



TOWN *of* WAKE FOREST

Planning Board Meeting Agenda October 12, 2021 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 [Terry Savary](#) at 919-435-9432 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 noon the day of the meeting. In lieu of speaking in person, written comments can be provided via the public comment portal. Written comments received less than 24 hours before the scheduled meeting may not be included in the record. 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

2.A. Adoption of Agenda Item

3.Approval of Minutes

3.A. Approval of Minutes

[Draft September 8, 2021 PB Meeting Minutes.pdf](#)

3.B. Approval of Minutes

[Draft September 14, 2021 PB Meeting Minutes.pdf](#)

4.Presentations

5.Old Business with Public Comment

6.Old Business

7.New Business with Public Comment

- 7.A. Consideration of and Public Comment Session on Legislative Case RZ-21-07 to Clarify and Reaffirm the Town of Wake Forest Zoning Map

[2021-311 Staff Report.pdf](#)

[Attachment A - Application.pdf](#)

[Attachment B - Plan Consistency Grid.pdf](#)

[Exhibit 1 - Zoning Map.pdf](#)

[Exhibit 2 - Zoning Overlay Map.pdf](#)

8.New Business

9.Staff Comments

- 9.A. Upcoming Public Comment

[Upcoming Public Comment 100621.pdf](#)

10.Planning Board Comments

11.Adjournment



Planning Board Agenda Item Report

Agenda Item No.: 2021-341-
Submitted by: Terry Savary
Submitting Department: Planning
Meeting Date: October 12, 2021

SUBJECT

Adoption of Agenda Item

Recommendation:

Item Summary:

ATTACHMENTS

-



Planning Board Agenda Item Report

Agenda Item No.: 2021-342-
Submitted by: Terry Savary
Submitting Department: Planning
Meeting Date: October 12, 2021

SUBJECT

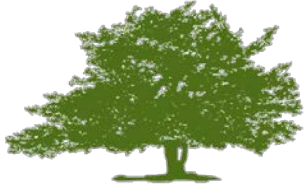
Approval of Minutes

Recommendation:

Item Summary:

ATTACHMENTS

- [Draft September 8, 2021 PB Meeting Minutes.pdf](#)



TOWN of WAKE FOREST

PLANNING BOARD MEETING

MINUTES

September 8, 2021

Members Present: Joe Kimray (Chair), Karin Kuropas (Vice-Chair), Michael Hickey, Thomas Ballman, Colleen Sharpe, Chris Joyner, and Michael Siderio

Members Absent: None

Town Staff Present: Courtney Tanner, Planning Director
Jennifer Currin, Assistant Planning Director
Terry Savary, Deputy Town Clerk
Sam Slater, Town Attorney

CALL TO ORDER

The regular meeting of the Wake Forest Planning Board was called to order by Chair Kimray at 6:00 p.m.

ADOPTION OF AGENDA

Motion: Mr. Hickey moved to adopt the agenda. Ms. Sharpe seconded the motion.

Discussion: None.

Action: The Planning Board voted unanimously (7-0) to adopt the September 8, 2021 agenda.

PRESENTATIONS (Community Plan Update Draft Vision and Goals)

Assistant Planning Director, Jennifer Currin introduced Nik Davis, Principal and Mika Schweizer, Planner 1–Lead Planner, consultants with Houseal Lavigne Associates. Ms. Currin stated this is a pivotal point in the plan update process as it sets the direction for the land use map as well as the rest of the community plan update document.

Mr. Davis provided an overview of the community outreach and visioning workshops. Below are some highlights of what he discussed (see attached presentation):

- 7-Step Planning Process
- Completed Work
- Community Input
 - Community questionnaire
 - Summary of survey responses
- Conducted 3 Different Visioning Workshops

Chair Kimray asked how they worked out contradictory statements. He said as an example the survey had revealed industrial was detrimental to the community, yet in the poll industrial was ranked very important by over 50% of the people. Chair Kimray asked how that correlation of conflicting answers work in this plan. Mr. Davis said that's true for any planning exercise they'd

conduct, but they take that information and balance it by asking why is it detrimental to the community, is it aesthetically detrimental, is it the traffic or is it you don't want to see that type of industry in the community.

Mr. Ballman asked Mr. Davis if he would talk about what the fiscal impact involves. Mr. Davis said they put in their underlying data known to be what it would cost to serve types of residential or commercial. There's industry practices and best practices that they use as a starting point and if there are things in the community that Town of Wake Forest Staff has insight on they can adjust those numbers.

Ms. Schweizer provided an overview of the vision & goals. Below are some highlights of what she discussed (see attached presentation):

- Vision & Goals
 - Vision statement
 - Wake Forest's Vision Statement
 - The Town of Wake Forest will continue to prosper as a highly desirable community that preserves its small-town charm while fostering new growth opportunities. Smart, sustainable growth strategies will guide future development, with enhanced focus on preserving open space, maintaining a lush tree canopy, and ensuring sufficient infrastructure is in place. The Town will support a balanced mix of uses where residents can live comfortably near and access job opportunities and enjoy a variety of local shops, restaurants, and recreation amenities catering to all ages. Both new and existing neighborhoods will support a diverse range of housing choices and receive and equal share of public investment. Residents will be able to reach regional and community destinations safely and easily via a robust public transit, pedestrian, and bike network. Wake Forest's economy will flourish, showcasing an entrepreneurial spirit that welcomes innovation, collaboration, and entrepreneurship. Residents will have access to a variety of local shops and restaurants, while flexible office spaces and employment centers will generate jobs and strengthen the Town's tax base. Downtown will continue to expand while maintaining its historic character, serving as the hub of civic activity, community events, and entertainment. Future development will be of high quality, supporting a vibrant mix of uses that exhibit a unique character that sets "Wake Forest" apart from other communities within the Triangle Region.
 - Goals
 - Balanced, smart growth
 - Well-balanced mix of uses
 - Maintain historic, small-town charm
 - Diverse housing options
 - A pedestrian/bike-friendly community
 - Safe & connected public transit options
 - Unique, thriving business
 - A growing downtown
 - Preserve Wake Forest's green space

Ms. Sharpe expressed concern about the wording “green space and tree canopy”. She said every development that comes in people will argue that the trees are being cut down, which goes against the plan. Mr. Davis replied they can work on that and find a better way to word it.

Chair Kimray said as a downtown business owner I don’t like the phrase “phasing out undesirable uses”. He said just because someone views something where they could do a better project with a piece of land, it doesn’t mean that someone doesn’t have great pride in their business. He believes there’s a better way that can be phrased.

Mr. Hickey asked what would they define as an undesirable use. Ms. Schweizer replied a light industrial use or a more auto-oriented use, commercial retail. Chair Kimray doesn’t like the idea that they’re including things in the Community Plan that have been in the town for so long just because it doesn’t fit. He thinks the families that have built this town are important to this town. Chair Kimray said he cannot go along with that. Ms. Sharpe said the word undesirable does have a negative connotation. She asked if they could turn it so that it encourages and shows they want to maintain the character but are not going to push people out. Mr. Davis said they can flip the wording to something like “attract the types of desirable uses” that people have identified throughout the vision workshops.

Chair Kimray asked if there’ll be a time set for goals such as a five-year set of goals or a ten-year set of goals. Mr. Davis replied, not necessarily for the goals but for the recommendations. Mr. Davis said all the plans recommendations will be consolidated into a series of actionable items and those actionable items will provide what is a priority.

Ms. Sharpe asked about corner grocery stores and those kinds of changes. She asked if it’s part of a zoning recommendation later or is it what can be part of the plan and part of the goals of where the town is going. Mr. Davis said the plan should be more about what they could do and what they should do, but are encouraging the opportunities that are out there. Mr. Davis said once they get to implementation, there’ll be an audit of the town’s zoning code. He said the town may have to go back and make some minor amendments to the zoning code or it may be more comprehensive.

Mr. Ballman inquired about the unique components in town. Ms. Tanner remarked that Mr. Ballman is referencing the current policies in the town’s community plan. She said this plan that’s before them tonight will supersede the town’s plan. Mr. Davis said they would probably bring forward placemaking, character, and design components as well as update and modernize a bit just to be current with what they’re recommending in some of the newer areas.

Ms. Kuropas commented on the verbiage the consultants used regarding gateways being identifiable for folks visiting the town, which made her take that as tourism. Mr. Davis said those are things they’ll want to work through. He said what are the other things people are coming for. He said it’ll be something they can tap into when they talk about the unique charm and desirability. He said those are the things you can build off of.

Mr. Siderio asked if it was found that people that took the survey are wanting more industrial development in the community. Mr. Davis replied he doesn’t think people used those words exactly, but people wanted to see more employment opportunities.

Mr. Siderio said he had heard a lot of developers came in in the early 2000s and bought up land to have it rezoned to residential for big development. He asked if that's a fair statement to say. Mr. Siderio said the reason he's asking is because the community is looking for more opportunities for jobs to be here, so they don't have to travel so far. Attorney Vernon said the historic context of what you're asking is probably true. Attorney Vernon said that residential development accelerated in the 2000s and there were more conversion from property that might have been commercial industrial to residential uses. He said at that time, he didn't think the town was focused on preserving the commercial and industrial component for growth. Attorney Vernon said since that time the town has taken a more focused approach in preserving commercial and industrial within certain locations of the town, particularly along major thoroughfares. Mr. Siderio asked if the town is actively trying to bring businesses back. Ms. Tanner said within the last five years the town has created their own Economic Development Department. Ms. Tanner said there's a business park partnership off of US-1 and the town is partnering with the Seminary to have that entire area developed to attract commercial. She said the industrial development that's currently under construction was partially an economic development project that is bringing in 450,000 s.f. of industrial space.

Mr. Davis provided a brief summary of the project schedule as outlined in the attached presentation.

ADJOURNED

There being no further business Ms. Kuropas moved to adjourn the meeting. Mr. Ballman seconded the motion.

The Planning Board voted unanimously (7-0) to adjourn the September 8, 2021 Planning Board meeting.

The Planning Board meeting adjourned at 6:56 p.m.

Respectfully submitted,

Courtney Tanner, Planning Director

Joe Kimray, Chairman



COMMUNITY PLAN UPDATE & FUTURE LAND USE MAP TOWN OF WAKE FOREST

SEPTEMBER 8, 2021 | PLANNING BOARD MEETING

Agenda

1. Review Planning Process
2. Overview of Community Outreach and Visioning Workshops
3. Present Vision & Goals
4. Project Schedule & Next Steps

Project Team

Nik Davis, Principal – Principal Oversight

Michio Murakishi, Development Services Manager – Fiscal Impact Analysis

Trisha Parks, Planner II – Graphics & Design Lead

Jackie Wells, Planner II – Zoning Insight

Mika Schweizer, Planner I – Lead Planner

Planning Process

Task 1: Project Initiation

Task 2: Community Engagement & Outreach

Task 3: Existing Conditions Analysis

Task 4: Fiscal Impact Analysis

Task 5: Vision Statement & Goals

Task 6: Draft Community-Wide Land Use
Recommendations & Future Land Use Map

Task 7: Final Comprehensive Plan Update &
Future Land Use Map



Planning Process

Task 1: Project Initiation

Task 2: Community Engagement & Outreach

Task 3: Existing Conditions Analysis

Task 4: Fiscal Impact Analysis **(In progress)**

Task 5: Vision Statement & Goals **(In progress)**

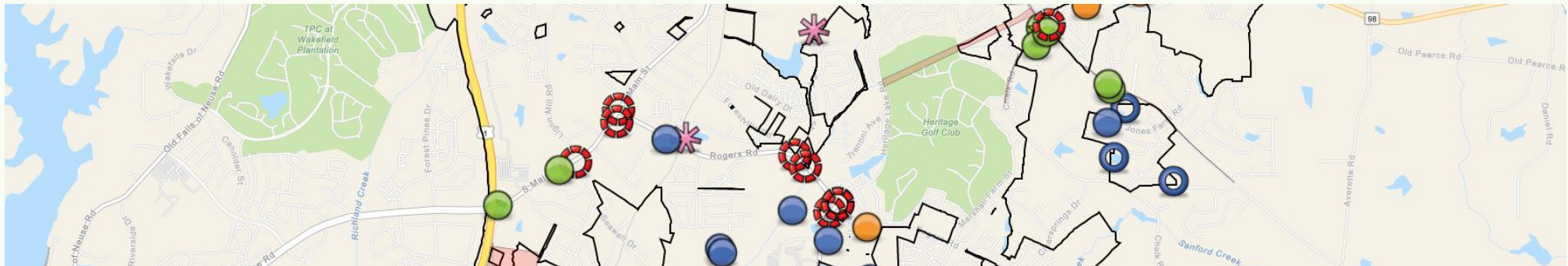
Task 6: Draft Community-Wide Land Use
Recommendations & Future Land Use Map

Task 7: Final Comprehensive Plan Update &
Future Land Use Map



Completed Work

- Town Department Heads Meeting
- Board of Commissioners Work Session
- Board of Commissioners Focus Groups
- Community Questionnaire
- Map.social
- Key Stakeholder Interviews
- Business Focus Group
- Advisory Panel Meetings (3)
- Field Reconnaissance
- Coordination with RHI on Northeast Community Plan
- Existing Conditions Memo
- Visioning Workshop
- Draft Vision and Goals





COMMUNITY INPUT

Community Questionnaire

- 1,316 total respondents
- 4-month time period
- 40% have lived in Wake Forest over 10 yrs
- 17% work in WF, 29% work outside WF
- 26% were age 45-54
- 25% earn \$100,000-\$149,999



Summary of Survey Responses

Image/Identity is the Town's #1 strength, followed by **Housing/Residential**

Commercial/Industrial is the Town's #1 weakness

Support for **local businesses** and **infrastructure improvements/upgrades** are the most impactful for the business community

New **duplexes** and **apartments** will have a negative impact

New **senior housing** is strongly desired

New **industrial uses** and **gas stations** will have a negative impact

Community facilities are a **strength** (schools, utilities, library, police, fire, etc.)

