



**Wake Forest Board of Commissioners Work Session
Meeting Agenda
October 7, 2025 – at 6:00 PM
All items listed are for discussion and possible action.**

Notice

In accordance with the requirements of Title II of the Americans with Disabilities 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 Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Evelyn Wright](#) at 919-435-9432 as soon as possible, but no later than 48 hours before the scheduled event.

Cable & Online Broadcast of Board of Commissioners Meetings

All Board of Commissioners meetings are broadcast live on [WFTV 10](#) beginning at 6 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

The [Board of Commissioners](#) meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Deputy Town Clerk's office at 919-435-9432. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

Public Hearings

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given three minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed three minutes each to express his/her comments, ideas, concerns, expressions, and desires. Only comments on a Public Hearing will be allowed during this time.

Public Comment

During the Public Comment period, anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the Board of Commissioner Public Comment Form on the [Town website](#). Then, during the Public Comment portion of the meeting, Mayor Jones will recognize you and invite you to the podium at which time you will have three minutes to speak. Thank you for your cooperation.

1. Presentations

- 1.1 Presentation of the Wake One Water Plan
[Summary Wake One Water Plan.docx](#)
- 1.2 Sustainability Plan Kickoff Presentation
[Sustainability Plan Kickoff Presentation Agenda Summary](#)
- 1.3 Presentation on LEGISLATIVE CASE RZ-18-15, Grove 98 PUD Amendment #4, a request submitted by Jordan Petersen on behalf of Wegmans Food Markets, Inc., to amend the existing Grove 98 Planned Unit Development (PUD) District for approximately 14.0 acres located at 11051 Ligon Mill Road, being Wake County Tax PIN 1830769192.
[BOC Agenda Summary RZ-18-15.pdf](#)
[RZ-18-15 Staff Report.pdf](#)
[Attachment A - Neighborhood Meeting Information.pdf](#)
[Attachment B - Application.pdf](#)
[Attachment C - Applicant's Supporting Materials.pdf](#)
[Attachment D - Maps.pdf](#)
[Attachment E - Planning Board Recommendation and Plan Consistency Analysis.pdf](#)
[Exhibit 1 - Proposed Amended Grove 98 PUD Document.pdf](#)
- 1.4 UDO Adoption Update.
[Agenda Summary_BoC_UDO.pdf](#)
- 1.5 Go Wake Forest Fare Proposal
[Agenda Summary](#)
- 1.6 Discussion of Guidelines for Public Comment
[Draft_Guidelines_for_Public_Comment.pdf](#)
- 1.7 Ordinance amending Chapter 30, Article III Section 30-1, and 30-90 thru 30-92 focused on motorized scooter, electric bicycles and electric assisted bicycles, pedestrian right-of-way and requirements for helmet. ,
[Summary Chapter 30 Article III Section 30-1 30-90 thru 30-92.pdf](#)
[Attachment A Ordinance 2025 XX Chapter 30 Article III Section 30-1 30-90 thru 30-92.pdf](#)
[Attachment B Presentation Chapter 30 Article III Section 30-1 30-90 thru 30-92.pdf](#)

2. Discussion of Monthly Financial Report

- 2.1 Discussion of August Financial Summaries
[Monthly Financial Report_summary.pdf](#)
[August 31, 2025 Financial Summaries.pdf](#)

3. Review of Draft Agenda for Upcoming Regular Meeting

- 3.1 Draft Agenda for Board of Commissioner Regular Meeting October 21, 2025
[DRAFT Agenda BOC Regular Meeting Oct202521.pdf](#)

4. Other Business

5. Commissioner Reports

6. Adjournment



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2025-556-

Submitted by: Allison Snyder, Engineering

Submitting Department: Engineering

Meeting Date: October 7, 2025

Subject

Presentation of the Wake One Water Plan

Recommendation:

item Summary:

ATTACHMENTS:

- [Summary Wake One Water Plan.docx](#)

Presentation of the Wake One Water Plan

A clean and abundant water supply is critical to support a growing population and high quality of life. Increases in water demand along with changes in weather patterns require a proactive plan to prepare for future water quantity and quality challenges. The Wake One Water Plan is a 50-year plan to mitigate impacts and increase resilience of water resources in Wake County. Engineering will introduce Wake County staff to provide an overview of the draft plan and strategies developed collaboratively by the Wake County Water Partnership, Wake County, municipal, and community partners.

Attachments:

None



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2025-579-

Submitted by: Kari Grace, Senior Planner, Planning

Submitting Department: Planning

Meeting Date: October 7, 2025

Subject

Sustainability Plan Kickoff Presentation

Recommendation:

item Summary:

ATTACHMENTS:

- [Sustainability Plan Kickoff Presentation Agenda Summary](#)

Agenda Item: Sustainability Plan Kickoff Presentation

Summary: Development of a Town-wide sustainability plan is a priority within Strategic Plan Goal 4: Investing in Transportation and Infrastructure. In July 2025, Blue Strike Environmental was engaged to lead the plan development process, which will consist of an existing conditions analysis, including a greenhouse gas inventory and climate vulnerability assessment; goal development; and strategy and recommendations with engagement occurring throughout.

As the engagement phase begins, Blue Strike Environmental will present an overview of the project. The purpose of this presentation is to provide information on the project components and gather Commissioner feedback on sustainability related priorities.

Attachments: None



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2025-559-
Submitted by: Tim Richards, Planning
Submitting Department: Planning
Meeting Date: October 7, 2025

Subject

Presentation on LEGISLATIVE CASE RZ-18-15, Grove 98 PUD Amendment #4, a request submitted by Jordan Petersen on behalf of Wegmans Food Markets, Inc., to amend the existing Grove 98 Planned Unit Development (PUD) District for approximately 14.0 acres located at 11051 Ligon Mill Road, being Wake County Tax PIN 1830769192.

Recommendation:

item Summary:

ATTACHMENTS:

- [BOC Agenda Summary RZ-18-15.pdf](#)
- [RZ-18-15 Staff Report.pdf](#)
- [Attachment A - Neighborhood Meeting Information.pdf](#)
- [Attachment B - Application.pdf](#)
- [Attachment C - Applicant's Supporting Materials.pdf](#)
- [Attachment D - Maps.pdf](#)
- [Attachment E - Planning Board Recommendation and Plan Consistency Analysis.pdf](#)
- [Exhibit 1 - Proposed Amended Grove 98 PUD Document.pdf](#)

Agenda Item: Presentation on LEGISLATIVE CASE RZ-18-15, Grove 98 PUD Amendment #4, a request submitted by Jordan Petersen on behalf of Wegmans Food Markets, Inc., to amend the existing Grove 98 Planned Unit Development (PUD) District for approximately 14.0 acres located at 11051 Ligon Mill Road, being Wake County Tax PIN 1830769192.

Summary: A public comment session on the requested amendment was held at the September 9, 2025, Planning Board meeting. The Planning Board voted 5-0 to find the request inconsistent with the Community Plan but nevertheless reasonable and in the public interest and recommended approval of the requested amendment.

Attachments: See Staff Report.



Staff Report

Case RZ-18-15: Grove 98 PUD Amendment #4

Meeting Date	October 7, 2025
Requested Actions	Consideration of the following items related to the Planned Unit Development amendment request for 11051 Ligon Mill Road (PIN 1830769192): 1. Act on Plan Consistency Statement 2. Amend the existing Grove 98 Planned Unit Development (PUD) District
Case Manager	Tim Richards, Senior Planner - Development Services
Planning Board Recommendation	The Planning Board voted 5-0 to find the request inconsistent with the Community Plan but nevertheless reasonable and in the public interest and recommended approval of the requested amendment.

PUBLIC MEETINGS

Neighborhood Meeting	Public Comment Session	Public Hearing
7/16/2025 (See Attachment A)	9/9/2025	10/21/2025

CASE INFORMATION

Applicant	Jordan Petersen Bolton & Menk 418 S. Dawson St Raleigh, NC 27601
Developer/Property Owner	Wegmans Food Markets, Inc 1500 Brooks Ave Rochester, NY 14624
Location	Fronting NC 98 Bypass between Ligon Mill Road and Forbes Grove Way
Addresses	11051 Ligon Mill Road
Wake County Tax PIN	1830769192
Acreage	14.0

Zoning	Existing: Grove 98 Planned Unit Development (PUD) District Proposed: Grove 98 Planned Unit Development (PUD) District
Land Use	Existing: General Commercial – Use Greater than 100,000 sf Proposed: General Commercial – Use Greater than 100,000 sf
Corporate Limits	This application is located in the Town's corporate limits.

See Attachment B for a copy of the application, Attachment C for supporting materials provided by the applicant, and Attachment D for aerial, zoning, and land use maps.

SURROUNDING LAND USES AND ZONING

	Land Use	Zoning
North	Mix of Office/Service and Commercial/Entertainment uses, Multifamily Dwellings	Grove 98 Planned Unit Development (PUD)
South	Forbes Grove Way right-of-way	N/A
East	Ligon Mill Road right-of-way	N/A
West	Forbes Grove Way right-of-way	N/A
The proposed land use is generally compatible with surrounding land uses. The proposed zoning amendment is generally incompatible with the previously approved PUD zoning. <i>See Attachment D for associated maps.</i>		

GROVE 98 PLANNED UNIT DEVELOPMENT HISTORY

The property is currently zoned Planned Unit Development (PUD). The Grove 98 PUD was approved and the property rezoned on March 19, 2019. At that time, a site master plan was approved for the southwest quadrant of the PUD where Wegmans is located. The PUD has been amended three times since its adoption.

The current request to amend the PUD for a fourth time was submitted by Wegmans Food Markets, Inc, owner of parcel PIN 1830769192, to allow a new parking area on that parcel on the west side of the Wegmans building and an additional driveway from the parking area onto Forbes Grove Way. The

existing PUD regulations, including all previous amendments, are consolidated in the Grove 98 PUD Document. The applicant proposes specific amendments to those regulations, included as *Exhibit 1*.

PROPOSED MODIFICATIONS OF UDO AND EXISTING PUD STANDARDS

Less Stringent: UDO Section 9.8.1.D, Driveway Channelization

Proposed: Minimum channelization of 80' applicable only to the one defined location where a one-way entry drive aisle is proposed to connect to the existing main driveway from Forbes Grove Way on the west of the parcel (see *Section 7.2* in *Exhibit 1*).

Required: For large commercial developments, driveways must provide a minimum of 100' of channelization from the roadway prior to any internal driveways, cross access, or direct parking areas.

Staff Evaluation: At over 100,000 sf, the commercial use is considered a large commercial development requiring at least 100' of driveway channelization. This requirement is intended to ensure that vehicular movement is not impeded on the public streets and that efficient and safe circulation occurs within the site. Engineering and Planning staff do not recommend reducing the minimum channelization standard as requested.

Less Stringent: PUD Circulation and Utilities Plan (in PUD Document)

Proposed: Four driveway connections to Forbes Grove Way per amended PUD Circulation and Utilities Plan (see *Figure 7.4* in *Exhibit 1*).

Allowed: Three driveway connections to Forbes Grove Way per existing PUD Circulation and Utilities Plan.

Staff Evaluation: The proposed additional driveway connection to Forbes Grove Way is for egress only. Based on the preliminary plans, it appears the driveway can comply with the Town's minimum sight distance requirements with the removal of one or more existing street trees.

Less Stringent: Section 6.6 – Parking and Loading (in PUD Document)

Proposed: Additional off-street parking between the west side of the Wegmans building and adjacent public right-of-way (Forbes Grove Way).

Allowed: "All practicable efforts will be made to minimize or eliminate off-street parking between public rights-of-way and building frontage to adhere to generally-accepted urban design best practices (pedestrian-friendly streetscapes with a building street presence)." (see final bullet point under PUD Document Section 6.6).

Staff Evaluation: The proposed amendment would allow additional parking between the building and an abutting street, eliminating a car-free green space and diminishing the building's street presence. If the additional parking area is allowed, the Wegmans building will be surrounded on four sides by parking.

The information provided in support of the proposition that additional on-site parking is needed addresses surrounding development, whereas standard methods of calculating parking demand are based on the anticipated demand for parking generated by the development to be served by the parking. The current parking utilization information provided demonstrates that, taking into consideration all available parking spaces on-site, including those serving the Chase bank, the

highest percentage of occupied spaces measured (on a Saturday afternoon) was 70 percent, meaning 30 percent of parking spaces were unused.

More Stringent: Section 6.6 – Parking and Loading (in PUD Document), UDO Section 12.5 – Stormwater Management, and UDO Section 8.7 – Vehicular Use Area Screening & Landscaping

Proposed: Enhanced design of new parking area, including:

- Permeable pavers as surfacing in parking spaces and drive aisles
- Rain garden areas to allow stormwater runoff infiltration, including at least three curb cuts
- Plantings provided at quantities at least 200 percent of what is required

Required: Permeable pavers not required in PUD as would otherwise be required by UDO Section 9.4.1.A, where parking lots that exceed 150 spaces provide more than twice the minimum number of parking spaces. Rain gardens are not required for stormwater management under UDO Section 12.5. Minimum planting quantities required for vehicular use areas established by UDO Section 8.7.

Staff Evaluation: The applicant has been responsive to staff input and made several rounds of modifications to the proposed parking area design. It is anticipated that the proposed enhanced design would result in less negative environmental and aesthetic impacts than would otherwise occur.

COMPREHENSIVE PLAN CONSISTENCY

Community Plan (2022)	The proposed zoning map amendment is generally inconsistent with the adopted 2022 Community Plan. The main Plan policies supporting this conclusion are: • Commercial Corridor description (page 42): Corridor Commercial uses should be situated at highly visible and accessible locations along the Town’s major roadways. Surface parking lots should be strongly encouraged to be behind buildings. • Commercial Area 5 (page 55): Buildings should be located near the right-of-way for visibility along the corridor with parking to the rear. • Parking Lots (page 68): Surface parking lots can detract from the character and walkability of an area if there is a parking surplus and/or if they are poorly designed. Off-street parking should be located to the side or rear of the primary building. Shared parking agreements should be encouraged where neighboring uses have different peak parking demand times. • Community Character (page 70): Emphasize quality development along highly visible thoroughfares in the Town to reinforce its positive image. • Green Space Preservation (page 82): Green space and natural resources are valued by the community as they add character to the Town, mitigate stormwater runoff, and support wildlife and their habitats.
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Downtown Plan (2024)	The Downtown Plan is not applicable to the requested amendment.
Housing Affordability Plan (2022)	The Housing Affordability Plan is not applicable to the requested amendment.
Historic Preservation Plan (2022)	The Historic Preservation Plan is not applicable to the requested amendment.
Northeast Community Plan (2021)	The Northeast Community Plan is not applicable to the requested amendment.
Comprehensive Transportation Plan (2019)	The Comprehensive Transportation Plan is not applicable to the requested amendment.
Park, Recreation, and Cultural Resources Master Plan (2024)	The Parks, Recreation, and Cultural Recourses Master Plan is not applicable to the requested amendment.
<i>See Attachment E for detailed Plan Consistency Analysis.</i>	

STAFF RECOMMENDATION

The requested Planned Unit Development (PUD) District amendment is generally **Inconsistent** with the relevant policies in the Comprehensive Plan, and **Disapproval** of the requested PUD amendment is reasonable and in the public interest.

ATTACHMENTS

- Attachment A: Neighborhood Meeting Information
- Attachment B: Application
- Attachment C: Applicant's Supporting Materials
- Attachment D: Maps
- Attachment E: Planning Board Recommendation and Plan Consistency Analysis

EXHIBITS

- Exhibit 1: Proposed Amended Grove 98 PUD Document



Real People. Real Solutions.

418 S Dawson Street
Raleigh, NC 27596

Ph: (919) 719-1800
Bolton-Menk.com

Town of Wake Forest Planning Department
301 S. Brooks St
Wake Forest NC 27587

RE: Grove 98 PUD Amendment #4 – Neighborhood Meeting Summary

Town of Wake Forest Case#: RZ-18-15-02
Meeting Date/Time: Wednesday July 16th, 2025, 5:00PM-7:00PM
Meeting Location: The Meeting Hub – 1300 Corporate Chaplain Dr. #205, Wake Forest NC

Attendees:

1. Art Pires, Wegmans Food Markets
2. Jordan Petersen, Bolton & Menk
3. Hunter Williams, Bolton & Menk
4. Robert Campbell, Wake Forest resident
5. Mr. Sandeep Thangirala, Wake Forest resident
6. Mrs. Harini Subhasri, Wake Forest resident

General Summary:

Presentation given by Wegmans and Bolton & Menk Representatives (reference slides attached to submittal).

General agenda topics included:

- Introductions
- Explanation of site context and location
- Background and history of the Grove 98 PUD development
- Overview and goals/intent of the expanded parking
- Proposed employee parking lot expansion concept (schematic design plan and 3D renderings shown)
- Process and estimated timeline of PUD Rezoning/Text Amendment
- Questions / Closing

Questions/Comments:

Due to the minimal number of attendees, there were minimal questions/comments.

- Mr. Campbell, Wake Forest resident and Wegmans Store Manager, was highly-supportive of the parking lot expansion, citing the frequent and growing volume of occupied parking. This not only can be a visual detractor to store visitors, but is especially problematic during peak times such as major holidays. On numerous occasions, employees have had to be directed to park on the north side of Highway 98 within the Grove 98 commercial areas and cross the highway to reach work.
- Mr. Thangirala and Mrs. Subhasri, whom own and occupy one of the Stanley Martin townhomes that directly front Ligon Mill Road and face Wegmans, were also highly-supportive of the proposed parking and acknowledge the high volume of vehicles that occupy the existing lot. They often walk the sidewalk of Forbes Grove Way directly adjacent to the open green space where the parking lot is proposed. They had no visual or functional concerns about the proposed expansion and would prefer to see this location serve a purpose rather than vacant and underutilized.

Reference the following attached:

- Neighborhood Meeting Sign-In Sheet
- Neighborhood Meeting Notice
- Neighborhood Meeting Notice Mailing Address Labels
- Neighborhood Meeting Presentation Slides (uploaded separately with 7/25/25 resubmittal package)

A handwritten signature in black ink, appearing to read "Jordan Petersen". The signature is fluid and cursive, with the first name "Jordan" being more prominent than the last name "Petersen".

Jordan Petersen, PLA, LEED AP
Principal / Raleigh Work Group Leader
Bolton & Menk, Inc.
jordan.petersen@bolton-menk.com

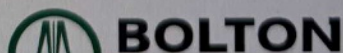
NEIGHBORHOOD MEETING GROVE 98 PUD AMENDMENT #4

DATE: July 16, 2025

TIME: 5:00 - 7:00PM

LOCATION:

No	NAME	ADDRESS	PHONE	EMAIL
1	Robert Campbell	1912 Hay House Ave Wake Forest, NC 27581	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
2	Sankeep Thangirala	11056 Ligon Mill Rd Wake Forest NC 27587	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
3				
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NEIGHBORHOOD MEETING NOTICE LETTER

06/27/2025

Dear Property Owner:

The following is a notice that a Neighborhood Meeting will be held to discuss a development proposal in the vicinity of your neighborhood:

Project Name: Grove 98 Master Plan and Planned Unit Development (PUD) Amendment
Case #: RZ-18-15-02
Project Location: 11051 Ligon Mill Road, Wake Forest NC (Wegmans)
Meeting Date: Wednesday July 16th, 2025
Meeting Time: 5:00PM – 7:00PM
Meeting Location: The Meeting Hub – 1300 Corporate Chaplain Dr. #205, Wake Forest NC
Application Type: Planned Unit Development (PUD) Rezoning
Size of Property: 14 acres

Description of Project:

Wegmans Food Markets, Inc., the owner of the 14-acre property located at 11051 Ligon Mill Road, is seeking to amend the Grove 98 Planned Unit Development (PUD) to allow for additional surface parking (±30 employee-only spaces with permeable paving, green stormwater infrastructure and other sustainable site features) on the west side of the existing building, see diagram below for location. The owner and their representatives will provide an overview, outline the proposed PUD amendment, and help answer any questions the community may have.

The proposed PUD Amendment will be considered by the Wake Forest Planning Board and Board of Commissioners at subsequent public meetings. The town will provide notices of those meetings when they are placed on the agenda. Thank you for your interest in this matter.

