



TOWN *of* WAKE FOREST

Planning Board Meeting Agenda April 11, 2023 at 6:00 PM

Notice

In accordance with the requirements of Title II of the Americans with Disability Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall Board Chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Deputy Town Clerk [Ella Dowtin](#) at 919-435-9436 as soon as possible, but no later than 48 hours before the scheduled event.

Cable & Online Broadcast of Planning Board Meetings

All Planning Board meetings are broadcast live on [WFTV 10](#) beginning at 6:00 p.m. Meetings are also aired online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

Meeting Agendas

[Planning Board](#) meeting agendas are typically available to be viewed and downloaded by noon on the Friday prior to the second Tuesday of each month. Citizens may also receive a copy of each month's agenda via email by enrolling in the Town's free [E-Notifier](#) subscription service.

Public Comment

Those wishing to speak must first register to speak no later than 3:00 p.m. the day of the meeting. The forms to register to speak and provide written comments are available at <https://www.wakeforestnc.gov/ph>.

At the appropriate time, the Planning Board Chair will acknowledge those persons who have registered to speak. They will be called upon in the order registered. Speakers will address the Board as a whole, from the podium at the front of the room, and begin their remarks by stating their name and address. At the end of public comment, the Chair may summarize the discussion from the public comment. While not required, the Chair may ask staff or the applicant to respond. Speakers

needing additional information or questions answered will be contacted by the Deputy Town Clerk and provided contact information for the appropriate staff person.

Unless otherwise indicated by the Chair, individual comments shall be limited to three minutes. Groups are encouraged to designate a lead speaker on their behalf, and when addressing the Board, the speaker must first identify the group they are representing and will be given no more than ten minutes to give comments. Once comments have been made, speakers cannot speak again, unless specifically called upon by the Chair. The Chair may, at his/her discretion, interrupt public comment and elect to continue it to another meeting due to, among other reasons, the lateness of the hour or to allow consideration of other items on the agenda.

When public comment sessions are continued from previous meetings, previous individuals that have spoken, either representing themselves or a group, cannot speak at a continued public comment session, unless specifically called upon by the Chair. Additionally, speakers cannot both represent themselves individually and speak on behalf of a group throughout public comment periods, even if held over multiple sessions.

1.Call to Order

2.Adoption of Agenda

3.Approval of Minutes

- 3.A. Draft February 14, 2023 PB Meeting Minutes
[2-14-2023 Planning Board Minutes 1-1.pdf](#)

4.Presentations

5.Old Business with Public Comment

6.Old Business

7.New Business with Public Comment

- 7.A. Consideration of LEGISLATIVE CASE CPA-23-01, 0 Heritage Lake Road, a Comprehensive Plan Amendment filed by the Town of Wake Forest to amend 2.64± acres located at 0 Heritage Lake Road, being Wake County Tax PIN 1850066925 from unclassified to Neighborhood Commercial
[2023 CPA-23-01 Comprehensive Plan Amendment Staff Report](#)
[Attachment A - Application](#)
[Attachment B - Map](#)

[Exhibit 1 - Land Use Plan Amendment](#)

8.New Business

9.Staff Comments

10.Planning Board Comments

11.Adjournment



Planning Board Agenda Item Report

Agenda Item No.: 2023-114-
Submitted by: Ella Dowtin
Submitting Department: Planning
Meeting Date: April 11, 2023

SUBJECT

Draft February 14, 2023 PB Meeting Minutes

Recommendation:

Item Summary:

ATTACHMENTS

- [2-14-2023 Planning Board Minutes 1-1.pdf](#)



Wake Forest Planning Board Minutes

The Wake Forest Planning Board met on **Tuesday, February 14, 2023**, at **6:00 p.m.** in the Board Room at Wake Forest Town Hall, 301 S Brooks Street.

Planning Board Members present: Karin Kuropas, Christopher Joyner, Michael Siderio, Michael Almquist, Michael Hickey, and Sheila Bishop

Planning Board Members absent: Lindsey Humphrey

Staff Members present: Planning Director Courtney Tanner, Assistant Planning Director Jennifer Currin, Town Attorney Hassan Kingsberry, Senior Planner Patrick Reidy, Assistant Engineering Director Monica Sarna, and Town Clerk Theresa Savary

1. Call to Order

Chair Kuropas called the meeting to order at 6:00 p.m.

2. Adoption of Agenda

ACTION:

Mover: Christopher Joyner moved to adopt the agenda as presented.