Access to parks in **commercial** and **industrial areas** are lacking

Visioning Workshops

April 13, 17 & 22, 2021

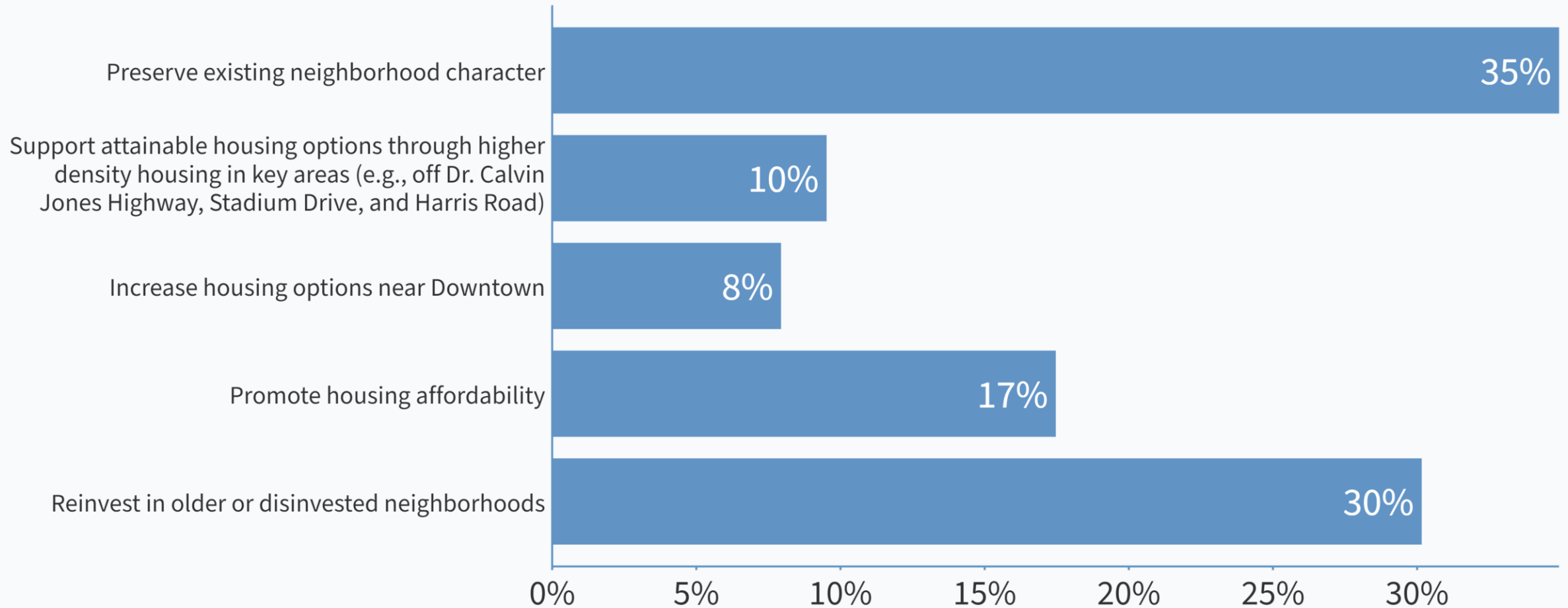
225 participants

Existing Conditions Overview

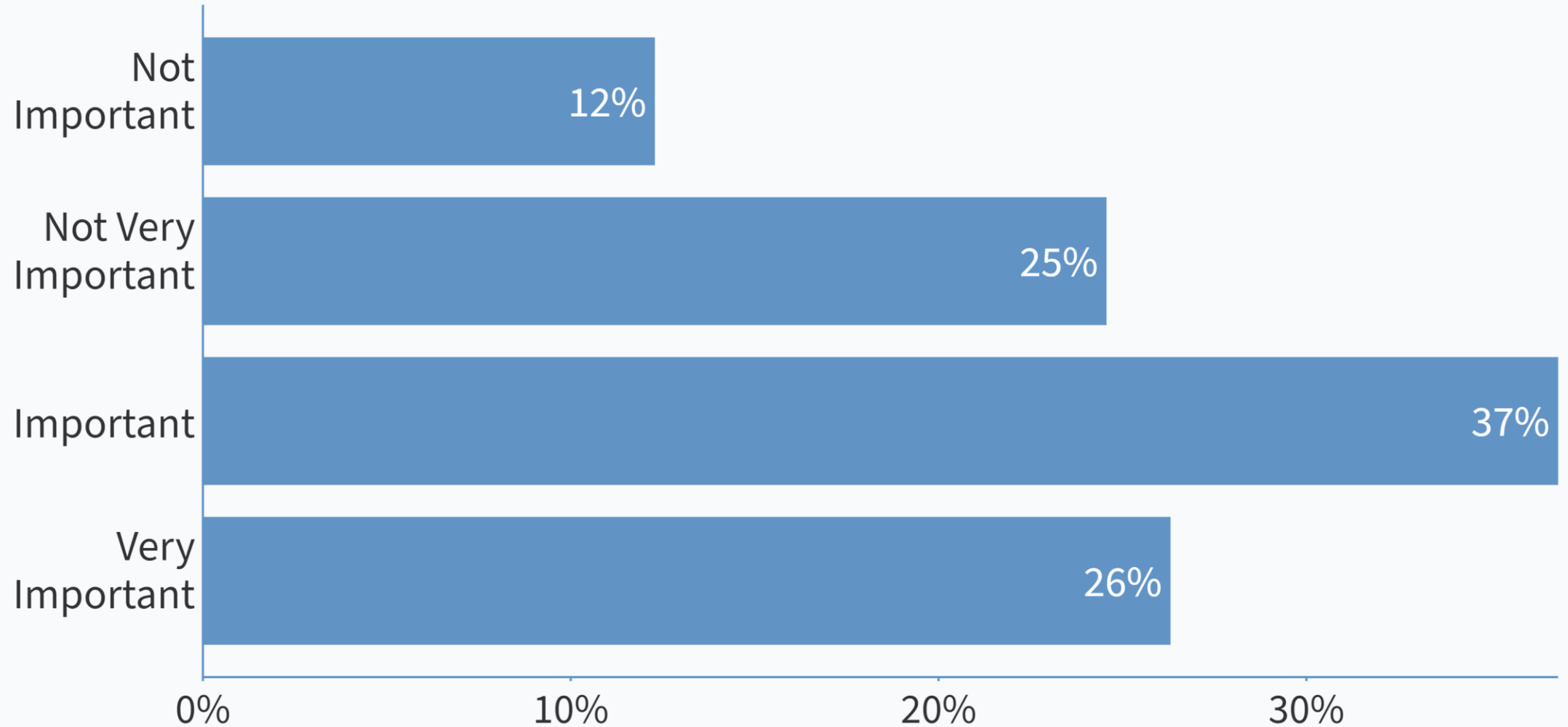
Polling Questions

Breakout Rooms and Group
Discussions (*facilitated by Town
staff*)

**To support a variety of housing options and accommodate residents of all backgrounds, the
Town should...**
(rank in order of importance)



How important is it that the Town encourages industrial development to diversify its tax base and increase local job opportunities?



Residential Areas

Potential Discussion Points: Types and location of new housing, property maintenance, housing renovation, code enforcement, historic preservation, workforce housing, affordable housing, senior housing, etc.

Assets

Some neighborhoods do a great job facilitating community feel with front porches, and alleys.

Many fantastic neighborhoods, but these should be available to everyone, not just upper middle class

Various neighborhoods are all their own slice of heaven

generally a great place to be

Opportunities

Street lights would improve ambient lighting

Incorporate mixed use

Affordable housing

We need additional housing need to diversify

Analyzing pedestrian connectivity such as commercial corridors

Environmental impacts specifically wetlands

more trees, and landscaping

Greater transparency types are they

Need to be open Walkable residential be a balance, shared

High density areas: current neighborhood character. The character is important

Fiber optic cable and the importance of the town community how do providers decide where to install fiber optic

Some cities are adding internet infrastructure to multifamily and privacy regulations, do they impact

Industrial Areas

Potential Discussion Points: Potential development sites, desired areas for industrial uses (e.g. manufacturing, warehousing and logistics, business parks), impacts on surrounding uses, access, and infrastructure, etc.

Assets

One World Way

Vacant land near US 1 makes most sense so that it is easily accessible for transport

History of area

Opportunities

Green spaces - preserve nature, don't clear cut.

Focus on light industrial - not near residential areas

Environmentally conscious - restrictions and guidelines

Small technology and manufacturer - shared space currently jammed in wireless research center area

Group #

10

Growth Areas

Potential Discussion Points: Areas that should be preserved, areas that should be considered for annexation (future growth), areas in need of improved infrastructure, geographic locations for future growth and development, desired locations for improved or expanded city services, etc.

Assets

Great start on walkability and taking options, but need connection between new neighborhoods

Wake Forest reservoir is a great asset

Hoping for additional expansion at the Wake Forest Reservoir

Need better tree preservation, need areas of animal refuge with connectivity

Establishing more parks to help preserve forest area and natural areas

Opportunities

Harder to see the commercial and office development since residential is more visually apparent

Opportunity in the 98 corridor for commercial development

Would encourage mixed use space

connectivity from Franklin Street through to Rogers Road. More connectivity would alleviate traffic problems from current north south routes

More greenway space around Town

Ability to get around town without a car

More parks like the Party Dog park that promotes community interaction

Take path connectivity from neighborhoods

White Street to be the focus of downtown development (not Rogers Street), looking for the Main Street USA feel

Need opportunity for new business to fill vacant buildings downtown - could do better to meet it's full potential

Shops & restaurants

Need parking downtown near White Street - would prefer to access downtown via bike, but since we can't we need more parking

Connectivity to access the downtown area

Projects/Actions

Wegmans soft park development off Rogers Road (next to Heritage High School)? Would like to see it moved forward

Group #

6

VISIONING WORKSHOP: FEEDBACK SYNTHESIS

Wake Forest Visioning Workshop Synthesis

Growth

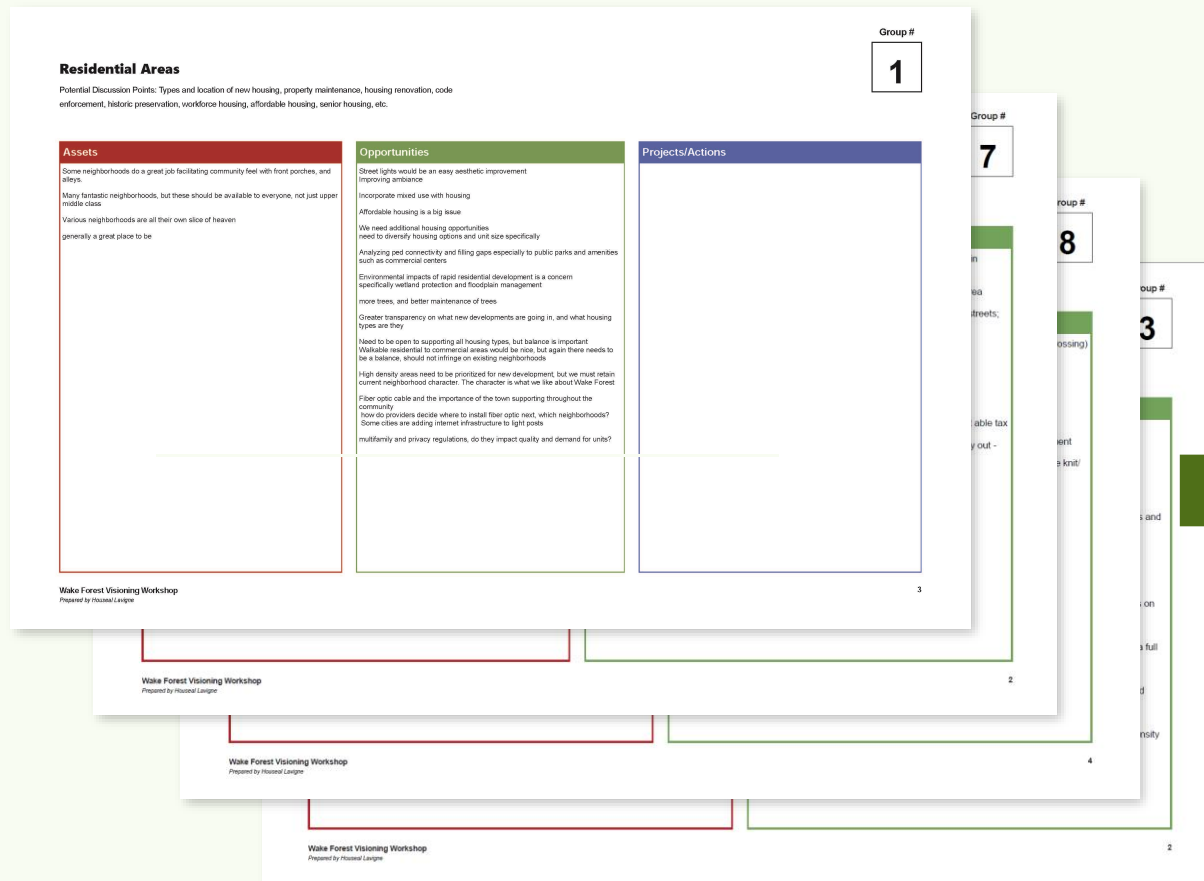
Potential locations:

- Capital Boulevard
- North of Capital Boulevard
- 98 Corridor
- Northeast past 98 Corridor
- Annexation area
- West with infill
- South end of
- Wake Forest
- A long Falls of
- Downtown area
 - Those who want to live in the area
 - Both office and residential
- Extend near to
- Carol Joyner
- allow citizens to have a say in the future of the area
- Joynes with infill
- Not c

- Property near the highway to have a status update?
- Opportunity for growth for east Wake
- Build inside out. Starting with downtown and working outwards
- Small part of WF that has a WF mailing address but is in the future
- Chalk and Jones Dairy intersection with potential environmental impacts-unincorporated area
- Other pockets that the town can't regulate but will need to clean up later

- Stormwater runoff, impervious concerns. stormwater benefits of trees.

- Mixed use development





VISION & GOALS

Vision Statement

The Vision Statement paints a picture of what Wake Forest should look like in the future, **20 years** from the adoption of the Community-Wide Land Use Plan. The Vision Statement incorporates the most central ideas and themes generated during the community outreach and visioning process and **provides a guiding framework** for other elements of the Plan.

Wake Forest's Vision Statement

The Town of Wake Forest will continue to prosper as a highly desirable community that preserves its **small-town charm** while fostering **new growth opportunities**. **Smart, sustainable growth strategies** will guide future development, with enhanced focus on **preserving open space**, maintaining a **lush tree canopy**, and ensuring **sufficient infrastructure** is in place. The Town will support a **balanced mix of uses** where residents can **live comfortably near and access job opportunities** and enjoy a variety of **local shops, restaurants, and recreation amenities** catering to **all ages**. Both new and existing neighborhoods will support a **diverse range of housing choices** and receive an **equal share of public investment**. Residents will be able to reach regional and community destinations safely and easily via a **robust public transit, pedestrian, and bike network**.

Wake Forest's Vision Statement

Wake Forest's **economy will flourish**, showcasing an **entrepreneurial spirit** that welcomes innovation, collaboration, and entrepreneurship. Residents will have access to a **variety of local shops and restaurants**, while flexible office spaces and employment centers will **generate jobs and strengthen the Town's tax base**. Downtown will continue to expand while maintaining its **historic character**, serving as the **hub of civic activity, community events, and entertainment**. Future development will be of high quality, supporting a **vibrant mix of uses** that exhibit a **unique character** that sets "Wake Forest" apart from other communities within the Triangle Region.

Goals

Goals describe desired results toward which planning efforts should be directed. They are **broad** and **long-range**. They represent an ambition to be sought and require the culmination of many smaller actions in order to be fully achieved.

Balanced, Smart Growth

Prioritize infill development and ensure necessary infrastructure is in place to support future growth.

