



TOWN *of* WAKE FOREST

Planning Board Meeting Agenda May 14, 2024 at 6:00 PM

Notice

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

Cable & Online Broadcast of Planning Board Meetings

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

Meeting Agendas

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

Public Comment

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

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

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

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

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

1.Call to Order

2.Adoption of Agenda

3.Approval of Minutes

4.Presentations

5.Old Business with Public Comment

6.Old Business

7.New Business with Public Comment

- 7.A. Consideration of LEGISLATIVE CASE RZ-23-10, 306 S. Allen Road, a rezoning filed by GWP Developers LLC to rezone 2.75 acres located at 306 S. Allen Road, being Wake County Tax PIN 1840-68-8987 from General Residential 5 (GR5) to Residential Mixed-Use Conditional District (RMX-CD).

[RZ-23-10 Staff Report.pdf](#)

[Attachment A - Neighborhood Meeting Information.pdf](#)

[Attachment B - Application.pdf](#)

[Attachment C - Maps.pdf](#)

[Attachment D - Plan Consistency Analysis.pdf](#)

[Attachment E - RZ-21-06 Ordinance and Staff Report.pdf](#)

[Exhibit 1 - Proposed Conditional District Plan.pdf](#)

8.New Business

- 8.A. Consideration of Updated 2024 Meeting Schedule
[2024 PB MeetingSchedule, Nov2023.pdf](#)

9.Staff Comments

10.Planning Board Comments

11.Adjournment



Planning Board Agenda Item Report

Agenda Item No.: 2024-166-
Submitted by: Patrick Reidy
Submitting Department: Planning
Meeting Date: May 14, 2024

SUBJECT

Consideration of LEGISLATIVE CASE RZ-23-10, 306 S. Allen Road, a rezoning filed by GWP Developers LLC to rezone 2.75 acres located at 306 S. Allen Road, being Wake County Tax PIN 1840-68-8987 from General Residential 5 (GR5) to Residential Mixed-Use Conditional District (RMX-CD).

Recommendation:

Item Summary:

ATTACHMENTS

- [RZ-23-10 Staff Report.pdf](#)
- [Attachment A - Neighborhood Meeting Information.pdf](#)
- [Attachment B - Application.pdf](#)
- [Attachment C - Maps.pdf](#)
- [Attachment D - Plan Consistency Analysis.pdf](#)
- [Attachment E - RZ-21-06 Ordinance and Staff Report.pdf](#)
- [Exhibit 1 - Proposed Conditional District Plan.pdf](#)



Staff Report

Case RZ-23-10: 306 S. Allen Rd Conditional District

Meeting Date	May 14, 2024
Requested Actions	Consideration of the following items related to the Conditional Zoning Map Amendment request for 306 S. Allen Road: 1. Act on Plan Consistency Statement 2. Rezone 2.75 acres on the Town of Wake Forest Zoning Map from General Residential 5 (GR5) to Residential Mixed-Use Conditional District (RMX-CD).
Case Manager	Patrick Reidy, Senior Planner – Development Services

PUBLIC MEETINGS

Neighborhood Meeting	Public Comment Session	Public Hearing (tentative)
September 28, 2023 (See Attachment A)	May 14, 2024	June 18, 2024

CASE INFORMATION

Applicant	GWP Developers LLC C/O Stacy Woodhouse PO Box 111 Warrenton, NC 27589
Developer	GWP Developers LLC C/O Stacy Woodhouse PO Box 111 Warrenton, NC 27589
Property Owner	Robinhouse LLC Hurt LLC PO Box 113 Bath, NC 27808
Location	Frontage along S. Allen Road, at the intersection of S. Allen Road and Quail Ave
Addresses	306 S. Allen Road
Wake County Tax PIN	1840688987
Acreage	2.75 acres

Zoning	Existing: General Residential 5 (GR5) (RZ-21-06) Proposed: Residential Mixed-Use Conditional District (RMX-CD)
Land Use	Existing: Vacant Residential Care Facility (Discontinued Use and Non-conforming structure) Proposed: Dwellings - Multifamily
Community Plan Designation	Mixed Residential; Residential Areas Plan (Area #6 – 306 S. Allen Road)
Corporate Limits	This application is within the Town’s corporate limits.

See Attachment B for a copy of the application and Attachment C for Aerial, Zoning, and Land Use Maps. See Community Plan [page 38](#) for a description of Mixed Residential and [page 52](#) for a description of 306 S. Allen Road Areas Plan and map.

SURROUNDING LAND USES AND ZONING

	Land Use	Zoning
North	Professional Services (Church Initiative)	Neighborhood Mixed-Use Conditional District (NMX-CD)
South	Single-Family Dwellings	Conditional Use General Residential 3 (CU GR3) and General Residential 3 (GR3)
East	Single-Family Dwellings	General Residential 3 (GR3)
West	Single-Family Dwellings	Conditional Use General Residential 3 (CU GR3)
The proposed land use is generally compatible with surrounding land uses. The proposed zoning is generally compatible with surrounding zoning. See Attachment C for associated maps.		

ZONING HISTORY

The property is currently zoned General Residential 5 (GR5). When the UDO was adopted in 2013, the subject parcel was rezoned as Neighborhood Mixed-Use (NMX).

At the April 20, 2021, Board of Commissioners meeting, the Board directed the Planning Department to research rezoning this parcel and the two parcels north from NMX as requested through a petition signed by 35 members of the Cardinal Hills community.

At the June 15, 2021, Board of Commissioners meeting, the Planning Department presented multiple options to move forward. The Board directed the Planning Department to begin rezoning the three parcels.

At the October 5, 2021 Board of Commissioners meeting, the subject property was rezoned to General Residential 5 and the commercial parcels were rezoned to Neighborhood Mixed-Use Conditional District (NMX-CD). See Attachment E.

MASTER PLAN ANALYSIS

Parking	Required: Per UDO Chapter 9.4, the parking requirement for dwelling – multifamily is 1.8 spaces per unit or 56 parking spaces. The bike parking requirement for dwelling – multifamily is 2 per 40 auto spaces or 4 bicycle spaces. Proposed: The Master Plan shows 57 parking spaces provided and 4 bicycle parking spaces. Summary: The proposed Master Plan complies with the minimum parking requirements in the UDO.
Public Utilities	Required: The UDO requires that public water and sewer mains are extended to serve the site. Proposed: This property is served by a 12" water line located along S. Allen Road. It is also served by an 8" sewer line located along the western property boundary. Summary: The proposed Master Plan complies with the public utility requirements in the UDO.
Roads	Required: The Comprehensive Transportation Plan requires a 2A cross section for S. Allen Road. The 55' cross section includes 2-12' travel lanes, and 2.5' curb and gutters, 6' verges, and 6' sidewalks. Proposed: The proposed Master Plan (Exhibit 1, Sheet C-3) complies with the 2A cross-section for the required improvements. Summary: The proposed Master Plan complies with the minimum roadway infrastructure requirements in the UDO.

PROPOSED MODIFICATIONS OF BASE RESIDENTIAL MIXED-USE ZONING DISTRICT STANDARDS

Article 2.2.3.D.1 Principal Front Setback (max)	
Required:	18 feet max
Proposed:	76 feet max
<i>See Attachment B for proposed zoning conditions.</i>	

COMPREHENSIVE PLAN CONSISTENCY

Community Plan	The proposed zoning map amendment request is generally consistent with the adopted Community Plan. • Land Use Plan (pages 38 and 47): The Land Use Plan calls for Mixed Residential for the property. Mixed Residential contains a wide variety of housing types, ranging from single-family homes to multifamily development. This development only provides multifamily units, rather than a wide range of housing types. The Mixed Residential designation is for only the subject 2.75 acres in this area, so providing a wide range of uses while trying to provide an adaptive reuse of the building is not feasible. • Residential Areas Plan – 306 S. Allen Road (page 52): This property currently holds a residential care family that was built in 1958 and has been vacant for over 10 years. Leveraging its proximity to Downtown, and to help address the need for senior housing, this property should be redeveloped into new housing targeted to seniors that matches the scale of the surrounding single-family neighborhood. This could include a new residential care facility or age-targeted single-family detached housing, such as a cottage home court. Multifamily development should be avoided to maintain existing character. Rather than proposing to tear down the existing building and building a new multifamily development, the applicant is proposing to renovate the existing building for multifamily units and upgrade the landscaping and parking. This would keep the height limited to one story, which is in keeping with the heights of the neighborhood. They have also provided a rezoning condition (see Attachment B) that requires at least 7 of the 31 units be age restricted to 55 years and older. • Residential Character (page 64): Promote higher density infill and redevelopment within older established neighborhoods to provide greater housing choices while matching the scale and character of existing properties. Redevelopment using the existing structure is being proposed to provide 31 multifamily units with the established neighborhood. • Senior Housing (page 65): Promote senior housing within a quarter mile of transit stops, Downtown, shopping areas, parks, and recreational facilities. The developer provided a rezoning condition that provides age restricted units for 22.5% of the units and the development is within a quarter mile of Downtown. • Parking Lots (page 68): Require off-street parking to be located to the side or rear of the primary building. Although the proposed development is re-using the existing building, the applicant has configured their parking lot improvements so that all parking is to the side and rear of the building.
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	Sustainable Development (page 84): Promote adaptive reuse over redevelopment for structures that are structurally sound. The proposed development is providing adaptive reuse by taking the vacant residential care facility and renovating the interior to create 31 multifamily dwelling units.
Comprehensive Transportation Plan (2019)	The proposed zoning map amendment is generally consistent with the Comprehensive Transportation Plan (see roads discussion under Master Plan Analysis above).
Historic Preservation Plan (2022)	The Historic Preservation Plan is not applicable to the zoning map amendment request.
Housing Affordability Plan (2022)	The Housing Affordability Plan is not applicable to the zoning map amendment request.
Northeast Neighborhood Plan (2007)	The Northeast Neighborhood Plan is not applicable to the zoning map amendment request.
Park, Recreation, and Cultural Resources Master Plan (2015)	The Parks, Recreation, and Cultural Resources Master Plan is not applicable to the zoning map amendment request.
Renaissance Plan (2017)	The Renaissance Plan is not applicable to the zoning map amendment request.
<i>See Attachment D for detailed Plan Consistency Analysis. The Comprehensive Transportation Plan is not included in the Consistency Analysis since cross-sections are the only applicable element of the Plan.</i>	

STAFF RECOMMENDATION

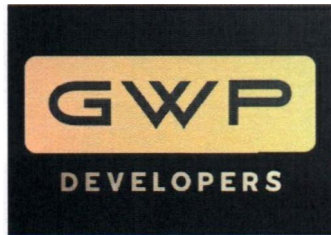
The zoning map amendment request is generally **Consistent** with the relevant policies in the Comprehensive Plan, and **Approval** of the zoning map amendment request is reasonable and in the public interest.

ATTACHMENTS

Attachment A: Neighborhood Meeting Information
Attachment B: Application
Attachment C: Maps
Attachment D: Plan Consistency Analysis
Attachment E: RZ-21-06 Ordinance and Staff Report

EXHIBITS

Exhibit 1: Proposed Conditional District Plan



Michael J. Hurt
252.714.3710
michaeljhurt@hurtorg.com

September 14th 2023

Re: Notice of Neighborhood Meeting for Proposed Rezoning-306 South Allen Street and 302 South Allen Street, Wake Forest (Wake County PIN: 0018046)

Dear Neighboring Property Owners:

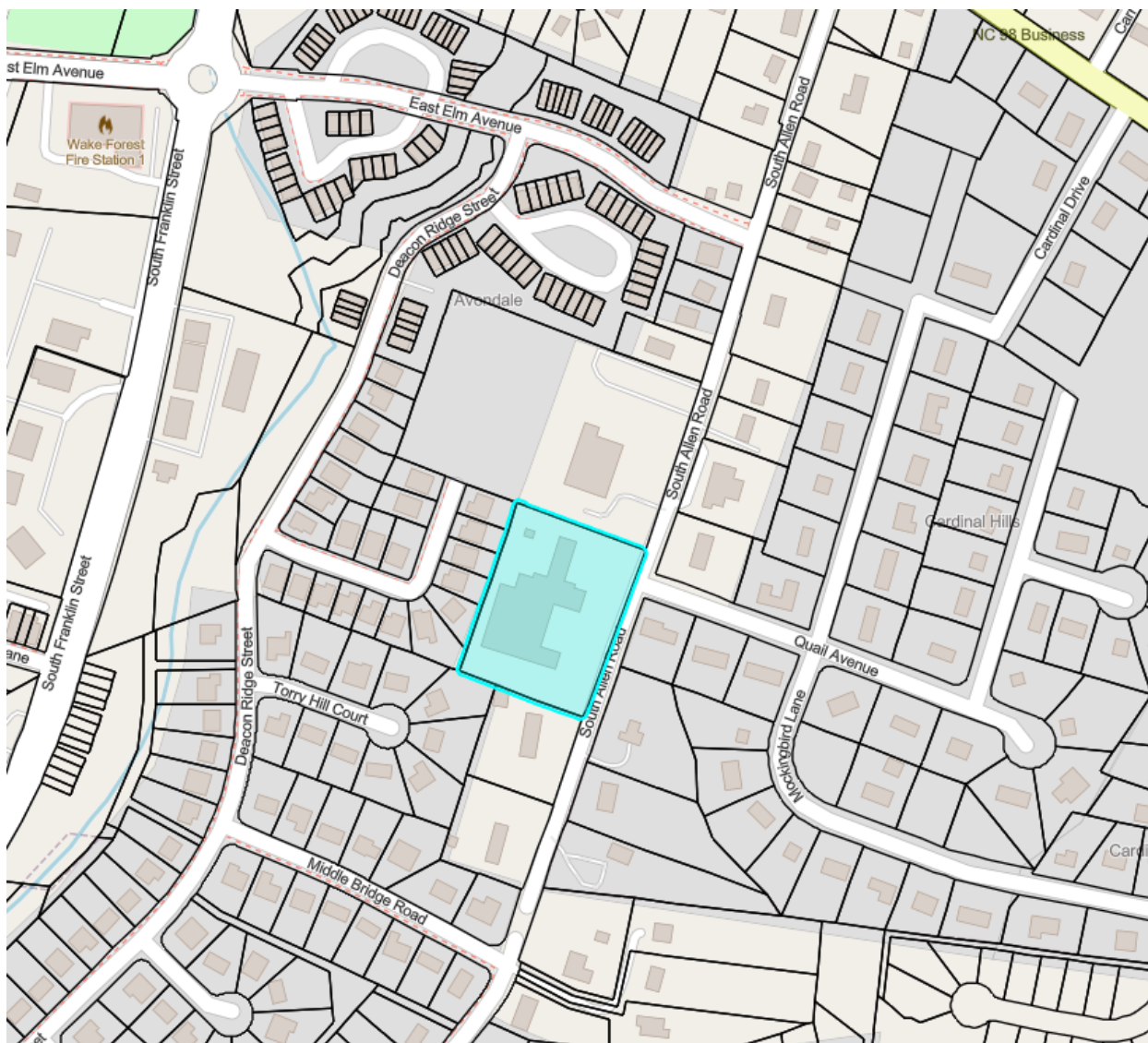
You are invited to attend an informational neighborhood meeting to learn about a proposed rezoning for a 2.75-acre property located at 306 South Allen Street, outlined, and shaded in teal shown on the enclosed vicinity map. The meeting will be held on Thursday, September 28, 2023 from 6:00 pm until 7:00 pm at Life Church located at 247 South Allen Street Wake Forest, NC. The Applicant is proposing to rezone the property from GR5 (General Residential 5) to RMX (Residential Mixed-Use), allowing for the renovation of the existing building structure and existing building footprint, to be converted into a 31-unit multifamily apartment building. In accordance with the Town of Wake Forest neighborhood meeting procedures, applicants are required after filing a rezoning application with the Town to notify owners of properties within 500 feet of the property that is the subject of the proposed rezoning and invite them to attend a neighborhood meeting. This meeting allows the applicant to inform surrounding property owners about the proposed project and master plan and provide neighbors an opportunity to ask questions of the applicant and discuss any potential concerns they may have about the project before rezoning is presented to the Planning Board and Board of Commissioners. The purpose of the neighborhood meeting is informational, and formal public meetings on the request with the Town's Planning Board and Board of Commissioners will occur later in the rezoning process. I represent GWP Developers, LLC, the applicant for the rezoning application described above. If you have any questions about this proposed rezoning, please contact me at 252.714.3710 or michaeljhurt@hurtorg.com. Information about the Town of Wake Forest's rezoning process can be found at <https://www.wakeforestnc.gov/planning> and search "rezoning process", or by contacting Patrick Reidy with the Wake Forest Planning Department at 919.435.9515.

Take care,

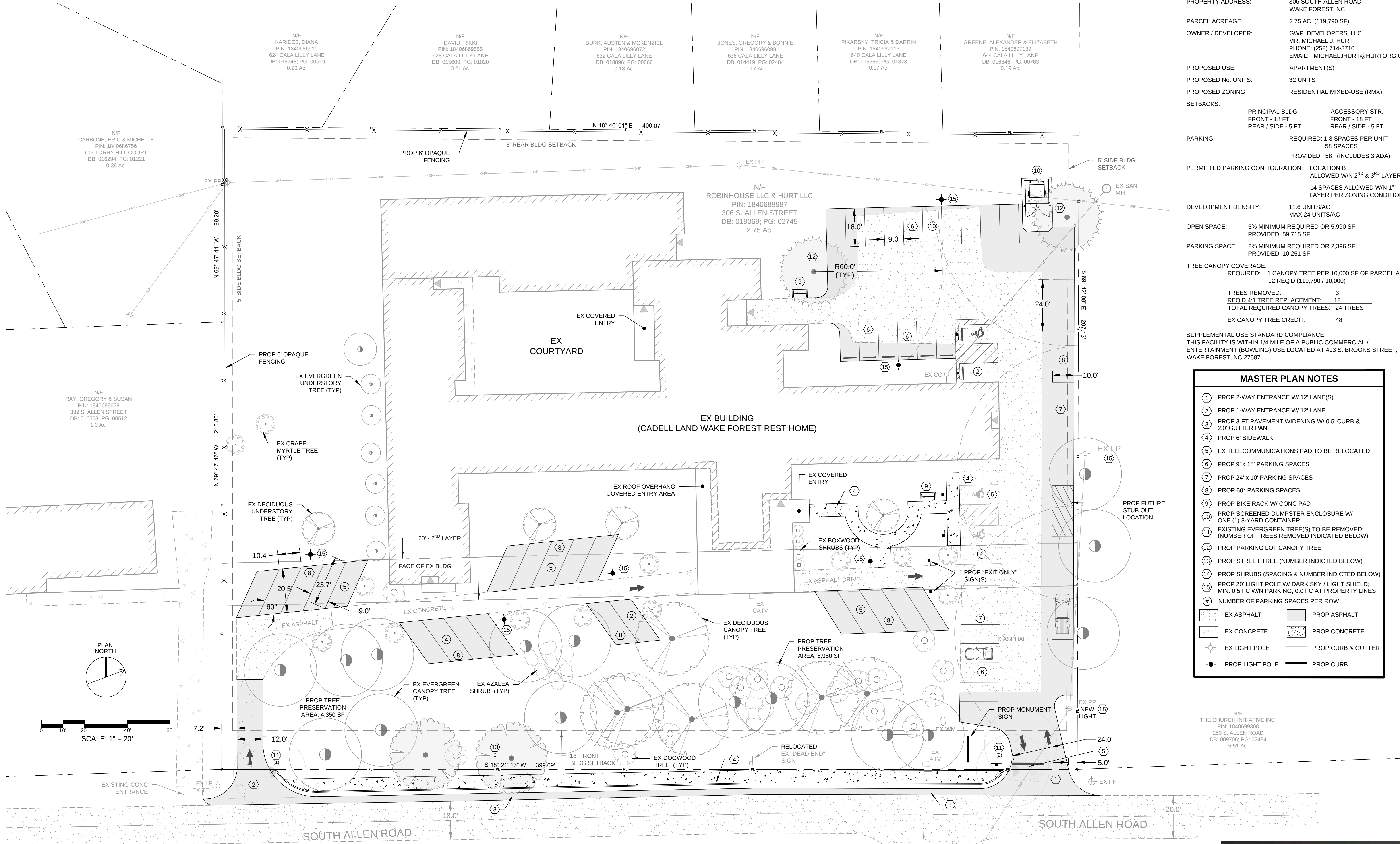
A handwritten signature in black ink, appearing to be "Michael J. Hurt", written over a horizontal line.

