissioners in determining whether an organization will be permitted to use the Complex.

**Discussion:**

The discussion before the Board is whether to allow ERA Parrish Realty Legacy Group's use of the Municipal Complex facilities for a half day rental, and authorize the Town Manager as the signatory to the license.

**Policy Guidance:**

ERA Parrish Realty Legacy Group's request to use the Zebulon Municipal Complex is consistent with the following considerations in Exhibit D of the Facility Use Policy:

- Substantial presence in the community, including but not necessarily a permanent physical presence
- Stimulate or encourage community participation in non-profit activities.

**Fiscal Analysis:**

The Facility Use Policy requires a fee be charged for use of the complex. ERA Parrish Realty Legacy Group will be responsible for the following charges:

Due to the Town of Zebulon

- Half day facility use fee                      \$600
- Security deposit                                      \$600

Additional Fees

- Off Duty Staff                                      \$25 per hour
- Off Duty Police Officer                      \$35 per hour

The rentor is responsible for contracting approved staff and police officers directly.

**Attachments:**

1. Rental Application
2. Letter of Request
3. Draft Layout
4. Facility Use Policy



# ERA PARRISH REALTY LEGACY GROUP

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Lisa Markland & Sheila Long  
Town of Zebulon  
Email: [slong@townofzebulon.org](mailto:slong@townofzebulon.org)  
Email: [lmarkland@townofzebulon.org](mailto:lmarkland@townofzebulon.org)

**DEAR MS. MARKLAND & MS. LONG,**

In follow up to my telephone conversation with Ms. Markland, I am remitting to you an outline for our proposed event. Parrish Realty has operated as a Zebulon business for 52 years now. Our company had intended to celebrate this occasion last year. However, the pandemic curtailed those plans. We would like to host a "Free to the Public" event in the Farmers Market area in front of the Town Hall. We would like to host this event on either September 18<sup>th</sup> or the 25<sup>th</sup>, depending on the Town's schedule. The event would be conducted from 11-2, with us needing set up and clean up time before and after. The outline below will reflect activities during our event.

- Grilling Hamburgers and hotdogs, with chips, condiments & bottled water provided.
- Band/DJ?
- Porta potty rental
- 2 Bouncy houses
- Dunking booth
- Snow Cone Machine
- Games for kids
- Facepainting
- 50/50 Raffle with proceeds donated to the Zebulon Boys & Girls Club

Please let us know if we can receive approval from the Town for our event. Thank you in advance for your consideration of our request.

Sincerely  
Deana Leggett, Realtor  
919-516-8098  
ERA Parrish Realty Legacy Group  
919-269-7439  
614 N. Arendell Avenue  
Zebulon, NC 27597



## Exhibit D

### Facility Use Policy for The Zebulon Municipal Complex

The Town of Zebulon ("Town") realizes that the Municipal Complex (the "Complex") located at 1003 N. Arendell Avenue is a public facility that many groups and individuals desire to use for various events. This policy defines the type of organization eligible to use the Complex and guidelines that will be considered by the Board of Commissioners ("Board") in determining whether an organization will be permitted to use the Complex.

The Complex is intended to serve the citizens of the Town as the Town's administrative and law enforcement offices primarily during the working hours of Monday through Friday. However, the hours are 24/7 for needs related to the police department. The Complex is not available for private use except upon application to and approval by the Board. The Board will consider each application on a case by case basis and may deny use of the Complex by any applicant for any or no reason, in its sole discretion.

In order to assist the Board in deciding whether to permit private use of the Complex, the Board will consider the following:

1. Nonprofit status or public purpose.
2. Substantial presence in the community, including but not necessarily a permanent physical presence.
3. Proven track record over time of contributions to the benefit of the Town, its institutions and citizens.
4. Stimulate or encourage community participation in nonprofit activities.
5. Consistency with the plans, goals and policies of the Town.
6. Potential for damage to property or harm to people arising from the nature and size of the proposed activity.

#### Conditions for Approval

1. Event, including set up and clean up, may take place only on Friday between the hours of 6:00 o'clock pm to 11:00 o'clock pm (with Board approval) and Saturday or Sunday between the hours of 6:00 o'clock am to 11:00 o'clock pm. The Board may grant early access to the applicant to set up for the event.
2. Applicant shall file a complete and thorough application and sign a license agreement and indemnity in the form provided by the Town.
3. Use of the Complex shall be limited to the Complex grounds and, if approved by the Board, designated restroom facilities inside the Town Hall. The Board may require outdoor toilet facilities be provided at the applicant's cost. Adequate supervision must be provided for any indoor use, which must be provided by professional security officers, Town employees or Town officials.
4. The Town shall charge a fee for the use of the Complex pursuant to a fee structure adopted by the Town. This policy and rental rates can be changed at any time, without notice, by the Board.
5. Applicant must execute the license agreement and release and indemnity agreement as a condition of Town's approval. Adherence to the license agreement is required by all using the Complex.
6. Use of the Complex shall be limited to one (1) event per month, provided the Board may approve more than one (1) under some circumstances. Applications shall be considered on a first come, first served basis. This limitation does not apply to the uses described in Section 7 below.
7. Other governmental entities may have use of the Complex as deemed appropriate by the Town Manager. Governmental entities mean federal, state or municipal entities and subdivisions of the same, including use by public officials for purposes other than campaigning.
8. All requests to use the Complex must be made through the Town Manager.
9. Group tours conducted by Town employees or Town officials are not prohibited nor regulated by this policy.