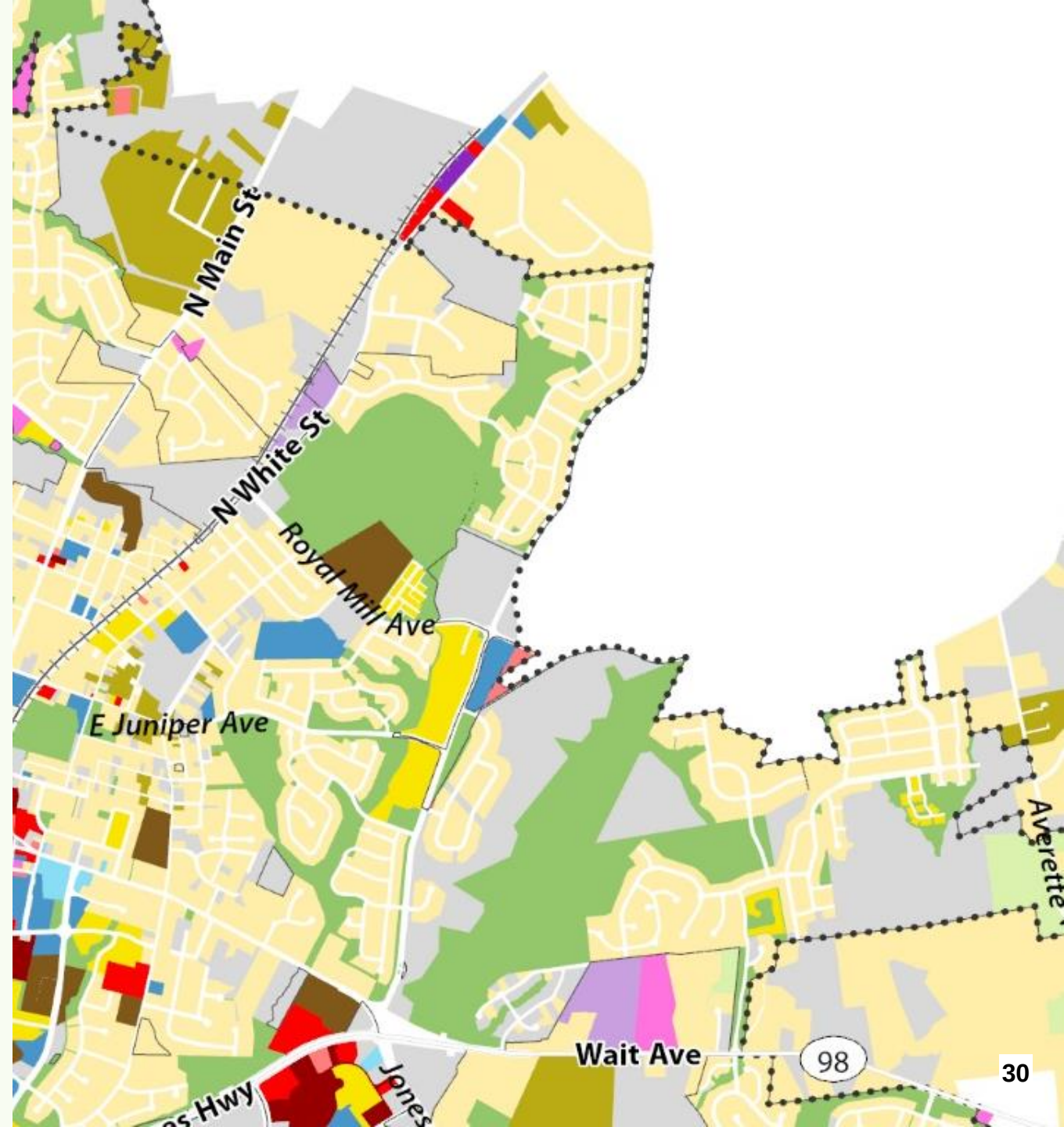
- Prioritize infill and redevelopment
- Improve infrastructure before growth
- Address traffic congestion



Well-Balanced Mix of Uses

Support a balanced mix of uses that create attractive residential areas, well-paying employment opportunities, and an abundance of recreation options.

- Balanced mix of uses
- Access to nearby job opportunities
- Industrial/office growth
- Recreation for all ages
- Community event space



Maintain Historic, Small-Town Charm

Reinvest in established neighborhoods, preserve historic assets, and ensure quality design of future development to maintain Wake Forest's unique charm and desirability as a place to live.

- Historic preservation
- Neighborhood reinvestment
- Density in appropriate locations
- Support unique local businesses
- Design standards representative of "Wake Forest"



Diverse Housing Options

Ensure Wake Forest provides a range of housing choices for residents of all income levels, stages of life, and abilities.

- Attainable housing (not just “dense”)
- Senior Housing
- Workforce Housing
- Special needs housing



A Pedestrian- /Bike-friendly Community

Establish a highly-connected network for active modes of transportation to ensure residents can safely and conveniently travel between their neighborhoods, shopping areas, and other community destinations without a car.

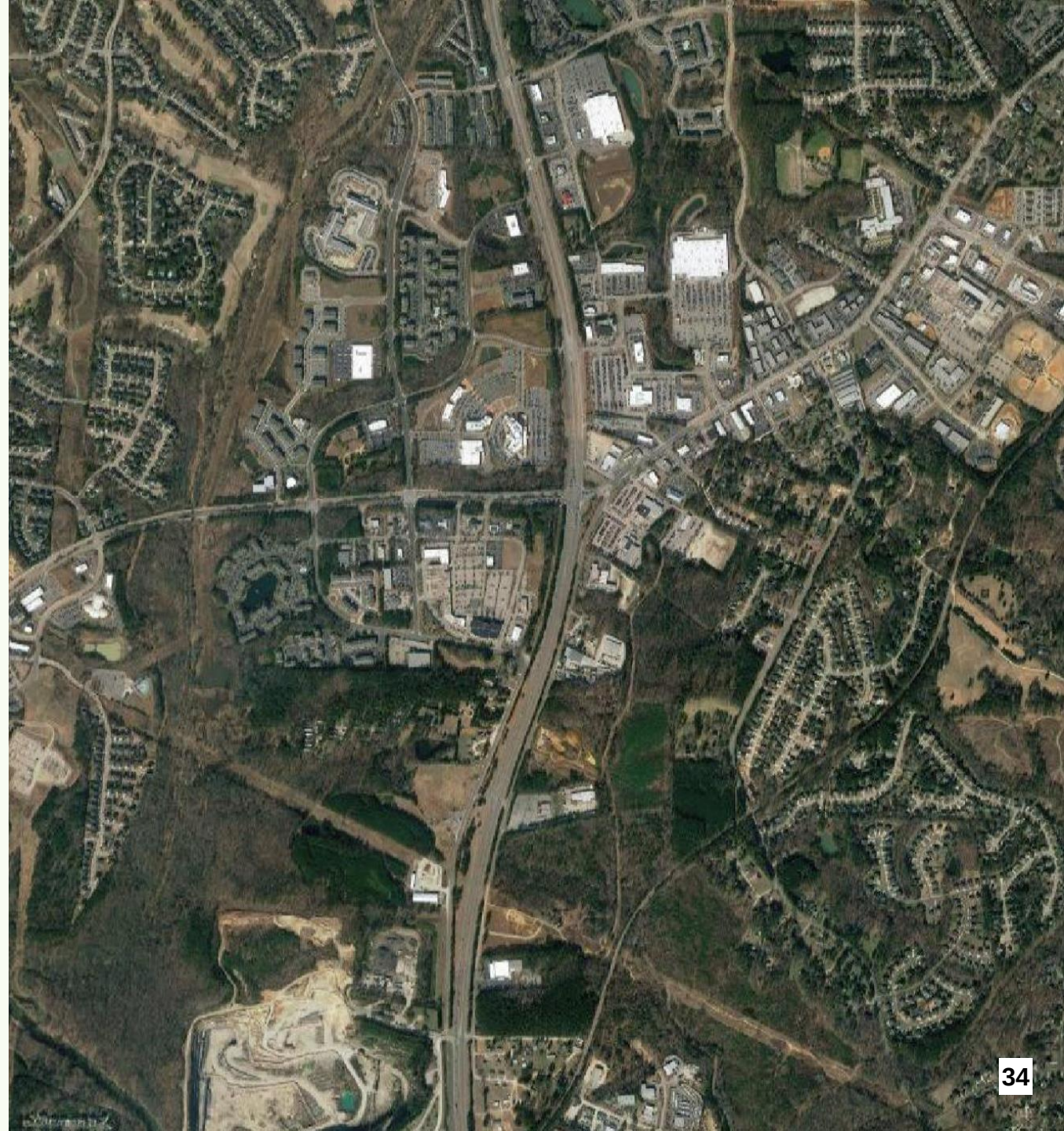
- Expand bicycle and pedestrian facilities (sidewalks, multi-use paths, greenways)
- Bicycle and pedestrian connectivity between neighborhoods, commercial areas, downtown, parks, recreation areas, and other community destinations



Safe & Connected Public Transit Options

Establish a well-connected public transit system that improves access to regional and local destinations while supporting transit-oriented development.

- Transportation systems that support community quality and livability
- Regional connections via bus, s-line, commuter rail
- Higher density development near transit stations



Unique, Thriving Businesses

Support small businesses, innovative industries, and diverse employment opportunities to strengthen the Town's tax base and increase local job, retail, and service options.

- Business development, entrepreneurship, starts up
- Innovative flex space/multipurpose buildings
- Direct franchises to commercial corridors
- Zoning and regulatory environment conducive to small business



A Growing Downtown

Continue efforts to revitalize and extend Downtown into a vibrant, pedestrian-friendly center of civic activity that provides places to eat, shop, and enjoy outdoor public gathering spaces.

- Preserve historic character/scale
- Incubator/co-working spaces
- City-center idea
- Downtown housing
- Phasing out undesirable uses
- Gateways
- Parking



Preserve Wake Forest's Green Space

Encourage the preservation of the Town's green space and tree canopy as growth occurs to protect the natural environment.

- Connect greenways
- Park space
- Preservation of open space and tree canopy
- Minimize clear cutting



Goal Topics

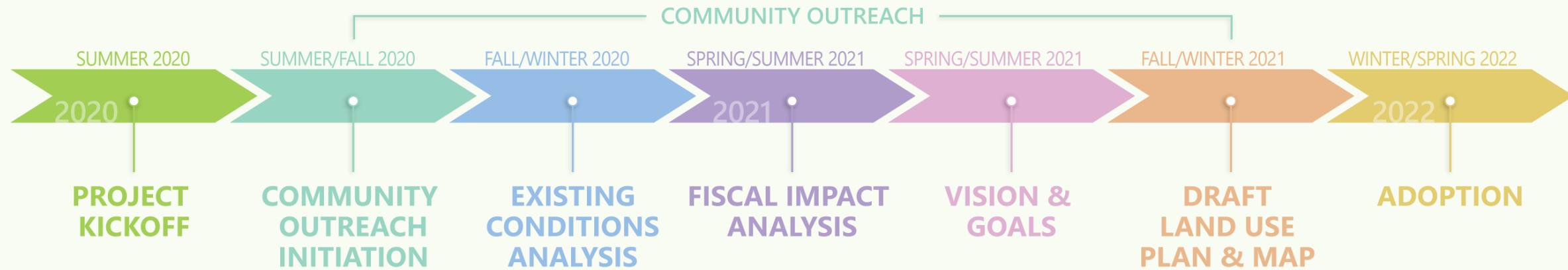
- Balanced, Smart Growth
- Well-Balanced Mix of Uses
- Maintain Historic, Small-Town Charm
- Diverse Housing Options
- A Pedestrian-/Bike-friendly Community
- Safe & Connected Public Transit Options
- Unique, Thriving Businesses
- A Growing Downtown
- Preserve Wake Forest's Green Space



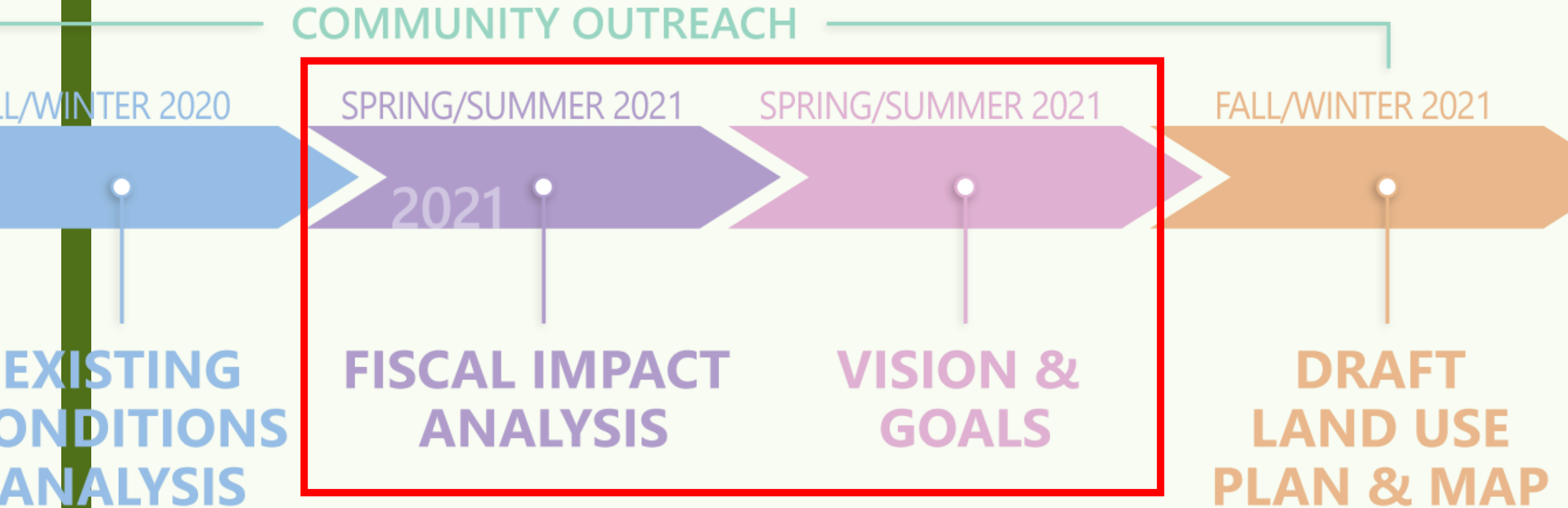
SCHEDULE

Project Schedule

PROJECT TIMELINE



Project Schedule





THANK YOU



Planning Board Agenda Item Report

Agenda Item No.: 2021-344-

Submitted by: Terry Savary

Submitting Department: Planning

Meeting Date: October 12, 2021

SUBJECT

Approval of Minutes

Recommendation:

Item Summary:

ATTACHMENTS

- [Draft September 14, 2021 PB Meeting Minutes.pdf](#)



TOWN of WAKE FOREST

PLANNING BOARD MEETING

MINUTES

September 14, 2021

Members Present: Joe Kimray (Chair), Karin Kuropas (Vice-Chair), Michael Hickey, Thomas Ballman, Colleen Sharpe, Chris Joyner, and Michael Siderio

Karin Kuropas arrived at 5:33 p.m.

Members Absent: None

Town Staff Present: Courtney Tanner, Planning Director
Jennifer Currin, Assistant Planning Director
Patrick Reidy, Senior Planner
Terry Savary, Deputy Town Clerk
Sam Slater, Town Attorney

1. CALL TO ORDER

The regular meeting of the Wake Forest Planning Board was called to order by Chair Kimray at 5:30 p.m.

2. ADOPTION OF AGENDA

2.A. Adoption of Agenda

Motion: Ms. Sharpe moved to adopt the agenda. Mr. Ballman seconded the motion.

Discussion: None.

Action: The Planning Board voted unanimously (6-0) to adopt the September 14, 2021 agenda.

3. APPROVAL OF MINUTES

3.A. Approval of Minutes from the August 10, 2021 Planning Board Meeting

Motion: Mr. Hickey moved to approve the August 10, 2021 meeting minutes. Mr. Joyner seconded the motion.

Discussion: None.

Action: The Planning Board voted unanimously (6-0) to approve the August 10, 2021 meeting minutes.

4. PRESENTATIONS (Planning Board Training)

The Planning Board attended the training virtually via Zoom.

Adam Lovelady, Associate Professor of Public Law and Government and Jim Joyce, Assistant Professor, Public Law and Government with UNC School of Government presented on Foundations and Considerations, and Procedures and Specific Uses.