Michael J. Hurt
GWP Developers, LLC

VINCINITY MAP



306 SOUTH ALLEN ROAD
MASTER PLAN



SITE SUMMARY	
PROPERTY IDENTIFICATION No.:	1840688987
PROPERTY ADDRESS:	306 SOUTH ALLEN ROAD WAKE FOREST, NC
PARCEL ACREAGE:	2.75 AC. (119,790 SF)
OWNER / DEVELOPER:	GWP DEVELOPERS, LLC. MR. MICHAEL J. HURT PHONE: (252) 714-3710 EMAIL: MICHAELJHURT@HURTORG.COM
PROPOSED USE:	APARTMENT(S)
PROPOSED No. UNITS:	32 UNITS
PROPOSED ZONING	RESIDENTIAL MIXED-USE (RMX)
SETBACKS:	PRINCIPAL BLDG FRONT - 18 FT REAR / SIDE - 5 FT ACCESSORY STR. FRONT - 18 FT REAR / SIDE - 5 FT
PARKING:	REQUIRED: 1.8 SPACES PER UNIT 58 SPACES PROVIDED: 58 (INCLUDES 3 ADA)
PERMITTED PARKING CONFIGURATION:	LOCATION B ALLOWED W/N 2 ND & 3 RD LAYERS 14 SPACES ALLOWED W/N 1 ST LAYER PER ZONING CONDITION
DEVELOPMENT DENSITY:	11.6 UNITS/AC MAX 24 UNITS/AC
OPEN SPACE:	5% MINIMUM REQUIRED OR 5,990 SF PROVIDED: 59,715 SF
PARKING SPACE:	2% MINIMUM REQUIRED OR 2,396 SF PROVIDED: 10,251 SF
TREE CANOPY COVERAGE:	REQUIRED: 1 CANOPY TREE PER 10,000 SF OF PARCEL AREA 12 REQ'D (119,790 / 10,000)
TREES REMOVED:	3
REQ'D 4:1 TREE REPLACEMENT:	12
TOTAL REQUIRED CANOPY TREES:	24 TREES
EX CANOPY TREE CREDIT:	48
SUPPLEMENTAL USE STANDARD COMPLIANCE THIS FACILITY IS WITHIN 1/4 MILE OF A PUBLIC COMMERCIAL / ENTERTAINMENT (BOWLING) USE LOCATED AT 413 S. BROOKS STREET, WAKE FOREST, NC 27587	

MASTER PLAN NOTES

- PROP 2-WAY ENTRANCE W/ 12' LANE(S)
 - PROP 1-WAY ENTRANCE W/ 12' LANE
 - PROP 3 FT PAVEMENT WIDENING W/ 0.5' CURB & 2.0' GUTTER PAN
 - PROP 6' SIDEWALK
 - EX TELECOMMUNICATIONS PAD TO BE RELOCATED
 - PROP 9' x 18' PARKING SPACES
 - PROP 24' x 10' PARKING SPACES
 - PROP 60" PARKING SPACES
 - PROP BIKE RACK W/ CONC PAD
 - PROP SCREENED DUMPSTER ENCLOSURE W/ ONE (1) 8-YARD CONTAINER
 - EXISTING EVERGREEN TREE(S) TO BE REMOVED; (NUMBER OF TREES REMOVED INDICATED BELOW)
 - PROP PARKING LOT CANOPY TREE
 - PROP STREET TREE (NUMBER INDICTED BELOW)
 - PROP SHRUBS (SPACING & NUMBER INDICTED BELOW)
 - PROP 20' LIGHT POLE W/ DARK SKY / LIGHT SHIELD; MIN. 0.5 FC W/N PARKING; 0.0 FC AT PROPERTY LINES
 - NUMBER OF PARKING SPACES PER ROW
- | | |
|-----------------|--------------------|
| EX ASPHALT | PROP ASPHALT |
| EX CONCRETE | PROP CONCRETE |
| EX LIGHT POLE | PROP CURB & GUTTER |
| PROP LIGHT POLE | PROP CURB |

N/F
THE CHURCH INITIATIVE INC.
PIN: 1840699308
250 S. ALLEN ROAD
DB: 009706; PG: 02484
5.51 Ac.

TREE SURVEY

PROP TREE PRESERVATION AREA = 11,300 S.F.

EX DBH TREES

	EX TREES ONSITE	TREE CREDITS	TOTAL CREDITS
8" - UNDERSTORY	10	1	10
20" - 30" CANOPY	16	3	48
			58

STREET TREE COMPUTATION

CANOPY TREE REQUIREMENT: ONE (1) CANOPY TREE FOR EVERY 50 LINEAR FEET OF PLANTING AREA OR FACTION THERE OF.

ROAD FRONTAGE: 400 LINEAR FEET

REQUIRE NUMBER CANOPY TREES: 8

EX CANOPY TREE FRONTING S. ALLEN STREET: 8

PROPOSED STREET TREES: 2

TOTAL STREET TREES PROVIDED: 10

SURVEY NOTE

PROPERTY BOUNDARY INFORMATION DEPICTED HEREIN
TAKEN FROM 1998 MASTER PLAN BY HALE ARCHITECTURE AS
SURVEYED BY W. GRAHAM CAWTHORNE, JR. (REGISTERED
LAND SURVEYOR) NORTH ARROW DIRECTION SHOWN IS
NC GRID NAD 83

OBJECT_ID	PARCEL_PN	REID	PIN_NUM	PIN_EXT	LAND_VAL	BLDG_VAL	DEED Acres	CITY	CITY_DECODE	TOWNSHIP_DECODE	OWNER	ADDR1	ADDR2	ADDR3	DEED BOOK	DEED PAGE	BILLING_CLASS	PROPOSED	STNAME	STTYPE	STPRE	STNUM	SITE_ADDRESS	FULL_STREET_NAME	ZIPNUM	
19857	2145	14142	184079310	0	5000	18749	0.5	WAK	WAKE FOREST	WAKE FOREST	PITTMAN, ROBERT PITTMAN, LISA	237 ALLEN RD	WAKE FOREST NC 2787-2687		237	175	Individual		LO1 SUB DIV 1 ALLEN RD	RD	S	237	237 S ALLEN RD	S ALLEN RD	27587	
14398	239889	194848	184078261	0	5000	157468	0.47	WAK	WAKE FOREST	WAKE FOREST	MARENGO, BARBARA J	303 MOONINGBRO LN	WAKE FOREST NC 2787-913		12196	2119	Individual		LO12 CARDINAL MOONINGBRO LN	RD	S	302	302 MOONINGBRO LN	MOONINGBRO LN	27587	
17071	284201	127555	184078081	0	6000	288757	1.15	WAK	WAKE FOREST	WAKE FOREST	CARROLL, ROBERT RAY TRUSTEE CARROLL, MARY GILES TRUSTEE	333 ALLEN RD	WAKE FOREST NC 2787-2609		13269	1982	Individual		LO31 CARDINAL ALLEN RD	RD	S	333	333 S ALLEN RD	S ALLEN RD	27587	
18971	270242	307571	184069472	0	4000	266240	0.18	WAK	WAKE FOREST	WAKE FOREST	HOLLET, ANDREW MICHAEL MICHAEL, KENN	609 HALL LLY LN	WAKE FOREST NC 2787-2786		13773	1255	Individual		LO18 AVONDALE CATALLY LN	LN		609	609 CATALLY LN	CATALLY LN	27587	
10024	414204	377326	184069640	0	3000	136655	0.03	WAK	WAKE FOREST	WAKE FOREST	CHARRON, WILLACE N CHARRON, JOAN M	807 DEACON RIDGE ST	WAKE FOREST NC 2787-2879		13772	1654	Individual		LO10 AVONDALE DEACON RIDGE ST	RD		807	807 DEACON RIDGE ST	DEACON RIDGE ST	27587	
21735	137322	281239	184068636	0	8000	216343	0.37	WAK	WAKE FOREST	WAKE FOREST	SANDERS, GREG	621 TORRY HILL CT	WAKE FOREST NC 2787-2682		15592	221	Individual		LO22 DEACON TORRY HILL CT	CT		621	621 TORRY HILL CT	TORRY HILL CT	27587	
35837	370544	387573	184069301	0	4000	228441	0.19	WAK	WAKE FOREST	WAKE FOREST	IN6 PROPERTY NORTH CAROLINA, LP	1717 MAIN ST SITE 200	DALLAS TX 75201-4857		16126	113	Business		LO18 AVONDALE CATALLY LN	LN		601	601 CATALLY LN	CATALLY LN	27587	
36891	370549	387580	184069302	0	4000	261585	0.17	WAK	WAKE FOREST	WAKE FOREST	JONES, GREGORY ALLEN JONES, RONAN MARIE	638 CATALLY LN	WAKE FOREST NC 2787-2787		14415	244	Individual		LO14 AVONDALE CATALLY LN	LN		638	638 CATALLY LN	CATALLY LN	27587	
41285	268177	208647	184078272	0	63750	222041	1.28	WAK	WAKE FOREST	WAKE FOREST	LINLEY, ETHAN ALLEN JR LINLEY, STELLA H	375 S ALLEN RD	WAKE FOREST NC 2787-2671		14532	2375	Individual		LO2 WELLESLE ALLEN RD	RD		375	375 S ALLEN RD	S ALLEN RD	27587	
44121	370530	387589	184068417	0	4000	255035	0.13	WAK	WAKE FOREST	WAKE FOREST	PIPER, ROBERT F PIPER, REGINA A	612 CATALLY LN	WAKE FOREST NC 2787-2784		15032	1270	Individual		LO4 AVONDALE CATALLY LN	LN		612	612 CATALLY LN	CATALLY LN	27587	
45363	142624	74671	184069112	0	6000	253312	0.54	WAK	WAKE FOREST	WAKE FOREST	BUSAN, JAMES E BUSAN, LYLE E	248 MOONINGBRO LN	WAKE FOREST NC 2787-7623		14342	220	Individual		LO28 CARDINAL MOONINGBRO LN	LN		248	248 MOONINGBRO LN	MOONINGBRO LN	27587	
69017	56478	3383	184079638	0	5500	250323	0.44	WAK	WAKE FOREST	WAKE FOREST	TILLEY, MARK S TILLEY, DENISE A	237 MOONINGBRO LN	WAKE FOREST NC 2787-7624		16392	2340	Individual		LO27 CARDINAL MOONINGBRO LN	LN		237	237 MOONINGBRO LN	MOONINGBRO LN	27587	
74422	370528	387587	184069301	0	4000	227465	0.13	WAK	WAKE FOREST	WAKE FOREST	MULDER, ANDREW A MULDER, KATHLEEN E	604 CATALLY LN	WAKE FOREST NC 2787-2784		16014	2154	Individual		LO2 AVONDALE CATALLY LN	LN		604	604 CATALLY LN	CATALLY LN	27587	
82128	19128	146461	184079479	0	5000	174360	0.4	WAK	WAKE FOREST	WAKE FOREST	EDWARDS, KATHRYN RAY TRUSTEE EDWARDS, LEE K TRUSTEE	128 MOONINGBRO LN	WAKE FOREST NC 2787-7624		16175	991	Individual		LO28 CARDINAL MOONINGBRO LN	LN		128	128 MOONINGBRO LN	MOONINGBRO LN	27587	
86003	17235	1032	184078368	0	5000	172787	0.47	WAK	WAKE FOREST	WAKE FOREST	EDWARDS, MARVIN D EDWARDS, RITA C	722 QUALA AVE	WAKE FOREST NC 2787-9339		7633	50	Individual		LO31 CARDINAL QUALA AVE	AVE		722	722 QUALA AVE	QUALA AVE	27587	
88250	4232	184141	184079210	0	5500	181556	0.68	WAK	WAKE FOREST	WAKE FOREST	HILL, CLOYCE K HILL, DEBORAH S	257 S ALLEN RD	WAKE FOREST NC 2787-2607		4470	804	Individual		PT LOTS 17 S ALLEN RD	RD	S	257	257 S ALLEN RD	S ALLEN RD	27587	
90562	123717	120452	184069308	0	74449	803388	5.51	WAK	WAKE FOREST	WAKE FOREST	CHURCH INITIATIVE INC THE	PO BOX 1739	WAKE FOREST NC 2786-1739		9706	244	Exempt		NORTHERN WAY ALLEN RD	RD	S	250	250 S ALLEN RD	S ALLEN RD	27587	
90562	123728	281234	184069590	0	6000	184532	0.35	WAK	WAKE FOREST	WAKE FOREST	CARROLL, CHARLES W	601 TORRY HILL CT	WAKE FOREST NC 2787-2682		11503	2533	Individual		LO17 DEACON TORRY HILL CT	CT		601	601 TORRY HILL CT	TORRY HILL CT	27587	
101887	378362	384348	1840698745	0			2.9	WAK	WAKE FOREST	WAKE FOREST	AVONDALE TOWNHOMES ASSN INC	PPM NC OF RALEIGH	11010 RALEIGH RD	RALEIGH NC 27614-8837	12851	1406	HOME ASSOC		COMMON AREA EM	AVE			0 EM AVE	ELM AVE	27587	
102693	137633	281240	184068557	0	8000	231749	0.39	WAK	WAKE FOREST	WAKE FOREST	PALMER, YOLANDA SABASTIO, MICHAEL V	616 TORRY HILL CT	WAKE FOREST NC 2787-2682		12918	2654	Individual		LO22 DEACON TORRY HILL CT	CT		616	616 TORRY HILL CT	TORRY HILL CT	27587	
109101	137663	41254	184079456	0	5000	174960	0.43	WAK	WAKE FOREST	WAKE FOREST	WILKINS, ZACHARY KETH LUFER, JENNY C	238 MOONINGBRO LN	WAKE FOREST NC 2787-7623		15593	1432	Individual		LO28 GET PT C MOONINGBRO LN	LN		238	238 MOONINGBRO LN	MOONINGBRO LN	27587	
120704	137400	281243	184068336	0	6000	211890	0.28	WAK	WAKE FOREST	WAKE FOREST	WEAVER, MARGARET LYNNE WEAVER, RUSSELL HUNTER	604 TORRY HILL CT	WAKE FOREST NC 2787-2682		9593	1	Individual		LO28 DEACON TORRY HILL CT	CT		604	604 TORRY HILL CT	TORRY HILL CT	27587	
120705	137481	281247	184068348	0	8000	220126	0.29	WAK	WAKE FOREST	WAKE FOREST	JAKO, DEEKE R JAKO, THERESA L	606 WEAVER RD	WAKE FOREST NC 2787-2670		10012	2072	Individual		LO10 DEACON WEAVER BRIDGE RD	RD		609	609 WEAVER BRIDGE RD	WEAVER BRIDGE RD	27587	
134353	410328	274208	184069770	0	2000	142504	0.04	WAK	WAKE FOREST	WAKE FOREST	GREGORIS, DONNA MARIE CUNACCA, JOANNE	7815 MELBOME WAY	WAKE FOREST NC 2787-9334		12446	2017	Individual		LO18 AVONDALE DEACON RIDGE ST	RD		161	161 DEACON RIDGE ST	DEACON RIDGE ST	27587	
136067	137533	281249	184068462	0	6000	216500	0.38	WAK	WAKE FOREST	WAKE FOREST	SAVASTIO, MICHAEL SAVASTIO, JANEY	617 MOBILE BRIDGE RD	WAKE FOREST NC 2787-2670		14618	1371	Individual		LO32 DEACON MOBILE BRIDGE RD	RD		617	617 MOBILE BRIDGE RD	MOBILE BRIDGE RD	27587	
140324	137461	281246	184068350	0	8000	245881	0.1	WAK	WAKE FOREST	WAKE FOREST	HOLLANDY, BENJAMIN HOLLANDY, SARAH	1717 HAYES RD	CREEDMOOR NC 27522-8740		15733	740	Individual		LO32 DEACON MOBILE BRIDGE RD	RD		605	605 MOBILE BRIDGE RD	MOBILE BRIDGE RD	27587	
141292	370540	387590	184069340	0	4000	268950	0.19	WAK	WAKE FOREST	WAKE FOREST	WAKE FOREST WAKE FOREST, SHARON L	2127 CATALLY LN			1217	Individual		LO14 AVONDALE CATALLY LN	LN		617	617 CATALLY LN	CATALLY LN	27587		
144230	239810	118447	184078522	0	5000	203828	0.42	WAK	WAKE FOREST	WAKE FOREST	STERN, THOMAS A DOYLE, KATHERINE	301 MOONINGBRO LN	WAKE FOREST NC 2787-7625		19209	1147	Individual		LO1 CARDINAL MOONINGBRO LN	LN		301	301 MOONINGBRO LN	MOONINGBRO LN	27587	
168492	105106	50895	1840687467	0	61200	187939	1	WAK	WAKE FOREST	WAKE FOREST	WARREN, TRIVETT	1289 GILCREST FARM RD	WAKE FOREST NC 2787-7000	13-E	1707	Individual		CADELLS LAND ALLEN RD	RD	S	352	352 S ALLEN RD	S ALLEN RD	27587		
178174	18982	44015	184078443	0	5000	163495	0.43	WAK	WAKE FOREST	WAKE FOREST	WHITE, RICHARD J WHITE, BARBARA M	248 MOONINGBRO LN	WAKE FOREST NC 2787-7623		5048	887	Individual		LO28 CARDINAL MOONINGBRO LN	LN		248	248 MOONINGBRO LN	MOONINGBRO LN	27587	
191439	370581	387590	184069287	0	4000	268940	0.08	WAK	WAKE FOREST	WAKE FOREST	WAKE FOREST WAKE FOREST, SHARON L	221 BROOKS ST	WAKE FOREST NC 2787-2703		12818	1250	Exempt		OPEN SPACE AT DEACON RIDGE ST	RD		400	400 DEACON RIDGE ST	DEACON RIDGE ST	27587	
194125	370531	387580	184068465	0	4000	264480	0.13	WAK	WAKE FOREST	WAKE FOREST	FITZSIMMONS, JOHN FITZSIMMONS, PATRICIA	616 CATALLY LN	WAKE FOREST NC 2787-2784		13567	494	Individual		LO18 AVONDALE CATALLY LN	LN		616	616 CATALLY LN	CATALLY LN	27587	
194617	412345	376988	1840698704	0	3000	147888	0.04	WAK	WAKE FOREST	WAKE FOREST	KING, MARY ELLEN	167 DEACON RIDGE ST	WAKE FOREST NC 2787-2873		13713	41	Individual		LO18 AVONDALE DEACON RIDGE ST	RD		167	167 DEACON RIDGE ST	DEACON RIDGE ST	27587	
195862	414201	387583	184069585	0	4000	147750	0.04	WAK	WAKE FOREST	WAKE FOREST	TEMBROCK, PAUL D TEMBROCK, ANITA L	601 DEACON RIDGE ST	WAKE FOREST NC 2787-2879		13965	428	Individual		LO17 AVONDALE DEACON RIDGE ST	RD		301	301 DEACON RIDGE ST	DEACON RIDGE ST	27587	
196208	370541	387590	1840695140	0	4000	263311	0.22	WAK	WAKE FOREST	WAKE FOREST	BUCKLIN, DANIEL J BUCKLIN, AMY S	613 CATALLY LN	WAKE FOREST NC 2787-2785		14268	205	Individual		LO15 AVONDALE CATALLY LN	LN		613	613 CATALLY LN	CATALLY LN	27587	
196208	370539	387588	184069585	0	4000	266619	0.18	WAK	WAKE FOREST	WAKE FOREST	RUMPH, STACEY R RUMPH, CARLA G	624 CATALLY LN	WAKE FOREST NC 2787-2785		14278	2301	Individual		LO13 AVONDALE CATALLY LN	LN		621	621 CATALLY LN	CATALLY LN	27587	
197322	370523	387583	184069585	0	4000	267355	0.17	WAK	WAKE FOREST	WAKE FOREST	PO BOX 4006	SCOTTSDALE AZ 85263-4006		15609	1020	Individual		LO28 CARDINAL QUALA AVE	AVE		715	715 QUALA AVE	QUALA AVE	27587		
197478	370534	387588	184069565	0	47250	242033	0.21	WAK	WAKE FOREST	WAKE FOREST	DAVIS, RIKKO W	628 CATALLY LN	WAKE FOREST NC 2787-2784		15609	1020	Individual		LO18 AVONDALE CATALLY LN	LN		628	628 CATALLY LN	CATALLY LN	27587	
202099	410837	374307	184069899	0	3000	187945	0.04	WAK	WAKE FOREST	WAKE FOREST	BLACKMAN, HOPE	400 DEACON RIDGE ST	WAKE FOREST NC 2787-2873		15053	2769	Individual		LO83 AVONDALE DEACON RIDGE ST	RD		159	159 DEACON RIDGE ST	DEACON RIDGE ST	27587	
202797	268882	120263	184077983	0	4000	207440	0.23	WAK	WAKE FOREST	WAKE FOREST	BERKMAN, EDNA	2117 WERETTE RD	WAKE FOREST NC 2787-8200		16782	2184	Individual		LO18 AVONDALE WERETTE RD	RD	S	208	208 S ALLEN RD	S ALLEN RD	27587	
207963	370537	387591	184077986	0	4000	207138	0.28	WAK	WAKE FOREST	WAKE FOREST	BERKMAN, EDNA	2117 WERETTE RD	WAKE FOREST NC 2787-8200		16883	2189	Individual		LO18 AVONDALE WERETTE RD	RD	S	208	208 S ALLEN RD	S ALLEN RD	27587	
210047	370550	387579	184069429	0	4000	257620	0.16	WAK	WAKE FOREST	WAKE FOREST	CHIMA, NASHEETA GRAHAM, STEPHEN MARTIN	2008 LOWERY FARM RD	RALEIGH NC 27614-7892		16987	362	Individual		LO24 AVONDALE DEACON RIDGE ST	RD		401	401 DEACON RIDGE ST	DEACON RIDGE ST	27587	
214234	208155	12000	184068828	0	8000	201518	1	WAK	WAKE FOREST	WAKE FOREST	CADELLS LAND ALLEN RD	352 S ALLEN RD	WAKE FOREST NC 2787-2610		16553	512	Individual		CADELLS LAND ALLEN RD	RD	S	352	352 S ALLEN RD	S ALLEN RD	27587	
216279	370542	387574	184069351	0	4000	255033	0.16	WAK	WAKE FOREST	WAKE FOREST	AMH NC PROPRIETES LP	PROPERTY TAX DEPT	30601 ADOURA RD SITE 200PT	ADOURA HILLS CA 91301-2150		16604	410	Business		LO18 AVONDALE DEACON RIDGE ST	RD		421	421 DEACON RIDGE ST	DEACON RIDGE ST	27587
217012	370548	387577	1840694377	0	4000	281440	0.22	WAK	WAKE FOREST	WAKE FOREST	SULLIVAN, RAMOND HENRY	409 DEACON RIDGE ST	WAKE FOREST NC 2787-2787		16777	1518	Individual		LO22 AVONDALE DEACON RIDGE ST	RD		409	409 DEACON RIDGE ST	DEACON RIDGE ST	27587	
223681	239876	118457	184078280	0	5000	255240	0.46	WAK	WAKE FOREST	WAKE FOREST	BEASLEY, DAVID F BEASLEY, LAUREN	304 MOONINGBRO LN	WAKE FOREST NC 2787-9113		19079	1786	Individual		LO11 CARDINAL MOONINGBRO LN	LN		304	304 MOONINGBRO LN	MOONINGBRO LN	27587	
231980	137513	281242	184068445	0	6000	232971	0.32	WAK	WAKE FOREST	WAKE FOREST	JANKS, ROLF JANKS, JUDY	613 MOBILE BRIDGE RD	WAKE FOREST NC 2787-2670		16870	1655	Individual		LO11 DEACON MOBILE BRIDGE RD	RD		613	613 MOBILE BRIDGE RD	MOBILE BRIDGE RD	27587	
233376	137306																									

Questions, Comments, and Concerns from the September 28th, 2023,
Community Meeting on 302 South Allen Street Wake Forest, NC Rezoning
Questions from community in black, answers are in red.