Second: Sheila Bishop.

Vote: Motion carried 6-0.

3. Approval of Minutes

ACTION:

Mover: Michael Hickey moved to approve December 13 2022; minutes as presented.

Second: Christopher Joyner.

Vote: Motion carried 6-0.

4. Presentations

No Presentations presented.

5. Old Business with Public Comment
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No Old Business with Public Comment presented.

6. Old Business

No Old Business presented.

7. New Business with Public Comment
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7. A. Consideration of LEGISLATIVE CASE RZ-21-11, Forestville Road Townhomes, a rezoning filed by Carolina Land Design, PLLC to rezone 7.7± acres located at 1109 and 1129 Forestville Road, being Wake County Tax PINs 1749672831 and 1749670589 from Wake County's Residential-30 (R-30) to Residential Mixed-Use Conditional District (RMX-CD).

Senior Planner Patrick Reidy provided staff report for Case RZ-21-11, Forestville Road Townhomes rezoning.

Discussion

Robert Shaar – Developer provided an overview of the 7.7 acres rezoning at 1109 and 1129 Forestville Road.

Christopher Joyner asked why he requested a 16 ft. buffer from a 20 ft. buffer. Mr. Shaar asked Will Huyler, engineer with Carolina Land Design, to explain the difference between the two buffers.

Michael Siderio asked what the square footage and the price range for the proposed housing are.

Mr. Shaar responded that there are 1800 to 2200 square feet, and the proposed housing cost is approximately \$425 to \$485K.

Michael Siderio asked with this proposal whether this has been reviewed with Wake County Public Schools and to which schools the children will attend; Heritage or Rolesville.

Mr. Shaar responded that he has not spoken to the school, and it will be at the discretion of the parents as to which school they attend.

Sheila Bishop asked if they could explain the process for emptying the pond and preserving the ecosystem of the pond.

Mr. Shaar responded that the state called him and informed him that it was a high-risk dam.

Christopher Joyner asked where the water will go once the pond is drained.

Mr. Shaar responded it will go directly into the sewer system. Mr. Huyler stated that it can also be drained to Sanford Creek, a natural waterway; it will be a slow drain so it will not overwhelm the creek.

Karin Kuropas asked what the plan is for the spring that is feeding the pond now.

Mr. Huyler responded they will run two different pipes that will go next to Forestville Rd. and bypass the site.

Karin Kuropas asked will that be adequate for proper drainage.

Mr. Huyler stated yes.

Christopher Joyner asked how the buffers around the property to the north will be affected.

Mr. Huyler responded that they would need to fill in that line. It will not affect the property.

Christopher Joyner asked what the integrity of the wet pond land is and how will it affect the within five years.

Mr. Huyler stated that they would have to consult with a soil engineer.

Michael Siderio asked about the plan for the backyard buffer, rear load units, and what the town will not budge on.

Senior Planner Reidy responded that the ordinance requires rear load lots and that front-loaded townhomes were not supported; and as a compromise, they increased the buffer width as a solution.

Michael Siderio asked with no traffic devices what is the intent to control traffic other than traffic signs?

Mr. Shaar stated that they have not gotten that far yet.

Mr. Huyler stated that he had discussed it with the Director of Engineering and that without reducing pavement there is nothing that they can do about it.

Michael Almquist asked if there would be an extra travel lane in the future.

Senior Planner Patrick Reidy responded that yes there would be a travel lane installed.

Sheila Bishop asked how many retaining walls will go up.

Mr. Huyler responded about eight units will be impacted.

Christopher Joyner asked about the open space and amenities and the surrounding subdivision.

Mr. Shaar responded that he had spoken with them and that they would like to avoid the sharing of the amenities.

Michael Almquist asked if there is an impervious surface requirement with dense concrete and roads.

Monica Sarna responded that this is considered a high-density site and the stormwater that services the site is designed to capture the amount of runoff water that is considered.

Michael Almquist asked if there is any street parking.

Mr. Huyler responded that there is no street parking, only driveway parking.

Public Comment

Doreen Anderson - 6628 Penfield Street Wake Forest NC – spoke concerning the new property buffering and fencing.

Kenneth Christie – 1111 Golden Poppy Ct. Wake Forest NC – spoke concerning the pond.

Margaret Watkins – 407 Belmellen Ct. Wake Forest NC – spoke in reference to the housing revenue.