Below are some of the topics presented by Mr. Lovelady and Mr. Joyce:

- Development Regulations
 - Land Use Zoning
 - Land Subdivision
 - Stormwater
 - Flood Damage Prevention
 - Sign Ordinance
 - Adult Business Ordinance
 - Manufactured Home Ordinance
 - Historic Preservation
 - Minimum Housing Code
 - Nuisance Code
- Types of Decisions:
 - Administrative, quasi-judicial, and legislative
- Land Use Planning
- General Land Use Impacts
 - Owner/developer – (property value, free use of land, investment expectations)
 - Neighbors - safety, noise, odor, traffic, aesthetics, stormwater, property value, investment expectations
 - Community – safety, convenience, traffic, appropriateness of use, character of community, property values, availability of housing types.
 - Local government – Infrastructure costs (capital and maintenance), service costs, tax implications, diversity of economy, mix of housing types
- Statutory Purposes and Considerations:
 - Character of district
 - Conserving the value of buildings
 - Encouraging the most appropriate use of land
- Planning Board Review
 - Planning board referral is mandatory for all amendments
 - Must allow up to 30 days from referral
 - May have public notice and public hearing
 - Written comment
 - Must address plan consistency
 - May address other matters
 - May be drafted in line with governing board consistency statement
- Published/Newspaper Notice
 - Two legal ads
 - First 10-25 days before hearing
 - Second in separate week
- Additional Notices for Rezoning:
 - Posted notice on site
 - Mailed notice to affected parties and abutting landowners

- Conducting the Hearing
 - Reasonable rules acceptable
 - Time limits on speakers
 - Signup sheets
 - Overall time limits
 - Maintain fundamental fairness
 - Due process limits for quasi-judicial do not apply
 - May continue to a subsequent meeting
- Reasonable Rules Acceptable
 - Time limit on speakers
 - Sign-up sheets to speak
 - Overall time limits
- Statement of Consistency and Reasonableness
 - Statement describing whether that action is consistent or inconsistent with an adopted plan
 - Statement of reasonableness for rezoning
 - May be combined and approved as a single statement
 - May be in same motion as zoning amendment or separate
- Vote
 - Simple majority of members not excused
 - No need for supermajority even on date of introduction (was required under old rule)

5. OLD BUSINESS WITH PUBLIC COMMENT

6. OLD BUSINESS

6.A. Consideration of Action on LEGISLATIVE CASE RZ-21-02, Quail Crossing: Request filed by McAdams Company to rezone from the existing Rural Holding District (RD) to General Residential 10 Conditional District (GR10-CD) and associated master plan for 36± acres located at 1423 Deerfield Crossing being Wake County Tax PIN: 1850-26-8976 (portion) and adjacent right-of-way to centerlines.

Chair Kimray stated the joint public hearing was held at the September 7, 2021 meeting and closed. Action on the Planning Board recommendation was continued to the September 14, 2021 meeting.

Patrick Reidy, Senior Planner said the applicant revised condition number 17 and added Condition number 18 found in the Applicant Proposed Condition Section of the staff report and as Attachment J (see attached).

Planning Board member Ballman asked if they should look at the size requirements for the reforestation. Mr. Reidy replied that is something they can look at to see if there's a standard they need to set.

Mr. Ballman asked staff if they see the private road being used as a cut through road. Courtney Tanner, Planning Director replied that it definitely could. Mr. Ballman said the parallel parking will

make a difference on how the road is navigated. Chair Kimray said he doesn't envision a lot of cut through traffic because there are three main connectors already making those connections.

Mr. Ballman inquired about the road being private and not public. Mr. Reidy explained Middleburg Communities wanted to maintain ownership and it was discussed internally with Public Works and the Engineering Department, and they felt like it would be okay as a private road with a public access.

Planning Board member Ballman said the building separation is 6 feet and the side setbacks for GR-3, GR-5, and GR-10 is eight feet. Mr. Reidy replied that would be if they're on individual lots.

Chair Kimray asked Mr. Pfister if there was anything he'd like to add. Mr. Pfister replied all he had to confer were the two changes that Mr. Reidy already discussed but said he'd be happy to answer any questions.

Discussion:

Planning Board member Ballman said looking at the project it's neat and unique. He suspects this has been a success somewhere else and said if everyone is okay with the architectural aspect of it, he doesn't have too much of a problem with the layout or how it'll function. He did mention he still has questions about the private road but otherwise he thinks it's a decent plan.

Chair Kimray explained that as the Planning Board they need to take the emotional aspect out of the way they look at the project. He said for them it is to decide what is going to be the best use of the land in the end, despite what may be happening. He thinks the project brought before them is quite interesting and is something they don't have in town. Chair Kimray believes it fills a gap that they don't have in town and follows the Community Plan. He believes it is a very well laid out plan.

Planning Board member Joyner commented on the limited parking for some of the units. He doesn't like the side setback at 6 feet. He does like the aspect of the project but doesn't like so many houses in such a small space. Chair Kimray mentioned that some of the units will have a garage, and mentioned that the parking is similar to multi-family developments.

Planning Board member Kuropas said she likes the plan and the way it's laid out. She expressed concern about parking and about EMS and fire being able to get in the area. She was assured that it's already been cleared. She sees more pros than cons about the project.

Planning Board member Sharpe agrees with what's been said. She said she likes the plan and thinks it's an interesting plan for the town.

Motion: Mr. Ballman moved to approve Case RZ-21-02, Quail Crossing with conditions as outlined in staff report. Ms. Kuropas seconded the motion.

Action: The Planning Board voted unanimously (7-0) to recommend approval of Case RZ-21-02, Quail Crossing.

Conditions

1. Major Site Master Plan (SP-21-06) is a condition of the rezoning request. Amendments of the master plan shall require a rezoning amendment unless the Administrator finds the modification to be minor and in keeping with the spirit and intent of the adopted subdivision master plan.
2. All development will comply with all requirements of the Town of Wake Forest Unified Development Ordinance (UDO) unless expressly stated as an exception and will comply with approved Master Plan as submitted with this rezoning application.
3. The development shall have a maximum number of 260 units.
4. Vinyl siding shall not be permitted; however, vinyl windows, decorative elements, and trim are permitted.
5. Any exterior wall of a unit visible from a street shall contain at least two decorative elements such as, but not limited to, the following elements:
 - a. Bay window;
 - b. Recessed window;
 - c. Decorative window;
 - d. Trim around windows;
 - e. Side porch;
 - f. Two or more building materials;
 - g. Decorative brick or stone;
 - h. Decorative trim;
 - i. Decorative shake;
 - j. Decorative gable;
 - k. Decorative cornice;
 - l. Portico;
 - m. Dormer
6. A varied color palette shall be utilized on buildings throughout the development to include a minimum of three-color families for siding and shall include varied trim, shutter, and accent colors complimenting the siding color.
7. Developed open space and park space shall contain, a minimum of three of the following elements, but not limited to, the following: walking trails; swimming pool; clubhouse; butterfly gardens; fitness center; dog park; community garden; hammock lounge; firepits.
8. The development shall provide a clubhouse a minimum of 1,000 square feet and a pool.
9. All buildings shall have a minimum separation of six feet.
10. Alternative street section designs as shown on Sheet 2.00 of the master plan shall apply instead of the cross sections shown in Section 6.7.2 of the UDO.
11. Buildings shall be permitted to be erected on the master lot within this development and will front on a private right-of-way or common open space (Section 4.3.1.B.).
12. The park spaces provided in the development shall be a minimum of 2,000 square feet and a minimum of four (4) such parks shall be provided throughout the development (Section 7.5.1).
13. No units of the same floor plan and exterior color will be located immediately adjacent to each other or directly across the street of one another.
14. At least 15% of the area of each façade that faces a street/parking area must be windows or main entrance doors.
15. The development shall provide a minimum of three (3) electric vehicle (EV) charging stations. Final locations to be determined at construction drawing submittal.

16. Upon establishment, tree reforestation areas shall follow the same UDO requirements as tree save areas.
17. Prior to the approval of Construction Drawings, the developer shall collaborate with the Wellington Park residents and provide financial assistance towards the relocation of the residents in an amount up to \$375,000. Any relocation administration costs incurred by the developer for the relocation shall be in addition to the \$375,000 of relocation assistance provided by the developer. No relocation assistance funds may be used to remove an abandoned structure. Once all residents have been relocated, tracking of assistance disbursement and paid invoices accounting for the funds shall be provided to the Town of Wake Forest Planning Department. Once all invoices have been provided showing expended relocation funds (excluding administration and demolition costs), the Town shall reduce the recreation facility fee due equal to 1/3rd of the funds used towards relocation up to a maximum of \$125,000. The recreation fee reduction shall be applied on a per unit reduction. (For example, using the current recreation fee of \$2,202 (the recreation fee is subject to change each fiscal year), if 260 units are built and the full \$375k is used towards relocation, the new recreation facility fee per unit would be \$1,721.23).
18. At the time of Construction Drawings, Engineering staff shall determine if any fencing is required around the perimeter of proposed stormwater control measures.

7. NEW BUSINESS WITH PUBLIC COMMENT

Consideration of Action on LEGISLATIVE CASE RZ-21-06, South Allen: Request filed by Town of Wake Forest to rezone from the existing Neighborhood Mixed-Use (NMX) to General Residential 5 (GR5) for 8.68± acres located at 238, 250 & 306 South Allen Road being Wake County Tax PINs: 1840-79-1536, 1840-69-9308, and 1840-68-8987 and adjacent right-of-way to centerline.

Patrick Reidy, Senior Planner provided an overview of the attached staff report.

Planning Board member Joyner asked why the town thought it was necessary that GR-5 is better in this specific location rather than GR-3, which surrounds the parcel. Mr. Reidy stated they tried to find a balance for what the Community Plan calls for with more density. Mr. Joyner said there's a nursing home there that hasn't operated in a couple years and there's a salon there that still operates that expressed a desire to expand. Mr. Reidy replied that the hair salon is maxed out and has no additional area to expand.

Planning Board member Ballman asked if the parcels were zoned Neighborhood Business. Mr. Reidy explained that in 2013 when the UDO was adopted, NMX was the closest zone to keep them all functioning as is.

Planning Board member Hickey asked what impact does the rezoning have on the end of S. Allen that doesn't connect through. Mr. Reidy explained that it's part of the Capital Improvement Plan to make that connection along with other similar missing links around town. His understanding is that it's approximately two to three years out in starting the plan to engineer all of the connections. Mr. Reidy said it shouldn't have any bearing on it. It's off-site from these sites so if the nursing home parcel were to redevelop that would be an off-site improvement that they couldn't do unless the Traffic Impact Analysis (TIA) called for something to use that connection, but it's in the semi near future plans to make that connection.

Planning Board member Kuropas asked if there's a way to freeze development on the property until there's a rezoning on it. Mr. Reidy replied, no.

Chair Kimray asked if something were to be developed there would they only be responsible for roadway improvements in front of their parcel. Mr. Reidy replied unless there's a TIA that called for some widening somewhere else.

Planning Board member Ballman asked if the town evaluated other circumstances and if this was a unique situation. Mr. Reidy replied there's not a lot of NMX properties around town

Isabel Mattox was in attendance on behalf of the Church Initiative 501C3 entity, and the owner of the property located at 250 S. Allen Rd. She stated that Pastor Sam Hodges of Church Initiative and her co-counsel Tom Worth were also in attendance. Ms. Mattox said there are three parcels, but they are there to discuss only one parcel that's located at 250 S. Allen Rd. Ms. Mattox said they oppose the rezoning, which she said is very detrimental to Church Initiative.

Pastor Sam Hodges, Vice-President of Church Initiative provided some background of the zoning history located at 250 S. Allen Rd. as well as the history of the organization.

Ms. Mattox said the recommendation is inconsistent with the Town's Comprehensive Plan and was flawed from the beginning with the wrong address. Ms. Mattox asked the board to hold this matter and give them time to work on what they think will be a better fit and solution.

Tom Worth stated, in 2005 when the town suggested another zoning would accommodate intense uses, the client said no, they didn't need an intense use where their building is. Office/Institutional (O-I) would be fine. He believes that shows good faith of the client.

Kate Jones a resident at 323 S. Allen Rd. spoke on behalf of thirty-five residents of Cardinal Hill Subdivision. She said they'd like to curtail the development, but their concern is not to hurt the commercial neighbors. Ms. Jones presented a powerpoint presentation on the community's concerns and is included as an attachment.

Dietrich Koch, a resident at 204 S. Allen Rd. expressed concern about potential development at 306 S. Allen Rd., the old nursing home property. He said the nursing home property was gifted to the Life Church. Mr. Koch hopes a good solution can be found.

Debbie Hill, a resident at 257 S. Allen Rd. said they have a lot of wildlife in the area that would go away with a large development.

Chair Kimray declared the public comment session closed at 9:07 p.m.

Discussion: Planning Board member Siderio said the three parcels have very different current and possibly future uses. He asked if the parcels could be separated. Ms. Tanner said the board can provide any recommendation they choose to do so and may provide different recommendations for each parcel.

Chair Kimray said Church Initiative made it known they were going to file an application to rezone Neighborhood Mixed Use Conditional District (NMX-CD) as early as next week. He said to protect the properties as a whole, allow them to come back and submit their NMX-CD rezoning application. Ms. Mattox replied once it gets rezoned it's a much higher hill to climb to try and change the zoning.

Planning Board member Joyner asked if the property owners for the other two parcels would be willing to do a conditional zoning. Chair Kimray stated the board could recommend that 238 and 306 S. Allen Rd. be rezoned as GR-5, and remove 250 S. Allen Rd. since the property owner has indicated that they intend to submit an application for NMX-CD. Planning Board member Sharpe said those properties have been in this situation for quite some time. She thinks it's a perfect area for a neighborhood grocery store or some other kind of small commercial.

Planning Board member Siderio appreciates the residents not wanting to have a six-story apartment complex in their backyard. He thinks they're making a problem before there is one. Any building would need approval prior to building. Mr. Siderio said it feels preemptive to change the zoning prior to there being an issue with two properties currently being occupied. He thinks the condition should be for the abandoned nursing home that has no development prospects at this point. He believes it would be agreeable to make a condition to rezone that parcel. The other two parcels currently occupied and conducting business without any issue, would be premature to make that zoning change now.

Ms. Tanner stated the board can parcel out and make a recommendation to each parcel. She said the board can't add specific conditions. She said the conditions would have to be submitted in writing by the applicant.

Motion: Mr. Ballman moved to deny Case RZ-21-06, South Allen Rd. There was a lack of a second motion.

Action: Chair Kimray declared the motion died for lack of a second motion.

Motion: Mr. Hickey moved to approve Case RZ-21-06, South Allen Rd. with the following recommendations. Mr. Siderio seconded the motion.

Recommendations

- 306 S. Allen Rd. be rezoned to General Residential-5 (GR-5)
- Do not rezone 238 and 250 S. Allen Rd. at this time.

Action: The planning Board voted (4-3) to recommend approval of CASE RZ-21-06, South Allen Rd. with the following recommendations :

Recommendations

- 306 S. Allen Rd. be rezoned to General Residential-5 (GR-5)
- Do not rezone 238 and 250 S. Allen Rd. at this time.

Aye

Mike Hickey
Mike Siderio
Colleen Sharpe
Karin Kuropas

Nay

Joe Kimray
Thomas Ballman
Chris Joyner

8. STAFF COMMENTS

Ms. Tanner provided each Planning Board member a copy of the Planning Board Handbook. She asked the board members to return their handbook and iPads once their term ends.