1. What will the size of units be, the cost, and if background checks would be required? Units are roughly 550-750 sqft, several are efficiency units, that will lease between \$1,200.00-\$2,000.00 furnished. All tenants will be required to go through a nondiscriminatory credit and background check and provide proof of employment.
2. What about light pollution from the parking lot lighting? We will install shades on the pole lights to direct the light straight down, minimizing light pollution.
3. Will there be designated pet areas? Yes, in the rear of the property.
4. What's the address of the property? 302 South Allen Street.
5. Will there be a gym? We currently have no gym shown in the current layout, but we may upfit a room in facility in the future.
6. Will there be grilling allowed? Common areas around the back will have areas that could be used for grilling.
7. Dumpster location, size, and will there be weekly pick up? The dumpster location will be on the Northwest corner of the property, enclosed by a dumpster corral. Typically (2) trash and (1) recycle bin will be required. Weekly pickups will be determined based off the usage. If needed, then yes to maintain a clean and professional service.
8. Will there be assigned parking and will the parking be monitored by a towing company? There won't be assigned parking, however there will be permitted parking. Nonpermitted vehicles parked outside of designated visitor parking spaces will be towed at the owner's expense.
9. There was concern about the way this was being approved. This was a statement, insinuating that this was already a done deal.
10. What about road width and road conditions? This initial comment from road width immediately pivoted to several citizens passionately speaking about the completion of Allen Street to Middle Bridge Road, and how they felt like it would never happen. People in the community made comments stating the City of Wake Forest forgot about them. Some of the citizens talked about a plan that they had contributed some monetary amount years ago to contribute to the construction. This would be allocated to see that the tie in of Allen Street to Middle Bridge Road would be completed, including curb and gutter, sidewalks, and streetscapes. I told them that

we will do our best to help support the community and the completion of this street project.

11. Will no parking signs be installed? During Fridays on White specifically, the citizens talked about how cars are usually lined up throughout the community on the road. There is no current street parking, so vehicles are pulling off the road and parking on the side of the road and in people's yards (right away). We wouldn't be opposed to No Parking Signs being installed and our contracted towing company could also patrol this area as well if necessary. I believe this would have to be approved by the town if no parking signs are installed in the right away along South Allen Street.
12. Will you have Security Cameras? Yes.
13. What about the storm water? We're not increasing impervious soils surface, other than a few additional parking spaces. This will not constitute additional storm water measures.
14. What about water usage? You'll be damaging the road and our water system by installing all the water meters and sewer taps. Our plan is to have one master water meter for all the residence and will reuse the existing sewer tap.
15. When would the construction hours and days we'd be working? Monday-Friday, 8-5pm.

Changes made to the drawings based off the feedback we received from our previous voluntary community meeting we held early in 23':

1. The primary entrance will be on the South side of the building and will be turned into a one-way road to prevent headlights from shining into the windows of the adjacent property owners.
2. We're proposing widening the entrance and exit on the North side of the property. This would prevent vehicle lights from shining into adjacent property windows.
3. 6' OPEC fence installed with an additional tree buffer on North, South, and West side of property.
4. Discussed widening the road and installing sidewalks on the East side of property.
5. Exterior lighting to receive shades installed to direct the areal lighting down.
6. Target market is 55 and up, also young professionals and professional in general.

Overall, the meeting went well. There were definitely some of the same people we met with originally that were opposed, but we had a lot more support this time around. We had already made a series of changes from previous meetings that showed a good faith effort to

work with the community. Those changes were well received, and actually had several people show up that were happy to see something being done with the building. As someone who grew up in the Youngsville and the Wake Forest community (Preschool at the seminary, arcade games at shorty's, and swimming at holden park when they had the wooden high dive), we're not some fly by night group. We want to revitalize this property into something the community can take advantage of, that's desperately needed. With its proximity to downtown, we know this repurposed building will be a huge success for the tenants, downtown, and everyone in the community.

Sign in sheet

Name	Address	Contact info
Trivet Warren	352 S. Allen	(919) 761-0917
DAVID EDWARDS	722 Quail Ave	(919) 608-9902
Martha Loftin	121 Cardinal Dr.	(919) 556-7774
MATTHEW Burch	605 Calahilly Ln	252.725.4920
Ray Sullivan	409 Deacon Ridge	
Collin Eads	902 Quail Ave	314-753-1507

bnm2502@gmail.com
Bernadette McIntosh 218 Sparrow Dr. 949-378-7619

Karina Patricio 214 Sparrow Dr. 714-955-8569

Julia Massey 600 Torrey Hill Ct 301-404-9232

Jenna L Rose 223 Sparrow Dr. 919-201-2749

Susan Ray 332 South Allen Rd

George Mayr + Monica Tusca 712 Quail Ave 518-729-7939

Grace + Austin OVERSTREET 600 Calahilly Ln. 919-437-0797

Jan + Bill Smith 500 S. Allen Rd

Lauren + Fulton Bensley 919-916-0125

Steven Stinson 318 Mockingbird Ln 919 906 9956

Tahlia Kenn 915 Quail Ave 910 571 8065

Jessica Hendricks 774 Durham Rd 919 810 7404

Kelly Lloyd 327 Mockingbird Lane 919-260-9030

Ray Carroll

GREG SANDERS 621 Torrey Hill Ct

Greg Ray 332 South Allen

Daniel Rose 223 Sparrow Dr aceprinting@nc.rr.com

Thomas Stern 301 Mockingbird Ln Capitolbackflow@gmail.com

SAM HORDES 250 S. ALLEN RD

Debra Sanders 621 Torrey Hill Anedeb2589@gmail.com

Michelle Carbone
ALEX GREENE

→ michelle.derosa@gmail
617 Torry Hill Ct.
644 CAA 424

Austen Burke

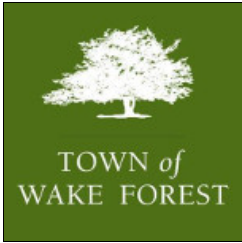
burkavsten@gmail.com

Rebecca Davenport

rbdavenport@gmail.com

JEFFREY FROUNFELDER

jeffrounfelker@gmail.com



Conditional District Rezoning Application

(Conditional District Rezoning - Planning Board Workflow)

Town of Wake Forest, NC
301 S. Brooks St.
Wake Forest, NC 27587-2932
TEL (919) 435-9510 | FAX (919) 435-9539

Project Overview

#1008235

Project Title: 306 S Allen Rd Rezoning

Jurisdiction: Town of Wake Forest (Wake County)

Application Type: Conditional District Rezoning

State: NC

Workflow: Conditional District Rezoning - Planning Board

County: Wake

Submittal Requirements

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 CONDITIONAL DISTRICT 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 that you have reviewed the associated submittal checklist for this permit and that you will submit all documents required on the submittal checklist: Yes

Pre-Application Meeting

Has a pre-application conference been held?: Yes

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

Pre-Application Conference Date: 1/30/2023

Staff Member Met With: Patrick Reidy

Pre-application Conference Project Number:

Address & Basic Site Information

Please Note:

In some cases, a parcel address may not verify. In the event that our system is unable to verify the address you enter, please submit the project as an *Unverified Parcel* and provide zoning and land use information as requested below. For verified addresses, the zoning and land use information will be added to the application automatically (you do not need to provide it below).

Project Address or PIN: 306 SOUTH ALLEN ROAD
(Unverified)

Tax PIN:

Acreage: 2.8

Name of Existing Development/Subdivision (if applicable--
for reference only):

For unverified addresses/parcels only, please provide below 1) the current use of the parcel, 2) the zoning district(s) it is in, and 3) any overlay districts that apply. Reference the [zoning map](#) and the [overlay districts map](#) on the town's website.

Current Use & Zoning (required only if address/parcel is unverified):

GR5

*Note: Projects falling outside the limits of the Town or ETJ will be required to submit an annexation petition in conjunction with their project submittal. In this case, please return to the home screen and select **Annexation Petition** from the application type drop down.*

GIS Site Information (Automatically Generated - Not Available for Unverified Addresses)

Parcel Area:

Wake Forest (WF):

Base District:

In SH2-O Overlay:

In TND Overlay:

In HL-O Overlay:

In National Register of Historic Places:

Current Use:

Planning and Zoning:

In SH1-O Overlay:

In Water Supply Watershed Protection Overlay:

In SF Overlay:

In MVCP-O Overlay:

In Flood Hazard Area:

Additional Zoning Information

Currently a Conditional District?: Yes

Currently a Conditional Use?: No

Is there an existing Special Use Permit for the Property?: No **Case Number of related site plan (if applicable):** SP-23-18

Case Numbers of other related approvals (if applicable):
931574

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

Stacy Woodhouse
GWP Developers LLC
PO Box 111
Warrenton, NC 27589
P:8436966703
woodhousestacy@yahoo.com

Project Contact - Developer

Stacy Woodhouse
GWP Developers LLC
PO Box 111
Warrenton, NC 27589
P:8436966703
woodhousestacy@yahoo.com

Project Contact - Other

Project Contact - Property Owner

Michael Hurt
Robinhouse LLC Hurt LLC
PO Box 113
Bath, NC 27808
P:252-714-3710

Project Contact - Engineer

Gerald Hooton
B & B Consultants
212 East Ferrall Street
South Hill, VA 23970
P:434.447.7621
ghooton@bandbcons.com

Transportation Impact Analysis

As per Section 6.11.1 of the UDO is the project required to provide a Traffic Impact Analysis (TIA)?: No

Was the TIA reviewed in a separate permit prior to this application?:

Project Number:

For projects requiring a TIA, a separate TIA application must be submitted in conjunction with this application. Please review the [TIA submittal checklist](#) and submit a **Transportation Impact Analysis Review** application in IDT.

 If the request is to a Conditional District (CD), this application should be accompanied by a master plan that includes land use, existing conditions, buildings, lots, etc. per Chapter 15 of the UDO. In addition, please provide a narrative of the proposed use and list any proposed conditions.

Proposed Conditional Zoning District: RMX-CD, Residential Mixed-Use

Proposed Land Use:
Multifamily

Proposed Number of Lots: 1

Number of Buildings: 1

Number of Single-Family Lots: 0

Number of Townhome Lots: 0

Number of Multi-Family Units: 31

Number of Stories: 1

Square Footage of All Buildings (non-residential): 0

Plan Information - Conditional Rezoning

Description of Request:

Rezoning property to previous zone, such that existing building can be used for multifamily apartment housing.

Initial Proposed Conditions Offered by Applicant:

Develop within existing building foot print and structure.

Justification of Consistency with Comprehensive Plan:

We are consistant.



Patrick Reidy, AICP, CZO
Senior Planner

301 S. Brooks Street
Wake Forest, NC 27587

Dear Mr. Patrick Reidy,

Please see the below final rezoning conditions for property PIN 0018046:

REZONING CONDITIONS:

1. SITE MASTER PLAN (SP-23-18) IS A CONDITION OF THE REZONING. AMENDMENTS OF THE MASTER PLAN SHALL REQUIRE A REZONING AMENDMENT UNLESS THE ADMINISTRATOR FINDS THE MODIFICATION(S) TO BE MINOR AND IN KEEPING WITH THE INTENT OF THE ADOPTED SUBDIVISION MASTER PLAN.
2. ONLY THE PROPOSED USE, MULTI-FAMILY, SHALL BE PERMITTED.
3. ONCE COMPLETE, THE OWNER SHALL PROVIDE, AS PART OF THE PROJECT, A MINIMUM OF SEVEN (7) AGE RESTRICTED DWELLING UNITS. AN AGE RESTRICTED DWELLING UNIT IS ANY DWELLING UNIT AT THE PROJECT DESIGNATED BY THE OWNER, IN THE OWNER'S DISCRETION, TO BE OFFERED FOR RENT TO RESIDENTS 55 YEARS AND OLDER. BEGINNING ON DECEMBER 31ST OF THE FIRST FULL YEAR FOLLOWING THE OWNER'S RECEIPT OF THE FINAL CERTIFICATE OF OCCUPANCY FOR THE PROJECT, THE OWNER OF RECORD SHALL PROVIDE, NO LATER THAN DECEMBER 31ST OF EACH YEAR, AN ANNUAL CERTIFICATE OF COMPLIANCE WITH THIS ZONING CONDITION TO THE TOWN OF WAKE FOREST PLANNING DEPARTMENT, WHICH CONFIRMS THAT AT LEAST SEVEN (7) UNITS ARE BEING RENTED AS AGE RESTRICTED.
4. MAXIMUM DENSITY SHALL BE LIMITED TO 13.2 UNITS PER ACRE.
5. AMENDMENT TO DISTRICT PROVISION 2.2.3., TABLE OF URBAN DISTRICT DEVELOPMENT STANDARD, D.1, PRINCIPAL BUILDING FRONT SETBACK, INCREASING THE MAXIMUM ALLOWABLE SET BACK TO +/- 76 FT FOR RMX ZONING.
6. PRIOR TO THE ISSUANCE OF A BUILDING PERMIT, AN EIGHT (8) FOOT OPAQUE COMPOSITE FENCING (SCREENING) SHALL BE PROVIDED ALONG THE SOUTHERN & WESTERN PROPERTY LINES AS DEPICTED ON THE MASTER PLAN.
7. PRIOR TO THE ISSUANCE OF A BUILDING PERMIT, A SIX (6) FOOT OPAQUE COMPOSITE FENCING (SCREENING) SHALL BE PROVIDED ALONG THE NORTHERN PROPERTY LINE AS DEPICTED ON THE MASTER PLAN.

Stacy Woodhouse

A handwritten signature in black ink, appearing to read "Stacy Woodhouse", with a long horizontal flourish extending to the right.

OWNER
GWP DEVELOPERS

GWP DEVELOPERS PO BOX 113 BATH, NC 27808



Agent Authorization Form

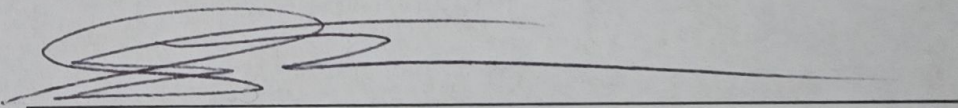
The Wake Forest Unified Development Ordinance (UDO) states that applications for development approvals may only be made by the landowner, a lessee or person holding an option or contract to purchase or lease the land, or an authorized agent of the landowner (see [Sec. 15.2.5.C](#)). This agent authorization form must be signed by the landowner and included with any application not submitted by the landowner or lessee as specified above. If more than one landowner is involved, a separate agent authorization form must be submitted by each landowner.

Address(es) and Tax PIN(s) for
which authorization is granted: 0018046

Landowner's name*: RobinHouse LLC Hurt LLC

Application(s) for which
authorization is granted (e.g.,
Rezoning, Special Use Permit): RZ-23-10

Person authorized to submit
application(s) as landowner's
agent (must be the same
person listed as the applicant
on the application form): GWP Developers LLC

Landowner's Signature: 

Date: 4/28/24

Please provide below the name, address, and other information
of the person signing this form.

Name: Stacy Woodhouse

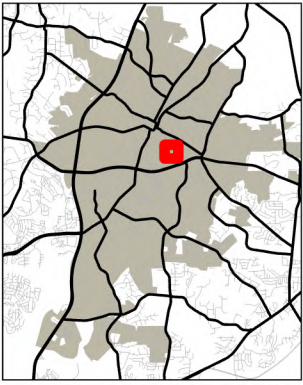
Address: PO BOX 113 Bath NC 27808

Telephone number: 843 696 6703

Email address: woodhousestacy@yahoo.com

If signing for a corporation or other entity, please
specify title and/or relationship to the corporation
or other entity (e.g., Member, Executive Officer): Owner

*Owner of record as shown on the latest equalized assessment rolls of Wake County, or, if ownership has recently been transferred, the grantee shown on the recorded deed (a copy of the deed must accompany this form).



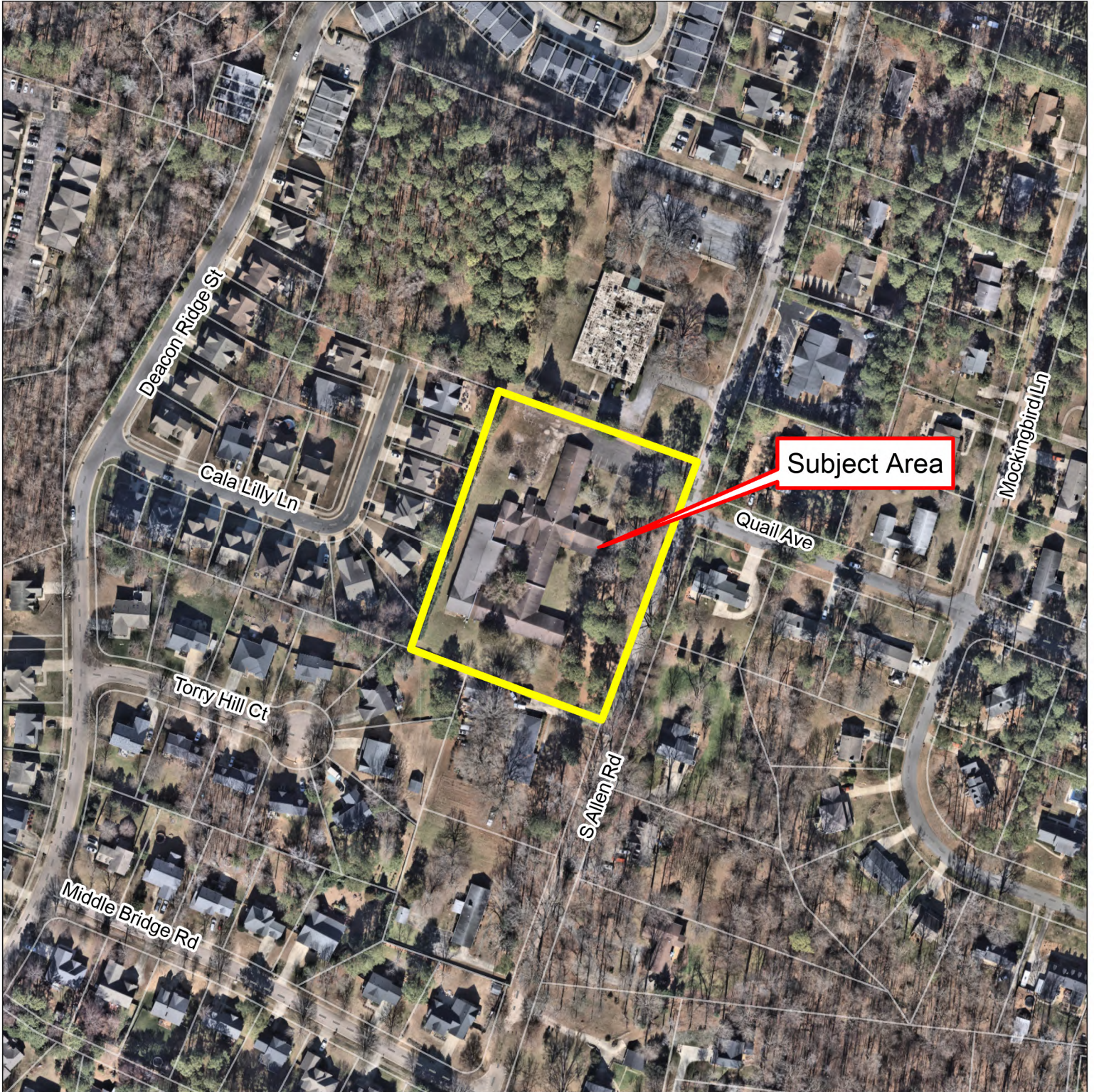
TOWN of
WAKE FOREST

RZ-23-10

306 S Allen Rd Rezoning

Wake County PIN: 1840-68-8987

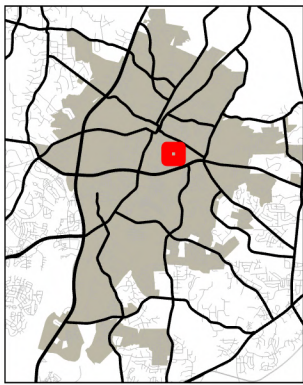
5/7/2024



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

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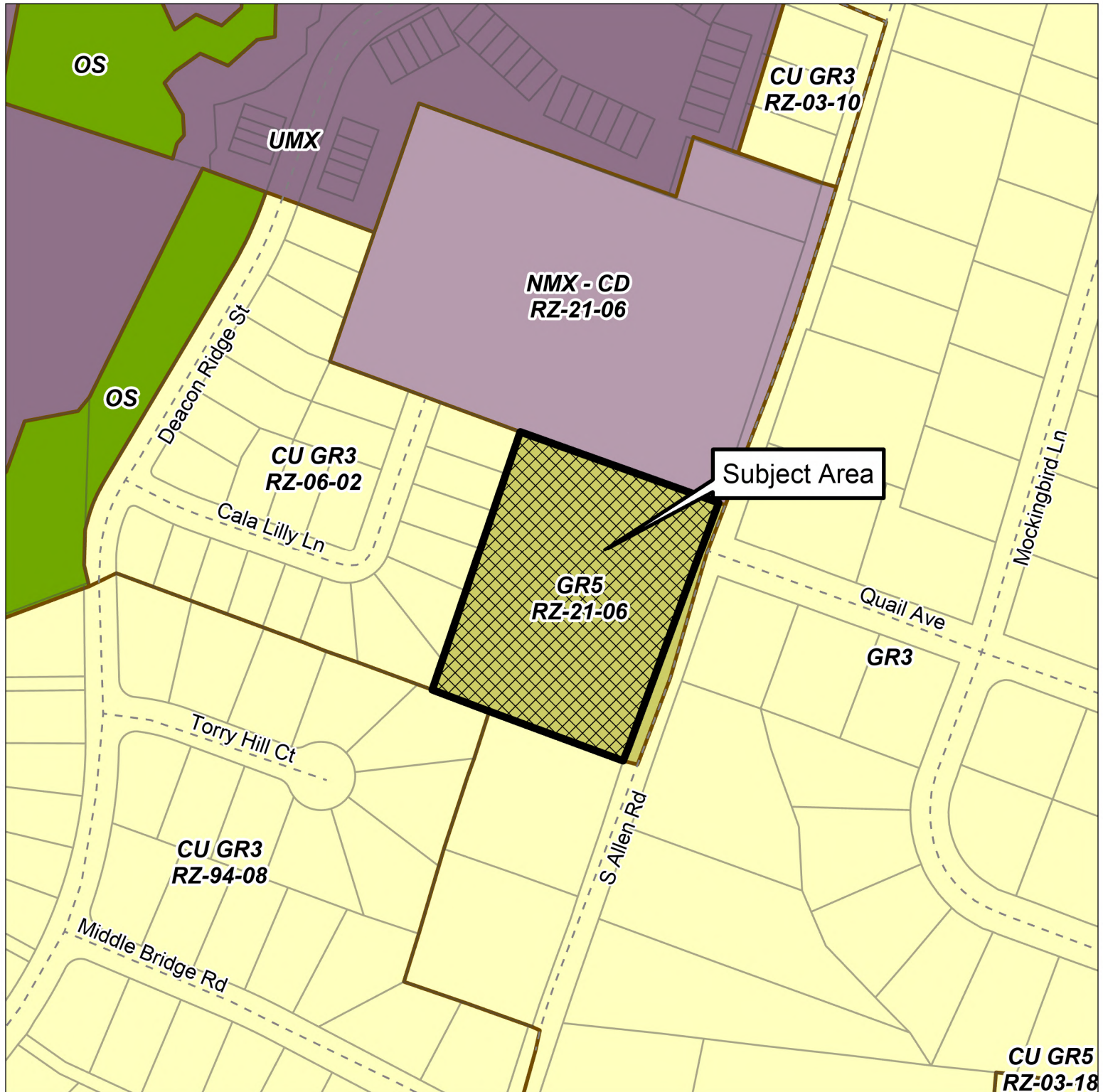
TOWN of
WAKE FOREST