Kimberly Glenn – 129 Woodstaff Ave. Wake Forest NC – spoke concerning the wall and removal of tree roots and the pond.

Public session closed.

ACTION:

Mover: Michael Hickey moved to deny the application, while consistent with the community plan, it's not in the public interest.

Second: Christopher Joyner.

Vote: Motion carried 4-2.

Aye

Sheila Bishop

Christopher Joyner

Michael Siderio

Michael Hickey

Nay

Karin Kuropas

Michael Almquist

8. New Business

No New Business Presented

9. Staff Comments

Planning Director Tanner thanked everyone who attended the open house Transit Plan.

March 2023 – Town's Target Bus Ridership Outreach component and survey.

10. Planning Board Comments

No Planning Board Comments Presented

11. Adjournment

ACTION:

Mover: Christopher Joyner moved to adjourn at 8:02 p.m.

Second: Michael Hickey.

Vote: Motion carried 6-0.

Duly approved in open session this day of April 11, 2023.

Ella Dowtin
Deputy Town Clerk

Karin Kuropas
Planning Board Chair



Planning Board Agenda Item Report

Agenda Item No.: 2023-32-
Submitted by: Antoine Jordan
Submitting Department: Planning
Meeting Date: April 11, 2023

SUBJECT

Consideration of LEGISLATIVE CASE CPA-23-01, 0 Heritage Lake Road, a Comprehensive Plan Amendment filed by the Town of Wake Forest to amend 2.64± acres located at 0 Heritage Lake Road, being Wake County Tax PIN 1850066925 from unclassified to Neighborhood Commercial

Recommendation:

Item Summary:

ATTACHMENTS

- [2023 CPA-23-01 Comprehensive Plan Amendment Staff Report](#)
- [Attachment A - Application](#)
- [Attachment B - Map](#)
- [Exhibit 1 - Land Use Plan Amendment](#)



Staff Report

CPA-23-01: Heritage Lake Road Comprehensive Plan Map Amendment

Meeting Date	4/11/2023
Requested Actions	Consideration of amending 2.64± acres located at 0 Heritage Lake Road, being Wake County Tax PIN 1850066925 from unclassified to Neighborhood Commercial within the Community Plan's Land Use Plan Map.
Case Manager	Antione Jordan, Planner I – Long Range Planning

PUBLIC MEETINGS

Public Comment Session	Public Hearing (Tentative)
April 11, 2023	May 16, 2023

CASE INFORMATION

Applicant	Town of Wake Forest 301 S Brooks Street Wake Forest, NC 27587
Property Owner	Franklin Village LLC PO Box 97487 Raleigh, NC 27624
Location	Southwest corner of Friendship Chapel Rd and Jones Dairy Rd
Addresses	0 Heritage Lake Road, Wake Forest, NC
Wake County Tax PIN(s)	1850066925
Acreage	2.64
Zoning	General Residential 10 (GR10)
Land Use	Existing: Unclassified Proposed: Neighborhood Commercial

Corporate Limits	This application is in the Town's extra-territorial jurisdiction.
<i>See Attachment A for copy of the Application. See pages 36-47 in the 2022 Community Plan for Land Use Plan Designations and associated Land Use Plan Map.</i>	

SURROUNDING LAND USES AND ZONING

	Land Use	Zoning
North	Commercial (Gateway Commons Shopping Center)	Conditional Use Highway Business (CU-HB)
South	Vacant	Open Space (OS), General Residential 10 (GR-10)
East	Residential (Single-Family)	Rural Holding District (RD), Conditional Use Highway Business (CU HB)
West	Vacant	Open Space (OS)
The proposed land use is generally compatible with surrounding land uses.		
<i>See Attachment B Land Use, Aerial, and Zoning maps.</i>		

CASE SUMMARY

The Town recently adopted the Community Plan in 2022, including the Land Use Plan found therein. During the development of the Land Use Plan, a parcel was unintentionally left without a future land use designation. The proposed amendment updates the Community Plan's Land Use Plan Map by assigning this parcel a future land use designation.

The subject parcel is situated along a busy thoroughfare and seamlessly connected to the adjacent Gateway Commons commercial district. To better ensure compatibility with surrounding land uses, the proposed future land use designation is Neighborhood Commercial.