Sincerely,

Art Pires, Wegmans
 art.pires@wegmans.com

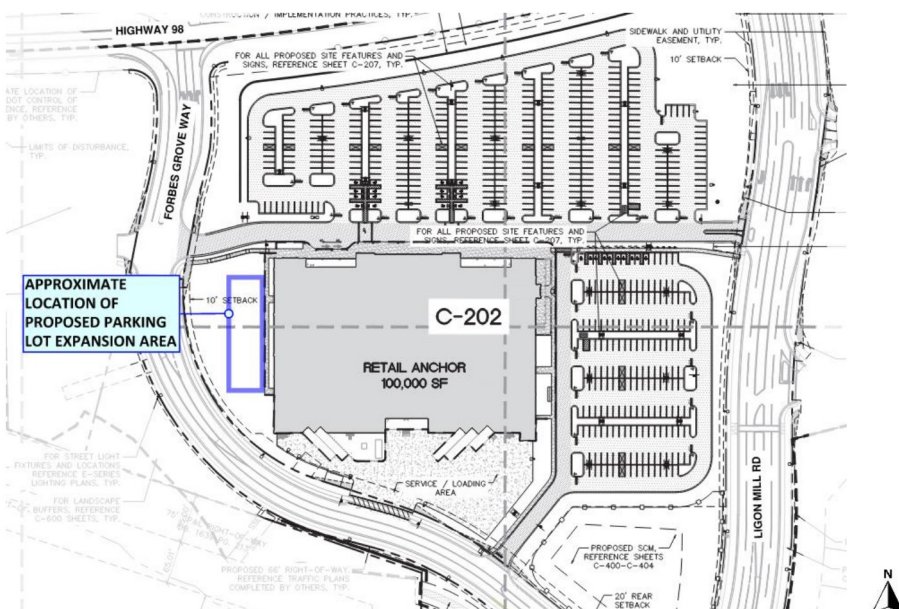


Figure 1 – Parking Expansion Location

JUSTIN AND STACY SMITH
704 TAILRACE FALLS CT
WAKE FOREST NC 27587-7591

REYNOLD'S MILL HOMEOWNERS
ASSOCIATION INC
15501 WESTON PKWY STE 100
CARY NC 27513-8636

RICHARD AND SARAH ROBERTS
700 TAILRACE FALLS CT
WAKE FOREST NC 27587-7591

PARK FINANCIALS LLC
421 CHAPANOKE RD STE 113
RALEIGH NC 27603-3690

ROCKY RIVER VENTURES LLC
3021 LAWSON WALK WAY
ROLESVILLE NC 27571-8754

STANLEY MARTIN HOMES LLC
11710 PLAZA AMERICA DR STE 1100
RESTON VA 20190-4771

CASEY POPE AND HUNTER STEADMAN
622 MARKET GROVE DR STE 100
WAKE FOREST NC 27587-3196

PEDRO AND MONICA MILLAN
620 MARKET GROVE DR STE 200
WAKE FOREST NC 27587-3196

BRADFORD AND SHARON POPE
620 MARKET GROVE DR STE 100
WAKE FOREST NC 27587-3196

DENIQUA CRICHLLOW
12419 CANOLDER ST
RALEIGH NC 27614-8822

VIVIAN WEI ZHANG
618 100 MARKET GROVE DR
WAKE FOREST NC 27587-3196

SRAVYA THATHIREDDY AND
JAYAKRISHNA SAMIREDDY
97 WENLOCK CT
PRINCETON NJ 08540-6338

VINUBHAI AND AMISH PATEL J4029
PINEY GAP DR
CARY NC 27519-7508

PERIN & KERNS INVESTMENTS LLC
5812 LORD GRANVILLE WAY
ROLESVILLE NC 27571-8766

WILLIAM AND ALICIA RAMEY
610 200 MARKET GROVE DR
WAKE FOREST NC 27587-3196

RISHABH ARYAN DAS
610 100 MARKET GROVE DR
WAKE FOREST NC 27587-3196

ELNORA CARLISLE
609 200 MARKET GROVE DR
WAKE FOREST NC 27587-3196

CJE PROPERTIES 3 LLC
833 FLASH DR
ROLESVILLE NC 27571-8208

SARAH FRANK
608 200 MARKET GROVE DR
WAKE FOREST NC 27587

CARINA LOVE
608 100 MARKET GROVE DR
WAKE FOREST NC 27587

JOSHUA SWEET & JONATHAN TURNER
607 200 MARKET GROVE DR
WAKE FOREST NC 27587-3196

HITEN TRUSTEE PATEL AND VINUBHAI
TRUSTEE PATEL
22 WESTBROOK CT
BRIDGEWATER NJ 08807-1449

CHASITY LOCKE
605 100 MARKET GROVE DR
WAKE FOREST NC 27587-3196

VERNON KRZYKOWSKI AND
ALEXANDRA FRALEY
604 200 MARKET GROVE DR
WAKE FOREST NC 27587-3196

DEVYN WILLIAMS
603 MARKET GROVE DR UNIT 200
WAKE FOREST NC 27587-3196

MICHELLE CLAUDIO
603 100 MARKET GROVE DR
WAKE FOREST NC 27587-3196

SIDDHARTH AND POOJA SATHE
1221 MEADOW QUEEN LN
APEX NC 27502-8055

B AND P GROVE LLC
637 MEADOWGRASS LN
WAKE FOREST NC 27587-1843

GISELE MIKOLAYCZYK AND KLEBER
CANDIDO
600 MARKET GROVE DR UNIT 100
WAKE FOREST NC 27587-3196

G98 COMMERCIAL PH II LLC
201 E LAS OLAS BLVD STE 1200
FT LAUDERDALE FL 33301-4434

G98 MF LLC
201 E LA OLAS BLVD STE 1200
FORT LAUDERDALE FL 33301

SM RET EIV LLC
5910 N CENTRAL EXPY STE 1200
DALLAS TX 75206-5144

WAKE FOREST HOLDINGS LLC
12229 DUNARD ST
RALEIGH NC 27614-6930

TOWN OF WAKE FOREST
301 BROOKS ST
WAKE FOREST NC 27587-2901

LETICIA BARTON
317 HEADRACE MILL ST
WAKE FOREST NC 27587-9247

TODD SMITH
313 HEADRACE MILL ST
WAKE FOREST NC 27587-9247

KESAVA AND NAVEENA REDDY
3336 SPRING MOUNTAIN DR
PLANO TX 75025-3953

EMIL AND AMELIA GLARUM
1689 WINTER WREN CIR
WAKE FOREST NC 27587-7044

THOMAS AND BETTY FREER
1687 WINTER WREN CIR
WAKE FOREST NC 27587-7044

ROBERT AND BARBARA LAPORTE
1685 WINTER WREN CIR
WAKE FOREST NC 27587-7044

JOHN JONES AND KENDALL HEPLER
1683 WINTER WREN CIR
WAKE FOREST NC 27587-7044

JUDY RAMSEY
1679 WINTER WREN CIR
WAKE FOREST NC 27587-7044

DAVETTE BULLOCH
1677 WINTER WREN CIR
WAKE FOREST NC 27587-7044

MARK ALLEN AND BETH KING
1675 WINTER WREN CIR
WAKE FOREST NC 27587-7044

NORMA JEAN KLEIN
1673 WINTER WREN CIR
WAKE FOREST NC 27587-7044

CHRISTOPHER AND TAMIE JONES
1669 WINTER WREN CIR
WAKE FOREST NC 27587-7044

MILTON AND BRENDA ALFORD
1667 WINTER WREN CIR
WAKE FOREST NC 27587-7044

JAMES AND JOAN MAJOR
1665 WINTER WREN CIR
WAKE FOREST NC 27587-7044

GEORGINE ROSSI AND TRUSTEE OF
GEORGINE ROSSI
1663 WINTER WREN CIR
WAKE FOREST NC 27587-7044

1659WW LLC
1659 WINTER WREN CIR
WAKE FOREST NC 27587-7044

DOUGLAS AND AGNES SUMMERS
1657 WINTER WREN CIR
WAKE FOREST NC 27587-7044

JAMES PEARCE AND LESSIE PEARCE
1655 WINTER WREN CIR
WAKE FOREST NC 27587-7044

JAMES RIVERS AND MARY LEONARD
1653 WINTER WREN CIR
WAKE FOREST NC 27587-7044

THOMAS AND SANDRA SULLIVAN
1649 WINTER WREN CIR
WAKE FOREST NC 27587-7044

ROBERT AND DONNA TURNAGE
1647 WINTER WREN CIR
WAKE FOREST NC 27587-7044

HAROLD AND MARGARET BOWEN
1645 WINTER WREN CIR
WAKE FOREST NC 27587-7044

JACQUELINE M HOLMAN
1643 WINTER WREN CIR
WAKE FOREST NC 27587-7044

JING ZHAO
1636 PENSTOCK LN
WAKE FOREST NC 27587-4924

MICHAEL AND EMILY LOVEL
1632 PENSTOCK LN
WAKE FOREST NC 27587-4924

JEROME KEARNEY AND KATHARINE
PUDMANSKI
1628 PENSTOCK LN
WAKE FOREST NC 27587-4924

JOANN AND SAMUEL CERDA
1625 PENSTOCK LN
WAKE FOREST NC 27587-4924

DAMEEL AND ELIZABETH
1624 PENSTOCK LN
WAKE FOREST NC 27587-4924

RYAN AND STACEY SHEA
1621 PENSTOCK LN
WAKE FOREST NC 27587-4924

NGAN NGO AND TUONG NGUYEN
1620 PENSTOCK LN
WAKE FOREST NC 27587-4924

GLORIA PEREIRA
4043 NW 73RD WAY
CORAL SPRINGS FL 33065-2162

CRAIG AND SAMANTHA COOPER
1616 PENSTOCK LN
WAKE FOREST NC 27587-4924

REYNOLD'S MILL HOMEOWNERS
ASSOCIATION, INC.
115501 WESTON PKWY STE 100
CARY NC 27513

XIAO YI SHI AND CUI YING ZHENG,
1612 PENSTOCK LN
WAKE FOREST NC 27587-4924

JASON LEE AND SUN-MIN OH
1609 PENSTOCK LN
WAKE FOREST NC 27587-4924

GUI QING CHEN AND HUA QUAN LIN
1608 PENSTOCK LN
WAKE FOREST NC 27587-4924

KWAN DOO AND SUNMIN LEE
1605 PENSTOCK LN
WAKE FOREST NC 27587-4924

DORAN AND CORI SILKER
1604 PENSTOCK LN
WAKE FOREST NC 27587-4924

JAMES AND JOY BECKER
1600 PENSTOCK LN
WAKE FOREST NC 27587-4924

LUIS AND DORA DUARTE
1540 PENSTOCK LN
WAKE FOREST NC 27587-4923

CHRISTAIN AND DANYA COTUGNO
1525 REYNOLDS MILL RD
WAKE FOREST NC 27587-5613

GARRETT JOHNSON AND CHELSEA
STEVENS
1521 REYNOLDS MILL RD
WAKE FOREST NC 27587-5613

HUGO PERDOMO AND LUZ SANCHEZ
1517 REYNOLDS MILL RD
WAKE FOREST NC 27587-5613

JACOB AND ANNA NEW
1513 REYNOLDS MILL RD
WAKE FOREST NC 27587-5613

E&D HAWKSTONE LLC
267 CENTURY WAY
MANALAPAN NJ 07726-8767

SERGIO AND MELISSA ROCAMORA
11070 200 LIGON MILL RD
WAKE FOREST NC 27587

AMANDA FISHER
11070 100 LIGON MILL RD
WAKE FOREST NC 27587

GIOVANNI AND ALINA BOHODEANU
1509 REYNOLDS MILL RD
WAKE FOREST NC 27587-5613

TING KONG
594 ANGUS DR
MILPITAS CA 95035-3927

HODULAKOVA JAROSLAV AND MONIKA
HODULAK
1505 REYNOLDS MILL RD
WAKE FOREST NC 27587-5613

JOSHUA AND HANNAH RANSOM
1504 REYNOLDS MILL RD
WAKE FOREST NC 27587-5613

ELIZABETH RAMIREZ DIAZ
1500 REYNOLDS MILL RD
WAKE FOREST NC 27587-5613

WB FITNESS WAKE FOREST LLC
WILSON BLOUNT DEVELOPMENT INC
2626 GLENWOOD AVE STE 350
RALEIGH NC 27608-1041

LATONYA MONTFORD
11074 200 LIGON MILL RD
WAKE FOREST NC 27587

DEBRA ANN MUCCIO
5244 EAGLE TRACE DR
RALEIGH NC 27604-6402

LENAYE AMBROSE AND BARBARA LANG
11072 200 LIGON MILL RD
WAKE FOREST NC 27587-3327

MARK ZHANG AND JINGWEN STRIEMER
11068 200 LIGON MILL RD
WAKE FOREST NC 27587

STANLEY AND DANIEL SIMS
20 HARTWOOD LN
YOUNGSVILLE NC 27596-7467

ROMAN AND MARIANNA BEDINER
7517 DOVER HILLS DR
WAKE FOREST NC 27587-6611

WEGMANS FOOD MARKETS INC
JP MORGAN CHASE LEASE ADMIN
1111 POLARIS PKWY STE 1E
COLUMBUS OH 43240-2031

JOHN IV AND JOHN III WATSON
11062 100 LIGON MILL RD
WAKE FOREST NC 27587-3327

INNA SINIGUR
11058 200 LIGON MILL RD
WAKE FOREST NC 27587-3327

JUSTIN AND MARGARET RUBIN
11892 STONEDALE CT
SAN DIEGO CA 92131-1565

THANGIRALA, SANDEEP IRAGAVARAPU,
HARINI SUBHASRI
11056 200 LIGON MILL RD
WAKE FOREST NC 27587-3327

TOMMY AND PATRICIA SCUDERI
1029 HARPERS RIDGE CT
WAKE FOREST NC 27587-3721

VERONICA AYALA ROSA
11054 200 LIGON MILL RD
WAKE FOREST NC 27587-3327

BEVERLY ANN BOAN
11054 100 LIGON MILL RD
WAKE FOREST NC 27587-3327

JJPLG LLC
7316 BARHAM HOLLOW DR
WAKE FOREST NC 27587-5641

WEGMANS FOOD MARKETS INC
PO BOX 30844
ROCHESTER NY 14603-0844

VILLAS OF WAKE FOREST CONDO HOA
989 BLUE BIRD LN
WAKE FOREST NC 27587-4699

REYNOLD'S MILL HOMEOWNERS
ASSOCIATION INC
15501 WESTON PKWY STE 100
CARY NC 27513-8636

THE AXIS AT GROVE 98 CONDOMINIUM
ASSOCIATION INC
4020 WESTCHASE BLVD STE 470
RALEIGH NC 27607-3942

REYNOLD'S MILL HOMEOWNERS
ASSOCIATION INC
15501 WESTON PKWY STE 100
CARY NC 27513-8636

WAKE FOREST HOLDINGS LLC
12229 DUNARD ST
RALEIGH NC 27614-6930

TOWN OF WAKE FOREST
301 BROOKS ST
WAKE FOREST NC 27587-2901

ROLLS CAPITAL LLC
7104 THOMPSON MILL RD
WAKE FOREST NC 27587-9085

THE VILLAS OF WAKE FOREST CONDO
HOA
989 BLUE BIRD LN
WAKE FOREST NC 27587-4699

JOANN AND SAMUEL CERDA
1625 PENSTOCK LN
WAKE FOREST NC 27587-4924

DAMEEL AND ELIZABETH
1624 PENSTOCK LN
WAKE FOREST NC 27587-4924

RYAN AND STACEY SHEA
1621 PENSTOCK LN
WAKE FOREST NC 27587-4924

I hereby authorize and confirm that the addresses listed above reflect all adjacent owners within a 500' buffer of the Grove 98 Project boundaries

Applicant of Authorized Agent Signature _____

Applicant or Authorized Agent Printed Name Jordan Petersen

Date 06/11/2025

County of Wake

On this ____ day of _____, 2021, before me, a Notary Public for the State of North Carolina, personally appeared _____, known to me to be the person named in the foregoing, and acknowledged to me that he/she executed the same as their free act and deed, for the uses and purposes therein mentioned. IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal the day and year in this certificate first above written.

(Affix seal/stamp as close to signature as possible)

Notary Signature_____

Printed Name _____

Notary Public for the State of _____

My Commission expires: _____, 20 ____



Planned Unit Development Rezoning Application

(PUD Rezoning 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

#1747400

Project Title: Grove 98 PUD Amendment #4

Jurisdiction: Town of Wake Forest (Wake County)

Application Type: Planned Unit Development Rezoning

State: NC

Workflow: PUD Rezoning

County: Wake

Checklist - Planned Unit Development Rezoning

Please review the checklist below, which identifies what must be submitted with this application. You will be asked to upload the required documents after you have finished entering your application information. A complete application must be submitted in order for the application to be deemed complete and routed for review. Missing items will result in the application being declined and returned to you for revision.

[VIEW PLANNED UNIT DEVELOPMENT REZONING
SUBMITTAL CHECKLIST](#)

Please confirm that you have reviewed the associated submittal checklist for this application 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: 07/02/2018

Staff Member Met With: Jennifer Currin and other Planning Department Staff

Pre-application Conference Project Number: 212329

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: 11051 Ligon Mill Rd (1830769192)

Tax PIN: 1830769192

Acreage: 14.00

**Name of Existing Development/Subdivision (if applicable--
for reference only):** Grove 98 Planned Unit Development

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):

*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: GIS Acreage

- 11051 Ligon Mill Rd: 14

Wake Forest (WF): Town Limits

- 11051 Ligon Mill Rd: WF

Base District: Zoning

- 11051 Ligon Mill Rd: PUD

In SH2-O Overlay: Special Highway Overlay - Dr. Calvin Jones Highway

- 11051 Ligon Mill Rd: yes

In TND Overlay:

In HL-O Overlay:

In National Register of Historic Places:

Current Use: Land Use Development

- 11051 Ligon Mill Rd: Commercial

Planning and Zoning: Jurisdiction

- 11051 Ligon Mill Rd: WAKE FOREST

In SH1-O Overlay:

In Water Supply Watershed Protection Overlay: Watershed Protection Overlay

- 11051 Ligon Mill Rd: yes (RC-WMA)

In SF Overlay:

In MVCP-O Overlay:

In Flood Hazard Area:

Additional Zoning Information

Currently a Conditional District?: No

Is there an existing Special Use Permit for the Property?: No

Case Numbers of other related approvals (if applicable): RZ-18-15

Currently a Conditional Use?: No

Case Number of related site plan (if applicable): SP-18-15

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

Jordan Petersen
Bolton & Menk
418 S. Dawson St
Raleigh, NC 27601
P:919-748-1797
jordan.petersen@bolton-menk.com

Project Contact - Property Owner

Art Pires
Wegmans Food Markets, Inc
1500 Brooks Ave
Rochester, NY 14624
P:585-720-5791
art.pires@wegmans.com

Project Contact - Developer

Art Pires
Wegmans Food Markets, Inc
1500 Brooks Ave
Rochester, NY 14624
P:585-720-5791
art.pires@wegmans.com

Project Contact - Engineer

Taylor Hollingshead
Bolton & Menk
418 S. Dawson St
Raleigh, NC 27601
P:919-719-1800 x3788
Taylor.Hollingshead@bolton-menk.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.

Project Information**Description of Request:**

The request and documents submitted include a proposed Text Amendment to the Grove 98 PUD (RZ-18-15) and supporting documentation/evidence associated with a request to add 30 parking spaces in an underutilized area at the west side of the existing Wegmans site at 11051 Ligon Mill Rd (see Figures in associated Supporting Documentation Report and PUD Text Amendment Appendix 7.2). The proposed text amendment includes modifications to the verbiage of *Sections 6.2 Transportation and Access, 6.6 Parking and Loading and the addition of Section 7.2 - Appendix B*. Supporting documentation includes growth information, parking capacity data/documentation, and conceptual/schematic design of the proposed parking expansion location.

Proposed Number of Lots: 1

*Note #1 - Submittal is being treated as a *new* application due to expiration, however a submittal for the same referenced PUD Amendment was completed in September 2024 (TOWF project #1465217) with associated Town Staff review, TRC Meeting, additional staff coordination, with comments addressed in this subsequent submittal. Reference back to original submittal/review as needed (Comment Letter received 10/7/24).

Square Footage of All Buildings (non-residential): 100000

Number of Buildings (non-residential): 1

Number of Stories (non-residential): 1

Number of Single-Family Lots: 0

Number of Stories (single-family units): 0

Number of Townhome Lots: 0

Number of Stories (townhome units): 0

Number of Multi-Family Units: 0

Number of Stories (multi-family units): 0

PUD Rezoning

Justification of Consistency with Comprehensive Plan:

Application is for an Amendment (#4) to the existing Grove 98 PUD. Zoning classification has already been approved and deemed consistent with the Comprehensive Plan. Proposed change in criteria (minor increase to parking count) has no affect on Comp Plan-related items.

I have reviewed UDO Section 2.7 and Section 15.16 and confirm that this PUD request is consistent with those requirements.: Yes

Agent Authorization Form



TOWN of
WAKE FOREST

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: 1830769192

Landowner's name*: Wegmans Food Markets, Inc.

Application(s) for which
authorization is granted (e.g.,
Rezoning, Special Use Permit): Planned Unit Development Amendment (RZ-18-15)

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

Landowner's Signature:

Date: 11 June 2025

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

Name: Arthur Pires

Address: 100 Market Street - Rochester, NY 14624

Telephone number: 585-720-5791

Email address: art.pires@wegmans.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): Project Manager

*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).



Real People. Real Solutions.

418 S Dawson Street
Raleigh, NC 27596

Ph: (919) 719-1800
Bolton-Menk.com

Resubmittal: May 22, 2025

Town of Wake Forest Planning Department
301 S. Brooks St.
Wake Forest, NC 27587

RE: Wegmans Wake Forest | PUD Amendment #4 - Proposed Parking Expansion Supporting Documentation

Town of Wake Forest Case#: RZ-18-15-02

Applicant: Wegmans Food Markets, Art Pires

Applicant's Representative: Bolton & Menk, Inc., Jordan Petersen

BMI/CJS Project#: 50436.02

Introduction: The following document serves as supporting documentation and evidence for the proposed amendment to the Grove 98 Planned Unit Development (RZ-18-15) and an associated request to add ± 30 employee-only parking spaces in an underutilized area at the west side of the existing site (see *Figures 1-2, A1, A2*). This report supplements the proposed text amendment verbiage (of *Sections 6.2 – Transportation and Access* and *6.6 – Parking and Loading*) within the PUD Amendment application submitted to the Town of Wake Forest PUD Amendment request via Electronic Plan Review/IDT (dated Sept. 6th), as described in Section D.