RZ-23-10

306 S Allen Rd Rezoning

Wake County PIN: 1840-68-8987

4/19/2024



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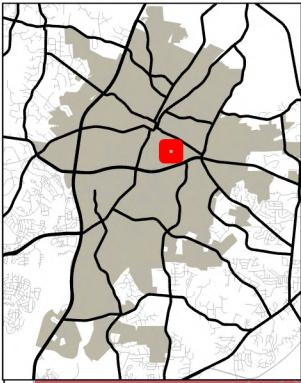
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Land Use Plan



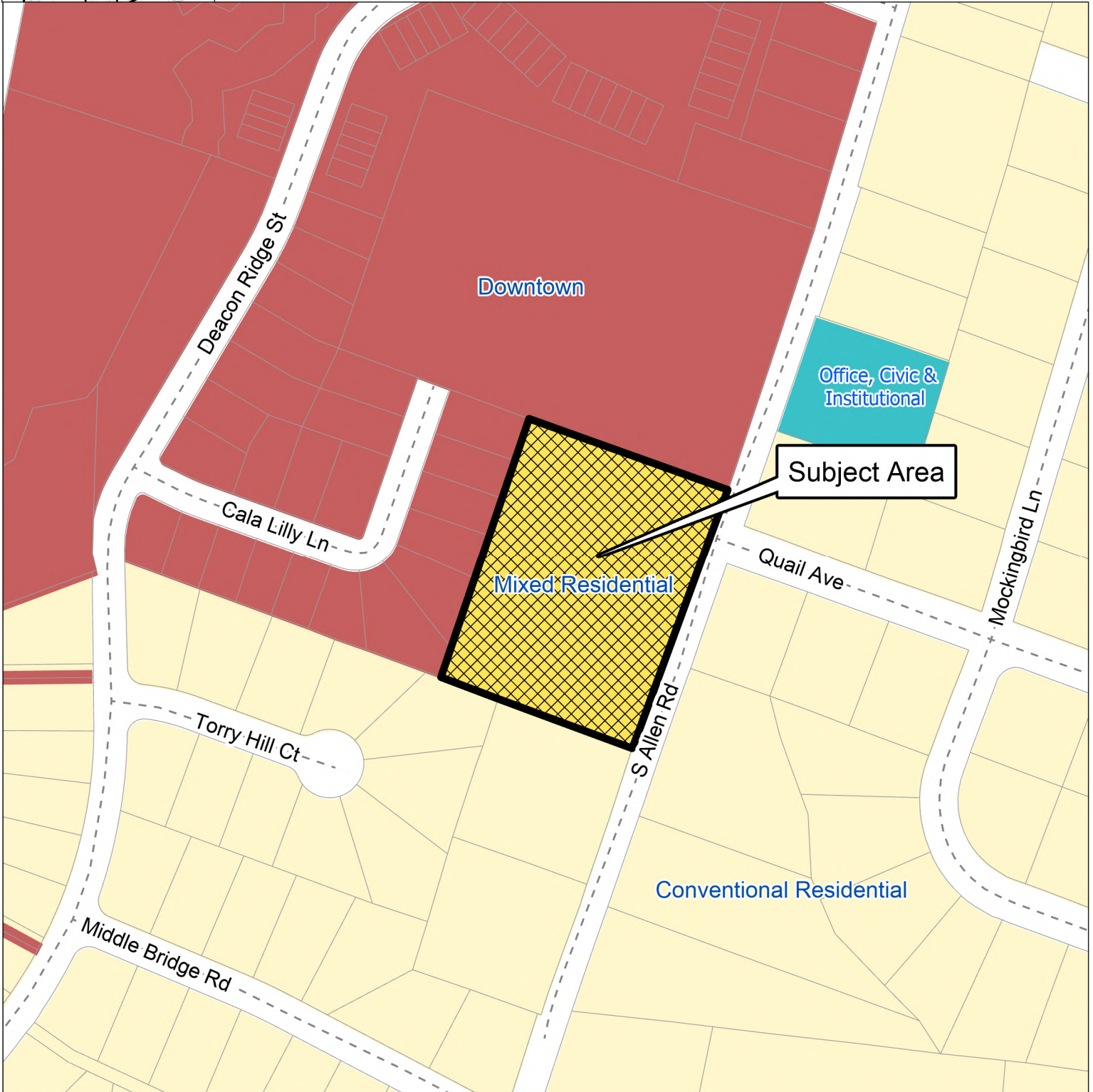
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Community Plan Consistency Grid: RZ 23-10				
POLICIES FOR AFFORDABLE HOUSING		YES	NO	NA
AH-1	Implement Affordable Housing Plan			
POLICIES FOR RESIDENTIAL CHARACTER		YES	NO	NA
RC-1	Encourage single-family attached and multifamily development to incorporate varied building frontages and rooflines, front porches, front yards, and balconies to provide visual interest and complement the scale and character of surrounding single-family neighborhoods			
RC-2	Setbacks of infill development should match the existing context as much as possible as uniform setbacks can help foster a pedestrian-friendly environment			
RC-3	Promote higher density infill and redevelopment within older established neighborhoods to provide greater housing choices while matching the scale and character of existing properties			
RC-4	Promote higher density housing along key corridors and surrounding activity centers. This includes near areas designated in the Land Use Plan as Commercial Corridor; Neighborhood Commercial; Light Industrial; and Office, Civic, and Institutional			
RC-5	For larger scale planned subdivisions that provide a mix of housing types, work with private developers to locate lower density housing near existing single-family detached neighborhoods to create appropriate transitions and preserve the character of established neighborhoods			
RC-6	Consider requiring a minimum percentage of housing types in new neighborhood developments to increase housing diversity and affordability (e.g. at least 20% duplexes/townhomes)			
RC-7	Review and update the UDO to align with residential character recommendations within this Community Plan			
POLICIES FOR SENIOR HOUSING		YES	NO	NA
SH-1	Promote senior housing within a quarter mile of transit stops, Downtown, shopping areas, parks, and recreational facilities			
SH-2	Encourage smaller lot, single-story housing types for seniors that are ADA accessible			
SH-3	Encourage age-targeted cooperative housing types for community-oriented senior living, such as co-housing and cottage home courts			
SH-4	Promote the development of continuing care retirement communities (CCRC), or life plan communities, which offer distinct types of housing and care levels based on a senior's needs			
SH-5	Encourage developers of age-targeted housing to include amenities attractive to seniors, such as front porches, back patios, walking paths, and outdoor sports facilities, and activated gathering spaces			
POLICIES FOR COMMERCIAL DEVELOPMENT		YES	NO	NA
CD-1	Enhance established commercial areas by incentivizing redevelopment and/or renovation of existing businesses.			
CD-2	Support small, local businesses within commercial centers to support unique shopping options within Wake Forest			
CD-3	Establish architectural design standards for commercial building facades that promote quality design while allowing for flexibility that encourages creative design			
CD-4	Promote multi-story structures within Commercial Corridor and Neighborhood Commercial areas at appropriate scales that offer residential or office above ground-floor commercial			
CD-5	Encourage pedestrian-oriented shopping environments with sidewalks, attractive storefronts, and buildings facing each other to create a sense of enclosure			
CD-6	Encourage the incorporation of pedestrian/bicyclist/transit-oriented areas in large-scale shopping centers that provide outdoor seating and gathering areas, bicycle parking stations, and access to transit services			
CD-7	Promote cross-access and pedestrian pathways between adjacent parking lots and leading to buildings to promote well-connected, cohesive shopping areas			

Community Plan Consistency Grid: RZ 23-10				
CD-8	Encourage the consolidation of commercial driveways onto major streets to reduce traffic conflicts			
CD-9	Require “360 degree architecture” (high quality architecture on all sides of the building as opposed to just the front-facing façade), including well-designed or screened service areas			
CD-10	Encourage businesses to replace existing, non-conforming signage with attractive signage that meets Town standards			
CD-11	Promote outparcel development to improve the character along primary roadways and break up views of large parking lots			
CD-12	Review and update the UDO, including the US 1 Special Highway Overlay (SH1-O) and Dr Calvin Jones Highway Overlay (SH2-O) districts, to align with commercial development recommendations within this Community Plan			
CD-13	Support accessory commercial units (ACUs) that allow the ground floor of residential properties or an accessory structure facing the street to contain a commercial use beneficial to the surrounding neighborhood			
CD-14	Establish block standards for commercial areas to break up large tracts into more human scale pieces with streets or street-like features within the development			
POLICIES FOR MINORITY & WOMEN-OWNED BUSINESSES		YES	NO	NA
MWOB-1	Work with organizations, such as the Chamber and the Black Business Alliance, to expand diversity, equity, and inclusion programs that are supported with grassroots community engagement			
MWOB-2	Explore successful programs for supporting minority and women-owned businesses in surrounding communities to implement in Wake Forest			
MWOB-3	Explore regional, state, and federal grants available for minority and women businesses, such as grants from the National Institute of Economic Development and Carolina Community Impact			
MWOB-4	Support informational sessions and/or provide educational resources to employers on how they can establish equitable work environments and policies within their businesses			
POLICIES FOR SETBACKS		YES	NO	NA
SB-1	Incentivize businesses to situate new buildings at or near the property line to improve walkability, such as by requiring more landscaping if parking lots are located in front of buildings rather than to the rear/side			
SB-2	Promote consistency in setbacks within commercial and residential areas to form desirable continuity in the streetwall, or the facades of buildings facing the street			
SB-3	Encourage outparcel development with 360 architecture to “hold the corner” of commercial corridor development			
SB-4	Ensure adequate setbacks of industrial or other high intensity uses to reduce potential sound or visual impacts on adjacent lower intensity uses			
SB-5	Allow for flexibly in setbacks in Downtown where existing conditions prevent a consistent streetwall, while maintaining a close interface with the street (e.g., utility, landscaping, and/or topography challenges)			
POLICIES FOR PARKING LOTS		YES	NO	NA
PL-1	For existing front-loaded surface parking lots, encourage property owners to improve their character with perimeter and interior landscaping, and/or decorative walls and fencing			
PL-2	Require off-street parking to be located to the side or rear of the primary building			
PL-3	Encourage shared parking agreements where neighboring uses with different peak parking demand times can use the same parking lot, reducing the need for additional parking lots			
PL-4	Reevaluate minimum parking standards and consider implementing maximum parking standards to reduce excessive requirements			
PL-5	Monitor parking supply and strategically encourage structured or underground parking in higher density areas if needed, such as in Downtown, TOD, and activity center areas, to reduce the amount of land dedicated to surface parking			
PL-6	Consider offering incentives for structured parking, such as density bonuses, allowable lot coverage increases, and height limit increases.			

Community Plan Consistency Grid: RZ 23-10				
PL-7	Encourage the integration of structured parking into multifamily buildings to minimize surface parking lots			
PL-8	Encourage North Carolina Department of Environmental Quality's (NCDEQ) Stormwater Nitrogen and Phosphorus (SNAP) nutrient-reducing practices, such as permeable surfaces, that allow water infiltration in parking lots to improve stormwater drainage and water quality			
PL-9	Encourage the provision of pedestrian walkways in parking lots to enhance connectivity and safety to businesses			
POLICIES FOR SCREENING & BUFFERING		YES	NO	NA
SB-1	Ensure sufficient screening and buffering of industrial and commercial uses next to residential uses to minimize potential adverse impacts, such as in the Unicon Drive area			
SB-2	Encourage new development to preserve existing wooded areas along the perimeter of sites to provide natural buffering			
SB-3	Encourage screening of utility, loading, outdoor storage, and trash disposal areas that are visible from the right-of-way and adjacent development			
SB-4	Promote the use of setbacks for walls and fences that allow for plantings between the property line and the right-of-way and adjacent development			
POLICIES FOR COMMUNITY CHARACTER		YES	NO	NA
CC-1	Preserve vistas and view corridors that contribute to the economic and aesthetic value of Wake Forest, such as the church steeple at Southeastern Baptist Theological Seminary, S White Street in Downtown, and N Main Street in the Wake Forest Local Historic District			
CC-2	Curate public outdoor spaces for important monuments and artworks to showcase them as anchors and entry points to neighborhoods			
CC-3	Leverage historic structures, events, and people to create a sense of place through placemaking and branding			
CC-4	Ensure new development is contextual to the existing character of the area in terms of scale, massing, setback, fenestration, and design features (porches, storefronts, etc.)			
CC-5	Encourage developers to incorporate landscaping to beautify neighborhoods and commercial areas, such as landscaped medians and roundabouts.			
CC-6	Incorporate landscaping and gateway features into public rights-of-way, such as landscaped streetscapes, green infrastructure, and public promenades			
CC-7	Emphasize quality development along highly visible thoroughfares in the Town to reinforce its positive image			
CC-8	In accordance with the Land Use Plan, ensure incompatible, high intensity uses are directed away from low intensity residential areas			
CC-9	Continue to provide quality municipal services for the maintenance and upkeep of neighborhoods, such as street cleaning, snow removal, and trash disposal services			
CC-10	Work with NCDOT to identify areas for roadway enhancements			
CC-11	Refer to the Public Art Vision Plan for guidance when public art is being proposed in private development			
CC-12	Work with developers to improve the character of retaining walls, such as by incorporating public art or tiering the walls to reduce their visual impact			
POLICIES FOR UTILITY LINES		YES	NO	NA
UL-1	Create a master plan for burying utility lines with community involvement to identify priority areas for conversion			

Community Plan Consistency Grid: RZ 23-10				
UL-2	Ensure major Town entrances and gateway corridors and highly visible, pedestrian-oriented areas are prioritized for conversion			
UL-3	Consider trenching utilities as capital improvements are made in the right-of-way for all areas of the Town			
UL-4	Investigate partnering with private developers to install conduit for fiber and/or burying utility lines in priority conversion areas			
UL-5	Explore partnerships with private developers for boring and burying additional conduit along main roadways			
UL-6	Consider and install conduit with greenway project construction.			
POLICIES FOR HISTORIC PRESERVATION		YES	NO	NA
HP-1	Work with the Historic Preservation Commission (HPC) and the Planning Department to continue to implement the 2019 Historic Property Handbook and Design Standards and continue to preserve existing and new historic landmarks			
HP-2	Continue to enforce the Historic Preservation Ordinance for the Wake Forest Local Historic District and local historic landmarks			
HP-3	Promote State and Federal Tax Incentives for qualified rehabilitation projects for properties listed individually or as contributing historic properties in the National Register of Historic Places			
HP-4	Ensure development surrounding and within historic districts is sensitive to the historic context of the neighborhood			
HP-5	Encourage adaptive reuse, restoration, and repurposing of historic structures to preserve Wake Forest's history			
HP-6	Continue to enforce the Demolition of Historic Structures Ordinance for the protection of all historic properties in Wake Forest			
HP-7	Investigate the adoption of new local historic districts or character historic overlay districts to preserve Wake Forest's historic character			
POLICIES FOR COMMUNITY FACILITIES		YES	NO	NA
CF-1	Expand Town facilities concurrently with new growth			
CF-2	Annually review the Town's Work Management Plan, Staffing, and Budget section to reflect current needs and priorities			
CF-3	Work with the Wake Forest Parks, Recreation, and Cultural Resources Department to identify strategies to close gaps in park service areas, such as west of Capital Boulevard and the southern and eastern portion of Town			
CF-4	Work with the Wake Forest Parks, Recreation, and Cultural Resources Department to expand equity in the quality of public park facilities and programming			
CF-5	Explore green infrastructure options that also beautify spaces, like bioswales and planters			
CF-6	Continue to work with regional educational entities to provide support as they seek new facility locations or expansion with growth			
CF-7	Coordinate with regional educational entities to ensure increased equity in educational facilities across the community			
CF-8	Coordinate with the Police and Fire Departments to ensure response times are sufficient for all areas of town with growth			
CF-9	Consider emerging best practices for community safety, such as mental health crisis response teams			

Community Plan Consistency Grid: RZ 23-10				
CF-10	Promote and incorporate sustainable building practices into community facilities, setting a precedent for private developers to implement			
CF-11	Coordinate with regional healthcare providers to explore opportunities to locate a full service hospital or regional medical facilities in the Town			
CF-12	Evaluate existing streets and explore UDO updates to address traffic congestion, traffic speed, reduce collisions, and improve safety conditions for all modes of transportation			
CF-13	Regularly update the Town Pavement Management System program			
POLICIES FOR PUBLIC TRANSIT		YES	NO	NA
PT-1	Continue to work with transit partners to consider more frequent service and route network expansions to key locations to improve rider experience and attract more usage of mass transit			
PT-2	Coordinate with property owners, private developers, and transit partners to set aside land for transit stops at appropriate locations. The Town should obtain a transit easement for these locations and construct and maintain quality bus shelter infrastructure			
PT-3	Work with GoRaleigh and GoTriangle to construct smart bus shelters, or sustainable shelters that incorporate elements like interactive screens with live timetables, smart lighting, solar panels, and bike lock stations			
PT-4	Explore incorporating public art into bus shelters			
PT-5	Continue to evaluate and coordinate Park and Ride locations with transit partners			
PT-6	Explore best long term transit options such as fixed or microtransit			
POLICIES FOR CAPITAL BOULEVARD		YES	NO	NA
CB-1	Continue to work closely with NCDOT to implement the project and promote commercial growth in accordance with the Land Use Plan			
CB-2	Continue advocating for improvements along the corridor to assist in improving the quality of life for Wake Forest residents, businesses, and property owners			
POLICIES FOR STREET CONNECTIVITY		YES	NO	NA
SC-1	Promote short blocks of less than 600 linear feet between intersections of local roads to improve walkability			
SC-2	Avoid dead-ends, cul-de-sacs, and T-intersections in places where four-way intersections can be aligned			
SC-3	Study the appropriateness of traffic circles at four-way intersections to ease congestion and improve safety			
POLICIES FOR SIDEWALKS & MULTI-USE PATHS		YES	NO	NA
SP-1	Update the CTP to include an inventory of sidewalks in addition to multi-use paths and establish project priorities, private-public funding, and time frames for closing gaps in the network			
SP-2	Update the CTP to identify priority areas for high visibility crosswalks, bulb outs, refuge islands, rectangular rapid flashing beacons, and other pedestrian improvements			
SP-3	Work with Public Works to identify crosswalk ramps that are not ADA compliant and prioritize upgrades			
SP-4	In coordination with roadway improvements, upgrade aging sidewalks or install new sidewalks if none exist			

Community Plan Consistency Grid: RZ 23-10				
SP-5	Promote sidewalk, multi-use path, or trail connectivity between residential subdivisions and nonresidential development to improve pedestrian and bicycle connectivity			
SP-6	Continue to ensure all new residential development provides sidewalks on both sides of the street			
SP-7	Encourage multi-use paths to be provided along the main road in developments			
SP-8	Ensure multifamily and commercial developments include strong pedestrian networks within and between their sites			
POLICIES FOR BIKEWAYS, GREENWAYS & TRAILS		YES	NO	NA
BGT-1	Identify trail head locations as the greenway and trail network continues to expand			
BGT-2	Explore opportunities along greenways to add amenities (i.e. water fountains, seating /rest areas, pocket parks, public art, and fix it stations) and programming with the Parks, Recreation, and Cultural Resources Department or other organizations like StoryWalks			
BGT-3	Encourage development along greenways to incorporate greenway access into the site, particularly for uses attractive to trail users (i.e. restaurant, cafes, and bars)			
POLICIES FOR LOCAL FOOD SYSTEMS		YES	NO	NA
LFS-1	Continue to support the Northern Community Food Security Team and together explore other locations for community food hubs within the Town			
LFS-2	Partner with local food cooperatives and regional food networks, such as the Capital Area Food Network, to address food insecurity in the community			
LFS-3	Encourage regenerative practices, such as use of organic fertilizers, crop rotation, and crop variation for healthy soil			
LFS-4	Conduct a meal gap survey to better assess the immediate and long term needs in the community			
LFS-5	Evaluate the economic impact of local food systems in the community to encourage localized marketplaces for food producers			
LFS-6	Explore updates to the UDO that would promote urban agriculture and repurposing of vacant or underutilized lots for such uses			
POLICIES FOR CONSERVATION DESIGN		YES	NO	NA
CD-1	Encourage conservation design in the UDO's subdivision development regulations, particularly for areas within watershed protection areas			
CD-2	Explore incentives for promoting conservation design, such as density bonuses to allow for comparable number of housing units but greater preserved green space within the site			
CD-3	Encourage developers to enhance preserved green spaces as accessible amenities for residents, such as trails and outdoor seating			
POLICIES FOR GREEN SPACE PRESERVATION		YES	NO	NA
GSP-1	Prioritize higher density redevelopment and infill development within already developed areas to avoid premature development in long term growth areas and reduce greenfield development			
GSP-2	Work with private developers to preserve significant natural assets within sites, such as streams, steep slopes, unique geological formations, wetlands, and mature stands of trees, which can be incorporated as development amenities			