STAFF RECOMMENDATION

Staff recommends approval of the proposed Comprehensive Plan Amendment to the Land Use Plan for the following reasons:

- The amendment aligns with the 2022 Community Plan's description of Neighborhood Commercial in providing compact, pedestrian-oriented, mixed-use environments along major roadways with building scales compatible with adjacent residential areas.
- The amendment will provide a transition in development intensity between the nearby residential neighborhood and shopping center, consistent with the 2022 Community Plan's description of Neighborhood Commercial.

- The amendment is consistent with the 2022 Wake Forest Strategic Plan's Goal 5: Advancing Community & Economic Prosperity. Specifically, Priority 2, Encourage and protect small and entrepreneurial businesses.

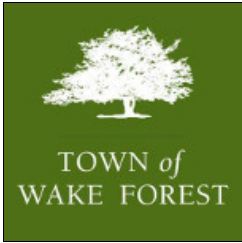
ATTACHMENTS

Attachment A: Application

Attachment B: Land Use, Aerial, and Zoning Maps

EXHIBITS

Exhibit 1: Land Use Map Amendment



Comprehensive Plan Amendment Application

(Comprehensive Plan Amendment Workflow)

Town of Wake Forest, NC

301 S. Brooks St.

Wake Forest, NC 27587-2932

TEL (919) 435-9510 | FAX (919) 435-9539

Project Overview

#932305

Project Title: 0 HERITAGE LAKE RD (1850066925)

Jurisdiction: Town of Wake Forest (Wake County)

Application Type: Comprehensive Plan Amendment

State: NC

Workflow: Comprehensive Plan Amendment

County: Wake

Confirmation Checklist Items Submitted

A submittal checklist is available to view additional documents which are required to submitted with this application. After answering the application questions, you will be asked to upload the required documents.

[VIEW COMPREHENSIVE PLAN AMENDMENT
SUBMITTAL CHECKLIST](#)

Missing items will result in the application being declined and returned to the applicant to resubmit. A revised and complete application including all missing items must be received or the application will be not be deemed complete and routed for review.

Please confirm you have reviewed the associated submitted checklist for this permit and confirm you will submit all documents required on the submittal checklist: Yes

Pre-Application Meeting

Has a pre-application conference been held?: Yes

*Note: This type of project requires a pre-application conference be completed prior to official submittal. If this has not been completed, please return to the home screen and select **Pre-Application Conference** from the application type drop down list in order to schedule your required meeting.*

Pre-Application Conference Date: 12/06/2022

Staff Member Met With: Jennifer Currin

IDT Project Number: CPA-23-01

Project Contact - Applicant/Owner

Please enter all project contacts related to your application.

This is an important step to ensure all members of the applicant team receive email notifications associated with the project which may include comments, requested revisions, scheduled meetings or hearings, and final decisions. This also informs Town staff of the team members assigned role with the project.

Project Contact - Applicant

Kip Padgett

Town of Wake Forest
301 S. Brooks Street
Wake Forest, NC 27587
P:(919)435-9411
kpadgett@wakeforestnc.gov

Amendment Type

Please provide answers to the questions below. Other application materials specified in the submittal checklist must be uploaded as separate documents. You will have the opportunity to upload documents prior to finalizing and submitting this application.

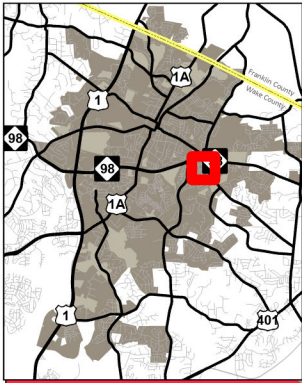
Plan Being Amended: Wake Forest Community Plan

Type of Amendment: Map or Cross-Section

Description of Request:

The Town recently adopted the Community Plan in 2022, including the Land Use Plan found therein. However, during the development of the Land Use Plan, a parcel was unintentionally left without a future land use designation. The proposed amendment updates the Community Plans Land Use Plan by assigning this parcel and future land use designation.

As the subject parcel is situated along a busy thoroughfare and seamlessly connected to the adjacent Gateway Commons commercial district, the proposed future land use designation is Neighborhood Commercial.