Ms. Tanner said Community Planning Month is the month of October. She said the proclamation will be presented at the September 21, 2021 Board of Commissioners meeting and the board is welcomed to attend.

Planning Board member Ballman provided a handout of a map and spoke about sidewalk connectivity for development. Mr. Ballman mentioned that there's a gap in the sidewalk between Middlegame and Austin Creek. Mr. Reidy stated that Austin Creek is putting in a bridge. Mr. Ballman said there appears to be about 2,200 feet of missing sidewalk and multi-use paths that would connect homes to Gateway Commons, Wake Forest Charter, Wake Forest Reservoir, and downtown. He said 2,200 feet of sidewalk would potentially connect seven-hundred to one thousand residences.

9. ADJOURNED

There being no further business Mr. Hickey moved to adjourn the meeting. Mr. Joyner seconded the motion.

The Planning Board voted unanimously (7-0) to adjourn the September 14, 2021 Planning Board meeting.

The Planning Board meeting adjourned at 9:36 p.m.

Respectfully submitted,

Courtney Tanner, Planning Director

Joe Kimray, Chairman



September 9, 2021

Town of Wake Forest
301 S. Brooks Street
Wake Forest, NC 27587

RE: Quail Crossing – Conditions of Approval

Dear Sir/Madam:

We wish to request the following conditions be applied to the proposed rezoning for Quail Crossing (Project #RZ-21-02):

1. Major Site Master Plan (SP-21-06) is a condition of the rezoning request. Amendments of the master plan shall require a rezoning amendment unless the Administrator finds the modification to be minor and in keeping with the spirit and intent of the adopted subdivision master plan.
2. All development will comply with all requirements of the Town of Wake Forest Unified Development Ordinance (UDO) unless expressly stated as an exception and will comply with approved Master Plan as submitted with this rezoning application.
3. The development shall have a maximum number of 260 units.
4. Vinyl siding shall not be permitted; however, vinyl windows, decorative elements, and trim are permitted.
5. Any exterior wall of a unit visible from a street shall contain at least two decorative elements such as, but not limited to, the following elements:
 - a. Bay window;
 - b. Recessed window;
 - c. Decorative window;
 - d. Trim around windows;
 - e. Side porch;
 - f. Two or more building materials;
 - g. Decorative brick or stone;
 - h. Decorative trim;
 - i. Decorative shake;

- j. Decorative gable;
 - k. Decorative cornice;
 - l. Portico;
 - m. Dormer.
6. A varied color palette shall be utilized on buildings throughout the development to include a minimum of three-color families for siding and shall include varied trim, shutter, and accent colors complimenting the siding color.
 7. Developed open space and park space shall contain, a minimum of three of the following elements, but not limited to, the following: walking trails; swimming pool; clubhouse; butterfly gardens; fitness center; dog park; community garden; hammock lounge; firepits.
 8. The development shall provide a clubhouse a minimum of 1,000 square feet and a pool.
 9. All buildings shall have a minimum separation of six feet.
 10. Alternative street section designs as shown on Sheet 2.00 of the master plan shall apply instead of the cross sections shown in Section 6.7.2 of the UDO.
 11. Buildings shall be permitted to be erected on the master lot within this development and will front on a private right-of-way or common open space (Section 4.3.1.B.).
 12. The park spaces provided in the development shall be a minimum of 2,000 square feet and a minimum of four (4) such parks shall be provided throughout the development (Section 7.5.1).
 13. No units of the same floor plan and exterior color will be located immediately adjacent to each other or directly across the street of one another.
 14. At least 15% of the area of each façade that faces a street/parking area must be windows or main entrance doors.
 15. The development shall provide a minimum of three (3) electric vehicle (EV) charging stations. Final locations to be determined at construction drawing submittal.
 16. Upon establishment, tree reforestation areas shall follow the same UDO requirements as tree save areas.
 17. Prior to the approval of Construction Drawings, the developer shall collaborate with the Wellington Park residents and provide financial assistance towards the relocation of the residents in an amount up to \$375,000. Any relocation administration costs incurred by the developer for the relocation shall be in addition to the \$375,000 of relocation assistance provided by the developer. No relocation assistance funds may be used to remove an abandoned structure. Once all residents have been relocated, tracking of assistance disbursement and paid invoices accounting for the funds shall be provided to the Town of Wake Forest Planning Department. Once all invoices have been provided showing expended relocation funds (excluding administration and demolition costs), the Town shall reduce the recreation facility fee due equal to 1/3rd of the funds used towards relocation up to a maximum of \$125,000. The recreation fee reduction shall be applied on a per unit reduction. (For example, using the current recreation fee of \$2,202 (the recreation fee is subject to change

each fiscal year), if 260 units are built and the full \$375k is used towards relocation, the new recreation facility fee per unit would be \$1,721.23).

18. At the time of Construction Drawings, Engineering staff shall determine if any fencing is required around the perimeter of proposed stormwater control measures.

Please let me know if you have any questions or require any additional documentation.

Sincerely,

A handwritten signature in blue ink, appearing to read 'JP', with a long horizontal flourish extending to the right.

Jason C. Pfister | Vice President, Land Entitlements
Middleburg Communities



Planning Board Agenda Item Report

Agenda Item No.: 2021-311-
Submitted by: Courtney Tanner
Submitting Department: Planning
Meeting Date: October 12, 2021

SUBJECT

Consideration of and Public Comment Session on Legislative Case RZ-21-07 to Clarify and Reaffirm the Town of Wake Forest Zoning Map

Recommendation:

Item Summary:

ATTACHMENTS

- [2021-311 Staff Report.pdf](#)
- [Attachment A - Application.pdf](#)
- [Attachment B - Plan Consistency Grid.pdf](#)
- [Exhibit 1 - Zoning Map.pdf](#)
- [Exhibit 2 -Zoning Overlay Map.pdf](#)



Staff Report

Case RZ-21-07: Wake Forest Zoning and Overlay Maps Clarification and Reaffirmation

Meeting Date	October 12, 2021
Requested Actions	Consideration of the Following Items related to the Zoning Map and Overlay Zoning Map request. 1. Plan Consistency Statement 2. Clarify and Reaffirm the Town of Wake Forest Zoning Map designations as recommended by the UNC School of Government 3. Clarify and Reaffirm the Town of Wake Forest Zoning Overlay Map designations as recommended by the UNC School of Government
Case Manager	Courtney Tanner, Planning Director

PUBLIC MEETINGS

Public Comment Session	Public Hearing (Tentative)
October 12, 2021	November 16, 2021

CASE INFORMATION

Applicant	Town of Wake Forest 301 S. Brooks Street Wake Forest, NC
Property Owner	N/A
<i>See Attachment A for a copy of the application</i>	

ZONING CASE HISTORY

The Unified Development Ordinance and associated zoning maps were adopted in July 2013. Both have been amended since that date.

COMPREHENSIVE PLAN CONSISTENCY

Community Plan (2009)	The proposed request is generally consistent with the adopted Community Plan.
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Comprehensive Transportation Plan (2019)	The Comprehensive Transportation Plan is not applicable to the request.
Historic Preservation Plan (2012)	The proposed request is generally consistent with the adopted Historic Preservation Plan.
Northeast Neighborhood Plan (2007)	The proposed request is generally consistent with the adopted Northeast Neighborhood Plan.
Park, Recreation, and Cultural Resources Master Plan (2015)	The Parks, Recreation, and Cultural Resources Master Plan is not applicable to the request.
Public Art Vision Plan (2009)	The Public Art Vision Plan is not applicable to the request.
Renaissance Plan (2017)	The proposed request is generally consistent with the adopted Renaissance Plan.
<i>See Attachment B for detailed Plan Consistency Analysis.</i>	

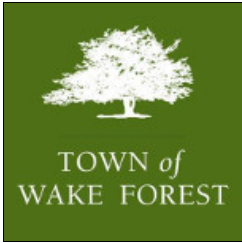
STAFF RECOMMENDATION

The request is generally **Consistent** with the relevant policies in the Comprehensive Plan, and **Approval** of the zoning map and zoning overlay map request is reasonable and in the public interest.

Further, staff recommends the Planning Board add a condition to update Exhibit 1 to include zoning map amendments approved by the Board of Commissioners on October 5, 2021.

ATTACHMENTS

- Attachment A:** Application
- Attachment B:** Plan Consistency Analysis
- Exhibit 1:** Zoning Map
- Exhibit 2:** Zoning Overlay Map



Map Amendment (Rezoning)

Map Amendment (Rezoning)

Town of Wake Forest, NC

301 S. Brooks St.

Wake Forest, NC 27587-2932

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

Project Overview

#623128

Project Title: Clarify and Reaffirm Zoning Map Designations

Jurisdiction: Town of Wake Forest (Wake County)

Application Type: Map Amendment (Rezoning)

State: NC

Workflow: Map Amendment (Rezoning)

County: Wake and Franklin

Checklist - Map Amendment (Rezoning)

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 MAP AMENDMENT \(REZONING\)
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?: NA

Pre-Application Conference Date and Time:

Staff Member Met With:

Project Tracking ID: RZ-21-07

Project Information

Project/Development Name: Clarify and Reaffirm Zoning Map Designations

Project Address or PIN:

- town wide

Tax PIN:

- town wide

Zoning: Zoning

- all districts

Current Zoning Overlay: NA, Not Applicable to this Project

Town Limits: Inside corporate limits and ETJ

Zoning Information

Currently a Conditional District?: Yes and No

Currently a Conditional Use?: NA

Is there an existing Special Use Permit for the Property?: NA

Project Contacts

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

Courtney Tanner
Town of Wake Forest
401 Elm Avenue
Wake Forest, NC 27587
P:(919) 5546100
ctanner@wakeforestnc.gov

Map Amendment: Rezoning

Proposed Zoning: NA

Description of Request:

This request is to clarify and reaffirm the Town of Wake Forest Zoning Map and Overlay Map designations.

Community Plan Consistency Grid

GENERAL POLICY RECOMMENDATIONS		YES	NO	NA
GPR-1	Develop complete neighborhoods built around gathering spaces with a mix of housing types, lot sizes, and integrated commercial uses versus monolithic subdivisions			
GPR-2	Appropriately transition large-scale commercial, institutional, and industrial uses into surrounding neighborhoods			
GPR-3	Integrate alternative modes of transportation, such as transit and biking, into development			
GPR-4	Carefully configure street patterns to allow for multiple outlets from neighborhoods, and to continue the policy of providing for connections between neighborhoods, without encouraging through traffic			
GPR-5	Require sidewalks, bikeways and greenways as part of the necessary infrastructure for new development			
GPR-6	Require regularly spaced street trees, selected and planted in accordance with a street tree master plan, in new developments, whether commercial, office or residential			
GPR-7	Place new public and private buildings of architectural significance in locations of prominence and visual importance			
GPR-8	Ensure neighborhoods have adequate open space areas designed into the development			
GPR-9	Ensure residential architecture respects the value of the street upon which it faces with houses pulled up to the street, porches in the front, garages to the rear or setback from the rest of the home's front facade, and front walkways to the sidewalk			

POLICIES FOR OLDER NEIGHBORHOODS		YES	NO	NA
ON-1	Concentrate police protection, preferably in the form of foot and bicycle patrols, as part of a comprehensive strategy for neighborhood revitalization and crime prevention			
ON-2	Encourage pedestrian-level streetlights and appropriately designed private property lights , particularly in the town's older walkable neighborhoods			
ON-3	Implement housing programs, code enforcement activities, and public improvements in partnership with residents in targeted neighborhood areas and include restoration and rehabilitation activities			
ON-4	Ensure new infill development is architecturally compatible with existing structures, site layout and the streetscape within its vicinity			
ON-5	Continually reinvest in the infrastructure of older urban neighborhoods, including but not limited to: park improvements, sidewalks, street paving and maintenance, street trees, street lights, water and sewer lines, and drainage			
ON-6	Encourage pedestrian-oriented, designed and scaled stores and services providing basic necessities to residents of the town's older neighborhoods			
ON-7	Facilitate mass transit services through recognition of planned transit routes, development mix and density, and accommodation for future transit stop locations in redevelopment and infill projects in older neighborhoods			

POLICIES FOR NEWER NEIGHBORHOODS		YES	NO	NA
NN-1	Encourage architecturally compatible accessory housing on developed lots within existing neighborhood areas, especially for the elderly			
NN-2	Working in cooperation with neighborhood residents, support the provision of greenways, bikeways and walkways within existing neighborhoods			
NN-3	Architecturally compatible, residentially scaled office and institutional development may be permitted along major streets forming a boundary of a neighborhood planning area			
NN-4	Existing, less intensive development (i.e. residential or office uses) located at the intersection of two or more major streets may be allowed to undergo an orderly transition to appropriate commercial use, provided that original use is no longer viable and that careful site design will allow for compatibility with adjoining areas			

POLICIES FOR FUTURE NEIGHBORHOODS		YES	NO	NA
FN-1	Promote a walkable community to minimize sprawl, as most new neighborhoods should be compact in form			
FN-2	Ensure new neighborhood streets are no wider than necessary to serve their intended purpose			
FN-3	Consider future transit service corridors and reinforce these corridors with development mixtures and densities appropriate for transit services			
FN-4	Include at least one neighborhood center or focal point in neighborhood planning areas			
FN-5	Encourage neighborhood serving businesses in neighborhood design			
FN-6	Encourage centrally located amenity centers and discourage them on the periphery of neighborhoods			
FN-7	Encourage a mixture of housing types, sizes, and prices for each neighborhood planning area			
FN-8	Encourage higher density housing that is served by transit and located close to adjoining work and shopping areas			
FN-9	Ensure new neighborhoods are connected to other neighborhoods, shopping, and work areas within the neighborhood planning area			
FN-10	Ensure street design gives equal priority to pedestrians and automobiles			
FN-11	Recognize bike routes and greenways in neighborhoods at the time of development			

Community Plan Consistency Grid

POLICIES FOR EXISTING COMMERCIAL AREAS		YES	NO	NA
EC-1	Encourage appropriate landscaping and reconfiguration of large, existing unlandscaped parking areas.			
EC-2	Encourage the provision of convenience clusters for pedestrians, bicyclists and future transit services at strategic locations in existing commercial areas			
EC-3	Encourage the consolidation of commercial driveways onto major streets and the connection of adjacent parking lots			
EC-4	Encourage businesses to replace existing, non-conforming signage with more attractive, conforming signage.			
EC-5	Encourage new infill development across the front street face of existing, over-designed parking lots			
EC-6	Continue to prohibit billboards within the planning jurisdiction of Wake Forest			
EC-7	Ensure bicycle and pedestrian access to existing commercial areas			

POLICIES FOR FUTURE LARGE-SCALE COMMERCIAL AREAS		YES	NO	NA
LSC-1	Encourage large-scale commercial developments where appropriate, to contain a diverse mixture of retail, office, restaurant and service uses			
LSC-2	Locate large-scale commercial uses on the corners of neighborhood planning areas, that is, at the intersection of two or more major streets			
LSC-3	Allow planned mixed-use developments which allow for a compatible mixture of residential and non-residential uses with a pedestrian scale and design should be encouraged			
LSC-4	In planning for a new large scale development, buffer large-scale uses from adjacent residential areas by smaller scale buildings or by buffer strips			
LSC-5	Except for limited access highways, pull up new commercial buildings to the street; parking should be placed to the rear or side of the structure			
LSC-6	When appropriate, require the use of all around architecture (high quality facades on all sides of a building)			
LSC-7	Plan ahead for new large-scale commercial development in regards to future public transit stops and convenience clusters			
LSC-8	Limit driveway access for new large-scale commercial development to major thoroughfares and connect all adjacent parking lots			
LSC-9	Cluster together auto dealerships, large equipment sales and other businesses primarily dependent upon expansive outdoor sales lots for both functional and economic reasons			
LSC-10	Strongly discourage the abandonment of "big box" retail stores, for the purpose of relocating to another "bigger box" location in the community			