Section A: Background / Preliminary Design

Section B.1: Household Growth Data

Section B.2: Parking Count Data

Section C: Proposed Design Concept

Section D: Proposed PUD Text Amendment Summary / Conclusion

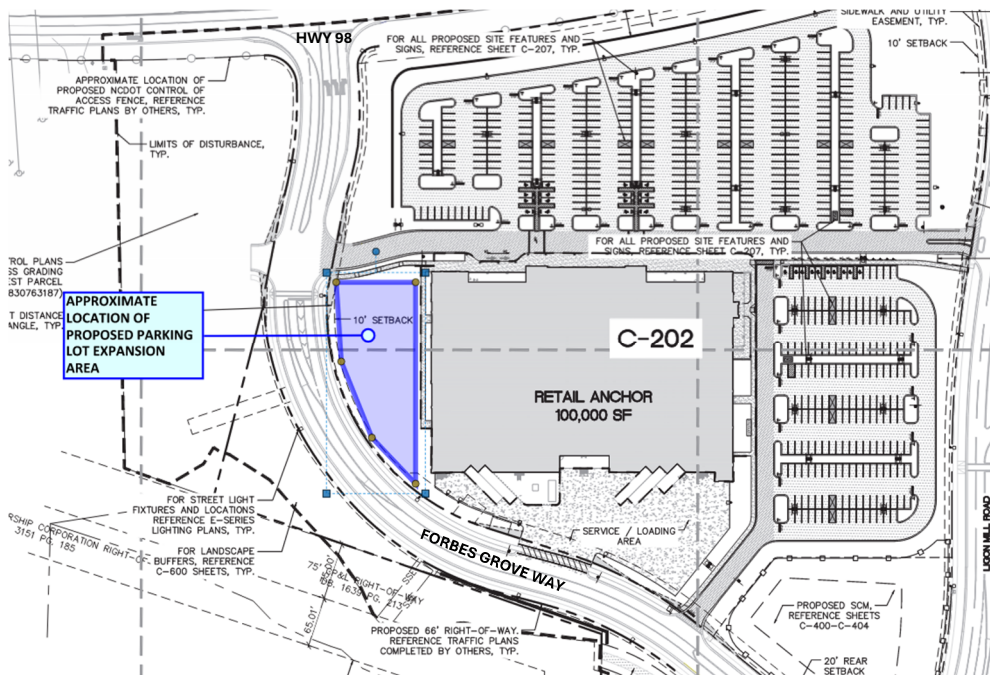


Figure 1 - General Location



Figure 2 – Existing Condition Photo

Section A: Background / Preliminary Design

Design and Engineering Coordination with Town of Wake Forest:

- A preliminary engineering site plan was submitted to the Town of Wake Forest Planning/Transportation staff in March of 2023 that included a new entry point along Forbes Grove Way and the addition of ±36 surface parking spaces to meet future parking capacity due to increased growth and demand.
- In a preliminary meeting (4/19/23) and follow-up email (5/19/23) with Town of Wake Forest Planning Staff, it was determined that any consideration of approval will require a *Major PUD Amendment* that will require Planning Board and Board of Commissioners approval due to the additional driveway proposed along Forbes Grove Way.
- Furthermore, it was also communicated initially by the Town’s Planning Staff that the Planning Board would likely not be supportive of the initially-proposed condition which represented a “conventional” surface parking lot addition that only meets minimum functional engineering requirements (code parameters, stormwater/drainage/capacity requirements, etc.).
- It was also acknowledged that this initial lack of support by the Town’s Planning Staff is due to the parameters and verbiage referenced in the *Grove 98 PUD Section 6.6* regarding with the intent to “minimize off-street parking between public rights-of-way and building frontages” and adherence to “generally-accepted urban design best practices.”
- With the understanding that a baseline condition would not be acceptable, it was also communicated that the Planning Department would be willing to consider alternative measures that go above and beyond the minimal functional requirements reflected in the preliminary proposed condition if:
 - Data can be obtained to help justify the demand and need for additional parking in the near future, and
 - The design of the parking lot can demonstrate a variety of measures that would enhance the sustainability, placemaking and aesthetic elements of the space and provide an improved design from the existing underutilized condition.
- This report includes supporting documentation of the proposed base layout organized as follows; Section A: Background/Preliminary Design, Section B: Household Growth/Parking Data, and Section C: Proposed Design Concept. Section C describes specific design strategies used to achieve an attractive, functional, and sustainable sense of place above and beyond the baseline UDO requirements.

PUD Amendment Submittal, Comment Responses and Revisions:

- The PUD Amendment and associated Supporting Documentation Report were submitted to staff in September of 2024 and comments received in October 2024 (see record for documentation). Principal comments from Town of Wake Forest Planning and Transportation staff included:
 - Further exploration of green stormwater infrastructure and landscape sustainability strategies
 - Close consideration of sight distance triangles and visibility along Forbes Grove Way
 - Consideration of alternatives to a two-way parking condition to avoid a dead-end lot
- Subsequent discussions and coordination with staff (December 2024 – April 2025) presented multiple revisions and alternatives to the proposed parking lot design to meet requests of staff including:
 - Consideration of multiple scenarios for vehicular circulation (two-way parking, one-way parking with northern flow, one-way parking with southern flow.
 - Consideration of alternative scenarios to the curb cut location and traffic control along Forbes Grove way and the associated Town-compliant sight distance triangle).
 - Further enhancement of sustainable strategies (all areas within parking field to receive permeable pavers, addition of curb cuts into rain gardens (small bioretention cells), the use of native/adapted low-maintenance landscape with an associated preliminary plant list, etc.).
- The circulation design agreed-upon as the preferred scenario by the Town's Transportation staff is outlined below in *Figure A1* (see full-size PDF attached to submittal package). A southern flow of one-way traffic (employee parking only) allows for minimal disruption to the eastbound driveway entry (approximately 80' lateral distance from the intersection at Forbes Grove Way), and a right-out only condition to the south ensures limited volume, high control and safe visibility.
- Note that enhancements to site materials and landscape are not fully-reflected in *Figure A1*, reference information, plan and 3D model imagery in Section C: Proposed Design Concept for more detail.

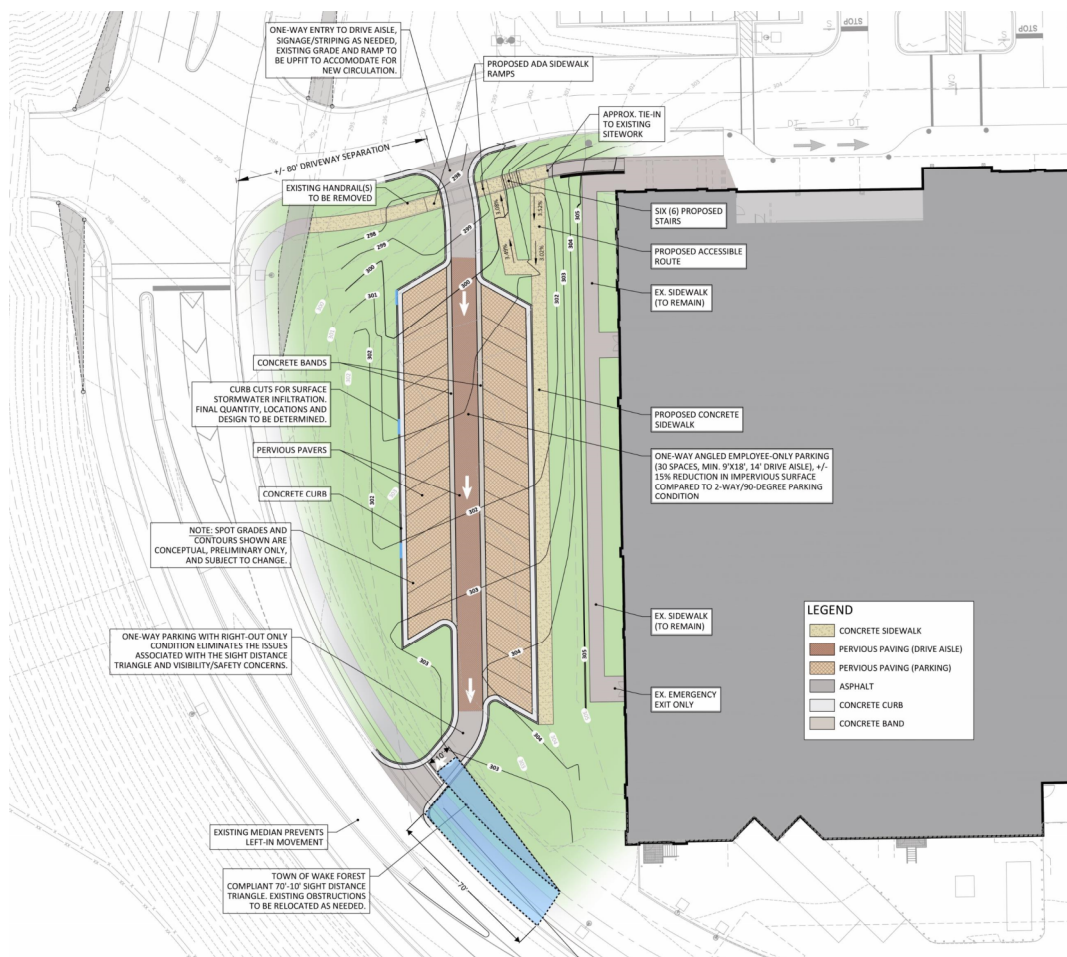


Figure A1 – Preliminary Site Plan (see full size drawing attached to resubmittal package)

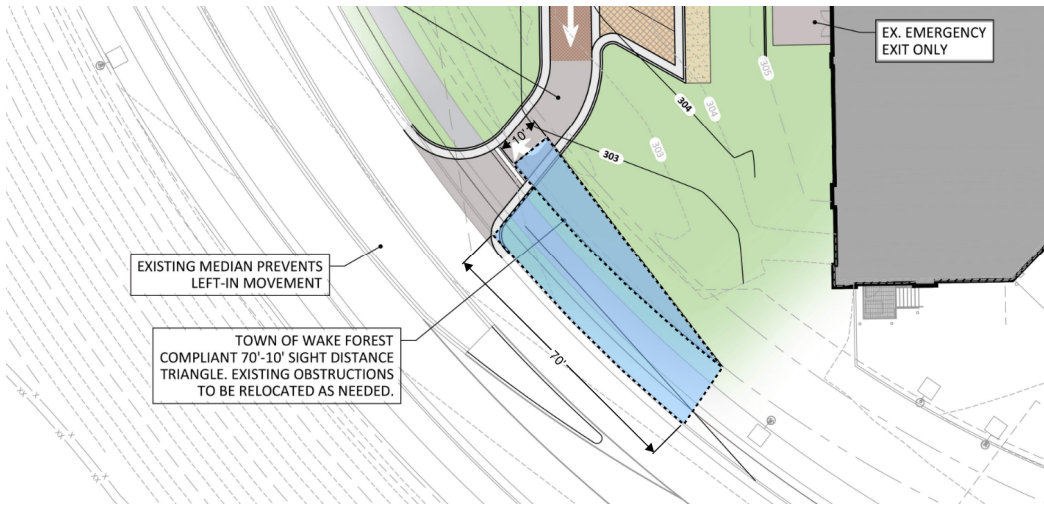


Figure A2 – Town of Wake Forest-compliant 70'x10" sight distance triangle.



Figure A3 – Existing Condition Photo

Section B: Household Growth / Parking Count Data

Summary

The following report and associated maps/photos provide both household metrics (Section B.1) and parking count data (Section B.2) to illustrate the current and future growth and demand of the areas around the Wegmans Food Market in Wake Forest, NC. This data is intended to provide supporting evidence of the need for future expansion of the parking capacity of this location to accommodate for future anticipated growth.

Section B.2: Household Growth Data

The following table and associated *Figures A-C* (pages 2-4) illustrate the household data within a 10-mile radius of the Wegmans site. ESRI/Census data and methodology is outlined below, including sources for household unit measurement/permit issuance data.

It should also be noted that historical growth rates (based on population, not household, metrics) within the boundaries of the Town of Wake Forest are greater than the 10-mile radius (which consist of areas of Wake Forest, Rolesville, North Raleigh, and the more rural Franklin County/Falls Lake areas). Current Town of Wake Forest population is estimated at 53,541, with an annual growth rate of 2.74% per year since the 2020 Census (48,249).

Household Growth (10-mi radius)			
	Households	Annual HH Growth Average	Annual Growth Rate Average Percentage
2019 Total Households	114,088		
2020 Total Households	115,644	1,556	1.36%
2023 Total Households	122,775	2,377	2.05%
2028 Total Households	131,213*	1,688	1.37%*

*Projected

Table B1 - Household Growth (10-mi radius from site)

Housing Overview Methodology

Esri's housing updates include total housing units, occupancy, tenure, and home value. Total housing unit updates are created from recorded changes in the housing inventory and estimated changes in occupancy rates since April 2020, applied to Census 2020 base data. Recorded change in the housing inventory is culled from several data sources, including multiple construction data inputs from Zonda and RealPage, data for new manufactured homes placed by state from the Census Bureau, and building permits for permit-issuing places and counties. Numerous independent sources are leveraged to obtain detailed information on housing development data where no building permits exist. Independent estimates of change in occupancy are calculated from USPS residential lists, the ACS, and various state and local data sources. Additionally, data from the CPS and the Housing Vacancy Survey (HVS) from the Census Bureau is used to model trends in occupancy.

Data for tenure represents owner- and renter-occupied housing units. Together, the two components sum to total households or total occupied housing units. The delayed release of Census 2020 tenure data required the creation of an updated tenure base represented in the new Census 2020 geographic summary areas. A blend of source data was used, but it was primarily derived from geographically converted 2019 ACS five-year period estimates. Moreover, a time series model based on data from the HVS, combined with changes in the CPS, the ACS, and intercensal data, guides tenure forecasts. With a blend of top-down and bottom-up techniques, the forecasts take advantage of the latest information from survey data at higher levels of geography while employing local characteristics at the lower levels. The small-area models leverage more geographically granular trends from ACS as well as integrate the Zonda and RealPage housing data to update an area's tenure profile. ACS tenure time series data used in the models was smoothed to further reduce survey noise by tempering outlying data points. Data from lower levels of geography is controlled to higher levels to produce tenure updates. Changes in owner versus renter occupancy are forecasted independently and then controlled to total households.