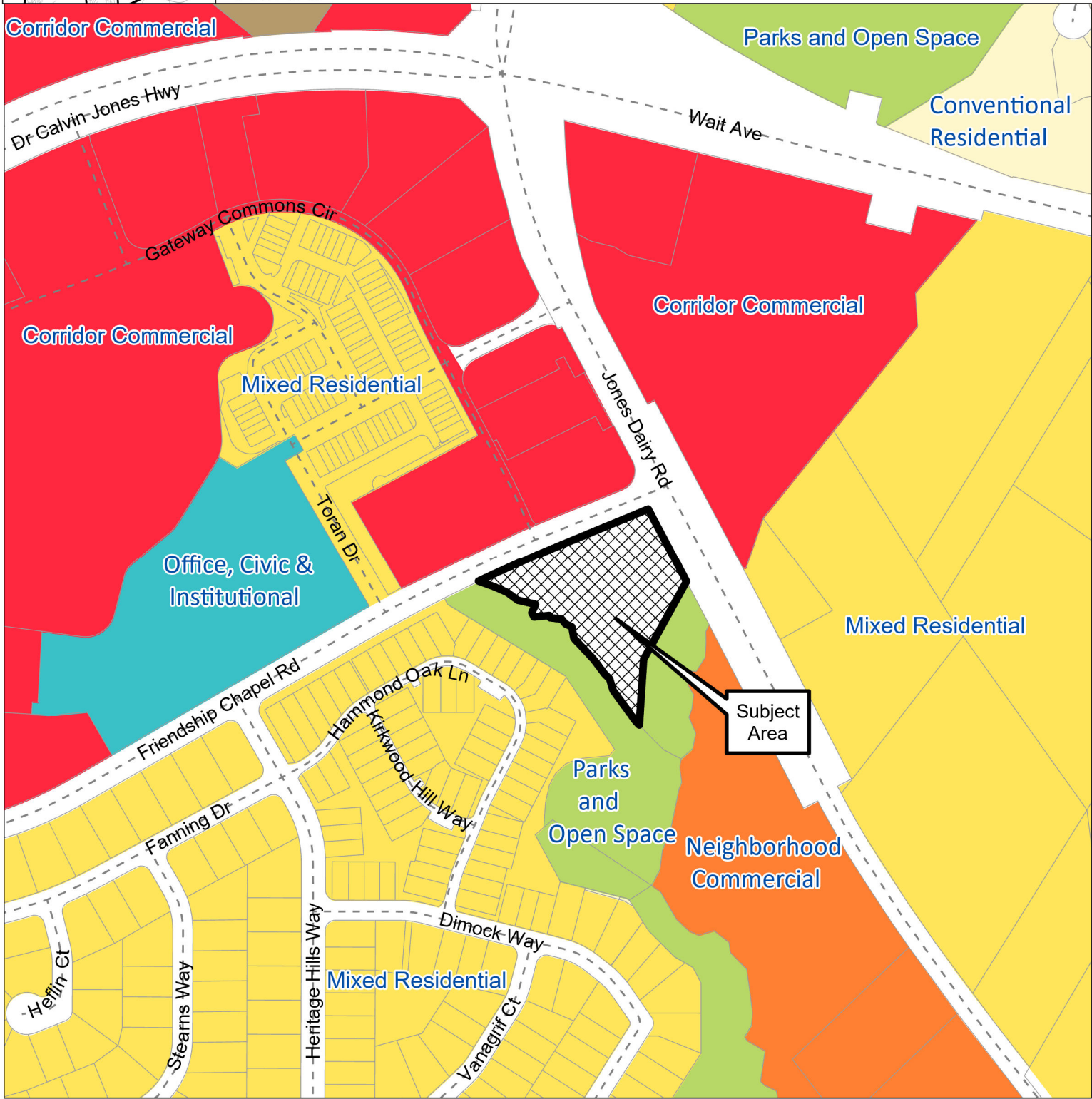
2022 Community Plan: Land Use Plan



TOWN of
WAKE FOREST

0 Heritage Lake Rd Comprehensive Plan Amendment

1/18/2023

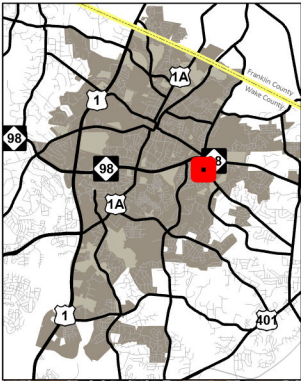


Please note that this map is intended for illustrative purposes only.
For specific inquiries regarding zoning boundaries, contact the
Town Wake Forest Planning Department at 919-435-9510.