POLICIES FOR SMALL SCALE NEIGHBORHOOD BUSINESSES		YES	NO	NA
SSB-1	Encourage small scale, pedestrian-oriented shopping and work places in the design of new neighborhoods			
SSB-2	Locate neighborhood businesses at center of planning area rather than major thoroughfares			
SSB-3	Ensure neighborhood businesses are designed at a residential scale and character			
SSB-4	Coordinate the location of neighborhood serving businesses with bikeways and, where appropriate, future transit stops			
SSB-5	Employ on-street parking in coordination with a limited amount of off-street parking for neighborhood serving businesses			
SSB-6	Ensure neighborhood businesses have residential scale signage and lighting			
SSB-7	Ensure neighborhood businesses encouraged as upfront infrastructure cost of new development			
SSB-8	Ensure neighborhood businesses locate near public amenities if opportunity allows			
SSB-9	Encourage living quarters over small retail shops and offices			

POLICIES FOR FIRST GENERATION BUSINESS AND INDUSTRIAL AREAS		YES	NO	NA
FGI-1	Actively participate, facilitate and partner in the adaptive reuse and conversion of former production, warehousing and manufacturing buildings into uses compatible with their design and location			
FGI-2	If the demolition of an old industrial building or complex becomes necessary, any new structure(s) and site redevelopment should be compatible with the neighborhood context; such redevelopment should serve to improve the quality, character and livability of the surrounding area			

POLICIES FOR SECOND GENERATION BUSINESS AND INDUSTRIAL AREAS		YES	NO	NA
SGI-1	Encourage and support the rehabilitation, improvement, and re-occupancy of viable business and industrial properties that have become vacant.			
SGI-2	The Town of Wake Forest acknowledges and supports the work of state and federal agencies, as well as its own town building inspectors, concerning the enforcement of environmental regulations and building standards, particularly concerning the redevelopment or adaptive reuse of manufacturing sites and buildings			

Community Plan Consistency Grid

POLICIES FOR THIRD GENERATION BUSINESS AND INDUSTRIAL AREAS		YES	NO	NA
TGI-1	Periodically examine zoning ordinance and other development regulations to maintain or update appropriate standards and locations for manufacturing, warehouse and distribution opportunities within the Town's planning jurisdiction			
TGI-2	Employ industrial development performance standards to promote the establishment or expansion of industries that are compatible with the public health, safety, and welfare of area residents, and that are supportive of the long term economic prosperity and environmental quality of the community			
TGI-3	Provide and maintain adequate screening and buffering between residential areas and newly developed industrial sites			
TGI-4	Ensure industrial and warehouse sites located within view of a public right-of-way or nearby property provide landscaping that enhances the property and is consistent with a quality image			

POLICIES FOR DOWNTOWN		YES	NO	NA
D-1	Encourage a compatible, diverse mixture of retail, office, institutional, residential, dining, services, entertainment, and public open space in the downtown area			
D-2	Recognize the advantages of clustering similar activities and development forms in appropriate parts of the downtown			
D-3	Expand pedestrian oriented streetscape improvements, including wider sidewalks, street trees, decorative street lights, street furniture, and landscaping			
D-4	Direct new and expanding businesses to compatible buildings and sites in or near the downtown area			
D-5	Reserve ground floor space for retail uses with office and other uses on upper floors			
D-6	Maintain a tangible presence and commitment to the downtown through the location of the Town's major municipal offices there and encourage other local, state and federal government agencies to maintain similar commitments to the downtown			
D-7	Continue to support the Wake Forest farmers market at the municipal parking lot in downtown Wake Forest			
D-8	Continue to utilize the Renaissance Area Urban Code to ensure that development and redevelopment will be supportive of the architectural and historic context that is vital to the economic success of downtown Wake Forest			
D-9	Encourage efforts to restore missing or underutilized street frontages, particularly on lots where previous buildings have been demolished and replaced with (oftentimes) surface parking			
D-10	Locate parking lots to the side or behind buildings or in the interior of the block with off-street parking spaces for multi-family buildings being in the rear yard			

POLICIES FOR PARKS, OPEN SPACE AND RECREATION		YES	NO	NA
PR-1	In cooperation with private sector interests, develop a system of open space greenways and walking trails to connect to residential areas with, especially, schools and park facilities			
PR-2	Include mini-parks in existing and proposed developments to meet the needs of small children and the elderly, and to encourage social interaction and mutual support among area families			
PR-3	Locate parks in full view of residential/non-residential activity for security			
PR-4	Provide funding to help demand for open space and recreation created by development			
PR-5	Co-locate parks & recreation facilities with schools, utility companies, and federal, state and local government agencies			
PR-6	Continue to seek efficiencies, cost savings, and quality services for park maintenance as the Town grows			
PR-7	Continue to explore new opportunities for providing recreation programs with all available partners			

POLICIES FOR MAJOR STREETS		YES	NO	NA
S-1	Space major streets no more than 1 mile apart			
S-2	Ensure access to undeveloped sections of major streets are from intersecting minor streets, rather than private driveways			
S-3	Ensure minor streets intersect major streets regularly at approximately every 400 to 600 feet			
S-4	Incorporate central medians into the design of new or improved major streets			
S-5	Plant landscaping, and where possible, street trees in central medians of major streets			
S-6	Plant and retain streetyard vegetation along major streets to soften and unify the streetscape			
S-7	Ensure contrasting streetyards along major streets for change in visual character			
S-8	Preserve and enhance natural, cultural and historic features along major streets			
S-9	Ensure parking areas are screened from view within major street corridors			
S-10	Employ special roadway overlay zoning to help implement corridor plans			
S-11	Ensure road widenings and/or one-way pairs are avoided for streets where the original design intent and relationship to adjoining land uses was otherwise			

Community Plan Consistency Grid

POLICIES FOR MINOR STREETS		YES	NO	NA
S-12	Encourage street patterns that respond to site topography, accentuate focal points and interesting vistas, create interesting public spaces and intersections, and that are coordinated with the placement of significant structures or open spaces			
S-13	Consider incorporation of medians in neighborhood axial streets			
S-14	Create short blocks of 300-500 feet in length to allow for many alternative routes for walking and biking, as well as a beneficial network of local streets			
S-15	Design street widths to fit the intended use of the street, corresponding to the traffic load and planned development types			
S-16	Employ a fully-connected honeycomb of streets to promote convenient circulation within the neighborhood and provide for multiple, alternative outlets from the area to adjoining neighborhoods and major streets			
S-17	Encourage on-street parking in compact neighborhoods			
S-18	Utilize grass swales to capture runoff in conservation subdivisions			
S-19	Ensure turning radius of corners at intersections are as small as possible to shorten the street crossing distance for pedestrians at intersections			
S-20	Install traffic calming methods as necessary to enhance livability			

POLICIES FOR SIDEWALKS		YES	NO	NA
SW-1	Where no sidewalks are present, provide sidewalks in existing developed areas to connect residential areas to walkable pedestrian destinations			
SW-2	Ensure sidewalks are required on both sides of the street in new developments when along thoroughfares and collectors, in multi-family developments, in "front porch" developments, and along local streets within walking distance of a major pedestrian trip attractor			
SW-3	Ensure sidewalk widths correspond with anticipated pedestrian traffic volumes, adjoining land uses, and sidewalk activities with minimum sidewalk widths at 5 feet, or 6 feet if along the verge of a street			
SW-4	Continue curb stamp installation and retrofit curb ramps in existing sidewalks			
SW-5	Ensure crosswalks are plainly marked and well lit, especially where significant pedestrian activity is observed or expected			

POLICIES FOR BIKEWAYS		YES	NO	NA
B-1	The bicycle facility selection guide, as used by the Federal Highway Administration, shall be employed for determining the most suitable type of bicycle facility for any new or upgraded roads in Wake Forest			
B-2	Facilitate bicycle and pedestrian way connections between neighborhoods, either by street or connecting path, to enable the effective use of local, minor streets for pedestrian and bicycle travel			
B-3	Install striped bicycle lanes and appropriate signage along existing streets where called for in the Bicycle Plan			
B-4	Install striped bicycle lanes and appropriate signage along new collector streets			
B-5	Install bicycle-responsive signals at intersections where appropriate			
B-6	Ensure all new public and private developments have bike parking and bicycle access			
B-7	Examine all future road construction and improvements for bikeway feasibility and conformity with the Town of Wake Forest Bicycle Plan			
B-8	Examine all future developments and site plans for bicycle compatibility and conformity with the town Bicycle Plan			
B-9	Include bicycle facilities and their impacts in traffic impact analyses for new private developments			
B-10	Establish and implement pedestrian and bicycle friendly schools zones around all schools			
B-11	Ensure bicycle-related improvements are an integral component of the Town's annual budget for public infrastructure investment			

POLICIES FOR GREENWAY TRAILS		YES	NO	NA
GT-1	Continue to pursue a greenway trails system that connects residential areas with schools and park facilities			
GT-2	Develop greenway trails in accordance with the environmental conditions of its corridor, its intended use for travel versus recreation, and the anticipated traffic volume of pedestrians and bicyclists			
GT-3	Ensure greenway construction is treated as a normal element of infrastructure necessary to support new development			
GT-4	Ensure greenway maintenance and safety in Town control after transfer from private control			

POLICIES FOR PUBLIC TRANSPORTATION		YES	NO	NA
PT-1	Support the successful operation and expansion of transit with compact, transit-compatible development patterns			
PT-2	Require site planning that incorporates transit stops and convenience clusters			

Community Plan Consistency Grid

POLICIES FOR STREET TREES		YES	NO	NA
ST-1	Prepare and maintain an official Street Tree Planting Master Plan			
ST-2	Ensure consistent street tree species occur along certain sections of streets			
ST-3	Ensure a diversity of street tree species Town wide with no single species comprising more than 10-15% of total trees			
ST-4	Install regularly spaced street trees in central medians and frontage street medians			
ST-5	Continue to require the planting or preservation of street trees of appropriate size and species			
ST-6	Maximize available budget dollars for street tree master plan implementation			

POLICIES FOR STREETLIGHTS		YES	NO	NA
SL-1	Ensure streetlights are installed according to the design speed and/or intended use of the street or area they serve			
SL-2	Periodically evaluate emerging lighting technologies for best color, brightness and energy efficiency			
SL-3	Continue to develop and implement joint policies and standards for street light selection, installation, operation and maintenance in cooperation with Wake Electric and Duke/Progress Energy			
SL-4	Ensure streetlights are installed on both sides of streets unless a newly approved street is planned from the outset to have a sidewalk on only one side			

POLICIES FOR UTILITY POLES AND WIRES		YES	NO	NA
UPW-1	Maintain a master plan for the undergrounding of utilities, with priority given to pre-determined areas			
UPW-2	Ensure major town entrances and gateway corridors receive first priority for the undergrounding of overhead utilities			
UPW-3	Ensure high visibility, pedestrian-oriented areas receive second priority for the undergrounding of overhead utilities			
UPW-4	Ensure overhead utilities in other priority areas are placed underground or relocated as opportunities arise			

POLICIES FOR WIRELESS TELECOMMUNICATION FACILITIES		YES	NO	NA
WTF-1	Facilitate the development of wireless service technology as an economic development asset and significant benefit to the town and its residents			
WTF-2	Ensure the impacts of wireless telecommunication facilities should not be permitted to compromise the health, safety and public welfare of area residents; nor should such facilities be allowed to diminish the character of the community and visual quality of its environment			
WTF-3	Ensure that in residential areas, historic districts and the Renaissance districts, cell towers are only considered when there is no alternative for serving those areas and no other alternative wireless telecommunication structure can be utilized			
WTF-4	Initiate updates to standards for wireless telecommunication facilities as new technologies and structural requirements for wireless capabilities emerge over time			

POLICIES FOR TOWN AND SPECIAL AREA ENTRANCES		YES	NO	NA
TSE-1	Employ noticeable streetscape improvements to clearly announce a town entrance and to enhance gateway corridors			
TSE-2	Extend streetscape improvements as the Town limits expand			
TSE-3	Employ special "gateway" treatment where where a bridge, underpass, overpass or other roadway feature is located at an entry point to the town or some portion of it			

POLICIES FOR COMMUNITY CHARACTER		YES	NO	NA
CC-1	Employ architectural standards consistent with Wake Forest's architectural character for new, expanding, or improved businesses			
CC-2	Exceptional locations, views and vistas in the town should receive exceptional treatment and/or protection in design and development			
CC-3	Place noteworthy buildings, important outdoor spaces, objects of historic merit, important monuments, and significant works of art in positions of visibility and prominence			
CC-4	Incorporate significant natural and existing man-made elements into the thematic design of new developments			
CC-5	Save large trees, ponds, creeks, or other natural features of the landscape when locating new streets, buildings, parking lots, etc			
CC-6	Support community character by ensuring development is compatible with surrounding area			
CC-7	Ensure exterior lighting is attractive, functional and safety conscious, while also avoiding negative impacts on the night sky visibility of Wake Forest			

Community Plan Consistency Grid

POLICIES FOR REGIONAL TRANSPORTATION		YES	NO	NA
RT-1	Continue to anticipate and plan for the impacts of new high speed rail service as it passes through Wake Forest en route to major urban centers north and south along the east coast			
RT-2	Continue to anticipate and plan for the transformation of US 1 Capital Blvd into a limited access freeway and multi-modal transportation corridor as per the plans of the US 1 Corridor Study			
RT-3	Support the express bus service between downtown Wake Forest and downtown Raleigh			

POLICIES FOR WATER AND SEWER		YES	NO	NA
WS-1	Work proactively with other local governments, utility service providers, and the State of North Carolina on regional, long term solutions for water supplies and sewage treatment			
WS-2	Place water and sewer utilities in areas where growth is desired			
WS-3	Avoid placing sewer utilities in environmentally sensitive areas or in areas where open space is desired			
WS-4	Encourage the development of sewer services that employ water reuse technologies			

POLICIES FOR WATER CONSERVATION		YES	NO	NA
WC-1	Conserve, to the fullest extent possible, potable water and waste water treatment capacity			
WC-2	Employ other types of non-municipal water supplies such as wells, rainwater catching systems, rain barrels and in-ground cisterns			
WC-3	Eliminate or reduce usage of the municipal water supply for outside irrigation			
WC-4	Encourage new development to plant drought tolerant grasses on lawns			
WC-5	Encourage construction of new rainwater retainage systems			
WC-6	Encourage new development to include traditional plants native to the area			
WC-7	Encourage the installation of water saving devices in new and existing development			

POLICIES FOR COMMUNITY ORIENTED SCHOOLS		YES	NO	NA
S-1	Plan for new school locations in advance through joint collaboration between the Town and School Board — with emphasis on steering facilities to desirable growth areas and avoiding sprawl			
S-2	Encourage offering land for new school facilities, particularly in conjunction with related neighborhood development			
S-3	Design safe campuses with pedestrian access to adjoining neighborhoods			
S-4	Prioritize traffic management and safety in the vicinity of public schools			
S-5	Co-locate school facilities with other community facilities and services			
S-6	Ensure costs for new schools should be borne largely by new growth and development creating the demand			
S-7	Foster diversity in community-oriented public schools by encouraging diversity in nearby neighborhoods feeding each school			