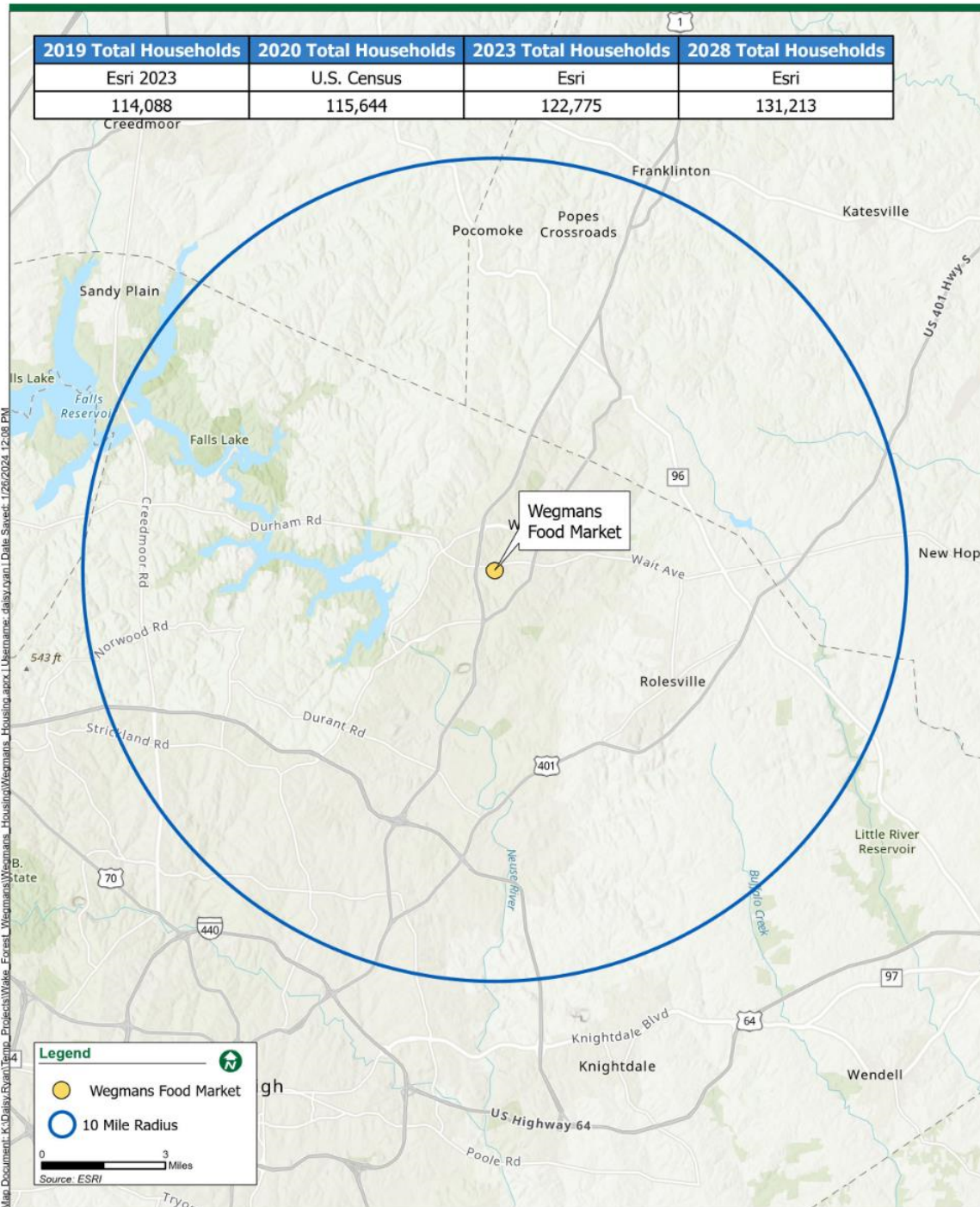


Figure B1 - Household data / 10-mi radius from site

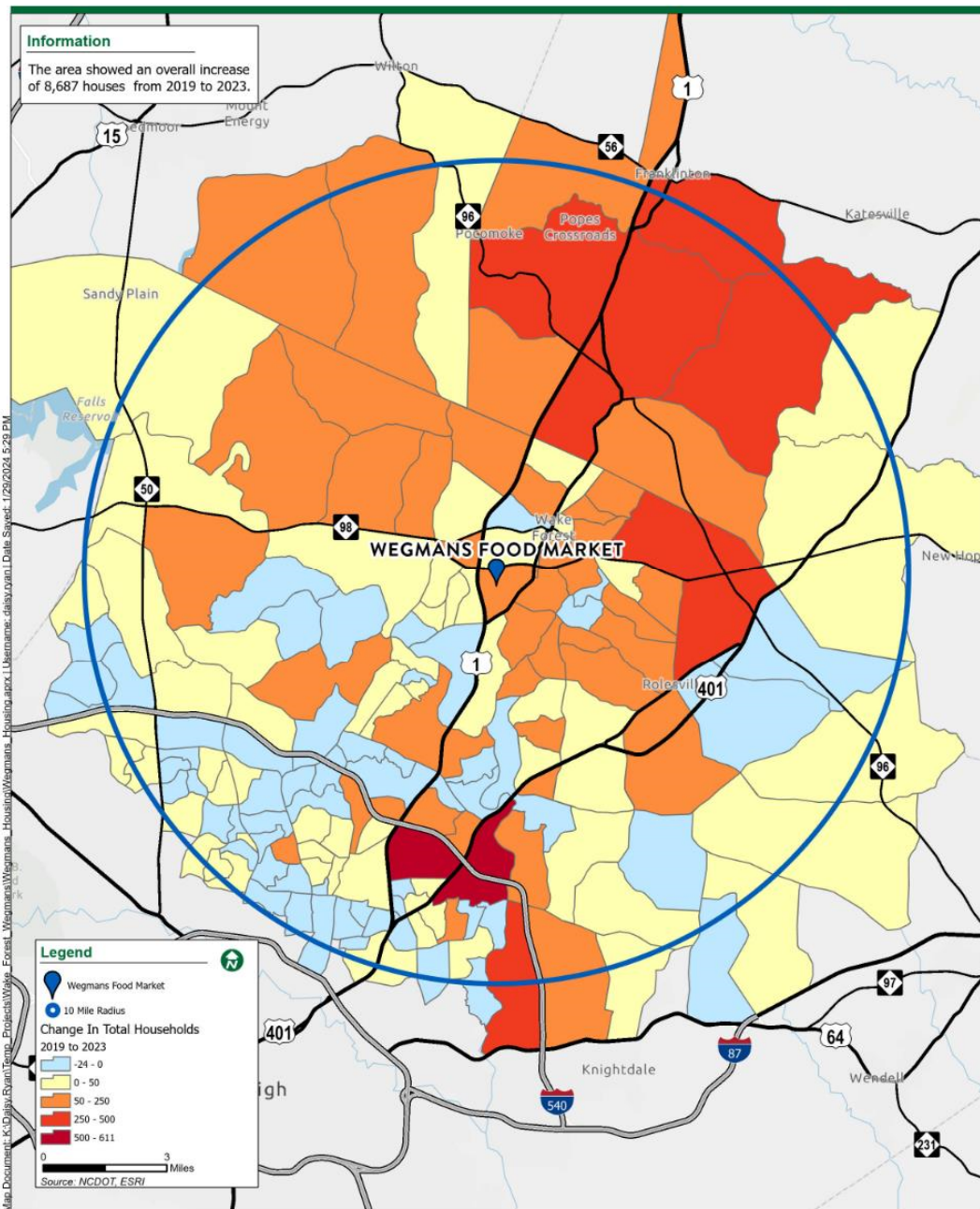


Figure B3 - Change in total households within 10-mile radius, 2019-2023

Figure C: 2023 Wake County Permit Density

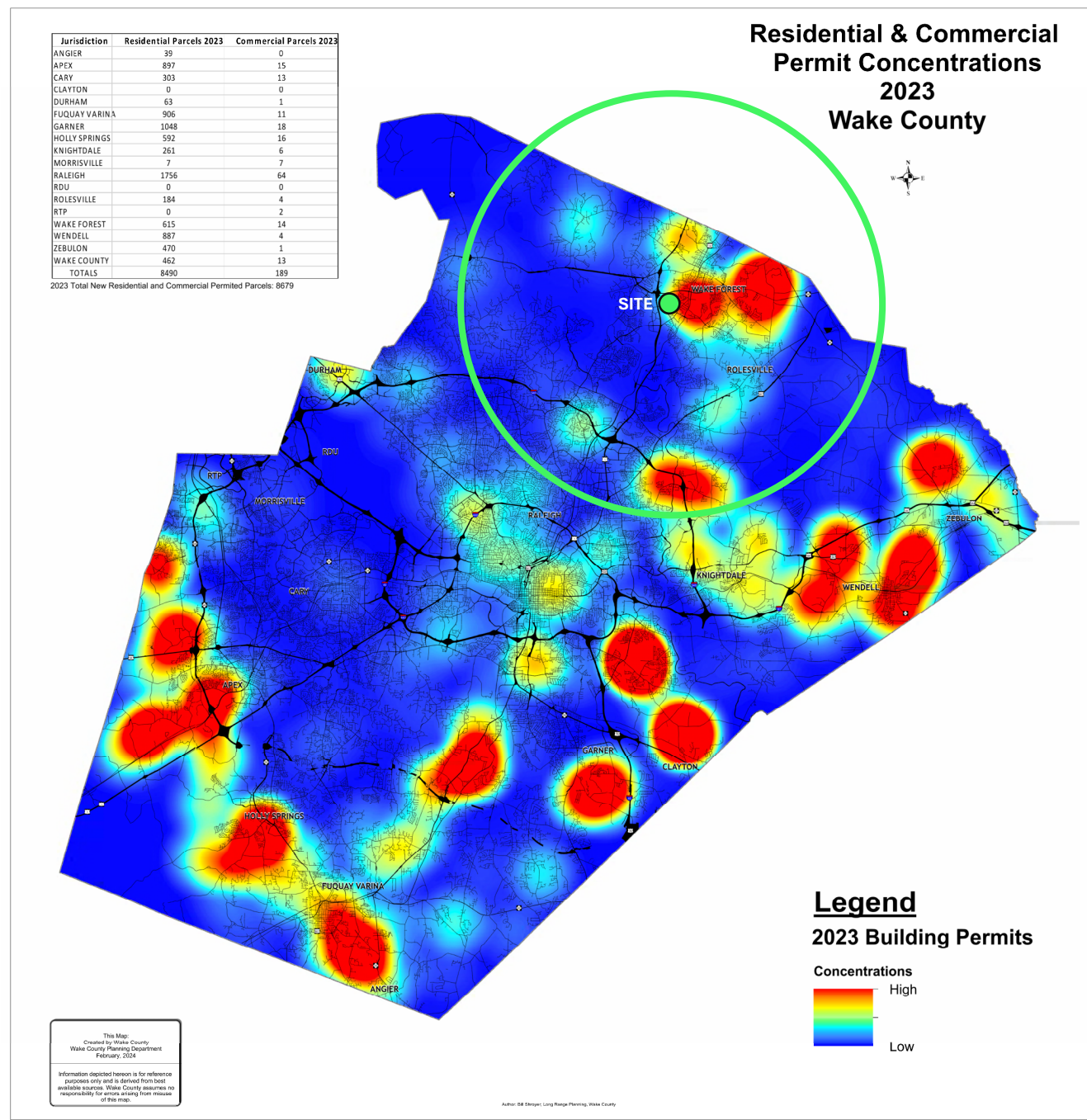


Figure B3 - 2023 Wake County Permit Density (Source: Triangle Community Council, TCC)

Note: The Town of Wake Forest houses 4.3% of Wake County’s population, but issued 7.2% of the county’s residential/commercial permits in 2023.

Section B.2: Parking Occupancy Data

Overall Parking Data

- Required Parking (100K SF): 1 space per 300SF = 334 Spaces (per UDO Sec. 9.4)
- Current Parking Provided: 525 Spaces (562*)
- Additional Parking Proposed: ±30 Spaces (+5.7% / +5.3%*)
- Total Parking Proposed: ±555 Spaces (592*)
- Total Parking Ratio Proposed: 5.55 per 1000SF (5.92 per 1000SF*); +66% above min. requirements (+77%*)
*Alternate calculation if rear loading dock parking is included (+37)

ADA Parking Data (requirements per ADAAG Sec. 208.2)

- Existing: Required Min. Accessible Spaces (Standard + Van), 501-550 total = 11 ADA spaces
- Proposed: Required Min. Accessible Spaces (Standard + Van), 551-600 total = 12 ADA spaces
- Current Accessible Spaces Provided = 15 ADA spaces (Standard + Van, min. requirement currently met in in both existing and proposed scenarios)

The following table and associated aerial photography (*Figures B4-B9*) illustrate representative samples of surface parking occupancy at a typical “non-peak” measurement (Wednesday 2/21/24 @ 4:30PM), and additional “peak hour” measurements (Saturday/Sunday afternoons, 2/24/24, 2/25/24, 5/11/24, 6/15/24). Data includes a breakdown of existing surface parking categories as well as occupancy counts/percentages for each of the five (5) timeframes, separated into categories that include and exclude the separate Chase Bank and striped rear loading dock parking.

- As the following data illustrates, the existing surface parking lot can reach 77% capacity (as shown in data from May 11, 2024 below) and potentially higher during other “peak” timeframes during the year.
- This not only presents an inconvenience to individuals within the Wake Forest community requiring them to traverse a long distance, but also additional idling/emissions by vehicles while waiting for open spaces, and potentially could require searching for alternate means of parking nearby, of which options are very minimal and would require a crossing of Ligon Mill Road.
- In the field of retail and grocery businesses, “convenience” is a key determinate of where customers shop. The mere appearance of a parking lot at or near full capacity can deter customers who prioritize ease of access and quick parking availability.
- Existing parking volume also does not reflect the presence of the *future* permanent residents of Grove 98 as the vast majority of planned residential units are still under construction or design. This includes 617 multifamily and townhome units (or over 1500 residents if measured at 2.5 people per household), most of which (within the Southeast and Northwest Quadrants) are anticipated to be occupied by 2025. As of the date of this report, only ten (10) units are occupied within the Southeast Quadrant Townhomes. Additionally, with additional residential development being constructed or planned in the vicinity, and as the growth data in Section B indicates, this growth will only continue to exacerbate the store’s capacity.

Parking Overview												
			Saturday 6/15/24 1:30PM		Saturday 5/11/24 2:00PM		Wednesday 2/21/24 4:30PM		Saturday 2/24/24 12:30PM		Sunday 2/25/25 1:00PM	
			Total Vehicles	Percentage Occupied	Total Vehicles	Percentage Occupied	Total Vehicles	Percentage Occupied	Total Vehicles	Percentage Occupied	Total Vehicles	Percentage Occupied
Total Spaces (including Chase/Rear Dock)	585	Occupied spaces	379	65%	407	70%	181	31%	328	56%	372	64%
Total Spaces (including Rear Dock/ excluding Chase)	562	Occupied spaces	378	67%	404	72%	176	31%	323	57%	372	66%
Total Spaces (excluding Chase and Rear Dock)	525	Occupied spaces	358	68%	402	77%	167	32%	296	56%	350	67%

Parking Space Breakdown by Location	498	Standard Spaces
	15	Accessible Spaces
	1	EV Space
	11	Drive-Up/Pick-Up Spaces
	525	Total Spaces (Principal Lot)
	37	Rear Loading Dock
	23	Chase Bank spaces
	585	Total On-Site Spaces

Table B2 – Surface Parking Counts (5 timeframes)



Figures B4-B5 - Wegmans aerial photos, Saturday June 15th, 2024 at 1:30 PM (379 spaces occupied, see Table B2, pg 10)



Figures B6-B7 - Wegmans aerial photos, Saturday May 11th, 2024 at 2:00 PM (407 spaces occupied, see Table B2, pg 10)



Figures B8-B9 - Wegmans aerial photos, Wednesday February 21, 2024 at 4:30 PM (181 spaces occupied, see Table B2, pg 10)



Figure B10-B11 - Wegmans, Saturday February 24, 2024 at 12:30 PM (328 spaces occupied, see Table B2, pg 10)



Figures B12-B13 - Wegmans, Sunday February 25, 2024 at 1:00 PM (372 spaces occupied, see Table B2, pg 10)



Figure B14 – Grove 98 panorama facing north

Section C: Proposed Design Concept

Figures C2-C7 below represent conceptual plan and 3D imagery of potential features and aesthetic improvements that are proposed be included in the Wegmans parking lot expansion design that would ensure safe and functional circulation and incorporate beneficial sustainability and green infrastructure measures to create a unique space providing elements beyond a typical surface parking lot. Elements to include the following:

1. Green Stormwater Infrastructure:

- a. **Permeable vehicular pavers** within both the parking spaces *and* drive aisle (with appropriate edge/transition restraints, underdrain system, etc.) to maximize infiltration and minimize volume routing to the existing stormwater pond. A minimum of $\pm 7,000$ SF of permeable hardscape surface to be provided.
- b. **Rain garden areas** (with appropriate planting media and drainage measures) to capture and disperse stormwater flow at curb cut locations on the western edge of the parking lot (estimated quantity of 3-4 locations, see *Figure A1*).

2. Enhanced Landscape Design

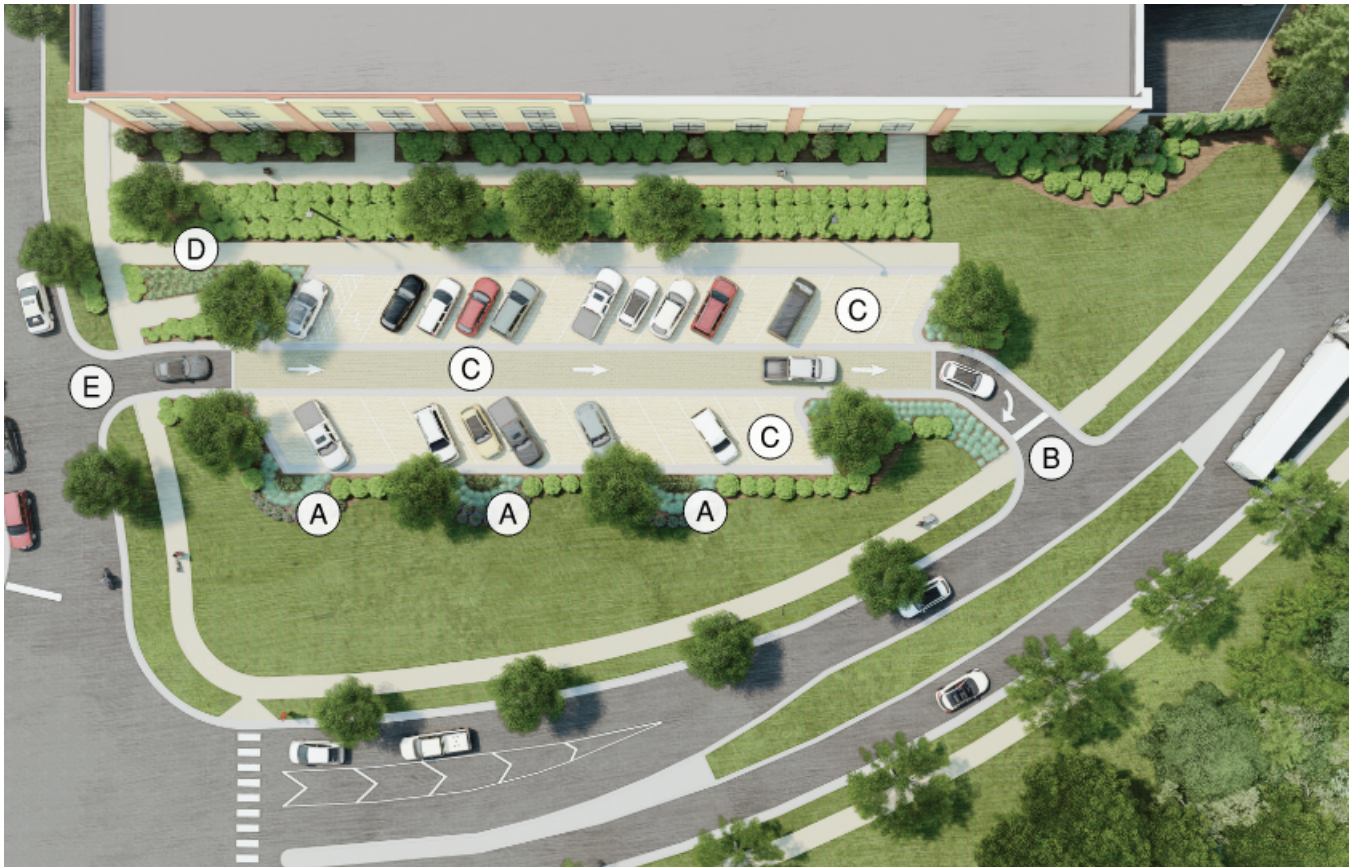
- a. To be located at all edges of the surface lot implemented well beyond code-minimum requirements to provide shade, screening, and visual interest.
- b. Final planting design to include low-maintenance native or adapted species, sustainable irrigation methods, shade/canopy trees, ornamental trees, shrubs/groundcover, and native grasses (see *Figure C2.1* for preliminary species list).
- c. These landscape measures would provide a condition with enhanced visual appeal, textural/color variation, and increased vertical elements/screening beyond the current condition (see *Figure 3* for photos of existing condition).

3. Sodded area reduction

- a. A significant reduction in the overall area of sodded area, which provides little visual interest while requiring water-intensive irrigation and fertilizing practices to be maintained. Approximately 27,000 SF of sod to be reduced by an estimated 60%+ and replaced with sustainable drip-irrigation measures (also see *Figure C1* for existing conditions).



Figure C1 – Existing Sodded/Underutilized Conditions



Legend

- A - Bioretention with Native Landscape
- B - Proposed Exit from Forbes Grove Way
- C - Pervious Paving
- D - Increased Pedestrian Connectivity
- E - Proposed Entry

Approx. Planting Schedule

- +/- 10 Canopy Trees
- +/- 150 Evergreen Shrubs
- +/- 30 Deciduous Shrubs
- +/- 200 Groundcovers

Figure C2 – Proposed Condition (Plan View)

Preliminary Landscape Species List (note that not all species listed may be utilized, are preliminary and are subject to change with approval from Town of Wake Forest Urban Forestry):

Large / Canopy Trees

Quercus nuttalli (texana) / Nuttall Oak
Taxodium ascendens / Bald Cypress
Nyssa sylvatica 'David Odom' / Afterburner Tupelo

Small/Ornamental Trees

Chionanthus virginicus / Fringe tree (rain garden areas)
Cercis canadensis / Redbud
Carpinus caroliniana / American Hornbeam

Shrubs (evergreen and deciduous)

Ilex vomitoria 'Schillings' / Dwarf Yaupon Holly
Prunus laurocerasus 'Otto Luyken' / Otto Luyken Cherry Laurel
Hydrangea paniculata / Limelight Hydrangea
Aronia melanocarpa 'Low Scape Mound' / Black Chokeberry

Groundcover/Grasses

Muhlenbergia capillaris / Muhly Grass
Panicum virgatum / Switchgrass
Phlox subulata / Creeping Phlox
Carex stricta / Tussock Sedge

Rain Garden Shrubs, Perennials and Grasses

Fothergilla gardenia 'Mount Airy' / Mt. Airy Fothergilla
Clethra Alnifolia 'Hummingbird' / Hummingbird Clethra
Ilex verticillata 'Red Sprite' / Winterberry
Chasmathium latifolium / River Oats
Deschampsia cespitosa / Tufted Hair Grass
Rudbeckia fulgida / Black Eyed Susan
Coreopsis verticillata / threadleaf coreopsis
Eutrochium maculatum 'Gateway' / Joe Pye Weed.
Amsonia tabernaemontana / Bluestar

Figure C2.1 – Preliminary Landscape Species List



Figure C3 - 3D View #1 - Existing/Proposed Condition (Bird's Eye View)



Figure C4 - 3D View #2 - Existing/Proposed Condition (Bird's Eye View)



Figure C5 - 3D View #3 - Existing/Proposed Condition (from Forbes Grove Way entry facing Southeast)



Figure C6- 3D View #4 - Existing/Proposed Condition (from Forbes Grove Way facing east)



Figure C7 - 3D View #5 - Existing/Proposed Condition (from Forbes Grove Way facing northeast)

Section D: Proposed Text Amendment Summary / Conclusion

Grove 98 PUD Text Amendment Summary (reference specific verbiage in PUD Amendment resubmittal RZ-18-15 dated 7/25/25):

Considering the information and proposed conditions as described above, the applicant is proposing text amendments to the Grove 98 PUD as noted below. Reference PUD Text Amendment RZ-18-15 application dated 9/6/2024 (7/25/25 revision):

Section 6.2 – Transportation and Access

Forbes Grove Way shall include four (4) vehicular access points (also reference PUD Circulation & Utilities Plan):

- Primary entry drive aisle approximately 300' south of Highway 98
- Secondary entry approximately 350' west of Ligon Mill Road
- Loading/service entry approximately 540' west of Ligon Mill Road
- A secondary driveway cut (right-out only) approximately 610' south of Highway 98 to be utilized as an exit for employee-only parking with a southbound one-way parking condition, to be developed in accordance with **Section 7.2, Appendix B.**

Section 6.6 – Parking and Loading

- The open space between the western edge of the Wegmans building and Forbes Grove Way may be developed for parking only if it is in accordance with **Section 7.2, Appendix B.**

Section 7.2, Appendix B:

Parking between the western edge of the Wegmans building and Forbes Grove Way shall comply with the guidelines in this Appendix.

- The parking area shall include the following elements, as illustrated in *Figure 1* (Preliminary Layout and Engineering Plan), *Figure 2* (Preliminary Illustrative Site Plan), and *Figure 3* (Preliminary Landscape Species List).
 - **Green Stormwater Infrastructure:**
 - **Permeable vehicular pavers** within both the parking spaces *and* drive aisle (with appropriate edge/transition restraints, underdrain system, etc.) to maximize infiltration and minimize volume routing to the existing stormwater pond. A minimum of ±7,000 SF of permeable hardscape surface to be provided.
 - **Rain garden areas** (with appropriate planting media and drainage measures) to capture and disperse stormwater flow at curb cut locations on the western edge of the parking lot with a minimum quantity of three (3) locations, see *Figure 1*.
 - **Enhanced Landscape Design**
 - To be located at all edges of the surface lot at to provide shade, screening, and visual interest. Planting quantities shall be installed at a minimum of 200% of the quantities required per UDO Section 8.7. Vehicular Use Area Screening & Landscaping.
 - Final planting design to include low-maintenance native or adapted species, sustainable irrigation methods, shade/canopy trees, ornamental trees, shrubs/groundcover, and native grasses (see *Figure 3* for preliminary species list).
- The driveway channelization standard “for larger commercial developments” outlined in UDO Section 9.8.1.D. is modified from a “minimum distance of one-hundred (100’)” to a “minimum distance of eighty (80’)” due to significant dimensional limitations and grade change at the one-way driveway entrance to the expanded parking lot, which constrains the driveway channelization distance between Forbes Grove Way and the entrance (see *Figure 1*). This reduced driveway channelization standard only applies to the specific location described above and as indicated in *Figure 1*.