0

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Miles



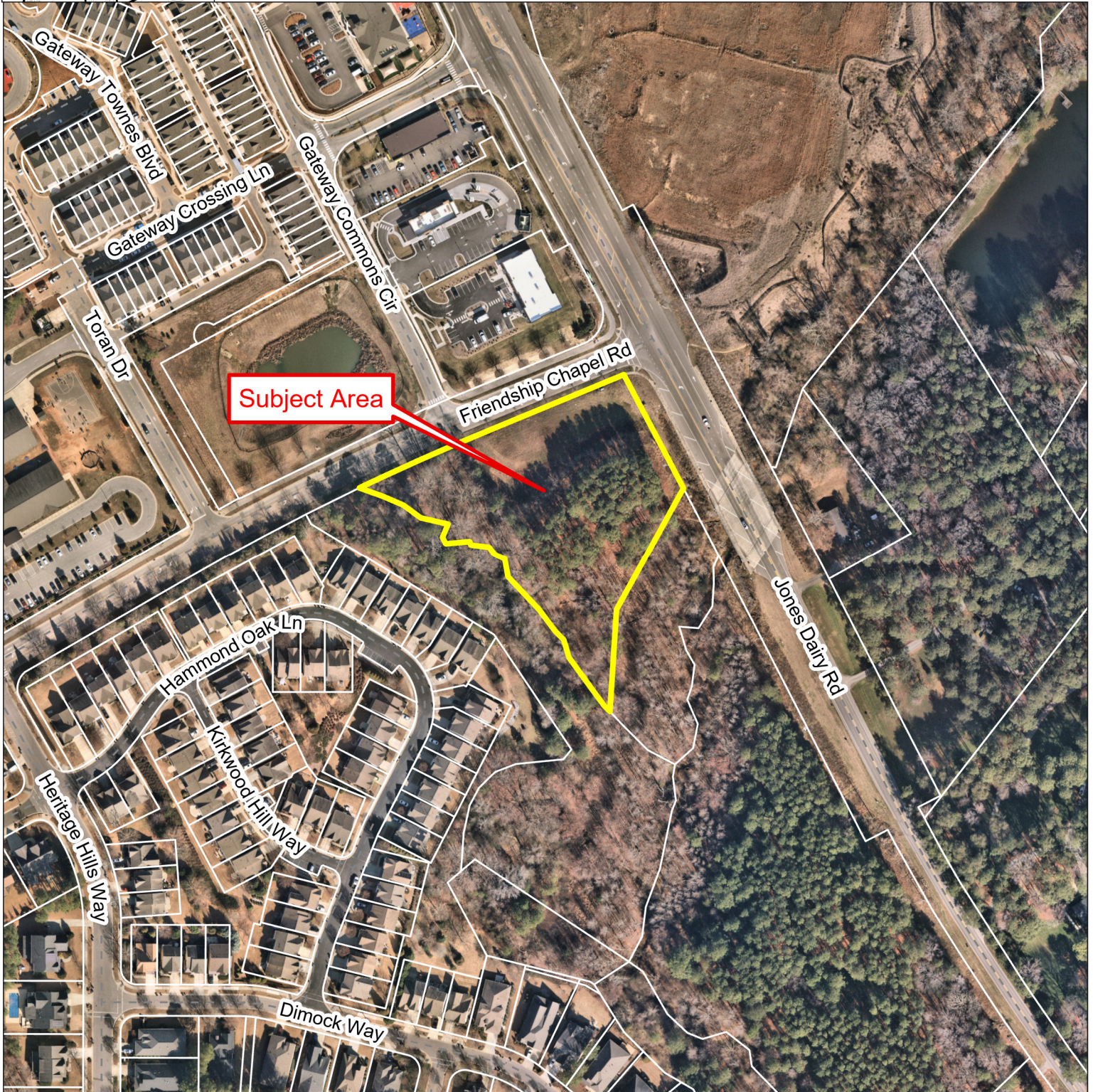


TOWN of
WAKE FOREST

0 Heritage Lake Rd
PIN # 1850066925

AERIAL MAP

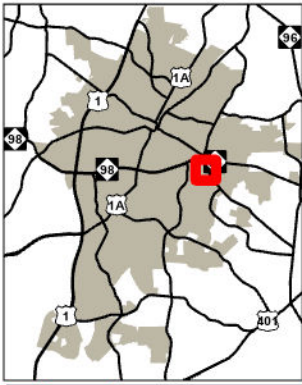
2/17/2023



Please note that this map is intended for illustrative purposes only.
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Town Wake Forest Planning Department at 919-435-9510.