Community Plan Consistency Grid: RZ 23-10				
GSP-3	Continue to identify and strategically acquire environmentally sensitive land to preserve as dedicated conservation areas and publicly accessible open space			
GSP-4	Explore incentives to promote conservation design in future development, such as density bonuses, to promote clusters of taller structures that preserve natural areas of the site			
GSP-5	Explore strategies to further promote green space preservation within the updated UDO, such as increasing set aside requirements, and evaluate what is credited as open space			
GSP-6	Explore strategies to further protect wildlife and environmentally sensitive areas in the UDO			
POLICIES FOR TREE CANOPY		YES	NO	NA
TC-1	Continue to support the Town in administering the Urban Forestry Program and planting, preserving, and maintaining trees on public properties and rights-of-way			
TC-2	Explore updates to the UDO that could further promote tree preservation and replacement in new developments			
TC-3	Review existing incentives and consider additional incentives for private developers to promote tree preservation above what is required by the UDO			
TC-4	Explore ways to increase the number of trees required in parking lots during the update to the UDO, such as requiring an island every 20 parking spaces or decreasing the minimum distance a parking space can be from a tree			
TC-5	Ensure public and private tree plantings and xeriscaping are made up of native plant species that are adapted to local environmental conditions and require less irrigation			
TC-6	Coordinate efforts to influence State regulations related to the expansion of tree preservation standards			
POLICIES FOR SUSTAINABLE DEVELOPMENT		YES	NO	NA
SD-1	Encourage private developers to incorporate green building, LID, and green infrastructure practices in future developments			
SD-2	Incorporate green infrastructure into public streetscapes, prioritizing pedestrian-oriented areas like Downtown, TOD, and Neighborhood Commercial areas			
SD-3	Continue to incorporate sustainable design best practices into Town-owned infrastructure and community facilities, striving to incorporate LEED practices into future facilities			
SD-4	Use the Environmental Protection Agency's (EPA) "Revising Local Codes to Facilitate Low Impact Development" guide to help identify regulations within the UDO that discourage LID practices			
SD-5	Evaluate potential rainwater collection programs and composting programs			
SD-6	Explore an incentive program to encourage development to provide stormwater when lots are exempt from stormwater requirements			
SD-7	Update the Manual of Specifications, Standards and Design to reference green infrastructure design			
SD-8	Explore decommissioned rights-of-way as potential stormwater routes			
SD-9	Support the use of attractive, safe, and sustainable street furniture and infrastructure, such as solar streetlights, and LED traffic lights			
SD-10	Expand the electric vehicle (EV) charging network by requiring the installation of charging stations, or the infrastructure needed to accommodate future charging stations, in all new parking lots, especially parking lots of multifamily and large scale developments, and increasing supply of public charging stations			

Community Plan Consistency Grid: RZ 23-10				
SD-11	Promote adaptive reuse over redevelopment for structures that are structurally sound, feature desirable built form, and/or are historically significant. This includes creating an online inventory of buildings available for adaptive reuse			
SD-12	Investigate developing a solar energy ordinance and enrolling in the SolSmart program, a national designation program funded by the US Department of Energy charged with making solar power faster, easier, and more affordable			
SD-13	Explore ways to incentivize renewable energy and passive solar design in the Town's development standards. SolSmart's Solar Energy Toolkit can be used as resource for better promoting solar panels within the code			
SD-14	Continue partnership with Raleigh to encourage homeowners to incorporate practices for water conservation			
POLICIES FOR TOURISM		YES	NO	NA
T-1	Grow the Town's art community and reputation as a regional arts destination with a Downtown focus			
T-2	Explore the potential of constructing a recreational destination facility with a regional draw			
T-3	Develop annual Tourism Economic Impact Reports to help quantify progress made in Wake Forest's tourism sector and identify trends, issues, and opportunities that can help Town staff prioritize future investments			
T-4	Support the Wake Forest Area Chamber to create and market a local visitor's center as a public resource hub for the Town's attractions, events, and businesses for visitors			
T-5	Leverage Wake County's Room Occupancy Tax to build, finance, and create new establishments or run events related to tourism, allowing the Town to capitalize on its success in drawing hotel occupants			
T-6	Create a community-wide wayfinding plan to improve sense of place and signage that directs visitors and residents to Town destinations			
T-7	Continue to support Wake Forest Downtown Inc. (a Main Street America accredited program) in meeting the National Accreditation Standards of Performance as outlined by the National Main Street Center			
T-8	Continue to participate in the NC Main to Main Trail program, a network that connects the State's Main Street America communities, and leverage this designation in the Town's marketing strategy			
T-9	Investigate hiring consultants to provide a comprehensive evaluation of Town events and provide recommendations for improved programs			
T-10	Explore the creation of a social district, where customers can carry and consume food and drinks purchased from businesses outside in a designated zone			
POLICIES FOR GATEWAYS		YES	NO	NA
GW-1	Create a Gateway Plan to identify and prioritize sites for gateway features and establish design standards. Ensure the Plan works in synergy with the Town's Wayfinding Plan.			
GW-2	Improve roadway infrastructure along key gateway routes to enhance their character and multimodal connectivity.			
POLICIES FOR DOWNTOWN WAKE FOREST		YES	NO	NA
DWF-1	Evaluate existing zoning regulations around density in appropriate locations to balance Downtown's development potential with preserving its historic character			

Community Plan Consistency Grid: RZ 23-10				
DWF-2	Identify strategies to fill vacant buildings Downtown that promote an entrepreneurial and small-business culture			
DWF-3	Identify strategies to attract families and younger populations to Downtown with inviting public spaces, entertainment, and destinations for all ages			
DWF-4	Provide guidelines for how buildings should be orientated to support pedestrian-friendly environments			
DWF-5	Reassess parking demand and supply with consideration for a new parking garage(s) to minimize surface parking lots			
DWF-6	Identify strategies to create an “experience-based” Downtown retail environment with unique local businesses and a pedestrian-oriented environment			
DWF-7	Reassess strategies to improve gateways and wayfinding to and within Downtown to better direct people and create a distinct sense of place			
DWF-8	Identify opportunities for Downtown events and public gathering spaces to bring the community together, such as live outdoor events and festivals			

ORDINANCE 2021-41

ORDINANCE AMENDING THE OFFICIAL ZONING DISTRICT MAP OF THE TOWN OF WAKE FOREST TO CHANGE THE ZONING OF APPROXIMATELY 8.68 ACRES LOCATED AT 238, 250 & 306 SOUTH ALLEN ROAD (WAKE COUNTY TAX PINS 1840-79-1536, 1840-69-9308, AND 1840-68-8987) FROM NEIGHBORHOOD MIXED-USE (NMX) TO NEIGHBORHOOD MIXED-USE CONDITIONAL DISTRICT (NMX-CD) AND GENERAL RESIDENTIAL 5 (GR5)

RZ-21-06, SOUTH ALLEN REZONING

WHEREAS, the application submitted by the Town of Wake Forest for the rezoning of lands hereinafter described was duly filed with the Planning Department and thereafter a public comment meeting was held hereon on the 14th day of September, 2021, before the Planning Board and a public hearing was held hereon on the 5th day of October, 2021 before the Board of Commissioners, pursuant to due notice mailed, the property posted, and notice published pursuant to G.S. § 160D-602. Thereafter, the Planning Board submitted its recommendation to the Board of Commissioners recommending approval of said application with the removal of 238 and 250 S. Allen Road, for the rezoning of the lands hereinafter described, all in accordance with the requirements of the Town of Wake Forest Unified Development Ordinance and the provisions of Chapter 160D, Article 6, of the North Carolina General Statutes; **NOW, THEREFORE**,

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF WAKE FOREST

Section 1: The lands that are the subject of the Ordinance are those certain lands described in Attachment "A" – Legal Description, which is incorporated herein by reference, and said lands are hereafter referred to as the "Rezoned Lands."

Section 2: The parcels identified by the Wake County Tax Parcel Identification Numbers (PINs) 1840-79-1536, 1840-69-9308, and 1840-68-8987, and described in Attachment "A", are located within the Town's Corporate Limits.

Section 3: The Town of Wake Forest Unified Development Ordinance, including the Town of Wake Forest North Carolina Official Zoning District Map, which is a part of said Ordinance, is hereby amended by changing the zoning classification of the "Rezoned Lands" from Neighborhood Mixed-Use (NMX) to Neighborhood Mixed-Use Conditional District (NMX-CD) (PINs 1840-79-1536 and 1840-69-9308) and General Residential 5 (GR5) (PIN 1840-68-8987).

Section 4: The Administrator is hereby authorized and directed to cause the said Official Zoning District Map for the Town of Wake Forest, North Carolina, to be physically revised and amended to reflect the zoning changes ordained by this Ordinance.

Section 5: After reviewing all the information presented at the public hearing and the Wake Forest plans, policies and ordinances, the Wake Forest Board of Commissioners find the zoning map amendment request reasonable and in the public interest, but inconsistent with the Community Plan and Renaissance Plan and adopted a written consistency statement, which is on file with the Wake Forest Planning Department.

Section 6: The "Rezoned Lands" for PIN 1840-79-1536 (238 S. Allen Road) are subject to the following conditions which are imposed as part of this rezoning:

1. Only the following uses shall be permitted, subject to accessory use, supplemental use or special use permit requirements, as specified in the UDO:

- Dwelling-Townhome
- Dwelling-Accessory
- Bed and Breakfast Home (Up to 8 Rooms)
- Bank, Credit Union, and Financial Services
- Business Support Services
- Home Occupation
- Medical Clinic
- Personal Services
- Post Office
- Professional Services
- Small Equipment Repair/Rental
- General Commercial
- Open Air Retail
- Outdoor Seating
- Outside or Display Sales
- Restaurant
- Civic Meeting Facility
- Community or Cultural Facility
- Public Safety Station
- Religious Institution
- Child/Adult Day Care Center (8 or fewer persons)
- Child/Adult Day Care Center (More than 8 persons)
- School-Vocational/Technical
- Studio-Art, dance, martial arts, music
- Parking Lot Structure-Principal Use
- Light Manufacturing Workshop
- Garden (Community and Private)
- Produce Stand
- Wireless Telecommunications Facility (Non-tower)
- Wireless Telecommunications Facility (Tower)
- Utilities- Class 1
- Utilities- Class 2

2. Height shall be limited to 3 above grade stories and 55 feet.

Section 7: The “Rezoned Lands” for PIN 1840-69-9308 (250 S. Allen Road) are subject to the following conditions which are imposed as part of this rezoning:

1. Only the following uses shall be permitted, subject to accessory use, supplemental use or special use permit requirements, as specified in the UDO:
 - Dwelling-Townhome
 - Dwelling-Accessory
 - Bed and Breakfast Home (Up to 8 Rooms)
 - Bank, Credit Union, and Financial Services
 - Business Support Services
 - Home Occupation
 - Medical Clinic
 - Personal Services
 - Post Office
 - Professional Services
 - Small Equipment Repair/Rental
 - General Commercial
 - Open Air Retail
 - Outdoor Seating
 - Outside or Display Sales
 - Restaurant
 - Civic Meeting Facility
 - Community or Cultural Facility
 - Public Safety Station
 - Religious Institution
 - Child/Adult Day Care Center (8 or fewer persons)
 - Child/Adult Day Care Center (More than 8 persons)
 - School-Vocational/Technical
 - Studio-Art, dance, martial arts, music
 - Parking Lot Structure-Principal Use
 - Light Manufacturing Workshop
 - Garden (Community and Private)
 - Produce Stand
 - Wireless Telecommunications Facility (Non-tower)
 - Wireless Telecommunications Facility (Tower)
 - Utilities- Class 1
 - Utilities- Class 2

2. Height shall be limited to 3 above grade stories and 55 feet.
3. A minimum 25-foot wide Type A vegetated buffer shall be maintained adjacent to the following properties: (i) Greene, PIN 1840697139, DB 16846, Page 713; (ii) Rumph, PIN 1840695266, DB 14278, Page 2301; (iii) Sullivan, PIN 1840694377, DB 16777, Page 1518; (iv) Vaughn, PIN 1840695403, DB 16751, Page 2753; (v) Dhima/Graham, PIN 1840695429, DB 16697, Page 362; and (vi) Avondale Townhomes POA, PIN 1840698745, DB 12851, Page 1406, provided that Tree Save Areas meeting the requirements of the UDO, of the same minimum width may be maintained adjacent to the above listed properties in lieu of a Type A buffers.

Section 8: The "Rezoned Lands" shall be perpetually bound to the conditions imposed including the uses authorized, unless subsequently changed or amended as provided for in the Unified Development Ordinance.

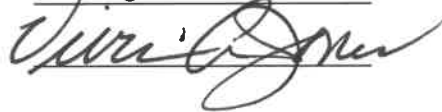
Section 9: This ordinance shall be in full force and effect from and after its adoption.

This the 5th day of October 2021.

Moved by: Chad Sary

Seconded: Bridget Wall-Lennon

Mayor:



APPROVED AS TO FORM:

Eric A. Vernon
Town Attorney

ATTEST:

Deeda W. Ham, Town Clerk

NMX Conditional Use-

Proposed Rezoning Conditions

Case No. RZ-21-06

Church Initiative

250 S. Allen Road

1. Only the following uses shall be permitted, subject to accessory use, supplemental use or special use permit requirements, as specified in the UDO:
 - a. Dwelling-Townhome
 - b. Dwelling-Accessory
 - c. Bed and Breakfast Home (Up to 8 Rooms)
 - d. Bank, Credit Union, and Financial Services
 - e. Business Support Services
 - f. Home Occupation
 - g. Medical Clinic
 - h. Personal Services
 - i. Post Office
 - j. Professional Services
 - k. Small Equipment Repair/Rental
 - l. General Commercial
 - m. Open Air Retail
 - n. Outdoor Seating
 - o. Outside or Display Sales
 - p. Restaurant
 - q. Civic Meeting Facility
 - r. Community or Cultural Facility
 - s. Public Safety Station
 - t. Religious Institution
 - u. Child/Adult Day Care Center (8 or fewer persons)
 - v. Child/Adult Day Care Center (More than 8 persons)
 - w. School-Vocational/Technical
 - x. Studio-Art, dance, martial arts, music
 - y. Parking Lot Structure-Principal Use
 - z. Light Manufacturing Workshop
 - aa. Garden (Community and Private)
 - bb. Produce Stand
 - cc. Wireless Telecommunications Facility (Non-tower)

dd. Wireless Telecommunications Facility (Tower)

ee. Utilities- Class 1

ff. Utilities- Class 2

2. Height shall be limited to 3 above grade stories and 55 feet.
3. A minimum 25-foot wide Type A vegetated buffer shall be maintained adjacent to the following properties: (i) Greene, PIN 1840697139, DB 16846, Page 713; (ii) Rumph, PIN 1840695266, DB 14278, Page 2301; (iii) Sullivan, PIN 1840694377, DB 16777, Page 1518; (iv) Vaughn, PIN 1840695403, DB 16751, Page 2753; (v) Dhima/Graham, PIN 1840695429, DB 16697, Page 362; and (vi) Avondale Townhomes POA, PIN 1840698745, DB 12851, Page 1406, provided that Tree Save Areas meeting the requirements of the UDO, of the same minimum width may be maintained adjacent to the above listed properties in lieu of a Type A buffers.

The foregoing conditions are submitted voluntarily by the undersigned property owner as conditions for a rezoning of 250 S. Allen Road, Wake Forest, NC to NMX-Conditional Use as of the 1st day of October, 2021.

THE CHURCH INITIATIVE, INC. a North Carolina non-profit corporation

By: 
Steve Grissom

Title: President

NMX Conditional Use-

Proposed Rezoning Conditions

Case No. RZ-21-06

Jade Elizabeth Salons

238 S. Allen Road

1. Only the following uses shall be permitted, subject to accessory use, supplemental use or special use permit requirements, as specified in the UDO:
 - a. Dwelling-Townhome
 - b. Dwelling-Accessory
 - c. Bed and Breakfast Home (Up to 8 Rooms)
 - d. Bank, Credit Union, and Financial Services
 - e. Business Support Services
 - f. Home Occupation
 - g. Medical Clinic
 - h. Personal Services
 - i. Post Office
 - j. Professional Services
 - k. Small Equipment Repair/Rental
 - l. General Commercial
 - m. Open Air Retail
 - n. Outdoor Seating
 - o. Outside or Display Sales
 - p. Restaurant
 - q. Civic Meeting Facility
 - r. Community or Cultural Facility
 - s. Public Safety Station
 - t. Religious Institution
 - u. Child/Adult Day Care Center (8 or fewer persons)
 - v. Child/Adult Day Care Center (More than 8 persons)
 - w. School-Vocational/Technical
 - x. Studio-Art, dance, martial arts, music
 - y. Parking Lot Structure-Principal Use
 - z. Light Manufacturing Workshop
 - aa. Garden (Community and Private)
 - bb. Produce Stand
 - cc. Wireless Telecommunications Facility (Non-tower)

dd. Wireless Telecommunications Facility (Tower)

ee. Utilities- Class 1

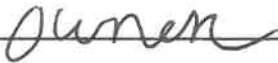
ff. Utilities- Class 2

2. Height shall be limited to 3 above grade stories and 55 feet.

The foregoing conditions are submitted voluntarily by the undersigned property owner as conditions for a rezoning of 238 S. Allen Road, Wake Forest, NC to NMX-Conditional Use as of the 11th day of October 2021.

Jade Elizabeth, LLC. a North Carolina limited liability company

By: 
Celline Bercik

Title: 

STAFF REPORT

TO: Board of Commissioners
DATE: October 5, 2021
CASE: RZ-21-06 238, 250 & 306 South Allen Road
PREPARED BY: Patrick Reidy, Senior Planner

GENERAL INFORMATION (Attachment A)

Applicant: Town of Wake Forest
301 South Brooks St
Wake Forest, NC 27587

Owners: Jade Elizabethpoo LLC
238 South Allen Road
Wake Forest, NC 27587

The Church Initiative Inc.
PO Box 1739
Wake Forest, NC 27587

Life Church PCCF Inc.
PO Box 12400
Wake Forest, NC 27587

Requested Action: Rezone property to General Residential 5 (GR5)

Existing Zoning: NMX (Neighborhood Mixed-Use)

Location: 238, 250 & 306 South Allen Road

Size: 8.68 ± acres

Tax Pin Nos.: 1840-79-1536, 1840-69-9308, and 1840-68-8987

Existing Land Use: Personal Services (238 S. Allen Road), Professional Services (250 S. Allen Road), Vacant Residential Care Facility (306 S. Allen Road) (Discontinued Use and Non-conforming Structure)

Surrounding Land Use and Zoning (Attachment B):

	Zoning(s)	Land Use(s)
North:	Urban Mixed Use (UMX) Conditional General Residential 3 (CU GR3)	Townhomes and Single-Family Dwellings
South:	Conditional General Residential 3 (CU GR3) General Residential 3 (GR3)	Single-Family Dwellings
East:	General Residential 3 (GR3)	Single-Family Dwellings

West:	Conditional General Residential 3 (CU GR3) Urban Mixed Use (UMX)	Single-Family Dwellings and Townhomes
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Zoning History:

The property is currently zoned NMX (Neighborhood Mixed-Use). When the UDO was adopted in 2013, the three subject parcels were rezoned as NMX (Neighborhood Mixed-Use), likely to ensure the existing uses did not become non-conforming as most residential districts do not permit personal or professional services.

At the April 20, 2021, Board of Commissioners Meeting, the Board directed the Planning Department to research rezoning the three parcels from NMX as requested through a petition signed by 35 members of the Cardinal Hills community.

At the June 15, 2021, Board of Commissioners Meeting, the Planning Department presented multiple compatible districts for consideration (UR, GR3, GR5, GR10). Staff also presented the option of allowing the properties to remain zoned NMX; initiate a rezoning to GR5; and an option to allow the Community Plan to be completed and proceed with a rezoning at that time, if appropriate. The Board directed the Planning Department to begin rezoning the three parcels to General Residential 5 (GR5). See Attachment E for a copy of the June 15, 2021, presentation and accompanying staff report.

After the June 15th meeting, the Planning Department met with or spoke to each of the subject property owners to hear their concerns about the rezoning. The salon owner of 238 S. Allen worried about their property becoming legally non-conforming. The owner of Church Initiative at 250 S. Allen has objected to the rezoning. Their concern is that their existing operation occupies less than half of the site and that if the property is rezoned, they would not be able to expand their operation in the future and if the building were destroyed by more than 50% of the value, they would no longer be able to operate on their property.

The owner of the vacant nursing home at 306 S. Allen Road has been actively trying to sell the property for redevelopment. Their concern that rezoning the GR5 would prevent redevelopment of the site due to the cost to demolish the existing structure not being offset by a higher return of investment with more lot yield allowed by the NMX zone.

At the August 3, 2021, Board of Commissioners Meeting, the Planning Department presented these concerns from each of the subject property owner and presented additional options for the Board of Commissioners to consider. Those options included leaving the properties zoned NMX; initiate the rezoning to GR5; complete the Community Plan; and to direct staff to develop a rezoning solution for all three parcels such as creating a Conditional District. The Board directed the Planning Department to expediate the rezoning of the three parcels to General Residential 5 (GR5). See Attachment F for a copy of the August 3, 2021, presentation and accompanying staff report.