POLICIES FOR PAYING FOR GROWTH		YES	NO	NA
PFG-1	Ensure the costs of infrastructure, facilities and services related to new growth and development should be borne primarily by those creating the demand			
PFG-2	Continually seek to balance residential and non-residential development to foster a favorable service-cost to revenue-generated tax base			
PFG-3	Fees charged by the Town for development reviews and inspections should approximate the actual costs to the Town of conducting such work			
PFG-4	Explore cost recovery fees for new "greenfield" development			
PFG-5	Undertake annual planning and budgeting for capital facilities			

Community Plan Consistency Grid

POLICIES FOR A HEALTHY SUSTAINABLE ENVIRONMENT		YES	NO	NA
HSE-1	Ensure development policies work to make Wake Forest more walkable and pedestrian-friendly, and less dependent on the single-occupant automobile			
HSE-2	Encourage compact, transit-oriented, mixed-use developments to facilitate walking, biking and transit options			
HSE-3	Locate new higher density residential development within walking distance of jobs and services and design it to be transit compatible with current and future transit services			
HSE-4	Recognize and facilitate low impact development			
HSE-5	Ensure runoff and drainage from development is of a quality and quantity as near to natural conditions as possible			
HSE-6	Require vegetative riparian buffers along all creeks, rivers, lakes and other water bodies in Wake Forest			
HSE-7	Encourage conservation subdivisions where site conditions call for minimizing environmental disturbance and protecting adjoining natural resources			
HSE-8	Ensure large parking lots have landscaped planting islands and perimeter buffer strips and may use other design technologies to intercept and absorb runoff			
HSE-9	Carefully control development activities in the special flood hazard areas			
HSE-10	Encourage the construction of energy efficient structures, including the use of "green" building design			
HSE-11	Ensure site plans for new development work sympathetically with the natural features of the land, including existing topography and significant existing vegetation			
HSE-12	Explore a combination of incentives and disincentives to protect existing trees and/or require the replacement of trees removed for development			
HSE-13	Encourage green infrastructure (grassed swales, rain gardens, bio-retention strips, cisterns, rain barrels, permeable pavements, etc.)			
HSE-14	Offer a variety of solid waste reduction strategies and services including educational programs on waste prevention, recycling and reuse			
HSE-15	Facilitate proper disposal of household hazardous waste materials			
HSE-16	Encourage on-site residential composting			
HSE-17	Continue off-site mulching and redistribution of landscape yard waste			
HSE-18	Continue to support education and activities that reduce litter and illegal dumping			
HSE-19	Continue to plan in advance for area requirements concerning solid waste collection and disposal			

POLICIES FOR ECONOMIC DEVELOPMENT		YES	NO	NA
ED-1	Encourage new and expanding industries and businesses that are compatible with the long-term quality of the area's natural and cultural resources, match up well with the area's infrastructure and services, employ and develop the skills of area workers, and diversify the local economy			
ED-2	Retain quality businesses and to attract new ones continue to invest in infrastructure and services that sustain and enhance the area's already high quality of life, image and cultural identity			
ED-3	Pursue economic and business development partnerships between the Town, other local jurisdictions, other economic development organizations, and private companies			
ED-4	Strive for a financial and regulatory environment that supports the establishment and growth of small business			
ED-5	Develop real estate "product" suitable for business placement that focuses on the identification, enhancement and certification of buildings and sites readily available for construction and/or occupancy			

POLICIES FOR ARTS CULTURE AND HISTORIC PRESERVATION		YES	NO	NA
ACH-1	Encourage efforts and actively participate in the provision of indoor and outdoor public and private spaces to showcase the work of visual and performing artists in Wake Forest			
ACH-2	Encourage new private sector developments to include art as an integral element of privately owned common areas and semi-public spaces			
ACH-3	Ensure budgets for new construction and renovations of town buildings include a line item for the purchase and display of art			
ACH-4	Continue to have cultural arts be enhanced as a permanent function of the Town's recreation program offerings			
ACH-5	Employ design standards that ensure development and redevelopment is consistent with the architectural context, community character, economic attractiveness and livability of Wake Forest			
ACH-6	Encourage the identification, restoration, and active use of structures, buildings, monuments, landmarks, sites and neighborhoods of historic or architectural significance			
ACH-7	Strongly discourage the destruction of architectural, historic, and archeological resources of Wake Forest			

Community Plan Consistency Grid

POLICIES FOR PUBLIC SAFETY		YES	NO	NA
PS-1	Employ community education, school, and public involvement programs to enhance community awareness of public safety issues			
PS-2	Periodically review the need for additional paid personnel, capital improvements and equipment needs to meet or exceed public safety standards, insurance ratings and other measures of public safety			
PS-3	Strategically locate additional public safety substations, provided that sufficient resources can be made available to properly staff and equip them			
PS-4	Proactively support legislative efforts to strengthen local law enforcement tools			
PS-5	Employ a holistic approach to public safety involving residents, businesses, and institutions in the preparation of neighborhood improvement plans, with priority given to public safety concerns			
PS-6	Encourage excellence in law enforcement, fire protection, and emergency services through on-going education, training and participation in national accreditation programs			
PS-7	Support the establishment of an east-west through street (or loop road) on the north side of town to improve emergency access to locations in that area			

POLICIES FOR LEADERSHIP AND COMMUNITY INVOLVEMENT		YES	NO	NA
LCI-1	Continue to emphasize the importance of advisory boards & committees in conducting the Town's business			
LCI-2	Ensure boards and committees of the Town are representative of the population and geography of the planning area or subject matter being addressed			
LCI-3	Encourage public involvement in decisions on land use and development by making the public aware of proposed developments at the earliest lawful opportunity, as well as fostering communication between developers and the general public			
LCI-4	Encourage neighborhood and special area planning			
LCI-5	Continue to ensure maintenance and enhancements to the Town's internet and multi-media news dissemination capabilities			
LCI-6	Participate proactively in the cooperation of efforts among civic and volunteer organizations for maximum impact in the community			

Historic Preservation Plan Consistency Grid

POLICIES FOR HISTORIC PRESERVATION		YES	NO	NA
HP-1	Ensure that historic preservation education includes a special emphasis on local history and architecture, the Historic District Design Guidelines, and preservation methods and techniques			
HP-2	Utilize communication tools, working closely with the Town's Communications Department and partnering with the news media, to get the word out about historic preservation			
HP-3	Continue important historic preservation programs, including property designation and listing, protecting endangered properties, incentive programs, and the enforcement of the Historic District Design Guidelines			
HP-4	Encourage physical Improvements in historic neighborhoods, including pedestrian lighting, sidewalk improvements, and street Improvements			
HP-5	Encourage special projects in historic preservation, including Town policies in support of historic preservation, the protection of the Ailey Young House, and the development of an interactive data base			
HP-6	Encourage special events focused on historic preservation, including the biennial Christmas Historic Home Tour, other guided historic tours, and a Historic Home and Garden Tour			

POLICIES FOR ARTS CULTURE AND HISTORIC PRESERVATION (Copied from Community Plan and adopted into this Plan)		YES	NO	NA
ACH-5	Employ design standards that ensure development and redevelopment is consistent with the architectural context, community character, economic attractiveness and livability of Wake Forest			
ACH-6	Encourage the identification, restoration, and active use of structures, buildings, monuments, landmarks, sites and neighborhoods of historic or architectural significance			
ACH-7	Strongly discourage the destruction of architectural, historic, and archeological resources of Wake Forest			

Northeast Community Plan Consistency Grid

POLICIES FOR COMMUNITY SELF-IMAGE AND PRIDE		YES	NO	NA
CSIP-1	Establish a Northeast Neighborhood Association			

POLICIES FOR HOME OWNERSHIP		YES	NO	NA
HO-1	Encourage relevant organizations to make homeownership needs in neighborhood a priority			
HO-2	Increase awareness of existing homeownership and home improvement assistance programs by developing a clearinghouse of information for interested homebuyers, especially for seniors			
HO-3	Explore opportunities to provide coordinated technical and financial assistance to persons interested in buying or improving a home			
HO-4	Assist interested homebuyers by expanding existing home buying educational programs or creating new programs to address unmet needs			
HO-5	Educate homeowners on energy efficiency tools and techniques; and make energy audits available to homeowners			
HO-6	Increase awareness of senior homeowners regarding grants for energy efficiency improvements			

POLICIES FOR NEIGHBORHOOD APPEARANCE		YES	NO	NA
NA-1	Improve enforcement of nuisance ordinance regarding the storing of junked cars, and trash/debris on lots within the neighborhood			
NA-2	Provide education and outreach to neighborhood residents on Town's trash collection and recycling policies, and penalties for not removing trash and debris from properties			
NA-3	Organize "Community Cleanup and Beautification" work days			
NA-4	Extend downtown streetscape improvements (as identified in the Renaissance Plan) to the eastern side of North White Street from Roosevelt Avenue to Spring Street, possibly extending to Juniper Avenue			
NA-5	Develop illustrated design guidelines for neighborhood, to provide guidance to developers on types of housing design and landscaping appropriate for the neighborhood			
NA-6	Explore need to rezone the neighborhood to encourage appropriate uses and prohibit inappropriate development opportunities			

POLICIES FOR NEIGHBORHOOD SAFETY		YES	NO	NA
NS-1	Establish a "Neighborhood Watch Group"			
NS-2	Reinstate the Community Policing Program and create a greater Police presence in the neighborhood			
NS-3	Replace burned out street lamp bulbs, and install light fixtures to existing poles in neighborhood			
NS-4	Install light fixtures in heavily traveled areas and where existing street lamps are spaced more than 150 feet apart			
NS-5	Install street lights at Corner of Juniper Avenue and Taylor Street, entrance to Alston-Massenberg Center, 602 Jubilee Court, 630 Jubilee Court, Corner of North Allen Road and Best Street			
NS-6	Explore and implement traffic calming options for corner of Juniper Avenue and Allen Road			
NS-7	Plan and construct the seven neighborhood sidewalk improvements identified in the Town's Pedestrian Plan, including along Juniper Avenue, Franklin Street, White Street, Spring Street and Caddell Street			
NS-8	Plan and construct neighborhood crosswalks at corner of Juniper Avenue and Taylor Street and corner of Juniper Avenue and Allen Road			

Northeast Community Plan Consistency Grid

POLICIES FOR CREATING NEIGHBORHOOD JOBS AND SERVICES		YES	NO	NA
NJS-1	Increase awareness of existing job training and career assistance programs through public outreach			
NJS-2	Expand existing job training and career assistance educational programs; and create new programs to address unmet needs in the community			
NJS-3	Explore non-traditional business models for developing retail/service businesses in the shopping plaza along Wait Avenue			
NJS-4	Identify incentives for development of local businesses within the neighborhood			

POLICIES FOR DUBOIS CENTER REDEVELOPMENT		YES	NO	NA
DCR-1	Maintain dialogue with DuBois Alumni Association regarding future plans for the DuBois Center and its importance as a service provider for the neighborhood and larger community			
DCR-2	Develop a comprehensive conceptual plan for redevelopment of the historic DuBois campus			

POLICIES FOR TRANSPORTATION AND ACCESS		YES	NO	NA
TA-1	Explore options for providing no-fare or low-cost fare transportation services to seniors and disabled members of the community to improve access to critical needs such as senior centers, healthcare offices, pharmacies, and grocery stores			
TA-2	Explore opportunities to create north-south pedestrian connector between Pine and Wait Avenues			
TA-3	Construct street and sidewalk along unimproved segment of Perry Avenue between Jubilee Court and Allen Road; and along unimproved segment of Caddell Street from Spring Street to Wait Avenue			
TA-4	Explore options for providing transit service or other transportation service that will link the neighborhood to job centers, educational centers, and other key locations			
TA-5	Improve pedestrian access to Flaherty Park by constructing a sidewalk on White Street and constructing another entrance to the park from Flaherty Farms subdivision, which can provide access through Flaherty Farms			

POLICIES FOR RECREATION		YES	NO	NA
R-1	Explore opportunities for expanding senior services, including options for a new senior center to relieve existing centers that are operating over-capacity, and providing transportation to senior centers			
R-2	Identify needed activities and programs for neighborhood youth			
R-3	Explore possibilities for additional facilities at the Ailey Young Park			
R-4	Explore improvements to Alston/Massenberg Center			
R-5	Identify sites within the neighborhood that could serve as tot lots, mini parks, or other smaller recreational sites			

POLICIES FOR OTHER CONSIDERATIONS		YES	NO	NA
OC-1	Continue to provide pertinent information related to the implementation of this Plan to the neighborhood on the Town's website, and by distributing materials to neighborhood locations such as the DuBois Center and area churches			
OC-2	Identify staff capacity needed to oversee implementation of Northeast Neighborhood Plan			
OC-3	Consider the need for a neighborhood overlay district to address the size, scale, and design of homes in the neighborhood to encourage long-term affordability and appropriateness within the neighborhood			

Renaissance Plan Consistency Grid

POLICIES FOR SUCCESSFUL DOWNTOWNS		YES	NO	NA
SD-1	Maintain and develop short blocks and a dense street network for enhanced walkability and increased connectivity			
SD-2	Provide ample on-street parking to support retail and act as an inherent traffic calming element			
SD-3	Ensure continuous building facade frontages along streets to keep pedestrians and bicyclists interested while traveling along the street			
SD-4	Balance the ratio of building height to street width to achieve a comfortable public realm			
SD-5	Provide and program a diversity of high quality public spaces			
SD-6	Manage parking with thoughtful consideration of location and actual need over the quantity of spaces			
SD-7	Provide active and engaging ground floor uses for downtown buildings			
SD-8	Work with businesses to encourage their hours of operation(s) go beyond 5 PM			
SD-9	Provide ample ambient lighting for both safety and interest			
SD-10	Locate restaurants in close proximity to one another to effectively concentrate a variety of options for visitors			
SD-11	Attract businesses and other uses that provide daytime employment			
SD-12	Provide high-end commercial activity			
SD-13	Increase the amount of pedestrian activity			
SD-14	Provide adequate accessibility and wayfinding for pedestrians			
SD-15	Ensure new building heights are between 2 and 4 stories			
SD-16	Ensure development is easily accessible to transit to accommodate higher volumes of users without adding pressure on parking			
SD-17	Provide dynamic activity with a mixture of sidewalk displays, outdoor dining, creative signage, diverse public spaces, and enticing window shopping			
SD-18	Incorporate unique and enticing human-scaled design features into new development			
SD-19	Attract diverse residential and employment centers within a 5 to 10-minute walk of downtown			
SD-20	Streets shall accommodate two-way, multi-modal traffic with on-street parking, street trees and furnishings			

POLICIES FOR RETAIL STRATEGY		YES	NO	NA
RS-1	Locate Retail Merchandising Units (RMUs) on sites slated, but not ready for redevelopment			
RS-2	Convene stakeholders to generate strategies for marketing downtown and facilitating new retail			
RS-3	Work to attract visitation from nearby neighborhoods/subdivisions			
RS-4	Require active ground floor uses based on the existing character and realistic aspirations for particular streets or areas			
RS-5	Make more efficient use of existing resources and condition motorists to consider parking spaces a little further than directly by their destination			