0 125 250 500 Feet



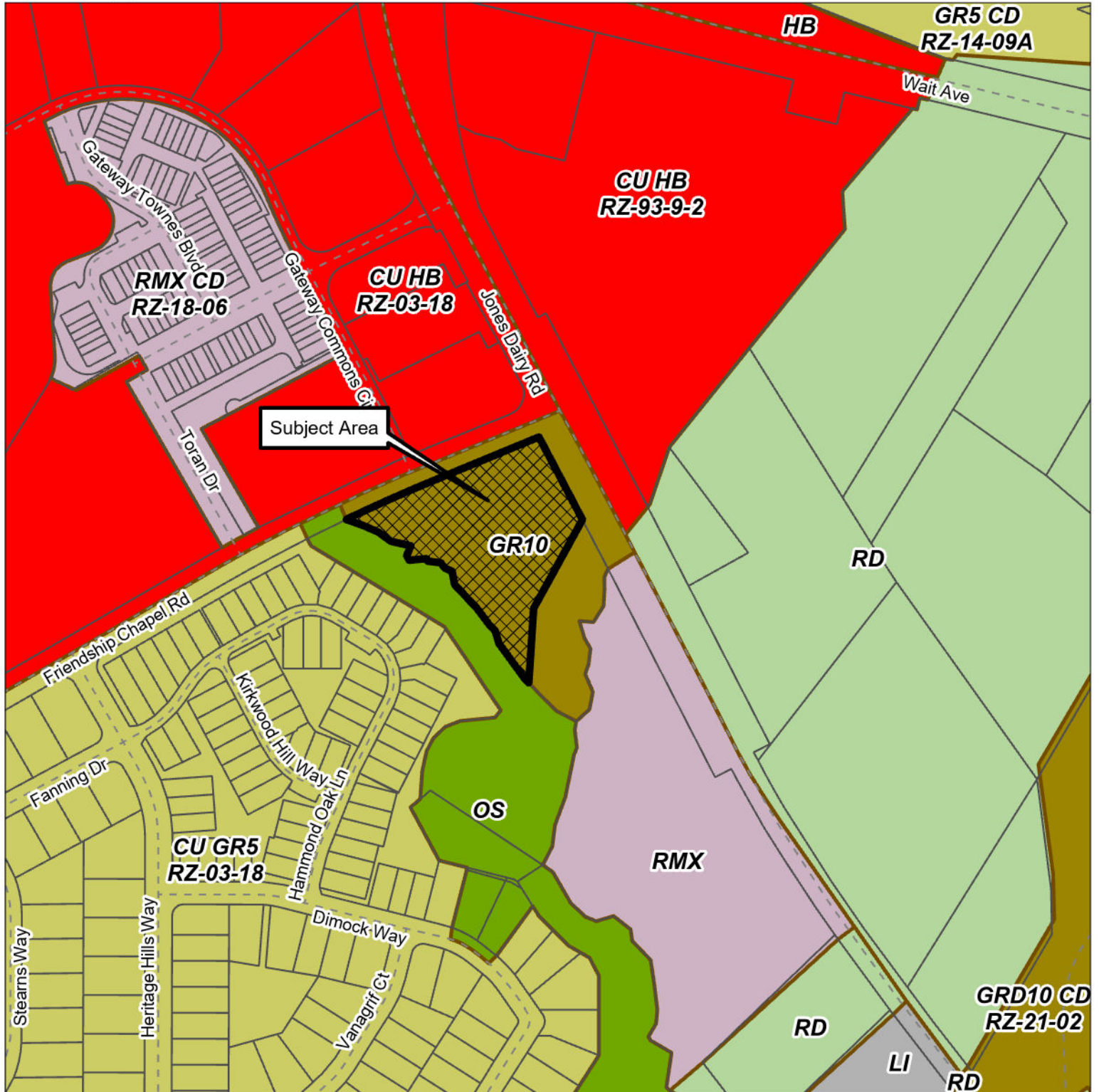


TOWN of
WAKE FOREST

ZONING MAP

3/28/2023

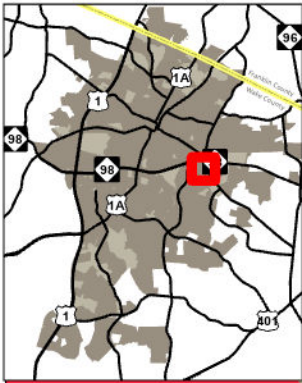
0 Heritage Lake Rd
PIN # 1850066925



Please note that this map is intended for illustrative purposes only.
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Town Wake Forest Planning Department at 919-435-9510.