Conclusion:

This proposed concept described in this document minimizes any visual emphasis on surface parking in favor of providing vertical natural landscape elements, enhanced screening, sustainable features, and an improved user/pedestrian experience, which adhere to the intent of incorporating “urban design best practices” and aligns with the proposed text amendment of PUD Section 6.6 above. Furthermore, the proposed one-way circulation and driveway cut with minimal access (right-out only) at Forbes Grove Way indicated in Section A minimizes traffic disruption, ensures safety and aligns with the proposed text amendment of PUD Section 6.2 above,

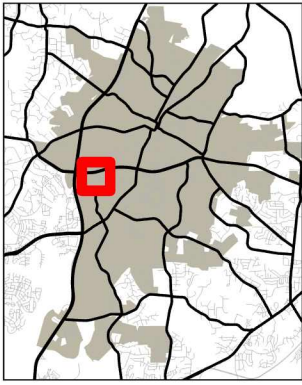
The applicant and their representative (Wegmans/Bolton & Menk) kindly request your evaluation of this growth/parking data, conceptual design proposal, and your consideration for approval of the Major PUD Amendment. Please advise of any additional information, exhibits or data needed, and thank you for your consideration in this matter.

Best Regards,

Art Pires
Real Estate / Site Development Project Manager
Wegmans Food Markets
art.pires@wegmans.com

Jordan Petersen, PLA, LEED AP
Principal / Raleigh Work Group Leader
Bolton & Menk, Inc.
jordan.petersen@bolton-menk.com

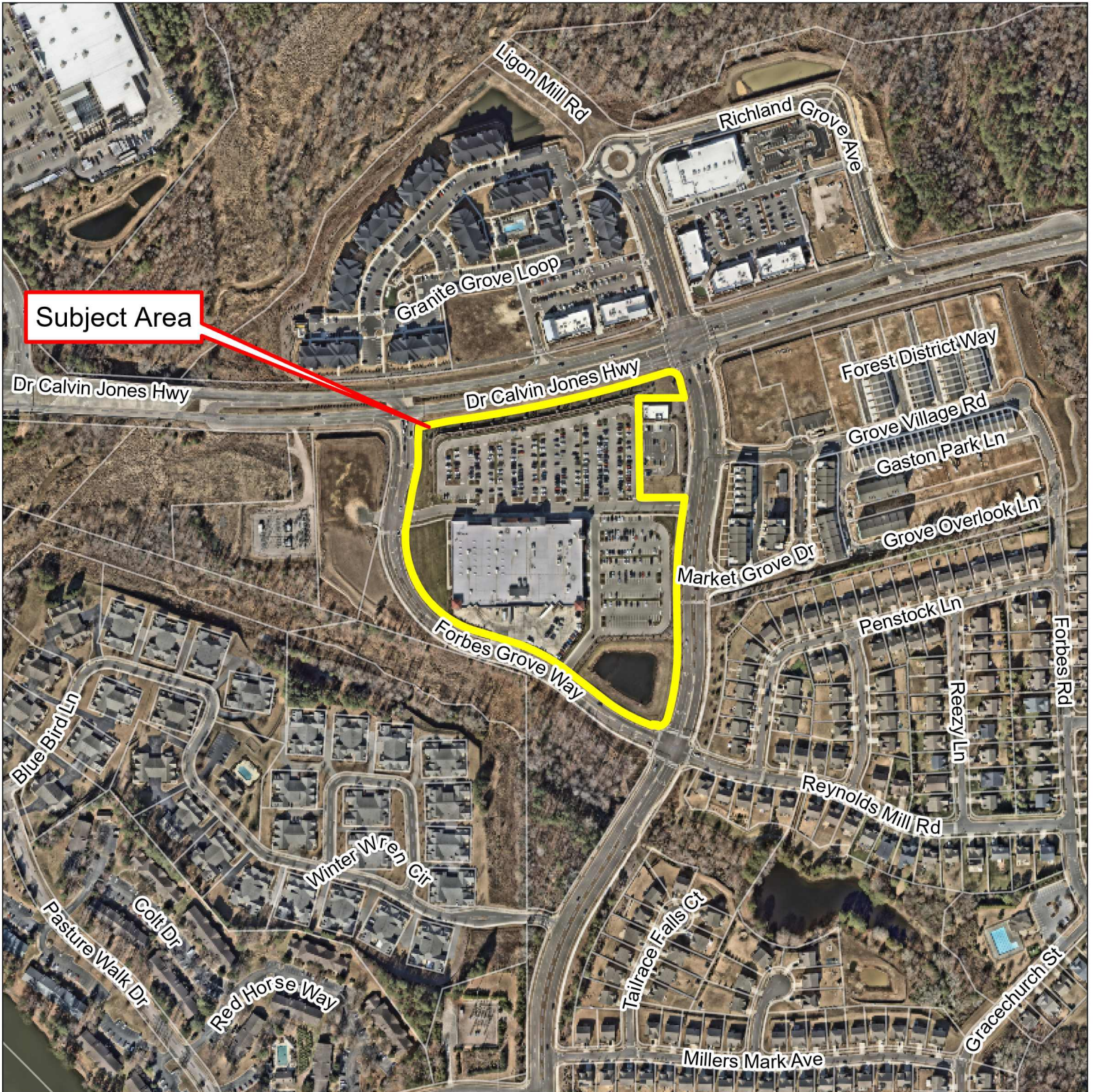




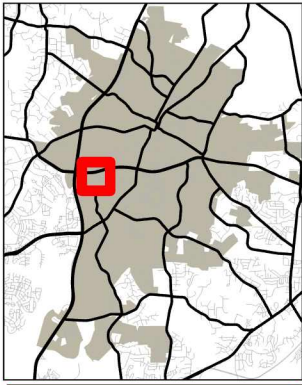
Aerials

Grove 98 PUD Amendment #4 Planned Unit Development Rezoning PIN: 1830769192

8/11/2025



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.

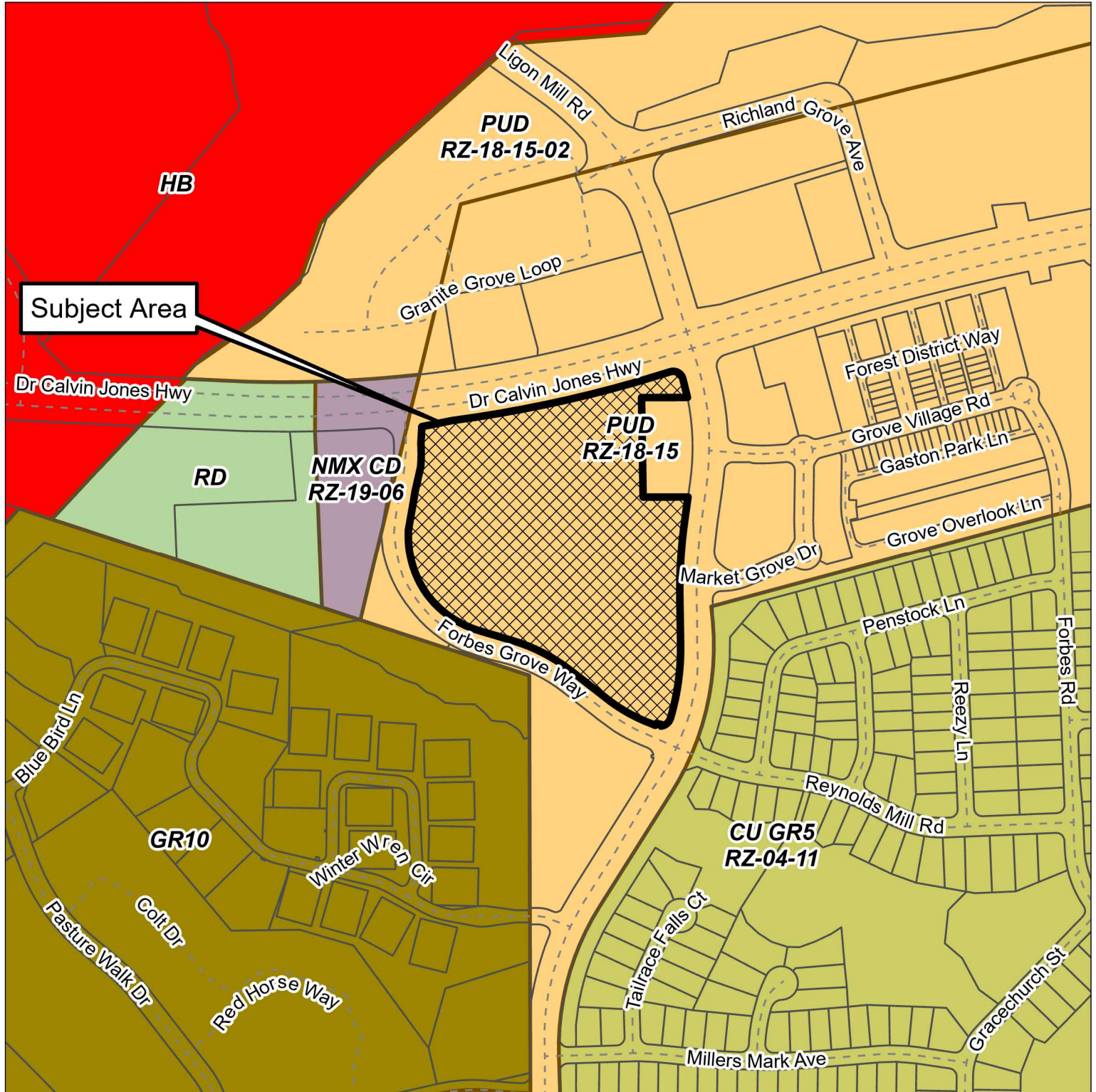


TOWN of
WAKE
FOREST

Current Zoning

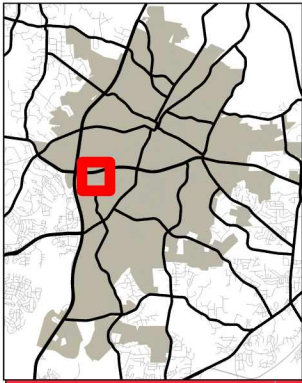
Grove 98 PUD Amendment #4 Planned Unit Development Rezoning PIN: 1830769192

8/11/2025



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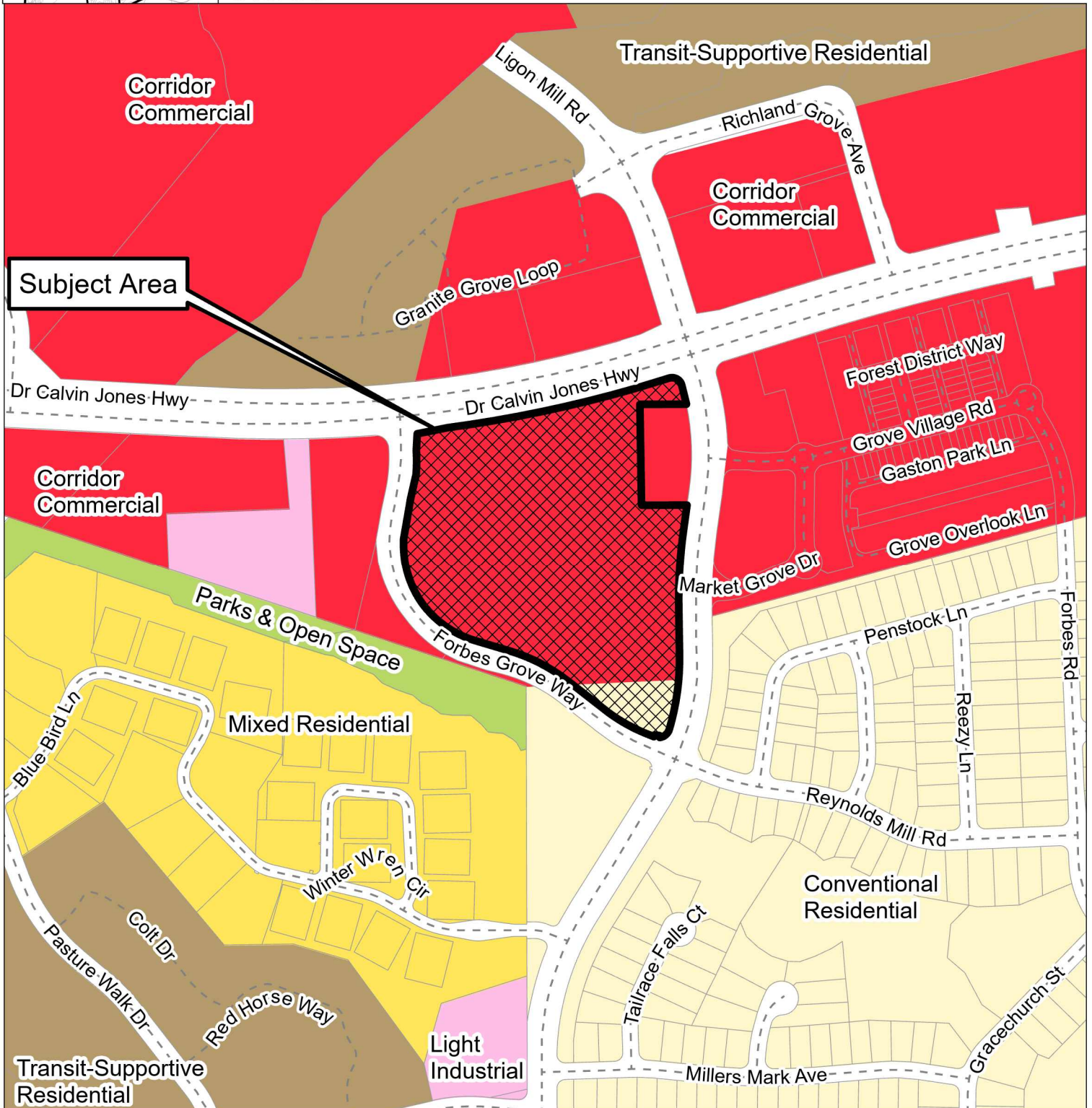


TOWN of
WAKE
FOREST

Land Use Plan

Grove 98 PUD Amendment #4 Planned Unit Development Rezoning PIN: 1830769192

8/11/2025



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0 500 1,000 1,500 Feet





Report Requirements:

Per NCGS 160D-604, all proposed amendments to the zoning ordinance or zoning map shall have a written report provided from the Planning Board to the Board of Commissioners within 30 days of referral of the amendment to the Planning Board, or the Board of Commissioners may proceed in its consideration of the amendment without the Planning Board report. Furthermore, in no case is the Board of Commissioners bound by the recommendations, if any, of the Planning Board.

Per NCGS 160D-604, the Planning Board shall advise and comment on whether the proposed zoning amendment is consistent with all applicable officially adopted plans, and provide a written recommendation to the Board of Commissioners that addresses plan consistency and other matters as deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with the officially adopted plans shall not preclude consideration or approval of the proposed amendment by the Board of Commissioners.

GENERAL INFORMATION

Applicant: Jordan Petersen of Bolton & Menk

Owner: Wegmans Food Markets, Inc

Requested Action: Amend the existing Grove 98 Planned Unit Development (PUD) District

Existing Zoning: Grove 98 Planned Unit Development (PUD) District

Location: 11051 Ligon Mill Road

Size: 14.0 acres

Tax PIN: 1830769192

Existing Land Use: General Commercial – Use Greater than 100,000 sf

Applicable Officially Adopted Plans:

The request is generally Inconsistent with the relevant policies in the Comprehensive Plan, and Approval of the zoning map request is reasonable and in the public interest. See Attachment.

This report reflects the recommendation of the Planning Board, this the 9th day of September 2025.

Introduced by Planning Board member: Elaine Sheppard

Seconded by Planning Board member: Michael Almquist

Attest:

Matt Davis, Planning Board Chair

Jennifer Currin, Planning Director

Community Plan Consistency Grid: Grove 98 PUD Amendment #4 (RZ-18-15)				
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			
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			

Community Plan Consistency Grid: Grove 98 PUD Amendment #4 (RZ-18-15)				
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 flexibility 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.			
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: Grove 98 PUD Amendment #4 (RZ-18-15)				
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			
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			

Community Plan Consistency Grid: Grove 98 PUD Amendment #4 (RZ-18-15)				
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			
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			
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			

Community Plan Consistency Grid: Grove 98 PUD Amendment #4 (RZ-18-15)				
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			
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			
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			

Community Plan Consistency Grid: Grove 98 PUD Amendment #4 (RZ-18-15)				
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			

GROVE 98 PLANNED UNIT DEVELOPMENT (PUD) RZ-18-15

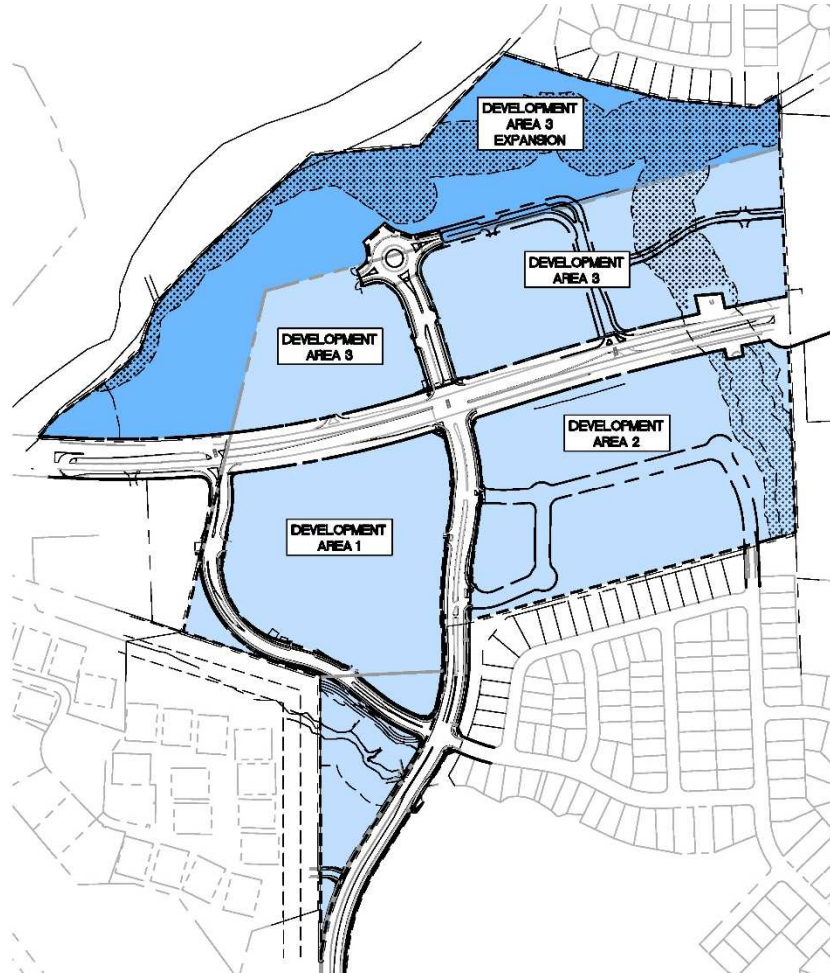
TOWN OF WAKE FOREST, NORTH CAROLINA

INITIAL SUBMITTAL DATE: SEPTEMBER 4TH, 2018

PUD APPROVAL DATE: MARCH 19TH, 2019

PUD AMENDMENT APPROVALS #1-#3: 11/3/2020, 3/30/2021, 7/17/2023

PUD AMENDMENT #4: MAY 22, 2024 (INITIAL SUBMITTAL) / JULY 25, 2025 (CURRENT SUBMITTAL #3)



Applicant:

Wegmans Food Markets, Inc
1500 Brooks Ave
Rochester, NY 14624

Developer:

Wegmans Food Markets, Inc
1500 Brooks Ave
Rochester, NY 14624

Prepared By:

Bolton & Menk, Inc
418 S. Dawson St
Raleigh, NC 27601

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- Architectural Design Guidelines
- Wegmans Elevations (scaled-to-fit, see full-size drawing)
- Signage Design Guidelines / Key Map
- RZ-1.0 – Land Use Plan (scaled-to-fit, see full-size drawing)
- RZ-2.0 – PUD Connectivity and Utilities Plan (scaled-to-fit, see full-size drawing)
- RZ-3.0 – Buffers and Open Space Plan (scaled-to-fit, see full-size drawing)
- Proposed Multi-Use Path Split 30' Buffer (reference PUD Section 6.5)

Note: PDFs of Materials Board, Schematic Floor Plan, TIA Comments, TOWF-approved Master Plan (2/15/19), and applicable full-size drawings referenced in the appendix are attached to re-submittal package in IDT.

Section 7.2 - Appendix B *(Wegmans Parking Expansion)*

Section 2: Vicinity Map

2.1 – General Location

The Grove 98 Planned Unit Development (previously noted as the “Forbes PUD”) is located east of the interchange of US Highway 1 (Capital Boulevard) and NC Highway 98 (Dr. Calvin Jones Highway), and is situated approximately two miles southwest of Historic Downtown Wake Forest. The total project area includes 64.33 current acres, an additional 25.45 proposed acres, for a total of 89.78 net acres (see RZ-1.0 and Table 5.2). The property is situated both on the north and south sides of Highway 98, and will be bisected by Ligon Mill Road, a future north-south corridor extension. The site is within proximity to Richland Creek to the northwest and three residential neighborhoods – Siena to the northeast, Reynolds Mill to the southeast, and Villas of Wake Forest to the southwest. Construction of a 100K SF Wegmans Food Market is currently under way in the southwest quadrant (Development Area #1, see Section 5), and the remaining land is currently undeveloped and has previously been used as a borrow site for the construction of Highway 98.