Per Section 15.14 of the UDO, and in accordance with NCGS, the only process to change the official zoning map is to rezone the parcels again.

Applicable Adopted Plans

Wake Forest Community Plan:

The subject property is in the Historic Town Core Zone per the Growth Strategy Map (Attachment A). Per the Community Plan, the Historic Town Core Zone includes properties that were once developed and are now vacant, as well as intervening properties that have never been developed. The policy emphasis of the plan is to retain the urban, pedestrian-oriented character of the Historic Town Core Zone. One of the policy approaches in the Town Center Zone is for new residential development to be at a truly urban density, with the objective of placing a greater number of households within walking distance of the downtown commercial district or nearby neighborhood services. The parcel is also located in neighborhood planning area #28.

The following policies are applicable to the review of the rezoning request RZ-21-06:

Principles for Neighborhood Planning Areas:

- Principle 5: Rather than building large, single use subdivisions, build full-service neighborhoods, with residentially scaled services close at hand. Vary the types and price-points of housing to encourage social and economic diversity in each planning area.

Principles for Older Neighborhoods:

- Principle ON-4: New infill development should be architecturally compatible with existing structures, site layout and the streetscape within its vicinity. Efforts by neighborhood associations to establish their own standards for development compatibility should be encouraged. Performance based standards (checklist) rather than discretionary review (opinion) should be employed whenever possible.

Policies for Future Neighborhoods:

- Policy FN-7: As new neighborhoods are developed, a mixtures of housing types, sizes and prices shall be encouraged within the bounds of each neighborhood planning area.

Renaissance Plan for Downtown Wake Forest

The Renaissance Plan for Downtown Wake Forest update was adopted in 2017 to provide policy and programmatic recommendations for the revitalization of the historic downtown. Additionally, it proposed a number of realistic development opportunities for the heart of the Wake Forest community with the goal of creating a more vibrant community for all who visit, work, and live in Wake Forest. Two of the subject parcels 238 and 250 S. Allen) are within the eastern boundary of the Renaissance Area (Attachment F).

The Renaissance Plan provides general policies opportunities for new housing; designs streetscape improvements; develops mobility strategies that prioritize bicyclists, pedestrians, and transit; provides parking strategies; and identifies private development and redevelopment opportunities that are all applicable to the subject parcels if additional development were to occur in the future. No specific recommendations are made for either of the subject parcels.

The following policies are applicable to the review of the rezoning request RZ-21-06:

Principles for Successful Downtowns:

- SD-11: Attract businesses and other uses that provide daytime employment.
- SD-19: Attract diverse residential and employment centers within a 5 to 10-minute walk of downtown.

Neighborhood Meeting: A neighborhood meeting was held by the applicant on August 25, 2021, in accordance with the Section 15.3.5 of the UDO. A copy of the meeting notice, sign in sheet, and meeting summary can be found in Attachment C.

ANALYSIS

238 S. Allen Road

The salon is located on 0.42 acres and the site has little room for expansion of the building or parking area. This property does not present much opportunity for redevelopment or expansion of the current use. Rezoning the property to GR5 would make the existing use legally nonconforming, which allows the current use to continue subject to the standards within Section 13.5 of the UDO. In the event the property was vacant for more than a year, it would lose its non-conforming status, initiating redevelopment in alignment with the district standards.

250 S. Allen Road

The office is located on 5.51 acres, with a secondary access stub built from Cala Lily Lane to the rear, has significant development potential. Rezoning the property to GR5 would make the existing use legally nonconforming, which allows the current use to continue subject to the standards within Section 13.5 of the UDO. In the event the property was vacant for more than a year, it would lose its non-conforming status, initiating redevelopment in alignment with the district standards.

306 S. Allen Road

There is no established use for this property. Since the nursing home has been vacant for more than 365 days, the non-conforming rights have been lost per Section 13.2.2 of the UDO. If a nursing home were to operate at this location, it would be limited to 16 units since it does not have access on a Collector of higher classified street.

The site is 2.75 acres and also has significant development potential since there is no established use. The existing structure would likely need to be demolished as part of the redevelopment.

Overall Analysis

The NMX district is a pedestrian-scaled, mixed-use district which caters to the everyday needs of nearby neighborhoods, stressing accessibility by automobiles, bicycles, and pedestrians. The existing NMX zoning permits some commercial and automotive uses that are inconsistent with the adjacent properties. These uses can generate higher traffic volumes than the existing 20' wide South Allen Rd may be able to support, and any redevelopment would limit road improvements to the property frontage.

The GR5 district maintains previously developed suburban residential subdivisions for their existing or approved low-to-medium density single-family dwellings and related recreational, religious, and educational facilities. It is intended to act as a transitional zoning district between rural development in the county and the urban development of the town. The GR5 zone is further intended to

discourage any use which would be detrimental to the predominately residential nature of the areas included within the district.

The GR5 district is consistent with the parcels to the north, south, west, and east of the subject parcels that are zoned GR3 and the allowed uses in the UDO for the GR5 zone.

The rezoning request is generally inconsistent with the Wake Forest Community Plan and Renaissance Plan in that:

1. It does not encourage pedestrian-oriented, designed and scaled stores and services providing basic necessities to residents of the town's older neighborhoods.
2. It does not encourage a mixture of housing types, sizes, and prices for each neighborhood planning area.
3. It does not encourage a compatible, diverse mixture of retail, office, institutional, residential, dining, services, entertainment, and public open space in the downtown area.
4. It does not attract diverse residential and employment centers within a 5 to 10-minute walk of downtown.

PUBLIC COMMENT SUMMARY

At the September 14, 2021 Planning Board meeting, a public comment session was held for the proposed rezoning. Isabell Mattox, Pastor Sam Hodges, and Tom Worth spoke on behalf of the property owner at 250 S. Allen and voiced opposition to being included with the rezoning. They were concerned that the rezoning would create a legally non-conforming use and cause issues for future expansion or selling the property. They offered to create their own conditional district for the property to limit uses and development potential, but still maintain flexibility for business.

Kate Jones spoke on behalf of approximately 35 nearby residents that petitioned the rezoning. She stated that the initial concern was specific to the redevelopment potential for 306 S. Allen Road. She could not speak for all residents, but she was not as concerned about the other two properties since they had businesses that currently operate on site and would not be as likely to redevelop the site.

Debbie Hill also spoke in favor of the rezoning.

PLANNING BOARD RECOMMENDATION

At their September 14, 2021 meeting, the Planning Board recommended by a vote of 4-3 to rezone 306 S. Allen Road to General Residential 5 (GR5) and that 238 and 250 S. Allen remain zoned at Neighborhood Mixed-Use (NMU). By removing 238 and 250 S. Allen Road, the Planning Board found that the zoning map amendment request is consistent with the relevant policies in the Renaissance Plan and inconsistent with the relevant policies in the Comprehensive Plan. However, they found the rezoning request is reasonable and in the public interest.

STAFF RECOMMENDATION

Based upon the information provided, Staff advises that the Board of Commissioners find that the zoning map amendment request is inconsistent with the relevant policies in the Comprehensive Plan and Renaissance Plan, however, the Board of Commissioners may recommend approval if they find the rezoning request is reasonable and in the public interest.

Attachments:

- Attachment A - Rezoning Application
- Attachment B - Maps
- Attachment C - Neighborhood Meeting Documents
- Attachment D - Renaissance Area Boundary
- Attachment E - June 15, 2021, Presentation and Staff Report
- Attachment F - August 3, 2021, Presentation and Staff Report
- Proposed Consistency Statement – Application Version
- Proposed Consistency Statement – Planning Board Recommendation Version
- Proposed Ordinance – Application Version
 - Ord. Attachment A – Legal Description – Application Version
 - Ord. Attachment B – RZ-21-06 Application
- Proposed Ordinance – Planning Board Recommendation Version
 - Ord. Attachment A – Legal Description – Planning Board Recommendation Version
 - Ord. Attachment B – RZ-21-06 Application
- Planning Board Written Recommendation

SITE MASTER PLAN

306 SOUTH ALLEN ROAD

TOWN OF WAKE FOREST, NORTH CAROLINA

RZ-23-10
SP-23-18



SHEET INDEX	
C-0	COVER SHEET
C-1	EXISTING CONDITIONS PLAN
C-2	PRELIMINARY DEMOLITION PLAN
C-3	MASTER PLAN
C-4	PRELIMINARY GRADING AND DRAINAGE PLAN
C-5	UTILITY PLAN
C-6	TREE SURVEY PLAN
C-7	LANDSCAPE PLAN
C-8	PRELIMINARY LIGHTING PLAN

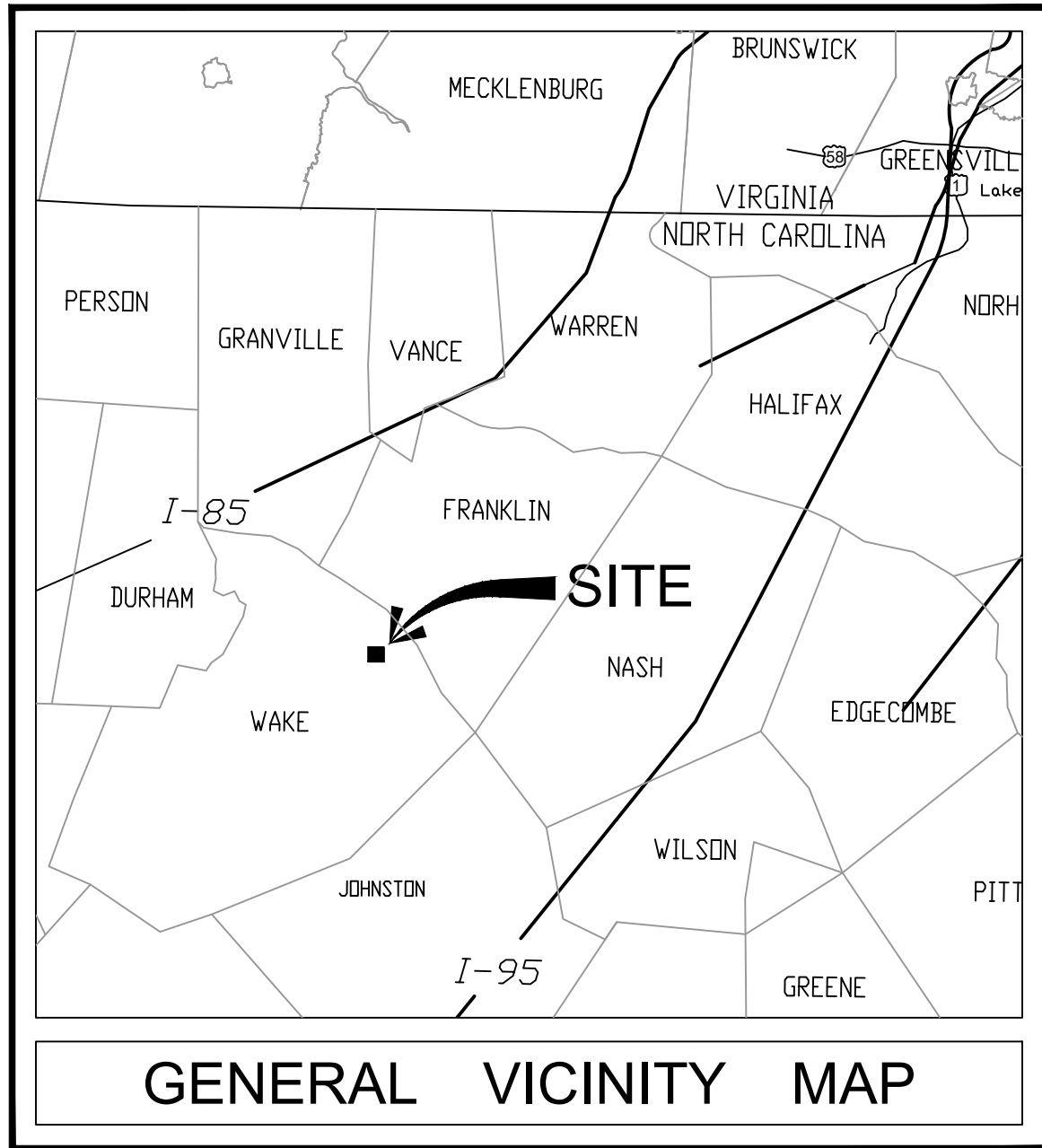
REZONING CONDITIONS:

- SITE MASTER PLAN (SP-23-18) IS A CONDITION OF THE REZONING. AMENDMENTS OF THE MASTER PLAN SHALL REQUIRE A REZONING AMENDMENT UNLESS THE ADMINISTRATOR FINDS THE MODIFICATION(S) TO BE MINOR AND IN KEEPING WITH THE INTENT OF THE ADOPTED SUBDIVISION MASTER PLAN.
- ONLY THE PROPOSED USE, MULTI-FAMILY, SHALL BE PERMITTED.
- ONCE COMPLETE, THE OWNER SHALL PROVIDE, AS PART OF THE PROJECT, A MINIMUM OF SEVEN (7) AGE RESTRICTED DWELLING UNITS. AN AGE RESTRICTED DWELLING UNIT IS ANY DWELLING UNIT AT THE PROJECT DESIGNATED BY THE OWNER, IN THE OWNER'S DISCRETION, TO BE OFFERED FOR RENT TO RESIDENTS 55 YEARS AND OLDER. BEGINNING ON DECEMBER 31ST OF THE FIRST FULL YEAR FOLLOWING THE OWNER'S RECEIPT OF THE FINAL CERTIFICATE OF OCCUPANCY FOR THE PROJECT, THE OWNER OF RECORD SHALL PROVIDE, NO LATER THAN DECEMBER 31ST OF EACH YEAR, AN ANNUAL CERTIFICATE OF COMPLIANCE WITH THIS ZONING CONDITION TO THE TOWN OF WAKE FOREST PLANNING DEPARTMENT, WHICH CONFIRMS THAT AT LEAST SEVEN (7) UNITS ARE BEING RENTED AS AGE RESTRICTED.
- MAXIMUM DENSITY SHALL BE LIMITED TO 13.2 UNITS PER ACRE.
- AMENDMENT TO DISTRICT PROVISION 2.2.3, TABLE OF URBAN DISTRICT DEVELOPMENT STANDARD, D.1, PRINCIPAL BUILDING FRONT SETBACK, INCREASING THE MAXIMUM ALLOWABLE SET BACK TO +/- 76 FT FOR RMX ZONING.
- PRIOR TO THE ISSUANCE OF A BUILDING PERMIT, AN EIGHT (8) FOOT OPAQUE COMPOSITE FENCING (SCREENING) SHALL BE PROVIDED ALONG THE SOUTHERN & WESTERN PROPERTY LINES AS DEPICTED ON THE MASTER PLAN.
- PRIOR TO THE ISSUANCE OF A BUILDING PERMIT, A SIX (6) FOOT OPAQUE COMPOSITE FENCING (SCREENING) SHALL BE PROVIDED ALONG THE NORTHERN PROPERTY LINE AS DEPICTED ON THE MASTER PLAN.

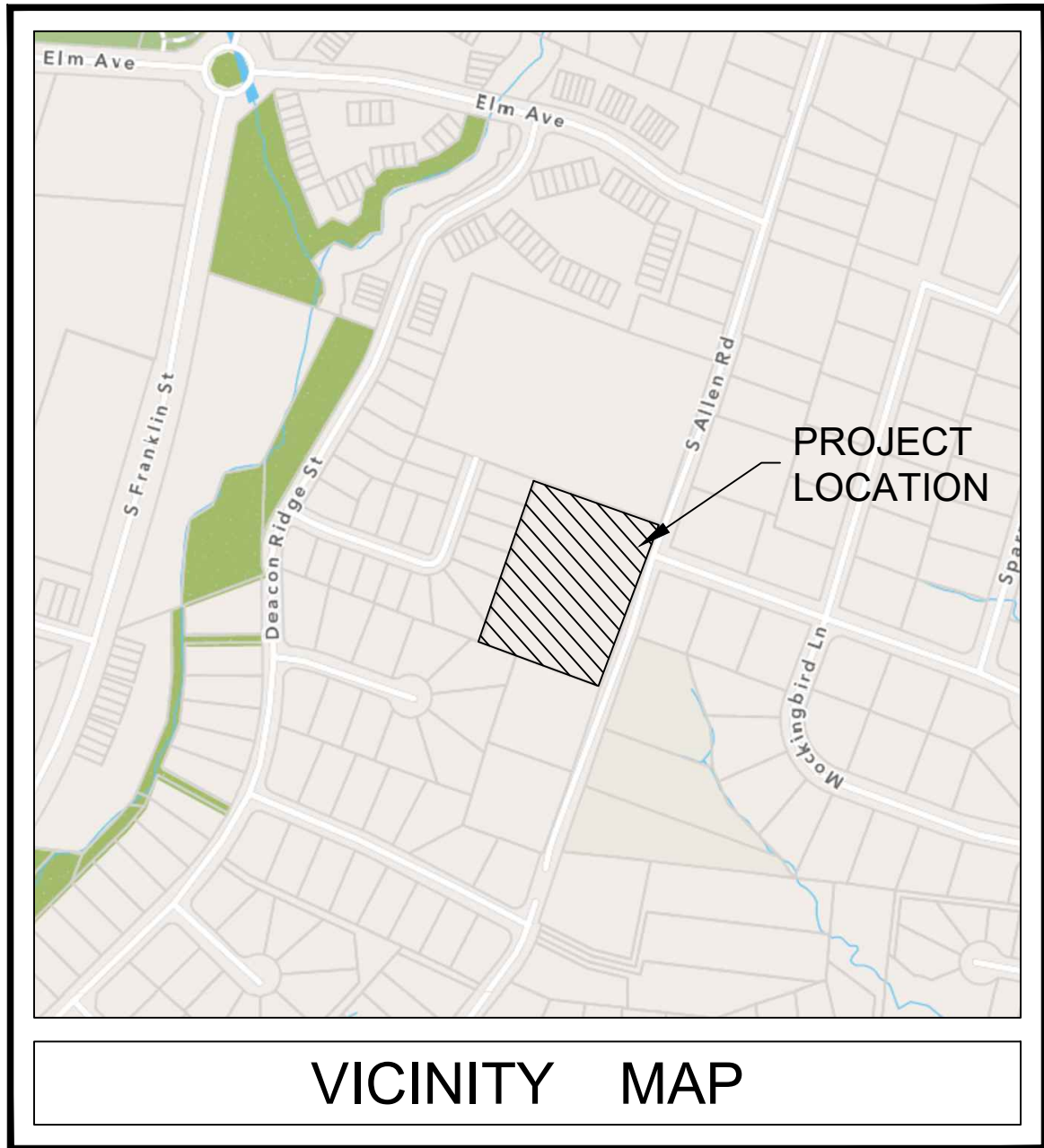
PREVIOUS LIST OF REQUESTS - WF REST HOME

DATA PRESENTED HEREIN OBTAINED FROM WAKE COUNTY, NC REAL ESTATE.
REAL ESTATE ID: 0018046
PIN #: 1840688987
LOCATION ADDRESS: 306 S ALLEN RD
PROPERTY DESCRIPTION: CADELL LAND WAKE FOREST REST HOME

DATE	NOTE(S)
09-01-2022	REBATE BILL TV #298,150 F22/LAND REZONED AND REPRICED F22/JDC
08-30-2022	ZONING CHANGE FROM NMX TO GR5 FOR 2022 PER WF ORD RZ-21-06
06-30-2016	EXEMPT REMOVED
10-27-2016	FULL REBATE F106/EXEMPT APPLICATION APPROVED FOR 2016-SUBMITTED JANUARY 4,2016/IGW
10-27-2016	FULL EXEMPT APPLICATION APPROVED FOR 2016/ADDITIONAL DOCUMENTATION OF USE SUBMITTED
04-01-2016	EXEMPT APPLICATION DENIED FOR 2016 - NOT IN USE ON 1/1/2016, STATUTE RELIGIOUS
01-04-2016	EXEMPT PROPERTY V3 (01-16-1) APPLICATION CREATED/01-04-2016/LIFE CHURCH PCCF INC, PO BOX 12400, WAKE FOREST NC 27587
12-22-2015	EXEMPT PROPERTY (01-15-1) APPLICATION CREATED/12-22-2015/LIFE CHURCH PCCF INC, PO BOX 12400, WAKE FOREST NC 27587
12-01-2015	EXEMPT PROPERTY (01-15-1) APPLICATION CREATED/12-01-2015/LIFE CHURCH PCCF INC, PO BOX 12400, WAKE FOREST NC 27587
04-06-2015	BOE CONSENT VALUE PENDING BOARD APPROVAL
03-20-2000	MEW/RUN COMP (CD3) F2000 (NCIV)
01-26-1999	1-19-99/FWP/CD3/ADDITION INC F99
01-26-1999	1-19-99/FWP/CD3/ADDITION INC F99
08-28-1998	BLDG PERMIT #6706 ISSUE DATE 08-24-98 CONST TYPE B \$138,400
03-12-1998	BLDG PERMIT #6252 ISSUE DATE 12-22-97 CONST TYPE B \$300,000
09-11-1996	8/96SP=907,500/FREAL ESTATE ONLY(QUAL) PER JAS HUFF JR-ATTORNEY
09-10-1996	896 SP=\$1,635,000 INCL FF&E AND GOODWILL - DISO SALE BASED ON REVENUE STAMPS PER ATTORNEY'S OFFICE - MARY IRLAND
09-06-1994	WJAS HUFF ATTORNEY'S OFFICE PH#831-2261
06-03-1991	9-6-94/ROR60 BEDS PER PHONE CALL/NOIV WAKE FOREST REST HOME



SCALE: N.T.S.