0 500 1,000 Feet





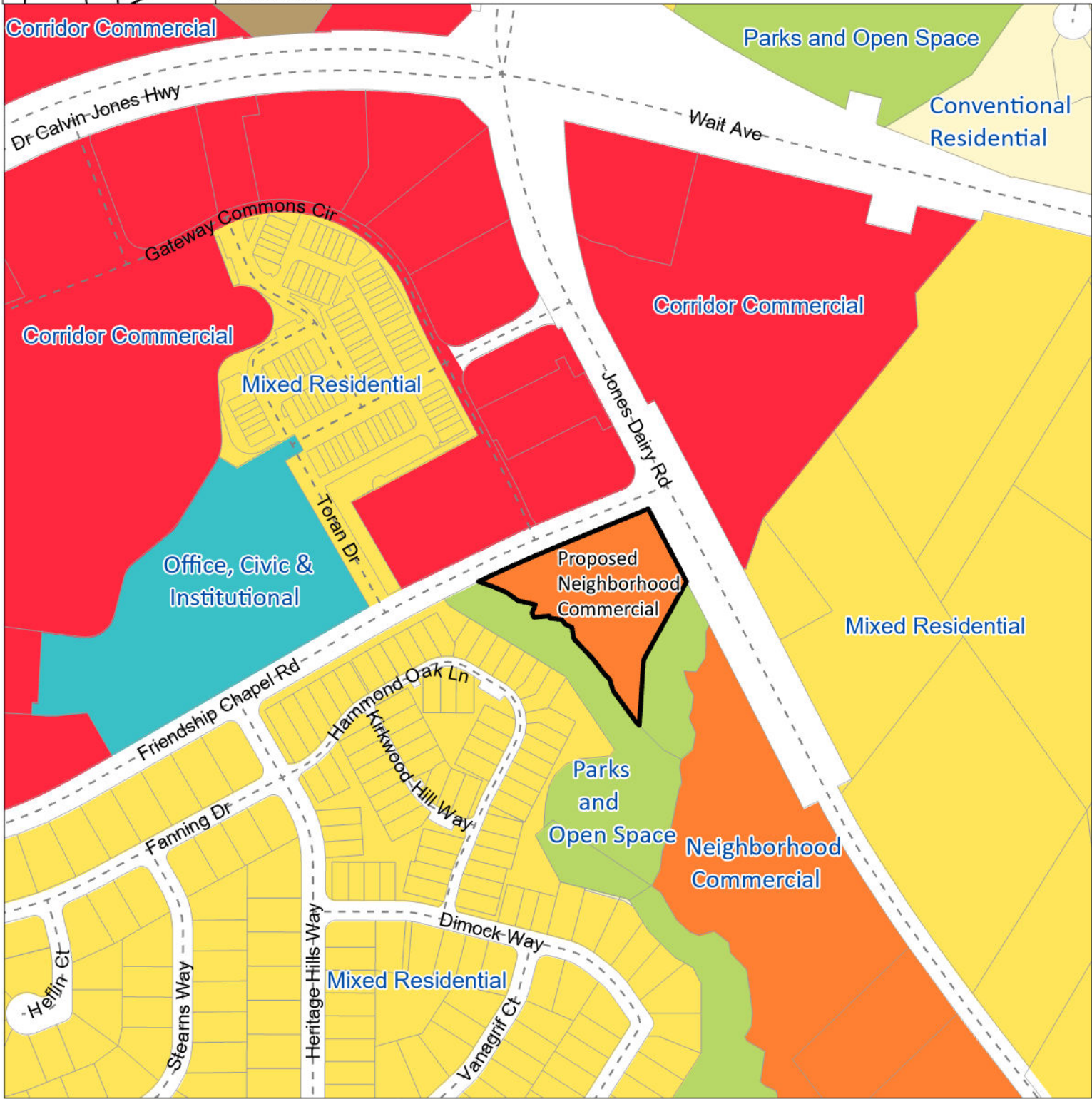
2022 Community Plan: Land Use Plan



TOWN of
WAKE FOREST

0 Heritage Lake Rd Comprehensive Plan Amendment

3/30/2023



Please note that this map is intended for illustrative purposes only.
For specific inquiries regarding zoning boundaries, contact the
Town Wake Forest Planning Department at 919-435-9510.