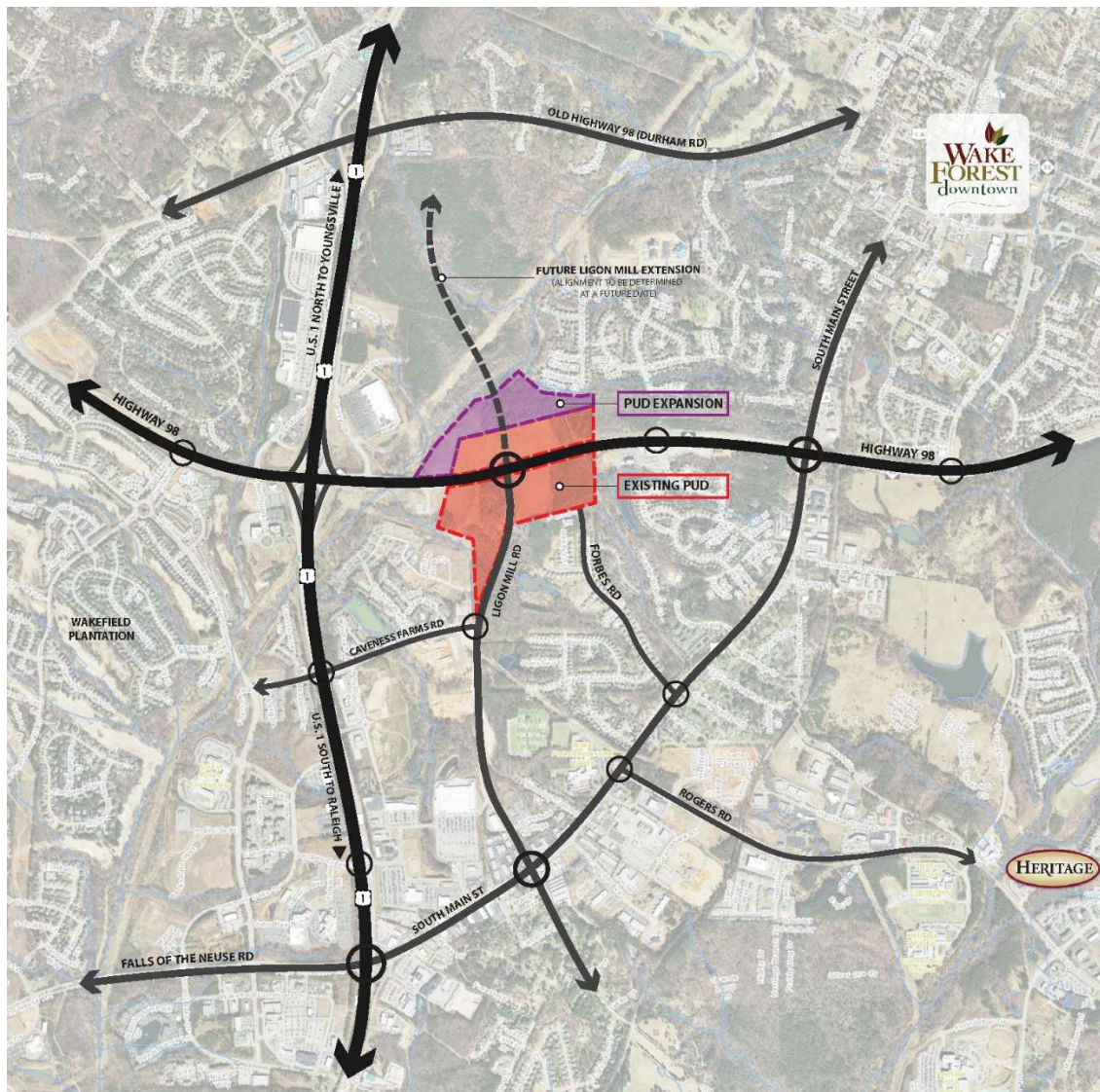


Figure 2.1 – Vicinity Map

Section 3: Project Data

Project Name:	Grove 98 PUD
Project Location:	Highway 98 and Ligon Mill Road, Wake Forest NC
Developer:	Wegmans Food Markets, Inc. 1500 Brooks Ave, PO Box 30844 Rochester, NY 14603-0844
Prepared By:	Bolton & Menk, Inc. 418 S. Dawson St Raleigh, NC 27601 (Initial PUD/Amendments prepared by ColeJenest & Stone, Raleigh, NC)
Current Zoning Designation:	Planned Unit Development (PUD RZ-18-15) and Neighborhood Mixed-Use (NMX CD RZ-19-06)
Overlay Districts:	Dr. Calvin Hones Highway Special Highway Overlay District (SH2-O) Richland Creek Watershed Protection Overlay District (RC-WMA)
Current Property Ownership and PINs:	<u>PINs: 1830865681 and 1830850298</u> Wegmans Food Markets, Inc. PO Box 30844 Rochester, NY 14603-0844 <u>PIN: 1830872437</u> Wake Forest Holdings, LLC 12229 Dunard Street Raleigh, NC 27614-6930
Project Gross Area¹:	4,192,650 SF / 96.25 Acres
Net Area following R/W Dedication:	3,910,817 SF / 89.78 Acres
Minimum Open Space:	628,897.5 SF / 14.44 Acres (15% of gross acreage)
Minimum Park Space:	83,853 SF / 1.93 Acres (2% of gross acreage)
Maximum Impervious Coverage:	2,149,306 SF / 49.34 Acres (70% of net project area)

¹Including Ligon Mill Road current and future right-of-way dedication areas

Section 4: PUD Intent & Compatibility Statement

Overall Purpose:

The Grove 98 Planned Unit Development Concept intends to provide a compatible mix of uses to create an integrated and sustainable development consistent with the Town of Wake Forest's unique character. Consisting of both residential housing opportunities and non-residential uses (commercial, retail, office), the district shall encourage design flexibility, connectivity between uses, sensitivity to natural resources, and facilitate the efficient provisions of infrastructure, utilities, and adequate public amenities.

Compatibility with Current Town of Wake Forest Plans:

The design criteria set by the Grove 98 PUD ensures compatibility with a number of existing Town of Wake Forest documents and plans aimed at ensuring future sustainable growth and community-oriented development. Adherence to the well-established parameters and design guidelines set in the Wake Forest Unified Development Ordinance (UDO) is of critical importance and will remain consistent with the PUD guidelines set in Section 2 of the Ordinance (District Provisions). In the specific cases in which the PUD is seeking flexibility from other districts described in the UDO, the overall design intent of the criteria will be maintained – these variations are outlined in more detail in PUD Section 6.

There are several common themes reinforced in existing plans such as the Wake Forest Community Plan (2009), Transportation Plan (2010), Open Space and Greenways Plan (2009), US-1 Corridor Plan (1999) and NC 98 Bypass Corridor Plan (2003) in which the PUD will remain consistent with. These themes include:

- Promote a compact, walkable community
- Use streets no wider than necessary to serve their intended purpose
- Implement higher-density housing in close proximity of opportunities for working, shopping, and playing
- Encourage conservation of remaining open spaces through higher-density development
- Establish strong pedestrian and bicyclist connectivity to adjacent uses
- Maintain the regional traffic flow along US-1 (Capital Blvd) and enhance the regional flow, connectivity, and development pattern along Highway 98.
- Preserve and enhance the visual quality of the main traffic corridors

Section 5: Land Use Plan

5.1 – Overall Land Use Map

The plan illustrated below indicates the general location and proposed land uses of three (3) Development Areas (DA). The current PUD Amendment requests the incorporation of 25.45 acres currently zoned as Neighborhood Mixed-Use (NMX CD 19-06, owned by Wake Forest Holdings, LLC, PIN: 1830872437) to be rezoned as the PUD zoning classification and incorporated as a continuous tract of the Grove 98 PUD.

This expanded and rezoned parcel is labeled in the diagram below (represented by the dark blue color). Reference Table 5.2 and the associated full-scale drawings (Sheets RZ-1.0, RZ-2.0, and RZ-3.0) for additional details regarding site/quadrant acreage, proposed circulation, utility connections, open space, buffers, parks, etc. The following Table 5.2 indicates the maximum areas/densities by land use and other primary development standards that will apply to the PUD.

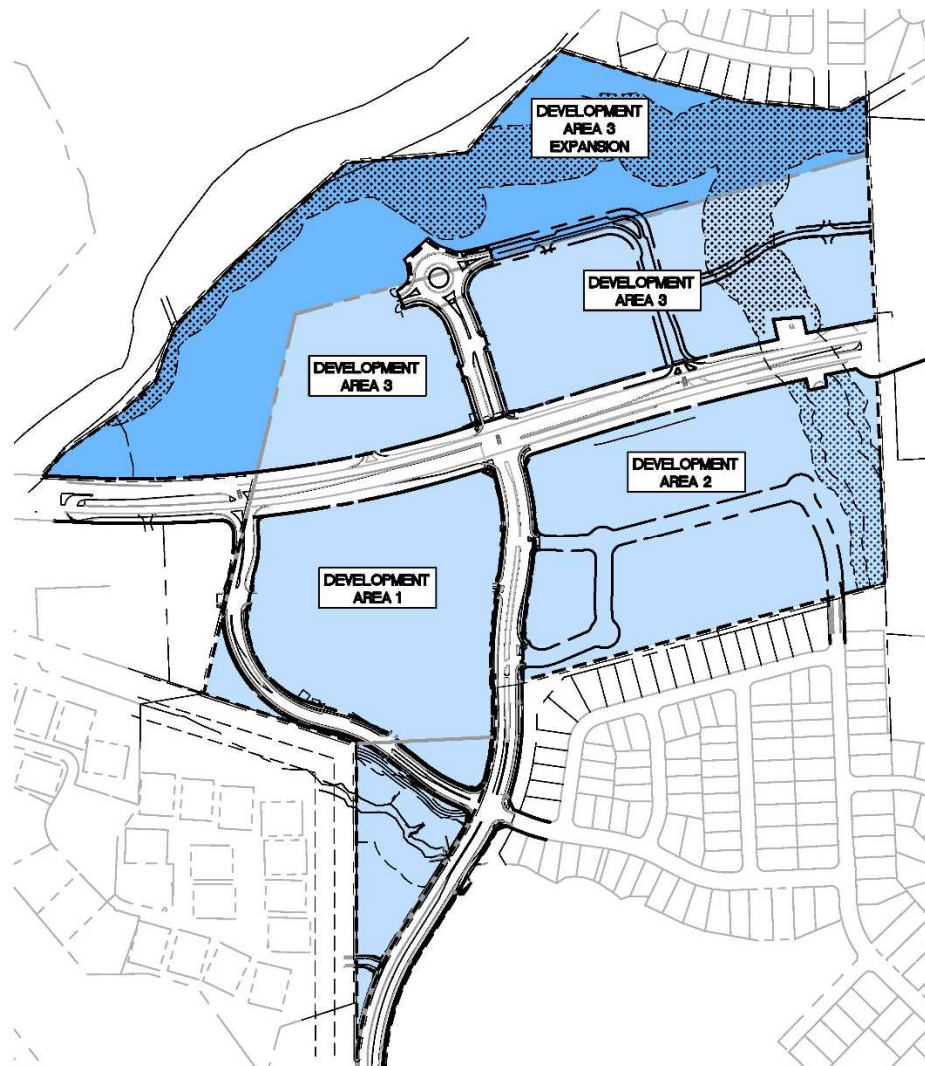


Figure 5.1 – Overall Land Use Map (see Sheet RZ-1.0 and matrix on following page for additional detail)

5.2 – Primary Development Standards Matrix

The following chart indicates the principal Development Standards for each of the development areas as indicated in Section 5.1. Additional design criteria are described in Section 6.

DEVELOPMENT AREA	1	2	3	
	Southwest Quadrant	Southeast Quadrant	North Area	TOTALS
SITE AREA (CURRENT AC) ¹	20.51	20.85	22.97	64.33
ADDITIONAL ACRES(PROPOSED AC) ¹	N/A	N/A	25.45	25.45
NET SITE AREA (PROPOSED AC) ¹	20.51	20.85	48.42	89.78
LAND USE	MIXED-USE			
MIXED-USE SF MIN ²	180K SF			180K SF
MIXED-USE SF MAX ²	225K SF ⁴	250K SF		475K SF
RESIDENTIAL UNITS	50 UNITS ⁵ MAX.	150 UNITS MIN. – 630 UNITS MAX.		150 MIN-680 MAX. UNITS
MAXIMUM M/U BUILDING HEIGHT	60' ³	60'	60'	
MAXIMUM RESIDENTIAL BUILDING HEIGHT	60'	60'	60'	
MAXIMUM IMPERVIOUS RATIO	70% (HIGH IMPERVIOUS OPTION)			
OPEN SPACE ACRES (MIN 15%)	14.44 AC, SEE RZ-1.0/RZ-3.0			
PARK SPACE ACRES (MIN 2%)	1.93 AC, SEE RZ-1.0/RZ-3.0			
PRINCIPAL BUILDING SETBACKS ⁶				
FRONT SETBACK	10' MIN	10' MIN	10' MIN	
STREET SIDE/SECONDARY FRONT SETBACK	5' MIN	5' MIN	5' MIN	
SIDE (FROM ADJACENT LOT) SETBACK	5' MIN	5' MIN	5' MIN	
REAR SETBACK	20' MIN	20' MIN OR 5' MIN WITH ALLEY	20' MIN OR 5' MIN WITH ALLEY	
COMMERCIAL AND TOWNHOME/MULTIFAMILY INTERIOR LOT LINES	0'	0'	0'	
FRONTAGE BUILDOUT	N/A	N/A	N/A	

¹ Not including Highway 98 and Ligon Mill Road right-of-way dedication area within existing PUD, reference sheet RZ-1.0

² "Mixed-Use" includes Retail, Commercial, Hotel, and/or Office Uses

³ Maximum building height for the Southwest Quadrant does not include height calculation for the proposed Clock Tower, see clarification of UDO Section 6, pg. 13.

⁴ Southwest Quadrant is allocated 225,000 SF of the 475,000 SF maximum allowable mixed-use space

⁵ Southwest Quadrant is allocated 50 residential units of the 680 maximum allowable residential units

⁶ When lots utilize the open space frontage, front setbacks shall be measured from the open space. Lot frontages are permitted either from street or common open space when enhanced with amenities or special features as defined in UDO Chapter 7.

Table 5.2 – Primary Development Standards Matrix

2.2 – Estimated Phasing Plan and Development Schedule

Approximated Development Schedule of the Phases are indicated below (dates shown are preliminary, subject to change, and may vary based on permitting timelines, construction timelines, land uses, product types/densities, etc.):

- **Phase 1**
 - Design: 2018 - 2021
 - Construction: 1st Quarter 2020-2023
 - Improvements include: Development of southern parcels, Highway 98 Improvements, Ligon Mill Rd (south of Hwy 98), and Forbes Grove Way (previously noted as “Road AA”)
- **Phase 2**
 - Design: 2018-2021
 - Construction: 2021-2023
 - Improvements include: Development of northern parcels, Ligon Mill Rd (north of Hwy 98), other public rights-of-way north of Hwy 98

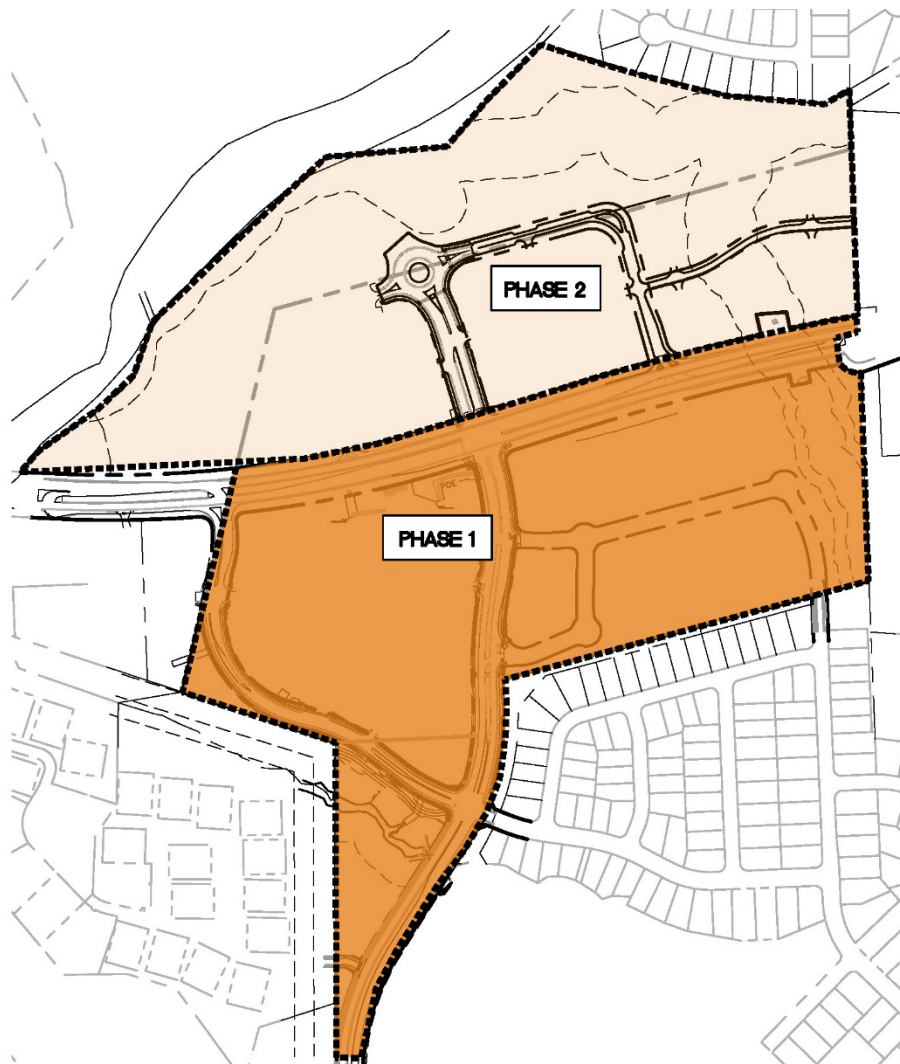


Figure 5.3 – Phasing Plan

2.3 – Permitted Use Matrix

The following chart indicates permitted land uses within the PUD, consistent with the minimum standards and restrictions of Section 2.3.3 of the Town of Wake Forest UDO, as indicated in *Chart 5.4* below. The chart includes uses that are permitted (P), permitted with additional supplemental standards (PS), or require a special use permit (SUP), or uses that are not permitted (-). See UDO Section 2.3.2 for additional clarification of the interpretation of the use matrix.

DEVELOPMENT AREA	1	2	3
	Southwest Quadrant	Southeast Quadrant	North Area
Dwelling - Townhome	P	P	P
Dwelling - Multifamily	P	P	P
Dwelling - Accessory	P	PS	PS
Family Care Home (6 or fewer residents)	P	PS	PS
Live-Work Units	P	P	P
Residential Care Facilities (More than 6 residents)	PS	PS	PS
B. LODGING			
Hotel/Inn (Less than 20 rooms)	P	P	P
Hotel/Inn (No room limit)	P	P	P
C. OFFICE/SERVICE			
ATM	P	P	P
Banks, Credit Unions, Financial Services	P	P	P
Business Support Services	P	P	P
Dry Cleaning & Laundry Services	P	P	P
Home Occupation	P	P	P
Medical Clinic	P	P	P
Personal Services	P	P	P
Post Office	P	P	P
Professional Services	P	P	P
Veterinary Services	PS	PS	PS
D. COMMERCIAL/ENTERTAINMENT			
Alcoholic Beverage Sales Store	P	P	P
Amusements, Indoor	P	P	P
Bar/Tavern	P	P	P
General Commercial	P	P	P
General Commercial - Use Greater than 100,000 sf	P	P	P
Night Club	P	P	P
Open Air Retail	P	P	P
Outside or Display Sales	P	PS	PS
Restaurant	P	P	P
Theater, Indoor Movie or Live Performance	P	P	P

Theater, Outdoor	PS	PS	PS
E. CIVIC			
Civic Meeting Facilities	P	P	P
Community or Cultural Facility	P	P	P
Conference/Convention Center	P	P	P
Public Safety Station	P	P	P
Recreation Facilities, Indoor	P	P	P
Recreation Facilities, Outdoor	P	P	P
Religious Institution	PS	PS	PS
Sports Arena/Stadium	SUP	SUP	SUP
F. EDUCATIONAL/INSTITUTIONAL			
Child/Adult Day Care Home (8 or less persons)	P	P	P
Child/Adult Day Care Home (more than 8 persons)	PS	PS	PS
College/University	SUP	SUP	SUP
Community Support Facility	SUP	SUP	SUP
Hospital	P	P	P
Schools - Elementary & Secondary	P	PS	PS
Schools - Vocational/Technical	P	P	P
Studio - Art, Dance, Martial Arts, Music	P	P	P
G. AUTOMOTIVE			
Drive-Thru/Drive-In Facility	SUP	SUP	SUP
Gas/Fueling Station	PS	PS	PS
Parking Lot/Structure - Principal Use	P	P	P
Vehicle Services - Minor Maintenance/Repair	PS	PS	PS
H. INDUSTRY/WHOLESALE/STORAGE			
Light Manufacturing Workshops	P	P	P
I. AGRICULTURE			
Gardens (Community and Private)	P	P	P
Produce Stands	PS	PS	PS
J. INFRASTRUCTURE			
Wireless Telecommunications Tower	SUP	SUP	SUP
Wireless Telecommunications Facility (Non-Tower)	PS	PS	PS
Utilities - Class 1	P	P	P
Utilities - Class 2	P	P	P

Table 5.4 – Permitted Use Matrix

Section 6: PUD Design Criteria

6.1 – District Provisions

The Grove 98 PUD will adhere to all sections of Chapter 2 (District Provisions) of the UDO relating to the PUD-related sections per the recently-adopted Text Amendment. All design criteria will adhere to the PUD standards as outlined in UDO Section 2.7, with specific development standards and associated metrics described in the following categories corresponding to the UDO. The proposed Permitted Use Matrix can be found in this document, PUD Section 5.4. As noted in UDO Sec. 4.1, the PUD District is intended to “create its own lot, use, and dimensional design standards, as long as they are of equal or greater quality to the standards set forth.”