SCALE: 1" = 400'

GENERAL NOTES & PROJECT DATA:

- NAME: ADDITION & RENOVATIONS TO THE WAKE FOREST CARE CENTER
ADDRESS: 306 SOUTH ALLEN ROAD
WAKE FOREST, NC 27587
PARCEL ID: 1840688987
- PREPARER: GWP DEVELOPERS, LLC.
CALEB CORUM
201 SOUTH MAIN STREET
WARRENTON, NC 27589
PHONE: (434) 774-8082
EMAIL: GWPCALEBC@GMAIL.COM
- OWNER: ROBINHOUSE LLC. & HURT LLC.
116 OLD MILL ROAD
MACON, NC 27804
PHONE: (919) 632-4274
EMAIL: RANDALLELLISROBINSON@GMAIL.COM
- DEVELOPER: HURT & SONS, LLC.
P.O. BOX 9038
ROCKY MOUNT, NC 27804
PHONE: (252) 714-3710
EMAIL: MICHAEL.HURT@HURTORD.COM
- ENGINEER: B&B CONSULTANTS, INC.
GERALD HOOTON
212 EAST FERRELL STREET
SOUTH HILL, VA 23970
PHONE: (434) 447-7621
EMAIL: GHOOTON@BANDBCONS.COM
- ANNEXATION ORDINANCE #: N/A
- ZONING: CURRENT: GR5-CD (GENERAL RESIDENTIAL 5 - CONDITIONAL DISTRICT)
(WF ORD RZ-21-06)
PROPOSED: RMX-CD (RESIDENTIAL MIXED-USE - CONDITIONAL DISTRICT)
- COMMUNITY PLAN - GROWTH STRATEGIES MAP DESIGNATION: MIXED RESIDENTIAL
- AREA OF TRACT: 119,790 S.F. (2.75 Ac.)
- REQUIRED / PROPOSED SETBACKS / DIMENSIONAL REQUIREMENTS:
RECD PROPOSED
FRONT: 18 FT (MAX) +/- 76 FT (MAX)
REAR & SIDE: 5 FT 5 FT
SECONDARY: 5 FT 5 FT
- DEVELOPMENT CALCULATIONS ON GROSS & NET DENSITY:
24 UNITS / Ac. MAX ALLOWED BY ZONING

GROSS DENSITY: 11.3 UNITS / Ac. (31 / 2.75)
NET DENSITY: 13.2 UNITS / Ac. (31 / 2.34) (MAX. DENSITY ALLOWED BY REZONING)
(LESS 17,825 SF. OF IMPROVED AREA)
- EXISTING USE: VACANT
PROPOSED USE: DWELLINGS - MULTIFAMILY
- EX BLDG GROSS SQUARE FOOTAGE: 23,438 SF
PROPOSED GROSS SQUARE FOOTAGE: 23,438 SF
- PROPOSED GROSS SQUARE FOOTAGE OF STORY AREA BY USE: 23,438 SF
- NUMBER OF MF UNITS: 31
- NUMBER OF LOTS: 1
- NUMBER OF LOTS PER PHASE: 1
- PROPOSED /EXISTING HEIGHT: 18 FT
NUMBER OF STORIES: 1
- NUMBER OF VEHICLES & BICYCLES PARKING SPACES:
REQUIRED PARKING SPACES: 56 (1.8 SPACES PER UNIT)
PROPOSED PARKING SPACES: 57 (3 ADA)
REQUIRED BICYCLE SPACES: 4 (2 PER 40 AUTO SPACES)
PROPOSED BICYCLE SPACES: 4

PARKING CONFIGURATION: LOCATION B
PARKING ALLOWED W/IN 2ND & 3RD LAYERS ONLY
- FRONTAGE BUILD-OUT REQUIREMENT: N/A
- WATER SUPPLY WATERSHED PROTECTION OVERLAY DISTRICT INDICATION: N/A
- SPECIAL FLOOD HAZARD AREAS: N/A
- OPEN SPACE (UNIMPROVED): REQUIRED: 5% OR 5,990 S.F. (0.13 Ac.)
PROVIDED: 6.5% OR 7,887 S.F. (0.18 Ac.) (PERIMETER BUFFER AREA)
- PARK SPACE (IMPROVED): REQUIRED: 2% OR 2,396 S.F. (0.05 Ac.)
PROVIDED: 3.7% OR 4,525 S.F. (0.10 Ac.)

3,843 S.F. (0.08 Ac.) - ACTIVE RECREATION
WIN EX COURT YARD & REAR OF FACILITY
(BADMINTON COURT, SHUFFLE BOARD, PICKLE BALL, EXERCISE EQUIP., ETC.)
84.9% OF PROVIDED PARK SPACE

682 S.F. (0.01 Ac.) - PASSIVE RECREATION
WIN PROPERTY FRONTAGE
(RELAXATION BENCH(S), WALKING PATH, GARDEN AREA W/ BENCH SEATING, ETC.)
15.0% OF PROVIDED PARK SPACE
- IMPERVIOUS SURFACE: EXISTING: 45,288 SF (1.03 Ac.)
EXISTING PERCENT IMPERVIOUS: 37.8%
PROPOSED IMPERVIOUS: 55,479 SF (1.27 Ac.)
PROPOSED PERCENTAGE IMPERVIOUS: 46.3%

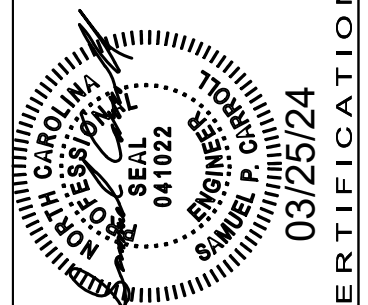
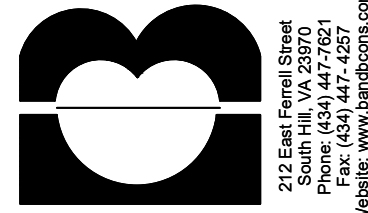
RECOMMENDATION FOR APPROVAL BY THE WAKE FOREST PLANNING BOARD

DATE: _____

APPROVAL BY THE WAKE FOREST BOARD OF COMMISSIONERS

DATE: _____

SUBJECT TO ADDRESSING OUTSTANDING CONDITIONS OF APPROVAL WITHIN THE ISSUED COMMENT LETTER. PLANS ARE NOT RELEASED FOR CONSTRUCTION. APPROVAL IS VALID FOR TWO YEARS FROM THE DATE ABOVE.



CERTIFICATION
03/25/24

REVISIONS	
NO.	DATE
3	03/25/2024
2	02/28/2024
1	12/11/2023

COVER SHEET

SITE MASTER PLAN

306 SOUTH ALLEN ROAD

TOWN OF WAKE FOREST, NORTH CAROLINA

B & B Consultants, Inc.
Engineers - Surveyors - Planners - Lab Analysts
Chapel Hill, South Hill, & South Boston, Virginia

COMMISSION NO:

23017

DESIGNED BY

CARROLL

DRAWN BY

HOOTON

CHECKED BY

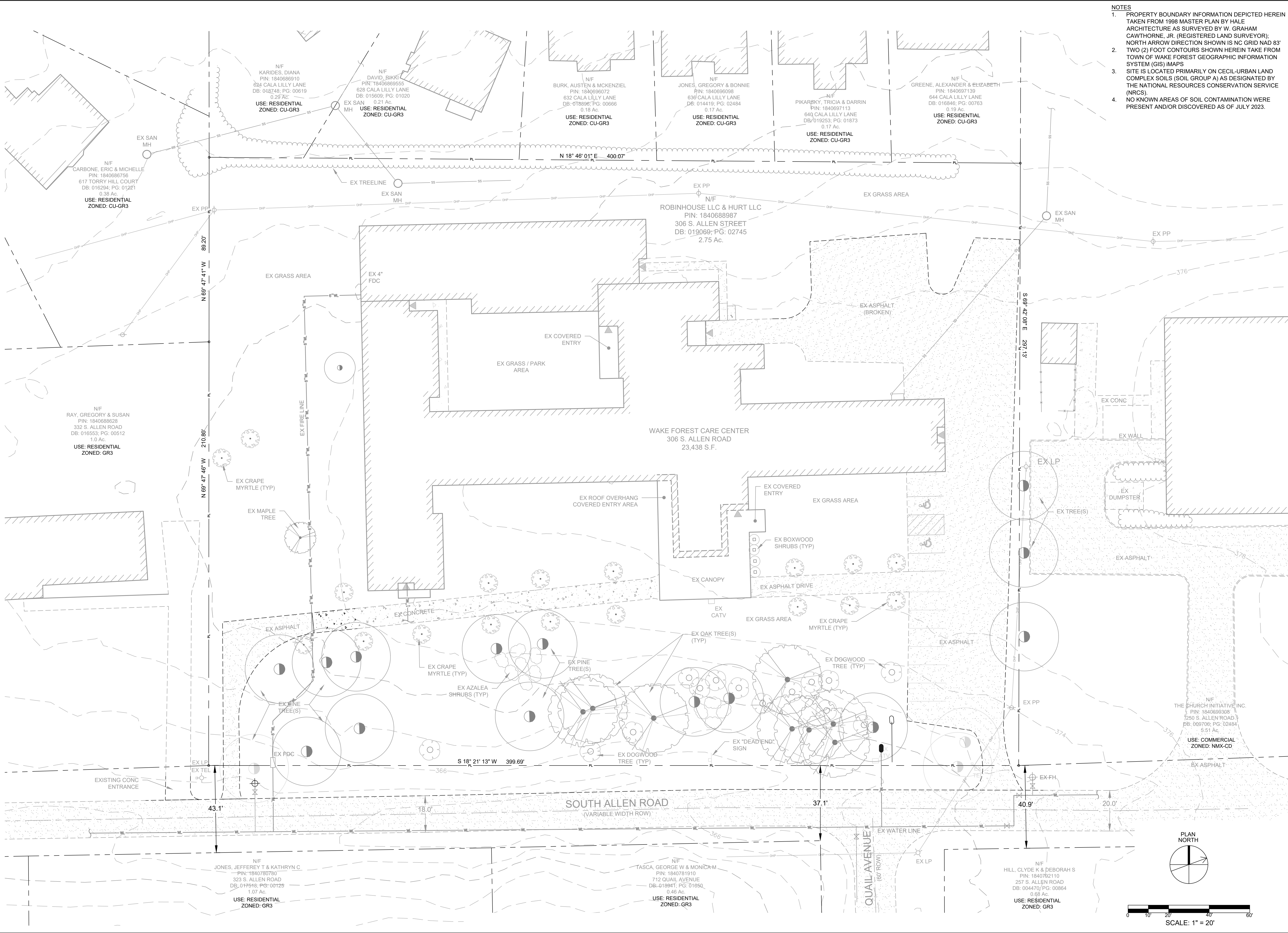
CARROLL

ISSUE DATE

07/18/2023

SHEET NO.

C-0



- NOTES
1. PROPERTY BOUNDARY INFORMATION DEPICTED HEREIN TAKEN FROM 1988 MASTER PLAN BY HALE ARCHITECTURE AS SURVEYED BY W. GRAHAM CAWTHORNE, JR. (REGISTERED LAND SURVEYOR); NORTH ARROW DIRECTION SHOWN IS NC GRID NAD 83' TWO (2) FOOT CONTOURS SHOWN HEREIN TAKE FROM TOWN OF WAKE FOREST GEOGRAPHIC INFORMATION SYSTEM (GIS) MAPS
 2. SITE IS LOCATED PRIMARILY ON CECIL-URBAN LAND COMPLEX SOILS (SOIL GROUP A) AS DESIGNATED BY THE NATIONAL RESOURCES CONSERVATION SERVICE (NRCS).
 3. NO KNOWN AREAS OF SOIL CONTAMINATION WERE PRESENT AND/OR DISCOVERED AS OF JULY 2023.

03/23/24

NO.	DATE	REVISIONS
3	03/25/2024	PER TOWN OF WAKE FOREST COMMENTS
2	02/28/2024	PER TOWN OF WAKE FOREST COMMENTS
1	12/11/2023	PER TOWN OF WAKE FOREST COMMENTS

EXISTING CONDITIONS

SITE MASTER PLAN

306 SOUTH ALLEN ROAD

TOWN OF WAKE FOREST, NORTH CAROLINA

B & B Consultants, Inc.

Engineers: Surveys, Planning, Land Analysis

COMMISSION NO. 23017

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CHECKED BY CARROLL

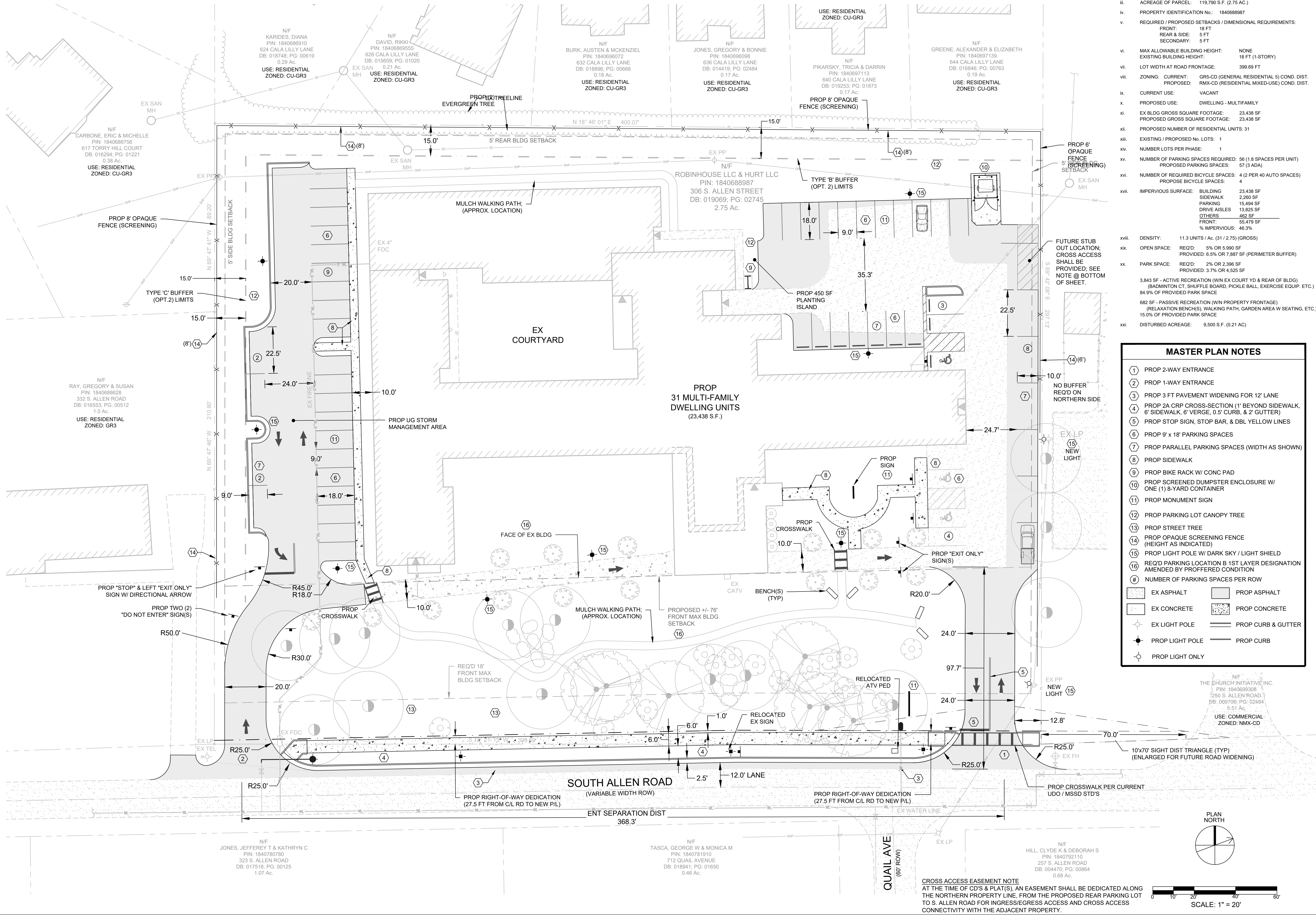
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SUPPLEMENTAL USE STANDARD COMPLIANCE
THIS FACILITY IS WITHIN 1/4 MILE OF A PUBLIC COMMERCIAL /
ENTERTAINMENT (BOWLING) USE LOCATED AT 413 S. BROOKS STREET,
WAKE FOREST, NC 27587



SITE DATA:	
i. OWNER:	ROBINHOUSE LLC. & HURT LLC.
ii. DEVELOPER:	HURT & SONS, LLC.
iii. ACREAGE OF PARCEL:	119,790 S.F. (2.75 AC.)
iv. PROPERTY IDENTIFICATION No.:	184068987
v. REQUIRED / PROPOSED SETBACKS / DIMENSIONAL REQUIREMENTS:	
FRONT: 18 FT	
REAR & SIDE: 5 FT	
SECONDARY: 5 FT	
vi. MAX ALLOWABLE BUILDING HEIGHT:	NONE
EXISTING BUILDING HEIGHT:	18 FT (1-STORY)
vii. LOT WIDTH AT ROAD FRONTAGE:	399.69 FT
viii. ZONING: CURRENT:	GRS-CD (GENERAL RESIDENTIAL 5) COND. DIST.
PROPOSED:	RMX-CD (RESIDENTIAL MIXED-USE) COND. DIST.
ix. CURRENT USE:	VACANT
x. PROPOSED USE:	DWELLING - MULTIFAMILY
xi. EX BLDG GROSS SQUARE FOOTAGE:	23,438 SF
PROPOSED GROSS SQUARE FOOTAGE:	23,438 SF
xii. PROPOSED NUMBER OF RESIDENTIAL UNITS:	31
xiii. EXISTING / PROPOSED No. LOTS:	1
xiv. NUMBER LOTS PER PHASE:	1
xv. NUMBER OF PARKING SPACES REQUIRED:	56 (1.8 SPACES PER UNIT)
PROPOSED PARKING SPACES:	57 (3 ADA)
xvi. NUMBER OF REQUIRED BICYCLE SPACES:	4 (2 PER 40 AUTO SPACES)
PROPOSED BICYCLE SPACES:	4
xvii. IMPERVIOUS SURFACE:	BUILDING 23,438 SF
SIDEWALK 2,260 SF	
PARKING 15,494 SF	
DRIVE AISLES 13,825 SF	
OTHERS 462 SF	
FRONT: 55,479 SF	
% IMPERVIOUS: 46.3%	
xviii. DENSITY:	11.3 UNITS / AC. (31 / 2.75) (GROSS)
xix. OPEN SPACE:	REQ'D: 5% OR 5,950 SF
PROVIDED: 6.5% OR 7,887 SF (PERIMETER BUFFER)	
xx. PARK SPACE:	REQ'D: 2% OR 2,396 SF
PROVIDED: 3.7% OR 4,525 SF	
3,843 SF - ACTIVE RECREATION (W/IN EX COURT YD & REAR OF BLDG) (BADMINTON CT, SHUFFLE BOARD, PICKLE BALL, EXERCISE EQUIP, ETC.)	
84.9% OF PROVIDED PARK SPACE	
682 SF - PASSIVE RECREATION (W/IN PROPERTY FRONTAGE) (RELAXATION BENCHES, WALKING PATH, GARDEN AREA W SEATING, ETC.)	
15.0% OF PROVIDED PARK SPACE	
xxi. DISTURBED ACREAGE:	9,500 S.F. (0.21 AC)

MASTER PLAN NOTES

- PROF 2-WAY ENTRANCE
 - PROF 1-WAY ENTRANCE
 - PROF 3 FT PAVEMENT WIDENING FOR 12' LANE
 - PROF 2A CRP CROSS-SECTION (1' BEYOND SIDEWALK, 6' SIDEWALK, 6' VERGE, 0.5' CURB, & 2' GUTTER)
 - PROF STOP SIGN, STOP BAR, & DBL YELLOW LINES
 - PROF 9' x 18' PARKING SPACES
 - PROF PARALLEL PARKING SPACES (WIDTH AS SHOWN)
 - PROF SIDEWALK
 - PROF BIKE RACK W/ CONC PAD
 - PROF SCREENED DUMPSTER ENCLOSURE W/ ONE (1) 8-YARD CONTAINER
 - PROF MONUMENT SIGN
 - PROF PARKING LOT CANOPY TREE
 - PROF STREET TREE
 - PROF OPAQUE SCREENING FENCE (HEIGHT AS INDICATED)
 - PROF LIGHT POLE W/ DARK SKY / LIGHT SHIELD
 - REQ'D PARKING LOCATION B 1ST LAYER DESIGNATION AMENDED BY PROFFERED CONDITION
 - NUMBER OF PARKING SPACES PER ROW
- | | |
|-----------------|--------------------|
| EX ASPHALT | PROF ASPHALT |
| EX CONCRETE | PROF CONCRETE |
| EX LIGHT POLE | PROF CURB & GUTTER |
| PROF LIGHT POLE | PROF CURB |
| PROF LIGHT ONLY | |

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CARROLL

ISSUE DATE
07/18/2023

DATE

NO.