POLICIES FOR CONNECTIVITY TO THE CORE		YES	NO	NA
CC-1	Build on the identified centers of energy and ensure multi-modal connectivity between them			
CC-2	Transform Owen Street into a festival street that connects the retail core to the civic core with a unique urban experience			
CC-3	Build the Downtown Connection greenway and add a connection from Deacon Ridge Street to Franklin Street at mid-block			
CC-4	Fill any identified gaps in the sidewalk network and construct new sidewalks where suggested			
CC-5	Continue to complete streetscape improvements throughout the Renaissance Area prioritizing those that improve safety			

POLICIES FOR MANAGING CARS		YES	NO	NA
MC-1	Enforce timed parking spaces to create more frequent turnover and availability of those parking spaces			
MC-2	Where feasible, consolidate driveway entrances and reduce curb cuts			
MC-3	Add parking spaces along Taylor Street behind Town Hall			
MC-4	Coordinate shared parking strategies with private lot owners to more efficiently utilize parking facilities			
MC-5	Install signage for private lots with shared parking agreements			
MC-6	Investigate the use of the Wake Forest Baptist Church lots for downtown employee parking so that parking spots closer to retail can be used by visitors			
MC-7	Add a pay station to the White Street public parking lot if site continues to be used as public parking area			
MC-8	Meter White Street parking spaces once enforcement of time limits is implemented			
MC-9	Over time, increase public transportation access as well as parking fees for metered spots and public lots			
MC-10	Build a public parking deck to serve a specialized development, and potentially, nearby uses			

Renaissance Plan Consistency Grid

POLICIES FOR CREATING A DESTINATION		YES	NO	NA
CD-1	Connect public gathering spaces, so there is a safe, enjoyable journey between them			
CD-2	Identify and implement an interactive civic space in downtown Wake Forest that attracts families through play and water			
CD-3	Develop a community art master plan which identifies opportunities for building murals, sculptures and other forms of creative thinking			
CD-4	Hire an event coordinator to manage, promote and execute Town related activities/festivals			

POLICIES FOR PUTTING PEOPLE FIRST		YES	NO	NA
PPF-1	Implement small-scale tactical improvements to the downtown area, such as parklets, temporary art installations, closed street events, and temporary seating or dining areas.			
PPF-2	Test outdoor dining at The Forks to add outdoor vibrancy and encourage pedestrian activity on Elm Avenue			
PPF-3	Restripe Elm Avenue to include bike lanes to give the east side a dedicated bicycle facility connecting them to downtown			
PPF-4	Install a temporary parklet in the loading zone; upon evaluation of its success, consider enhanced permanent features for the space			
PPF-5	Transform the intersection of Roosevelt Avenue and Front Street into a prominent gateway to downtown Wake Forest			
PPF-6	Transform the pedestrian pathway across the rail line into an art walk to downtown Wake Forest			
PPF-7	Use interesting lighting techniques to make the bridge an iconic and memorable feature of downtown			
PPF-8	Encourage the revitalization of 153 South White Street through strategic renovations			
PPF-9	Create a master list of opportunities and seek civic organizations to partner with in order to test a range of opportunities using tactical techniques			
PPF-10	Layer the downtown environment incrementally with additional furnishings, lighting and landscaping			
PPF-11	Research best practices in public Wi-Fi program implementation and management and subsequently implement public Wi-Fi in the Renaissance Area			
PPF-12	Add ideal spatial enclosure ratios to the Unified Development Ordinance			
PPF-13	Amend the Unified Development Ordinance to better achieve ideal building heights			
PPF-14	Amend the existing Required Shopfront Overlay District to include additional frontages			

POLICIES FOR DEVELOPMENT AND REDEVELOPMENT OPPORTUNITIES		YES	NO	NA
DRDO-1	Connect the Northeast Community with downtown through a transitional redevelopment area comprised of new mixed-use infill development, renovated buildings, multi-family housing, single-family housing, and walkable street block sizes			
DRDO-2	Encourage the renovation and adaptive reuse of the garage building on Roosevelt Avenue			
DRDO-3	Transform the public and private realm of Wait Avenue and Roosevelt Avenue with redevelopment, adaptive reuse of older buildings, and new mixed-use infill development			
DRDO-4	Close a portion of Wait Avenue and consolidate the block to better accommodate a cohesive redevelopment and contribute in a positive way to downtown			
DRDO-5	Encourage infill and redevelopment along Owen Avenue to serve as a catalytic project that would add vibrancy to a key intersection in the historic core			
DRDO-6	Encourage infill development on vacant and underutilized lots on White Street to maintain a consistent and attractive street edge			
DRDO-7	Explore development and redevelopment of large parcels of land along South White Street, south of Elm Avenue, with primary focus on a mix of multi-family over retail, townhomes and civic buildings			
DRDO-8	Connect the Senior Center to downtown via Brooks Street and ensure that the public streetscape and the frontages of private development contribute to a highly walkable street			
DRDO-9	Replace some of the unsightly and underperforming parking lot area in front of the Renaissance Center with new, mixed-use outparcel development			
DRDO-10	Encourage new mixed-use, infill development and redevelopment of areas around the intersection of Elm Avenue and S. White Street			

POLICIES FOR IMPLEMENTATION STRATEGIES		YES	NO	NA
IS-1	Promote more frequent, smaller events in downtown that are more seasonally predictable and recurring			
IS-2	Attract a broad array of user groups, specifically children and college students, to downtown through strategic programming			

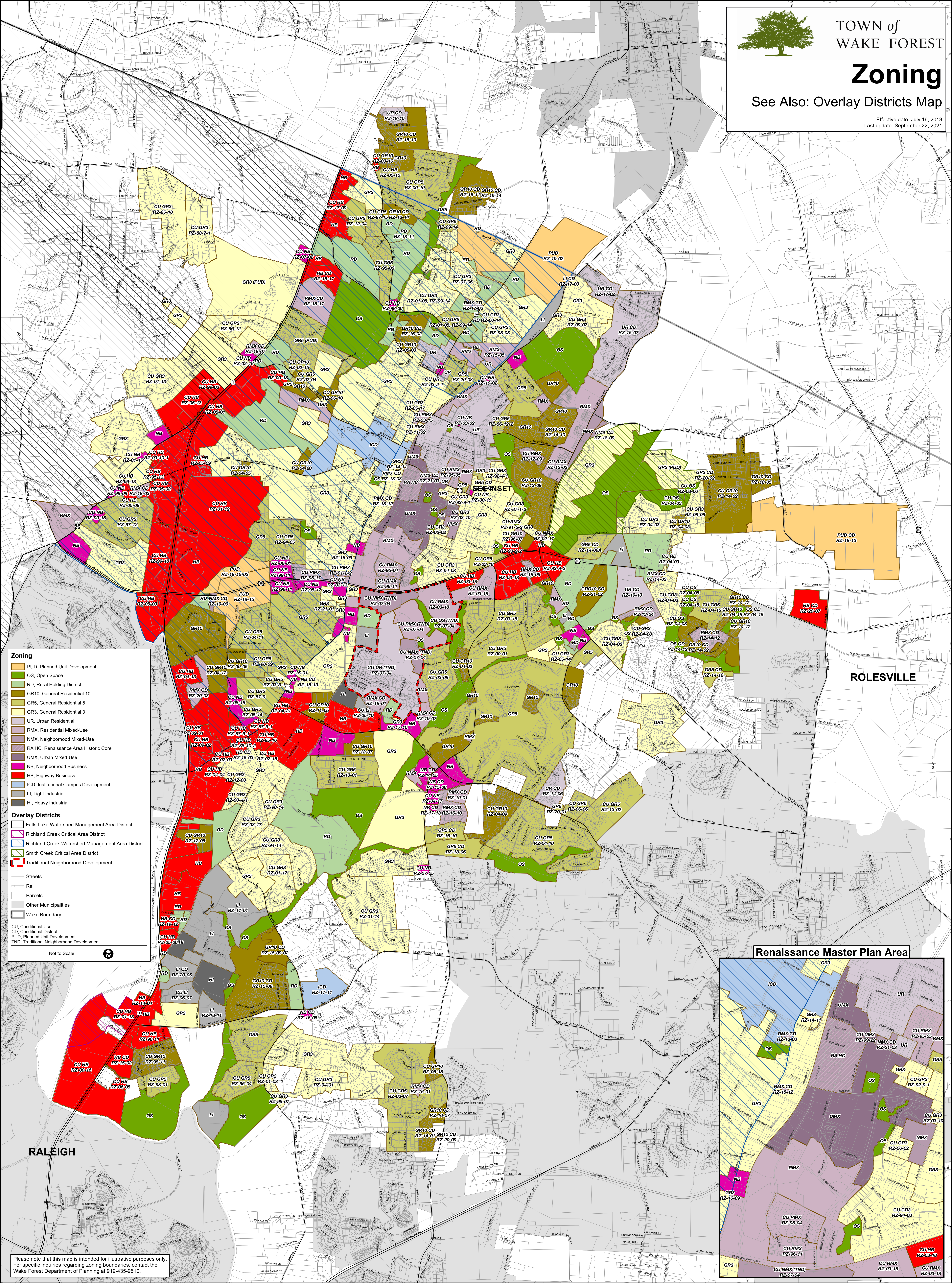


TOWN of
WAKE FOREST

Zoning

See Also: Overlay Districts Map

Effective date: July 16, 2013
Last update: September 22, 2021



Zoning

- PUD, Planned Unit Development
- OS, Open Space
- RD, Rural Holding District
- GR10, General Residential 10
- GR5, General Residential 5
- GR3, General Residential 3
- UR, Urban Residential
- RMX, Residential Mixed-Use
- NMX, Neighborhood Mixed-Use
- RA HC, Renaissance Area Historic Core
- UMX, Urban Mixed-Use
- NB, Neighborhood Business
- HB, Highway Business
- ICD, Institutional Campus Development
- LI, Light Industrial
- HI, Heavy Industrial

Overlay Districts

- Falls Lake Watershed Management Area District
- Richland Creek Critical Area District
- Richland Creek Watershed Management Area District
- Smith Creek Critical Area District
- Traditional Neighborhood Development

— Streets

— Rail

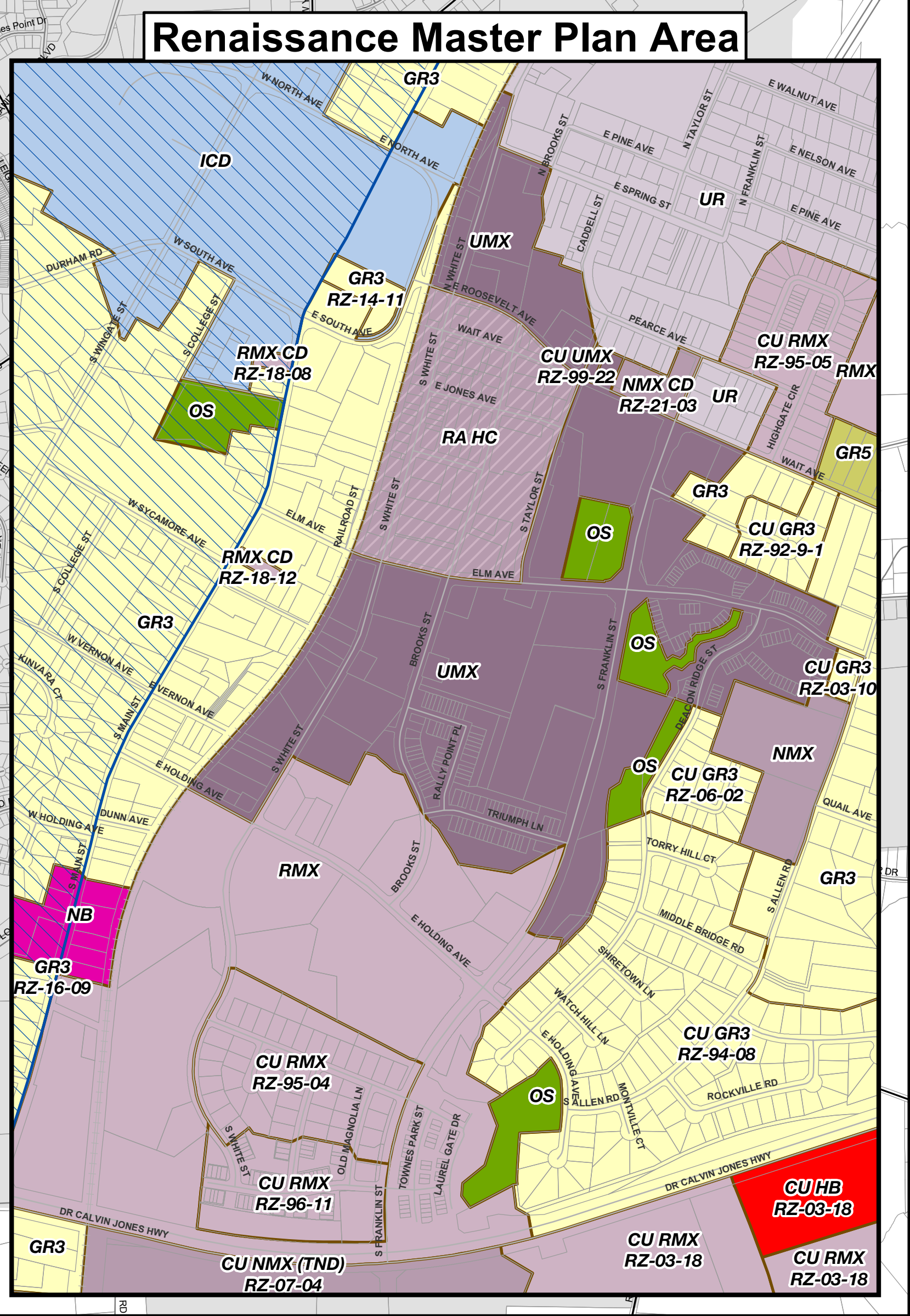
— Parcels

— Other Municipalities

Wake Boundary

CU, Conditional Use
CD, Conditional District
PUD, Planned Unit Development
TND, Traditional Neighborhood Development

Not to Scale

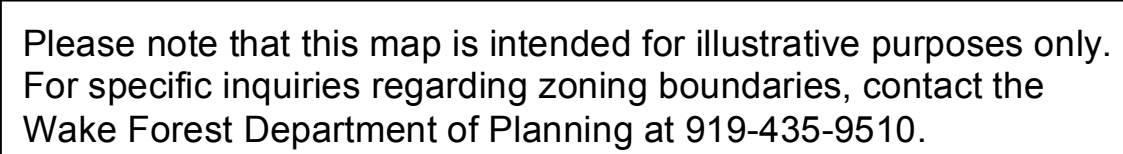


Please note that this map is intended for illustrative purposes only. For specific inquiries regarding zoning boundaries, contact the Wake Forest Department of Planning at 919-435-9510.



See Also: Zoning Map

Effective date: July 16, 2013
Last update: December 17, 2020





Planning Board Agenda Item Report

Agenda Item No.: 2021-333-
Submitted by: Jennifer Currin
Submitting Department: Planning
Meeting Date: October 12, 2021

SUBJECT

Upcoming Public Comment

Recommendation:

Item Summary:

ATTACHMENTS

- [Upcoming Public Comment 100621.pdf](#)

Upcoming Legislative Public Comment

Updated October 6, 2021

LEGISLATIVE PROJECTS				
Project Name	Project Location	Submittal Date	Submitted By	Projected Date of Public Hearing
RZ-21-08 Joyner Property	Capital Blvd.	September 2021	McAdams	TBD