6.2 – Transportation and Access

The final build-out of the Grove 98 PUD will include a variety of internal street classifications, as defined in UDO Section 6.7 which may range from a Commercial Street, Urban Boulevard, Large Residential Street, Residential Yield Street, Lane, or Alley. However, the current PUD framework only indicates the major thoroughfares and proposed public rights-of-way at this time (see drawing sheet RZ-2.0 for reference, roadway alignments and control of access break locations/quantities are conceptual and subject to change). Final cross-sections to be determined at time of Major Subdivision Master Plan submittal. The two known categories of streets within Development Area 1 include:

- Ligon Mill Road (**South of Highway 98**) – There are three (3) typical cross-sections of Ligon Mill Road as follows:
 - 1) Ligon Mill Road from Highway 98 to Multi-Use Path Connection – 100’-width right-of-way (variable in some locations, see approved plans), consistent with both the cross-section indicated in the current Town of Wake Forest Transportation Plan (2010) and the “Urban Boulevard” in UDO Section 6.7.2.B with 4 lanes of traffic, a central median, sidewalk, planting strip, and bike lane on both sides of the road (see sheet C-205 of Master Plan for section).
 - 2) Ligon Mill Road at Multi-Use Path – 100’-width right-of-way (variable in some locations, see approved plans), same cross section as described above, but with a reduced planting strip of a 2.5’-width to accommodate for the 10’-width Multi-Use Path on the east side of the road. TOWF has confirmed that street trees will not be required within this zone road (see sheet C-205 of Master Plan for section).
 - 3) Ligon Mill Road south of Reynolds Mill Road – 100’-width right-of-way (variable in some locations, see approved plans), with 4 lanes of traffic, a central median, sidewalk, planting strip, and bike lane on both sides of the road, but with slightly revised planting strip/lane widths to accommodate for the current location of the R/W and existing curb road (see sheet C-205 of Master Plan for section).
 - 4) The planned Ligon Mill Road extension (**North of Highway 98**) will include construction of 110’ right of way on the property PIN: 1830786176. Prior to approval of site construction plans for development on parcel PIN: 1830872437, the developer agrees to the parameters set forth in the Grove 98 PUD RZ-18-15-2 Text Amendment #2 Conditions Letter dated March 29, 2021 (see attached to Appendix A)
- Other public rights-of-way internal to the PUD (Forbes Grove Way) – a variable-width right-of-way with a minimum 66’ width to include 2 lanes of traffic, a median, sidewalk on both sides of the road, and landscape strip, increasing to an 80’ right-of-way approaching the control of access break at Highway 98 (reference approved plans). These will be generally consistent with elements of the “Avenue” (6.7.2.C)

and/or “Commercial Street” (6.7.2.D), however the applicant requests exceptions to these exact design parameters in cases which the public right-of-way serves as a general collector road and not a significant means of access to neighborhoods and commercial areas. **Forbes Grove Way shall include four (4) vehicular access points (also reference PUD Circulation & Utilities Plan, pg 22):**

- Primary entry drive aisle approximately 300’ south of Highway 98
 - Secondary entry approximately 350’ west of Ligon Mill Road
 - Loading/service entry approximately 540’ west of Ligon Mill Road
 - A secondary driveway cut (right-out only) approximately 610’ south of Highway 98 to be utilized as an exit for employee-only parking with a southbound one-way parking condition, to be developed in accordance with **Section 7.2, Appendix B.**
- A multi-use path, to be designed to the Town of Wake Forest required cross-section, is proposed to be created from the existing termination of the multi-use path at the Corporate Chaplain property to the east of the site, across the stream buffer, and through Development Area 2 (SE Quadrant) and Development Area 1 (SW Quadrant), with an *approximate* alignment as indicated in sheet RZ-2.0 (final alignment and location is subject to change). This path is proposed to be in lieu of a multi-use path on the south side of Highway 98 (as indicated in the Highway 98 Bypass Corridor Plan, 2003) as an alternative that provides a safer and more dynamic pedestrian experience and provides additional opportunities for on-site and off-site connectivity. Furthermore, this alignment near the rear setback is consistent with built properties to the east of the site between Ligon Mill Rd. and S. Main Street. The multi-use path is proposed to continue south on Ligon Mill and into the outer 50’ riparian zone of the stream buffer to continue to the terminus of the property boundary to connect to a proposed future greenway connection (see RZ-2.0 for potential location, subject to change and final approval of alignment from TOWF).
- A multi-use path is also planned for the PUD areas north of Highway 98 (Development Areas 3 and 4). Reference multi-use path parameters set forth in the Grove 98 PUD RZ-18-15-2 Text Amendment #2 Conditions Letter dated March 29, 2021 (see attached to Appendix A). As with the southern MUP, the location of this pathway is subject to change and may run partially along the edge of Highway 98 and/or within the development quadrants (see RZ-2.0 and for potential location, subject to change and final approval of alignment from TOWF).
- UDO Section 6.5.1.C defines minimum and maximum block lengths for both Rural/Suburban Districts (min. 250’, max. 800’) and Urban Districts (min. 250’, max 800’). While the PUD is classified as an Urban District, it will contain street networks and parcels that are not consistent with a conventional “block” layout. Accordingly, the applicant requests an exemption from adhering to the required block length requirements in UDO Section 6.5.1.C.
- A road connection is proposed from the existing stub of Forbes Road (public R/W) at the southeast corner of the site near the Reynolds Mill Subdivision to extend to Ligon Mill Road. Because the development patterns of Development Area 2 (SE Quadrant) have not been established, the alignment and final location of this connection, any associated driveway cut locations, and the associated street typology has yet to be determined.
- NCDOT and TOWF/WSP have commented on the current TIA, these responses have been attached to the most recent resubmittal package (2/15/19), along with a traffic circulation diagram representing the recommended revisions (additional right-turn-only lanes, additional stacking, etc.). These pending revisions are not final and have not yet been reflected in the PUD/MP drawings (confirmed with Planning Staff that this is acceptable).

- Regarding the connection to Richland Ridge Drive, Prior to approval of site construction plans for development on parcel PIN: 1830872437, the developer agrees to the parameters set forth in the *Grove 98 PUD RZ-18-15-2 Text Amendment #2 Conditions Letter* dated March 29, 2021 (see attached to Appendix)

6.3 – Architectural Standards

The Grove 98 PUD will be subject to, and will meet or exceed all requirements of UDO Chapter 5 – Building Design Standards, with the design criteria and minimal variations as described below and in Section 7: Appendix A.

- **See Architectural Guidelines in Section 7: Appendix A. Elevations, Materials Board, and Schematic Floor Plan attached to resubmittal package.**
- Applicant requests a deviation from UDO Section 5.2.1 (Application of Building Type Requirements) and UDO Section 15.8.5 (Architectural Design Review – Major) and the associated Design Review Board approval process.
- UDO Section 5.3 defines the multiple classifications of Private Frontage for the Urban Districts, with the PUD District undefined in UDO Table 2.2.3. To allow for the greatest design flexibility within the higher-density areas of the Grove 98 PUD, the applicant requests that all Private Frontage categories are permitted (Common Lawn, Porch & Fence, Terrace or Light Court, Forecourt, Stoop, Shopfront/Awning, Gallery, and Arcade).
- Note: Per recommendations and coordination with TOWF Staff, the clock tower has been reduced from 84’9” to 74’0” above finish floor, see Architectural Elevations for details.

6.4 – Environmental Conditions and Stormwater

The Grove 98 PUD will be subject to, and will meet or exceed all requirements of Chapter 12 of the TOWF UDO, including:

- Compliance with the current regulatory standards of the UDO related to natural resource and environmental protection (Sec 12.3 Erosion and Sedimentation Control Regulations, 12.4 Flood Damage Prevention, 12.5 Stormwater Management, 12.6 Watershed Protection Regulations, and 12.7 Watercourse (Riparian Buffer Areas) and the Wake Forest Manual of Specifications, Standards & Design.
- By utilizing various stormwater control measures (wet ponds, dry ponds, sand filters, constructed wetlands, and/or underground detention, etc.), the post-development rate of on-site stormwater discharge from the entire site shall not exceed pre-development levels in accordance with Section 12.5.3 of the UDO (this cannot be demonstrated with specific calculations at this time until the PUD Master Plan has been completed)
- The site falls within the Richland Creek Watershed Management Area (RC-WMA), as defined in UDO Section 12.6. In compliance with the associated restrictions, the PUD will not exceed 70% impervious coverage (High Impervious Option). Furthermore, the watercourse buffer of the two perennial streams on site (within Development Areas 1, 2, and 3) will be subject to a 100’-width Zone 1 buffer from the top of bank. These streams were confirmed to have a perennial classification in the Environmental Assessment completed in December of 2017.

6.5 – Buffers, Landscape, and Screening

The Grove 98 PUD will be subject to, and will meet or exceed the majority of the requirements of UDO Chapter 8 – Tree Protection, Buffers, and Landscaping, and Screening, with minor exceptions as noted below (also see drawing sheet RZ-3.0 for additional details):

- **Highway 98 Corridor Plans**
 - The Highway 98 Bypass Corridor Plan (2003) outlines restrictions regarding screening/landscape requirements of buffers and screening, many of which are more restrictive in nature than the design parameters outlined in the current UDO. These include guidelines outlined in the “Street Edge Oaks” area (which includes NC 98) which include:
 - 25’-width street yards with double-rows of deciduous trees with evergreen hedges at parking areas
 - 6 SF of landscape area per linear foot of building façade and other landscape area requirements
 - For loading/service areas, solid walls or evergreen plantings sufficient to hide the total vertical extent of the element to be screened and a 15’-width landscape area in addition to the 25’ street yard in service and loading areas.
 - All attempts will be made to meet the screening/landscape requirements of the Highway 98 Bypass Corridor where possible, but the applicant requests flexibility from adhering to all Highway 98 Corridor Plan standards due to their highly-restrictive nature (also see PUD Section 6.6 for Highway 98 Corridor Plan reference relating to Parking).
- **Unimproved Open Space and Park Space:**
 - All minimum requirements for Unimproved Open Space and Park Space will be met
 - A minimum of 15% (14.44 ac) of Unimproved Open Space will be provided. This will consist of conserved riparian buffers (100’ buffer from top of bank on two perennial streams), street yard and perimeter buffers, tree save areas, and utility easements, as indicated in UDO Section 7.4.2. See Drawing sheet RZ-3.0 for preliminary locations (final locations to be determined).
 - A minimum of 2% (1.93 ac) of Neighborhood Park Space will be provided, as defined in UDO Section 7.5. The final location of these area(s) is yet to be determined, but may consist of additional greenway corridor(s) along the stream buffers and/or public pocket park(s) (“Green” or “Square” category per UDO Sec 7.5.1) adjacent to the residential development areas. Potential general locations are noted on drawing sheet RZ-3.0 in areas that will be adjacent to residential uses. A neighborhood park space will be provided in each residential area within the PUD boundaries. Final conceptual design to be indicated at the time of Major Subdivision/Site Master Plan submittal.
- **Tree Canopy Coverage**
 - A minimum canopy coverage of 2 canopy trees per 5,000 SF of parcel area, OR 1 canopy tree and 1 understory tree per 4,000 SF of parcel area, as defined in UDO Section 8.3.1, Rural and Suburban Districts within Development Area 1 (SW Quadrant).
 - A minimum canopy coverage of 1 canopy per 10,000 SF of parcel area for Development Areas 2, 3, and 4.
 - Existing vegetation will be retained in all areas possible, with specific attention paid to significant vegetation (8” caliper trees and above) that currently lies within proposed areas for street yard and/or perimeter buffers as credit for Tree Preservation, per UDO Section 8.4.
 - Street trees will meet all requirements of UDO Section 8.6 (1 canopy tree per 50 linear feet of planting area, minimum 30’ canopy tree spacing, etc.)
- **Street Yard and Perimeter Buffers**

- While the Grove 98 PUD is defined as an “Urban District,” it will consist of Buffer Yards that exceed the requirements of other Urban Districts (UR, RMX, NMX, UMX, etc.) of a Type C Buffer or no buffer, per UDO Section 8.5.2. Perimeter yard buffers (other than those along Highway 98, described below) will instead consist of a minimum 20’-width Type B landscape buffer that meets the requirements of UDO Section 8.5.3 – Buffer Yard Composition.
- Grading and disturbance within the perimeter Buffer Yard locations that results in the removal of existing vegetation will be re-established per the requirements of UDO Section 8.5.3 – Buffer Yard Composition.
- The Grove 98 PUD lies within the Special Highway Overlay District (SH2-O), as defined in UDO Sec. 2.4.3. This overlay requires a 50’ average Street Yard width to help preserve natural vegetation. This specific site where the PUD lies, however, contains very limited vegetation with minimal conservation value along the Highway 98 Corridor. Acceptable alternative standards to landscape and buffering are allowed for PUD districts within the SH2-O District per UDO Sec. 2.4.3.B. The applicant requests approval for the following alternative:
 - Along the north and south edges of Highway 98, the PUD will consist of a minimum 30’-width Type B landscape buffer that meets the intent of UDO Section 8.5 – Buffers and Screening.
 - If any portions of the planned multi-use path (MUP) in Development Areas 2 and 3, ~~and 4~~ (as described in PUD Section 6.2) are to run adjacent to Highway 98, the applicant requests approval to incorporate the 10’ MUP *within* the 30’ buffer, as illustrated in the conceptual detail located in the attached Appendix A section (final species selection and location/spacing of planting shown in conceptual detail is subject to change). The buffer will meet or exceed the minimum TOWF planting requirements per UDO Section 8.5.
- **Vehicular Use Area and Utility Screening**
 - All Parking Lot landscape requirements will be met, as defined in UDO Section 8.7.2.
 - All off-street parking, loading, service areas, and dumpster/utilities visible from a public right-of-way will be screened to be consistent with at least the minimum parameters contained in UDO Section 8.7.1. and 8.8,
 - It is anticipated that dumpsters, outdoor storage areas, and utility structures within the service area of Development Area 1 will not have structured enclosures, but will instead exceed the minimum requirements outlined in Section 8 by the use of supplemental evergreen plant material beyond the base requirements. Within the PUD, the intent of screening of parking, loading, service areas, and utilities is to diminish the visual impact from the view of the public right-of-way, with consideration of the distance building(s) from public rights-of-way and site conditions (e.g. significant elevation changes in site and roadway grades and associated viewsheds).

6.6 – Parking and Loading

The Grove 98 PUD will be subject to, and will meet or exceed all requirements of UDO Chapter 9 – Parking, with the exception of the following items:

- Permitted Parking Configurations are currently undefined for PUD Districts, per UDO Section 9.3 – Permitted Parking Locations. The applicant requests the Unrestricted (U) parking configuration for all Development Areas and uses to allow for design flexibility in key locations. However, the design intent of the majority of parking locations will avoid the use of Unrestricted configurations where possible. All

practicable efforts will be made to minimize or eliminate off-street parking between public rights-of-way and building frontage to adhere to generally-accepted urban design best practices (pedestrian-friendly streetscapes with a building street presence).

- The open space between the western edge of the Wegmans building and Forbes Grove Way may be developed for parking only if it is in accordance with Appendix B.
- All buildings will be set back a minimum of ten feet (10') from parking locations to adhere to UDO Section 9.5.1.C (Parking Area General Design Standards) which states that *"Parking stalls shall be located a minimum of 10' from public rights-of-way and buildings to allow sufficient separation for sidewalks, landscaping and other site features."*
- The applicant requests a minor deviation from the requirement that all attached townhomes are alley-loaded (per UDO Chapter 9): The applicant requests that a maximum of 20% of attached townhomes can be front-loaded, with a minimum of 80% of attached townhomes to be alley-loaded. The overall design intent will still be maintained as the vast majority of townhomes will be alley-loaded, but this allows for greater flexibility in the street layout and product type, if necessary.
- The applicant requests a deviation from the off-street parking requirements as outlined in UDO Sec. 9.4, Schedule "A". In place of the 1.8 spaces/unit requirement for "Dwelling – Townhome & Multifamily", the applicant requests a requirement of 1.6 spaces/unit. This request only pertains to off-street parking within Multi-Family (Traditional Apartment) areas and does not pertain to any potentially-planned 2-over-2 condominium or townhome areas. Justification for this request is as follows:
 - A reduction in parking/impervious area will allow for increased density while preserving additional open space/pervious area, and will enable a more compact, walkable development pattern.
 - The network of pedestrian connectivity and access proposed, including multi-use paths, sidewalks on both sides of the street, and close proximity to a mix of land uses, amenities, and open spaces encourages walkability and reduces the reliance of vehicular uses.
 - These goals of connectivity and walkability align with the purpose and intent of the PUD and are compatible with the Town of Wake Forest development plans as outlined on Page 5.
 - The current requirement of 1.8 spaces per unit does not accommodate for the variation of unit size (bedroom count) distribution within multi-family developments:
 - The final unit size distribution of the Grove 98 multi-family sections has not been determined, however there will be a significantly-higher proportion of 1 and 2-bedroom units than 3-bedroom units. The weighted distribution of smaller-sized units results in a reduced parking demand in comparison to a distribution of larger-sized units.
 - As an example, if the unit distribution were 40% 1-BR with a proposed 1.25 spaces/unit ratio, 50% 2-BR with a proposed 1.75 spaces/unit ratio, and 10% 3-BR with a proposed 2.25 spaces/unit ratio, the resulting average ratio would be 1.6 spaces per unit.*

**Note: Parking generation studies using local examples have also been provided to the Planning Department which indicate a demand of ± 1.3 parking spaces (or less) per dwelling unit, see case file for additional information.*
- UDO Section 9.4.2.A outlines that if a parking lot exceeds 150 spaces and more than twice the minimum number of spaces, those above this amount will require the installation of pervious paving. Applicant requests a deviation from this requirement and requests that pervious paving will not be required when this metric is exceeded. All stormwater measures to maximize pervious surface elsewhere on site and minimize runoff and peak flow will be met or exceeded, per UDO Section 12.

- **Highway 98 Bypass Corridor Plan**

- The Highway 98 Bypass Corridor Plan (2003) also outlines additional parking restriction requirements of parking lot design/dimensions, which are more restrictive in nature than the design parameters outlined in the current UDO. This include guidelines outlined in the “Street Edge Oaks” area (which includes NC 98) which include:
 - No more than one bay of parking between building façade and street yard (or 20’ planting islands in cases of more than 1 bay of parking)
- All attempts will be made to meet the parking requirements of the Highway 98 Bypass Corridor, but the applicant requests flexibility from adhering to all Highway 98 Corridor Plan standards due to their highly-restrictive nature.

6.7 – Lighting

The Grove 98 PUD will be subject to, and will meet or exceed requirements of UDO Chapter 10 – Lighting, with a minimal exception as described below:

- UDO Section 10.3.2. outlines the District Lighting Standards and maximum lighting levels by area. The maximum footcandles (FC) for parking areas are undefined for PUD Districts, but the Urban Districts (NMX, RA-HC, UMX, etc.) set the limitation at 6 FC for parking areas.
 - Within Development Area 1 only, the applicant requests an increase in the maximum lighting levels within parking areas, internal driveways, and loading dock areas to be eight (8) footcandles.
- Any minimum FC requirements at property lines imposed by UDO Chapter 10 shall not apply to internal property lines within the PUD boundaries.

6.8 – Signage

The Grove 98 PUD will be subject to, and will meet or exceed requirements of UDO Chapter 11 – Signage, with exceptions as described below and in Section 7: Appendix A:

- **See Signage Design Guidelines in Section 7.1: Appendix A**
- The Grove 98 PUD lies within the Special Highway Overlay District (SH2-O), which incorporates specific criteria (in UDO Sec 11.9.1) beyond the other guidelines outlined in UDO Chapter 11 relating to sign area, sign placement, and signage design. While the specific design and placement of the street frontage signage has not yet been established for the PUD, this will be established in a future Master Signage Plan, and the applicant requests future flexibility to bypass the restrictions of the SH2-O requirements outlined in Sec. 11.9.1 if necessary.