REVISIONS

03/25/2024

02/28/2024

12/11/2023

PER TOWN OF WAKE FOREST COMMENTS

PER TOWN OF WAKE FOREST COMMENTS

PER TOWN OF WAKE FOREST COMMENTS

MASTER PLAN

SITE MASTER PLAN

306 SOUTH ALLEN ROAD

TOWN OF WAKE FOREST, NORTH CAROLINA

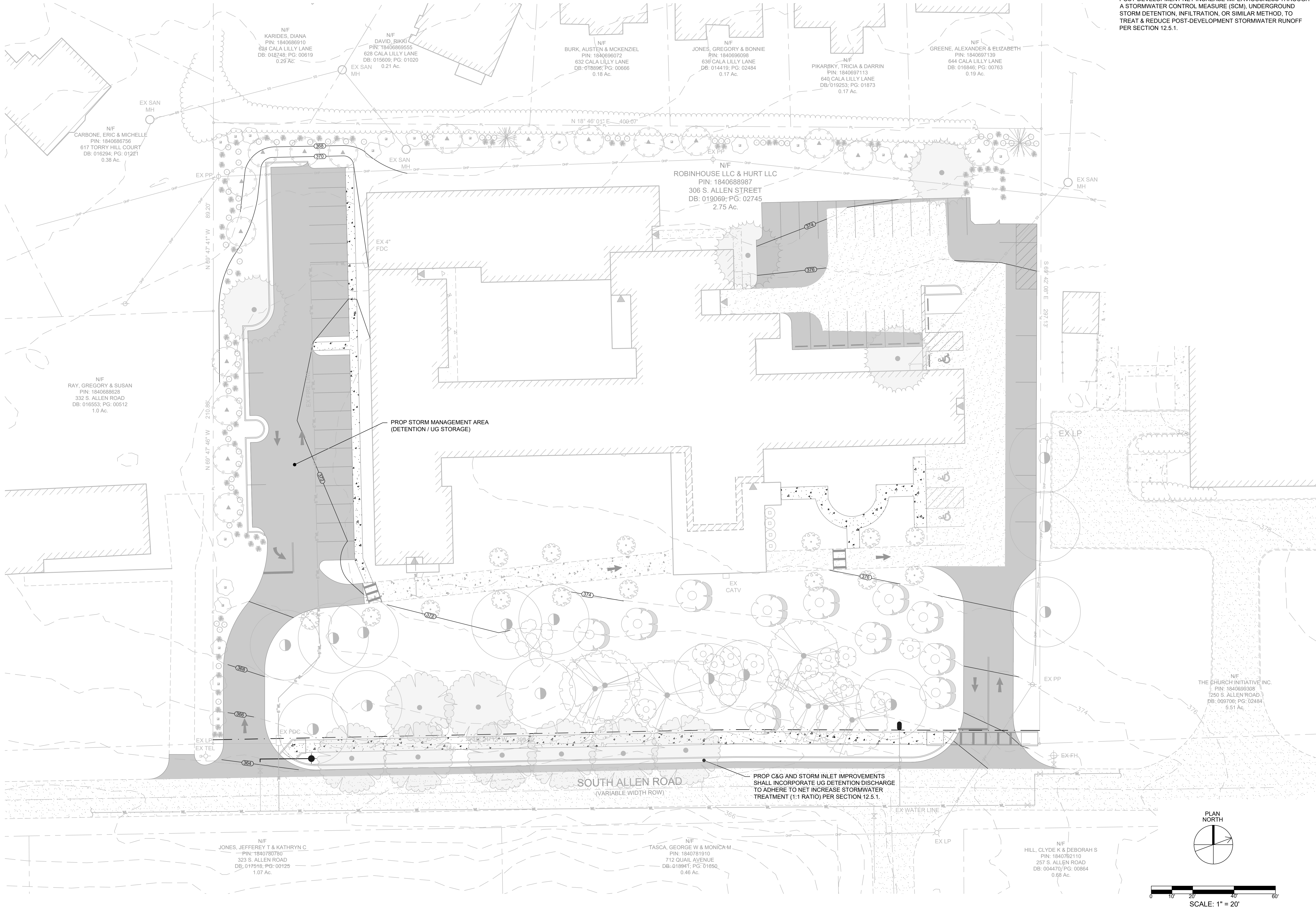
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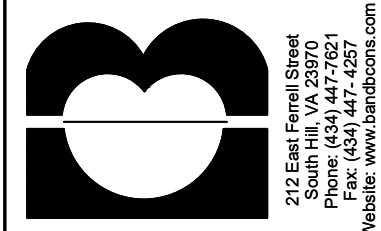
C-3

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STORM WATER ATTENUATION NOTE:
STORM RUNOFF FOR THIS FACILITY SHALL REDUCED THE POST-DEVELOPMENT NET INCREASE IMPERVIOUSNESS THROUGH A STORMWATER CONTROL MEASURE (SCM), UNDERGROUND STORM DETENTION, INFILTRATION, OR SIMILAR METHOD, TO TREAT & REDUCE POST-DEVELOPMENT STORMWATER RUNOFF PER SECTION 12.5.1.



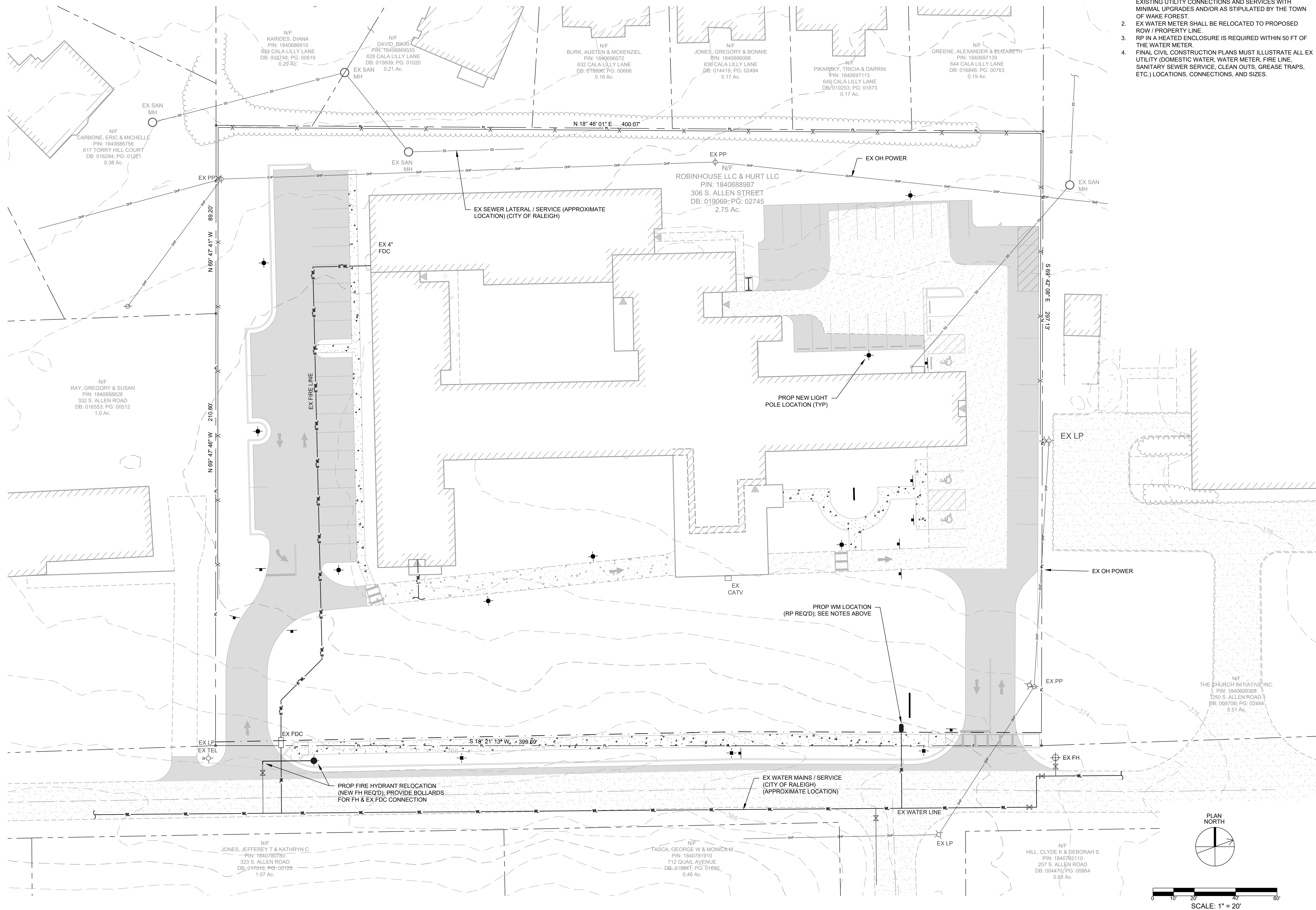
CERTIFICATION		
03/25/24	04/10/22	04/10/22

REVISIONS		
NO.	DATE	REVISIONS
3	03/25/2024	PER TOWN OF WAKE FOREST COMMENTS
2	02/28/2024	PER TOWN OF WAKE FOREST COMMENTS
1	12/17/2023	PER TOWN OF WAKE FOREST COMMENTS

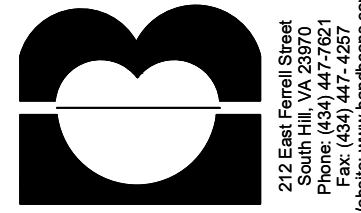
PRELIMINARY GRADING & DRAINAGE PLAN
SITE MASTER PLAN
306 SOUTH ALLEN ROAD
TOWN OF WAKE FOREST, NORTH CAROLINA
B & B Consultants, Inc.
Engineers - Surveyors - Planners - Lab Analysts
Chapel Hill, North Carolina & South Boston, Virginia

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C-4



UTILITY NOTES:



CERTIFICATION

[illegible]

UTILITY PLAN

SITE MASTER PLAN

306 SOUTH ALLEN ROAD

TOWN OF WAKE FOREST, NORTH CAROLINA

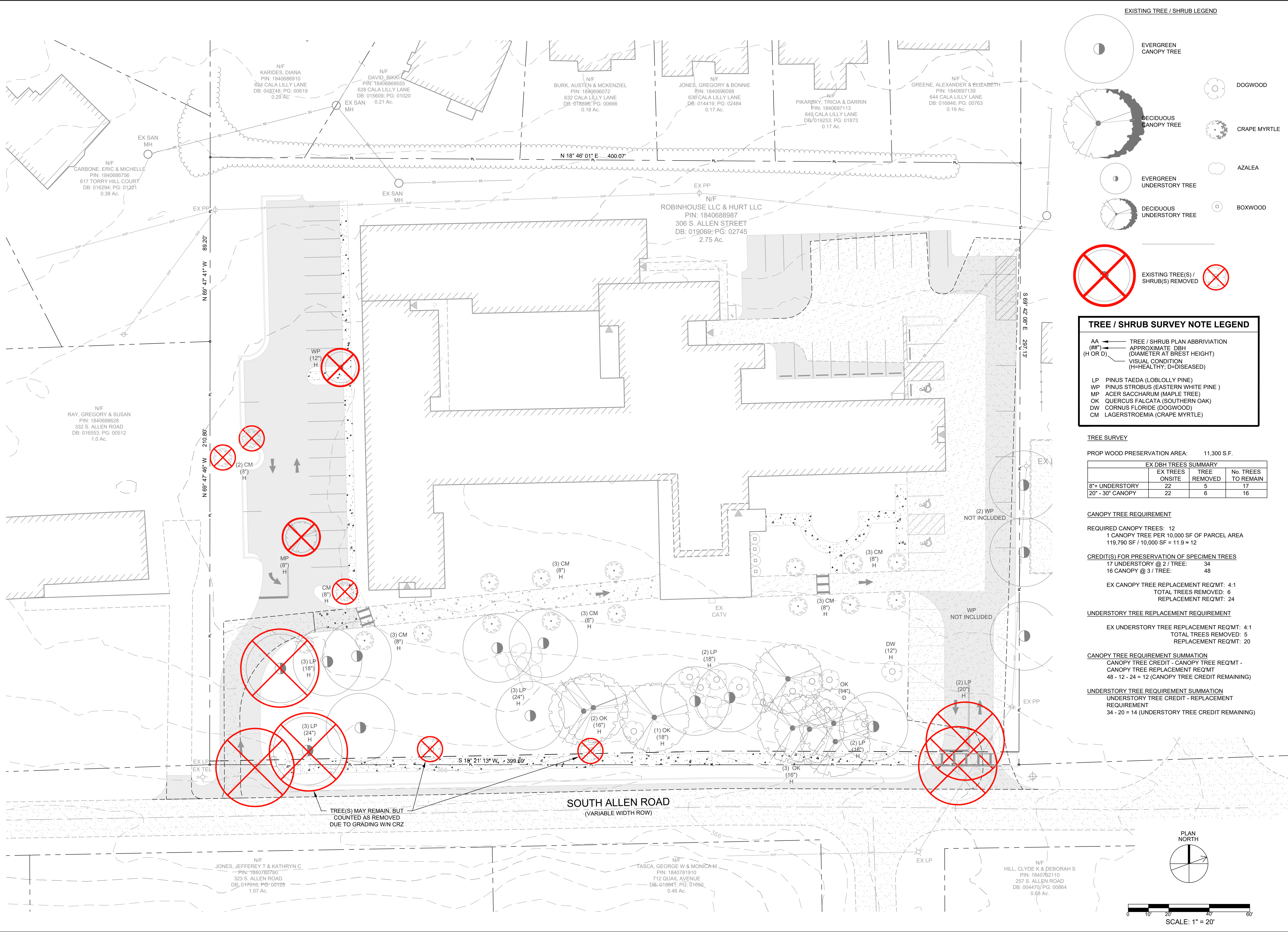
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Engineers - Surveyors - Planners - Landscapers
Cress City, South Hill, & South Boston, Virginia

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ISSUE DATE
07/18/2023

SHEET NO.

C-5



212 East Foothill Street
Rochester Hills, MI 48304
Phone: (248) 847-4697
Fax: (248) 847-4698
www.bnbconsultants.com

CERTIFICATION

03/25/24

REVISIONS	
NO.	DATE
3	03/25/2024
2	02/28/2024
1	12/11/2023

TREE SURVEY

SITE MASTER PLAN

306 SOUTH ALLEN ROAD

TOWN OF WAKE FOREST, NORTH CAROLINA

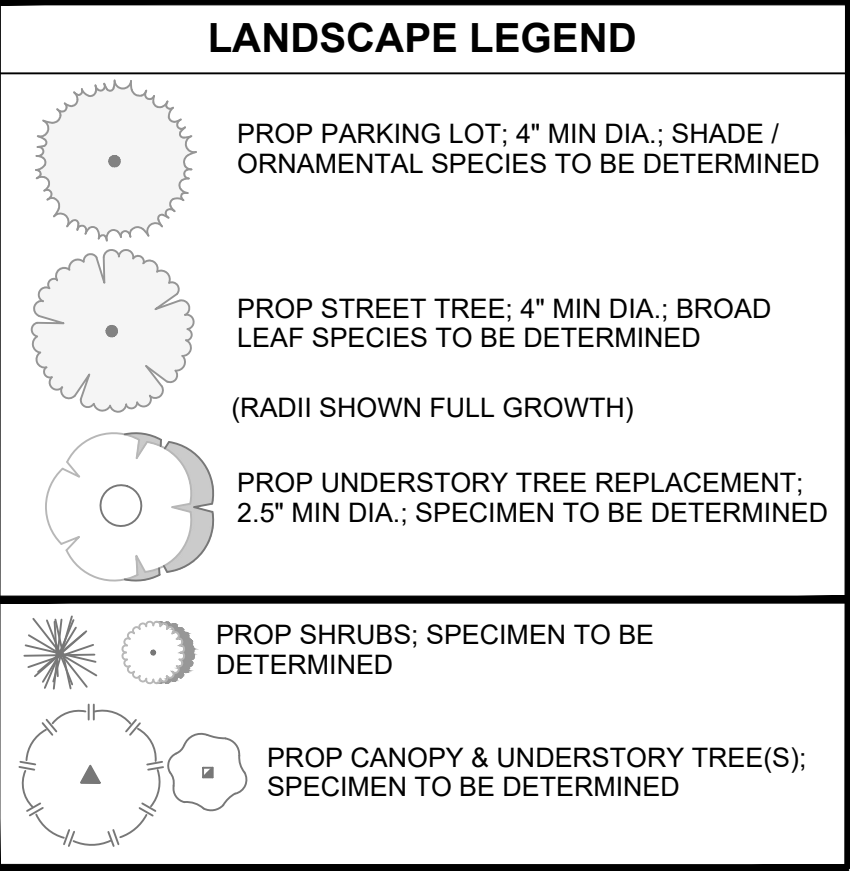
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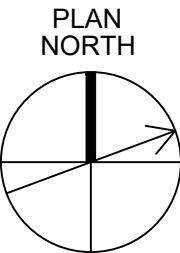
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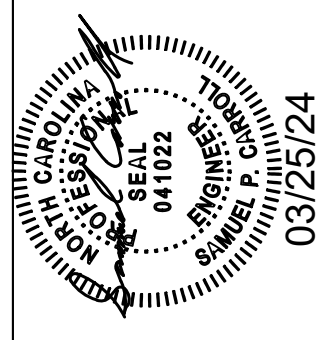
C-6



- 10'x70' SIGHT DIST TRIANGLE (TYP)
(ENLARGED FOR FUTURE ROAD WIDENING)



SCALE: 1" = 20'



03/23/24
CERTIFICATION

3	09/25/2024	PERTOWN OF WAKE FOREST COMMENTS		
2	02/26/2024	PERTOWN OF WAKE FOREST COMMENTS		
1	12/11/2023	PERTOWN OF WAKE FOREST COMMENTS		

LANDSCAPE PLAN

SITE MASTER PLAN

306 SOUTH ALLEN ROAD

TOWN OF WAKE FOREST, NORTH CAROLINA

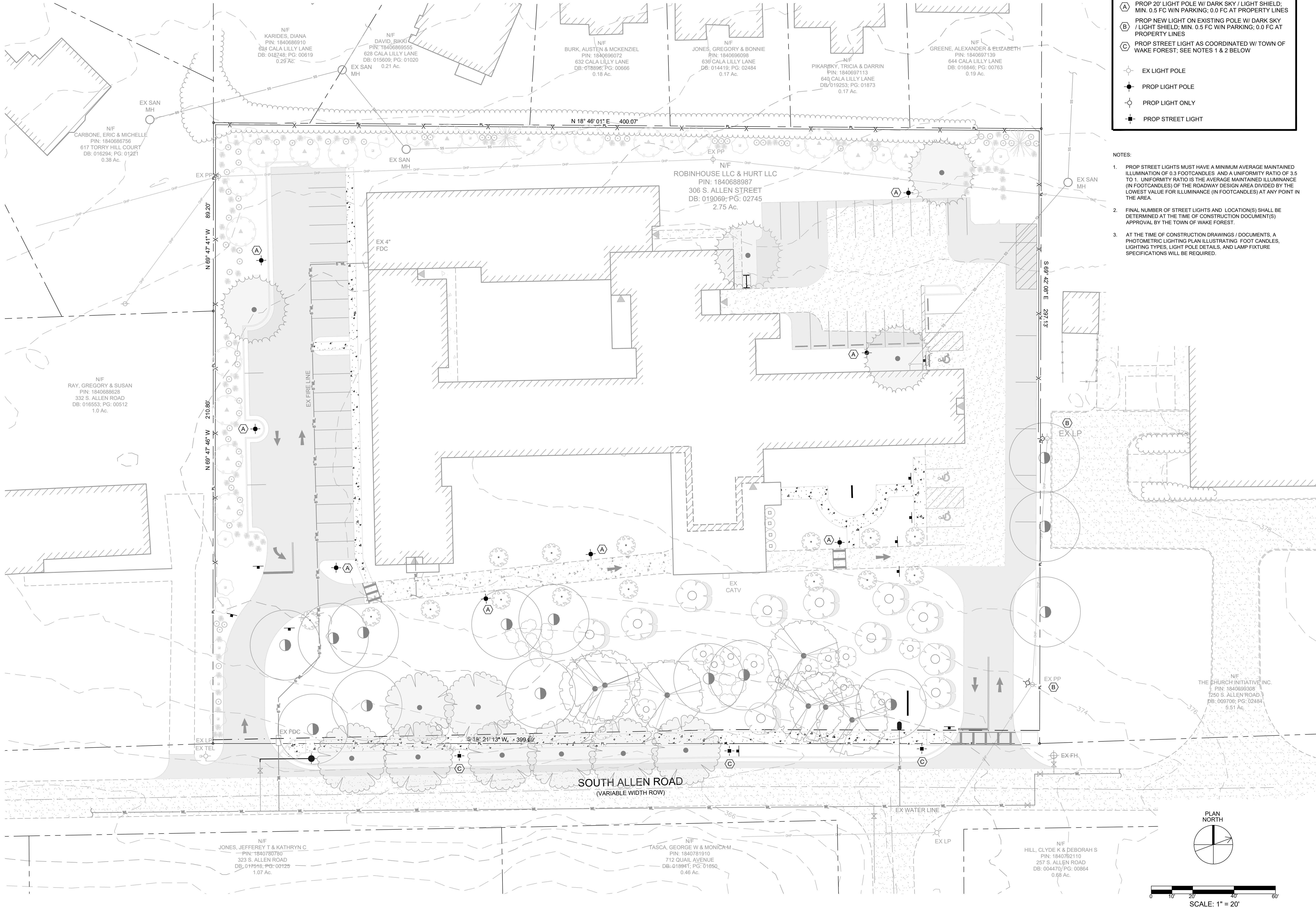
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C-7

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212 East Fossil Street
Raleigh, NC 27601
Phone: 919.487.4507
Fax: 919.487.4507
www.bnbconsultants.com

PRELIMINARY LIGHTING PLAN
SITE MASTER PLAN
306 SOUTH ALLEN ROAD
TOWN OF WAKE FOREST, NORTH CAROLINA
B & B Consultants, Inc.
Engineers - Surveyors - Planners - Land Architects

NO.	DATE	REVISIONS
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2	02/28/2024	PER TOWN OF WAKE FOREST COMMENTS
1	12/17/2023	PER TOWN OF WAKE FOREST COMMENTS

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07/18/2023

SHEET NO.
C-8



Planning Board Agenda Item Report

Agenda Item No.: 2024-172-
Submitted by: Courtney Tanner
Submitting Department:
Meeting Date: May 14, 2024

SUBJECT

Consideration of Updated 2024 Meeting Schedule

Recommendation:

Item Summary:

ATTACHMENTS

- [2024 PB MeetingSchedule, Nov2023.pdf](#)

**TOWN OF WAKE FOREST
PLANNING BOARD
2024 MEETING SCHEDULE**

Meetings are held on the 2nd Tuesday of the month at 6:00 p.m. in the Wake Forest Town Hall Board Room, 301 S. Brooks St., unless otherwise noted.

MONTH	MEETING DATE
January	January 9, 2024
February	February 13, 2024
March	March 12, 2024
April	April 9, 2024
May	May 14, 2024
June	June 11, 2024
July	July 9, 2024
August	August 8, 2024
September	September 10, 2024
October	October 8, 2024
November	November 12, 2024
December	December 10, 2024

Adopted by the Planning Board on April 9, 2024, while in session.