Section 7.1: Appendix A

Appendix A includes the following:

- Grove 98 PUD RZ-18-15-2 Text Amendment #2 Conditions (dated 3/29/2021)
- Architectural Design Guidelines
- Wegmans Elevations (scaled-to-fit, see full-size drawing)
- Signage Design Guidelines / Key Map
- RZ-1.0 – Land Use Plan (scaled-to-fit, see full-size drawing)
- RZ-2.0 – PUD Connectivity and Utilities Plan (scaled-to-fit, see full-size drawing)
- RZ-3.0 – Buffers and Open Space Plan (scaled-to-fit, see full-size drawing)
- Proposed Multi-Use Path Split 30' Buffer (reference PUD Section 6.5)

Note: PDFs of Materials Board, Schematic Floor Plan, TIA Comments, TOWF-approved Master Plan (2/15/19), and applicable full-size RZ drawings referenced in the appendix are attached to re-submittal package in IDT.

WEGMANS FOOD MARKETS, INC.
DEVELOPMENT DEPARTMENT
1500 BROOKS AVENUE, BOX 844
ROCHESTER, NEW YORK 14603-0844

ARTHUR P. PIRES
PROJECT MANAGER
WEGMANS DEVELOPMENT GROUP

Phone: (585) 720-5791
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Email: appires@wegmans.com

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

29 October 2020

Attention: Ms. Kari Grace

RE: Grove 98 PUD RZ-18-15-1
Text Amendment #1 Conditions

This letter serves as Wegmans' acceptance of the following conditions for the above referenced application:

1. The rezoned parcels are subject to guidelines set forth in the Grove 98 PUD document.
2. Improvements recommended by the Traffic Impact Analysis and comments by the Town of Wake Forest and NCDOT shall be coordinated and constructed per final requirements. Any NCDOT driveway permits, encroachment permits and/or control of access permits will have to be obtained by the applicant from NCDOT and any conditions imposed by NCDOT will have to be met by the applicant.
3. The attached site plan and architectural elevations for the southwest quadrant, as previously approved by the Town of Wake Forest, are a condition of the rezoning. Any future modifications to the previously approved southwest quadrant site master plan and architectural elevations will require an amendment to the original PUD, unless the town Administrator finds the modification to be minor and in keeping with the spirit and intent of the adopted site master plan and elevations.

Thank you.

Respectfully,


Arthur Pires
Wegmans Real Estate Development
Civil / Site Development PM

EC: Beth Middletown (Stiles Corporation)
Jordan Peterson (Colejenet & Stone)
File

March 30, 2021

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

Attention: Ms. Kari Grace

Reference: Grove 98 PUD RZ-18-15-2
Text Amendment #2 Conditions

This letter serves as Wake Forest Holdings LLC and Wegmans' acceptance of the following conditions for the above referenced application:

1. The rezoned parcels are subject to guidelines set forth in the Grove 98 PUD document.
2. Pertaining to the future Ligon Mill Road Extension:
 - a. Prior to approval of the site construction plans for development on PIN: 1830872437 (the land corresponding to "Development Area #3 Expansion" on Exhibit Grove 98 PUD-RZ-1.0 currently owned by Wake Forest Holdings, LLC) the developer at such time will agree to:
 - i. Dedicate 110' of right of way for future the Ligon Mill Road Extension up to the PUD boundary as shown on Exhibit Grove 98 PUD-RZ-1.0 at the time of final plat.
 - ii. Commit to completing the grading within the future Ligon Mill Road Extension right of way limits. The new grades within the PUD boundary are to be completed so as to tie into the existing grades of the adjacent property at the northerly property line to minimize excessive fill or cut, as approved by Town of Wake Forest Engineering during construction plan review; however, it is understood that grading shall cease at a location so as not to impact wetland and stream buffers and to allow for an appropriate slope so as not to cause future erosion. Appropriate fill material will be used for the grading and certified by a third-party geotechnical engineer.
 - iii. Provide profiles of the proposed grade from a professional engineer for the road elevations within the PUD and potential bridge elevations outside of the PUD to demonstrate the viability of the grading as proposed. Profiles will be submitted with the site construction plan.
 - iv. Provide temporary construction easements at the time of final plat if necessary.
 - v. Pay a fee in lieu equal to 100% of the cost of the curb and gutter construction for two lanes of the future Ligon Mill Road Extension on PIN: 1830872437 (the land corresponding to "Development Area #3 Expansion" on Exhibit Grove 98 PUD-RZ-1.0) as determined by a sealed estimate from a professional engineer and accepted by Town Staff. Payment shall be provided prior to release of site construction plans.
 - vi. Pay a fee in lieu equal to 100% of the cost to construct a 10' multi-use path (MUPs) on both sides of the future Ligon Mill Road Extension on PIN: 1830872437 (the land corresponding to "Development Area #3 Expansion" on Exhibit Grove 98 PUD-RZ-1.0) as determined by a sealed estimate from a professional engineer and accepted by Town Staff. Payment shall be provided prior to release of site construction plans.
 - vii. Pay a fee in lieu equal to 100% of the cost of trees for the future Ligon Mill Road Extension on PIN: 1830872437 (the land corresponding to "Development Area #3 Expansion" on Exhibit

Grove 98 PUD-RZ-1.0) as determined by a sealed estimate from a professional engineer and accepted by Town Staff. Payment shall be provided prior to release of site construction plans.

viii. Pay a fee in lieu equal to 50% of the cost, as determined by a sealed estimate from a professional engineer and accepted by Town Staff, for compensatory stream and buffer mitigation (if applicable) within the PUD boundary that would otherwise have been required if developer were to construct the future Ligon Mill Road extension to the northerly extents of the PUD boundary. Payment shall be provided prior to release of site construction plans.

b. In consideration of the portion of the Ligon Mill Road extension to be constructed on PIN: 1830786176 (the land corresponding to "Development Area #3 Expansion" on Exhibit Grove 98 PUD-RZ-1.0) and items 2.a.i thru vii. above, no additional fees or construction obligations relating to the future Ligon Mill Road extension shall be required of the developer. All other regular UDO requirements that do not conflict with the provisions of section 2 of this letter shall be met by the developer.

3. Pertaining to the Richland Ridge Drive Connection:

a. Richland Ridge Drive extension is part of the 2019 Comprehensive Transportation Plan. Per UDO Section 6.6.1- when a road is part of the Comprehensive Transportation Plan, it must be platted, dedicated, and constructed and per Section 6.5.1 –new developments shall connect to any existing street stubs of adjacent neighborhoods. This road extension would cross a stream and would have significant environmental impacts to wetlands, the Neuse River riparian buffer and the developability of the proximate portion of the PUD. The developer is proposing a greenway trail, in lieu of a road, for pedestrian connectivity to minimize the aforementioned impacts. Vehicular circulation and connectivity are provided to the east of the parcel as shown on Exhibit Grove 98 PUD-RZ-1.0

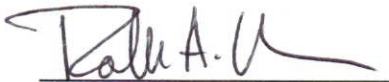
b. Prior to approval of the site construction plans for development on the portion of PIN: 1830872437 (the land corresponding to "Development Area #3 Expansion" on Exhibit Grove 98 PUD-RZ-1.0 and currently owned by Wake Forest Holdings, LLC), east of the creek, the developer at such time will agree to:

i. Dedicate a 30' easement for a greenway trail connection to the Richland Ridge Drive right of way on a final plat prior to the issuance of the first building permit for the townhome style buildings.

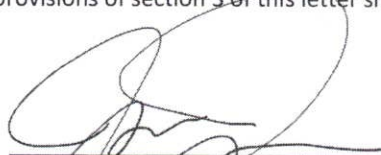
ii. Commit to construct a 10' greenway trail per Town of Wake Forest MSSD standards as shown on Exhibit Grove 98 PUD-RZ-2.0 (the "Greenway Trail"). The Greenway Trail shall connect to the existing sidewalk within the Richland Ridge Drive public right-of-way. The greenway path will be constructed concurrently with the construction of the property east of the creek and will be completed prior to issuance of the building permit for the building containing the 50th townhome style dwelling unit.

iii. Privately maintain the portion of the Greenway Trail located within the PUD boundary.

c. In consideration of items 3.b.i thru iii. above, no vehicular connection to the Richland Ridge Drive right of way, or associated fees, shall be required of the developer. All other regular UDO requirements that do not conflict with the provisions of section 3 of this letter shall be met by the developer.



Ralph Uttaro
Wegmans



James Duncan
Wake Forest Holdings, LLC

Architectural Guidelines for Grove 98 PUD

(Hwy 98 and Ligon Mill Road)

2/12/19 (Amended: 3/30/2021)

RESIDENTIAL: TOWNHOUSE AND APARTMENT BUILDING

1. ROOFS AND EAVES

- A. Residential buildings may have sloped or flat roofs. Flat and shed roofs may be used for the main roof, dormers or above porches.
- B. Sloped roofs on residential buildings shall have a pitch between 6:12 and 12:12. Monopitch (shed) roofs are allowed only if they are attached to the wall of the main building. No monopitch roof shall have a pitch less than 4:12.
- C. Flush eaves shall be finished by profiled molding or gutters.
- D. All rooftop equipment (except small items such as fans and vents) shall be screened from view from the public right-of-way within the block.

2. BUILDING ENTRANCES

- A. Porches: Useable porches and stoops are recommended to form a predominant motif of the building design and be located on the front and/or side of the building to respond to the climatic conditions and the vernacular of the area. Front porches, if provided, shall be at least 4 feet in average depth.
- B. Raised Entries: To provide privacy, all residential entrances within 18 feet of the sidewalk paralleling the front property line shall be raised above the average finished grade of the sidewalk a minimum of 1½ feet.
- C. Visibility/Accessibility: For residential buildings in developments designed for residents aged 55 and older, there shall be provided 1 zero-step entrance to each building from an accessible path at the front, side, or rear of each building. This does not eliminate the requirements for residential buildings to have raised front entrances unless topographic conditions present no practical alternative.

3. GARAGES

- A. Garages or off-street parking areas shall be accessed from an alley or via a driveway leading to a detached garage or parking area behind the front facade. Twenty (20) percent of townhomes may be accessed from a public or private street.
- B. For multifamily apartment projects that include detached garages, garages shall not directly face or abut main streets and shall have surrounding landscape to help screen the structure within the community.

4. FAÇADE DESIGN / PERMEABILITY / TRANSPARENCY

At least 15% of the area of each façade that faces a street lot line must be windows or main entrance doors. Windows used to meet this standard must allow views from the building to the street. Glass block does not meet this standard. Windows in garage doors do not count toward meeting this standard, but windows in garage walls do count toward meeting this standard. To count toward meeting this standard a door must be at the main entrance and facing the street property line.

5. MATERIALS

- A. Building Walls: Building walls (including accessory structures greater than 144 square feet) shall be primarily clad in wood clapboard, cementitious fiber board, wood shingle, wood drop siding, primed board, wood board and batten, brick, stone, stucco, or synthetic materials similar and/or superior in appearance and durability. Vinyl may only be used on buildings that are no closer than 20 feet from the next closest building and that do not contain mixed occupancy or multifamily dwelling units and not located in an area designated as a local historic district, historical district on the National Register of Historic Places, or individually designated as a local, State, or national historic landmark. The primary materials used for building walls should reflect the context of the surrounding area or neighborhood.
- B. Roof Materials: Residential roofs shall be clad in wood shingles, standing seam metal, terne, slate, asphalt shingles or synthetic materials similar and/or superior in appearance and durability. The primary materials used for roofs should reflect the context of the surrounding area or neighborhood.
- C. Material Colors: Facade colors should reflect the context of the surrounding area and should generally be of low reflectance earth tone, muted, subtle, or neutral colors. Variations in color schemes are encouraged in order to articulate entry ways and public amenities so as to give greater recognition to these features. This paragraph shall not apply to detached houses or townhomes.
- D. Submittals: Color samples shall be provided to the staff at the time of site plan review and prior to renovations, remodelings, facelift, and repainting, along with a description of how and where each color will be used. Colored renderings shall also be required.

COMMERCIAL BUILDINGS (Tenants up to 100,000 SF)

1. APPLICABILITY

The following standards are applicable to all commercial buildings in the PUD district under 100,000 sf.

2. FACADE MATERIALS

- C. Materials: Commercial building walls visible from a public street or civic space shall be primarily brick, stacked stone, stone or stone masonry units, wood clapboard, cementitious fiber board, exposed heavy timber, or architectural concrete masonry units (CMU). Glass curtain walls may be approved subject to review to ensure the styling and details are appropriate for the context. Exterior insulation finishing systems (EIFS) may be used on facades not facing a public street or civic space or as a secondary building material only (less than 25% of the wall area) on primary frontage facades. Under no circumstances shall unfinished concrete block be permitted.
- D. Balance of Wall Materials: When 2 or more materials are used on a façade, the heavier material shall be placed below the lighter material (e.g., siding over brick) to give the sense of support and grounding.
- E. Material Colors: Facade colors shall be of low reflectance earth tone, muted, subtle, or neutral colors. Building trim may feature brighter colors as an accent material. The use of high-intensity, metallic, fluorescent, day glow, or neon colors shall be prohibited. Variations in color schemes are encouraged in order to articulate entry ways and public amenities so as to give greater recognition to these features.
- D. Submittals: Color samples shall be provided to the staff at the time of site plan review and prior to renovations, remodelings, facelift, and repainting, along with a description of how and where each color will be used. Colored renderings shall also be required.

3. GROUND LEVEL DETAILING

- A. Minimize Blank Walls: Expanses of blank walls facing streets (excluding rear access drives or alleys) or public civic spaces may not exceed 20 feet in length. (A "blank wall" is a facade that does not contain transparent windows or doors.)
- B. Ground-Level Glazing: Window glazing and doorways shall be the predominant features in the street-level facade. Exterior burglar bars, fixed "riot shutters," or similar security devices shall not be visible from the public right-of-way. Sixty (60) percent of ground level windows shall provide direct views to the building's interior extending a minimum of 6 feet behind the window.
- C. Transparency Zone: Glazing that is transparent under all lighting conditions shall extend from a base of contrasting material (not exceeding 4 feet in height above the adjacent grade) to at least the

height of the door head. However, spandrel or colored glass may be used above the height of the door head.

- D. Glazing to be Dispersed: Required glazing shall not be aggregated into a single undivided area of glazing treatment. Individual glazing areas shall not span more than 25 linear feet, and must be separated by at least 1 linear foot of contrasting material.

Percentage of Glazing Required on Building per façade:

Primary Façade: 65%

Side Facades: 50%

The primary façade shall be defined as the façade of the building with the primary entrances into the building.

- E. Canopies/Awnings: A building canopy, awning, or similar weather protection may be provided and should project a minimum of 5 feet from the façade.
- F. Ventilation Grates and Emergency Exit Doors: Ventilation grates or emergency exit doors located at the first floor level in the building facade, which are oriented to any public street, shall be decorative. Unless otherwise required by the building code, such grates and doors shall be located away from pedestrian spaces (sidewalks and pedestrian paths).

4. UTILITIES

- A. Rooftop Equipment: All rooftop equipment shall be screened from view to the extent practical. If, due to the topography of the site, a physical screen would not suffice, alternative methods to minimize the negative aesthetics of the otherwise utilitarian equipment (e.g., painting the equipment to match the building) may be approved by the Administrator.
- B. Wall Mounted Equipment: No wall-mounted building utility service equipment (e.g., electrical house panel boxes) shall be visible from the public street right-of-way side of the building.

5. FAÇADE ARTICULATION

Articulation involves the horizontal and vertical variation of the façade so that walls are subdivided into bays or sections that are vertically proportioned. The following provisions for façade articulation shall apply to any façade visible from a public street or civic space. For buildings set back more than 200 feet from the street, the standards in this subsection apply only to the primary façade facing the street.

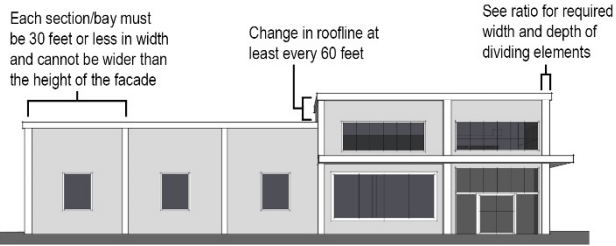
- A. Vertical Elements: All architectural elevations of principal buildings (over 20 feet in height) visible from a public street or civic space shall have a clearly discernible base, body, and cap. The base shall occupy the lowest portion of the elevation, shall have a height of at least 3 feet, and be constructed of a masonry material. The component described as the body shall constitute a minimum of 50% of the total building height. The cap shall occupy the highest portion of the elevation, excluding the roof, and shall have a dimension that does not exceed the height of the base.

The cap shall consist of a cornice, parapet, awning, canopy, eave or other architectural treatment that visually performs in the same manner. The base and cap shall be clearly distinguishable from the body through changes in color, material, pattern, profile, or texture.

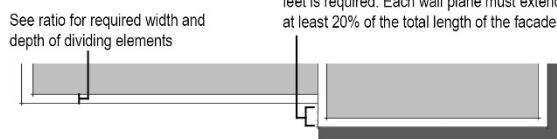
- B. Expression of Entries: Each entryway shall have 1 or more clearly defined, highly visible customer entrance facing the street. The entrance shall feature 1 or more of the following: canopies or porticos, arcades, arches, wing walls, and/or planters
- C. Articulation: The frontage of buildings shall be divided into architecturally distinct sections or bays with each section taller than it is wide, unless otherwise noted. Sections or bays shall be visually established by architectural features such as columns, ribs, pilasters or piers, changes in plane, or an equivalent element that otherwise visually subdivides the wall through at least 50% of its height. The following provisions shall apply:

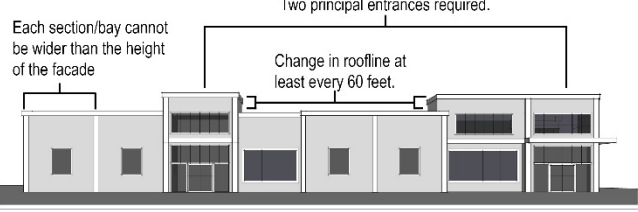
Façade Width/Use Size	Maximum Bay/Section Width	Minimum Type/Depth of Articulation	Rooflines
Less than 60 feet	Not Applicable	Not Applicable	Not Applicable
60 ft – 120 ft	30 feet with each section taller than it is wide	At least 1 change in wall plane is required with a minimum depth of 2 feet. No single wall plane may extend more than 80% of the length of the façade.	At least 1 change in roofline every 60 ft

Elevation View



Plan View



Façade Width/Use Size	Maximum Bay/Section Width	Minimum Type/Depth of Articulation	Rooflines
Uses greater than 120 feet in width or 100,000 square feet whichever is less	Shall not exceed the height of the facade	No walls may extend more than 25% of the length of that side of the building without a minimum change in plane of 2 feet. A second principal entrance is required along frontage	At least 1 change in roofline every 60 ft
Elevation View  Plan View 			

COMMERCIAL BUILDINGS (Greater Than 100,000 SF)

1. APPLICABILITY

The following standards are applicable to all commercial buildings over 100,000 sf in the PUD District.

2. FACADE MATERIALS

- A. Materials: Commercial building walls visible from a public street or civic space shall be primarily brick, stacked stone, stone or stone masonry units, wood clapboard, cementitious fiber board, exposed heavy timber, or architectural concrete masonry units (CMU). Glass curtain walls may be approved subject to Design Review to ensure the styling and details are appropriate for the context. Exterior insulation finishing systems (EIFS) may be used on facades not facing a public street or civic space or as a secondary building material only (less than 25% of the wall area) on primary frontage facades. Under no circumstances shall unfinished concrete block be permitted.
- B. Balance of Wall Materials: When 2 or more materials are used on a façade, the heavier material shall be placed below the lighter material (e.g., siding over brick) to give the sense of support and grounding.
- C. Material Colors: Facade colors shall be of low reflectance earth tone, muted, subtle, or neutral colors. Building trim may feature brighter colors as an accent material. The use of high-intensity, metallic, fluorescent, day glow, or neon colors shall be prohibited. Variations in color schemes are encouraged in order to articulate entry ways and public amenities so as to give greater recognition to these features.
- E. Submittals: Color samples shall be provided to the staff at the time of site plan review and prior to renovations, remodelings, facelift, and repainting, along with a description of how and where each color will be used. Colored renderings shall also be required.

3. GROUND LEVEL DETAILING

- A. Minimize Blank Walls: Expanses of blank walls facing streets (excluding rear access drives or alleys) or public civic spaces may not exceed 75 feet in length on facades greater than 200 LF. (A "blank wall" is a facade that does not contain transparent windows, doors, or façade articulation.)
- B. Ground-Level Detailing: Window glazing, doorways, and façade articulations shall be the predominant features in the street-level facade. Exterior burglar bars, fixed "riot shutters," or similar security devices shall not be visible from the public right-of-way. Sixty percent (60%) of the

ground level windows shall provide direct views to the building's interior extending a minimum of 6 feet behind the window.

- C. **Transparency Zone:** Glazing that is transparent under all lighting conditions shall extend from a base of contrasting material (not exceeding 4 feet in height above the adjacent grade) to at least the height of the door head. However, spandrel or colored glass may be used above the height of the door head. The table below lists the standards for the required percentage of square footage in the Transparency Zone that must have a glazing treatment. In instances where all four sides of the building face a public right of way, no minimum glazing is required for the building's rear façade.

Commercial Buildings in District	Percentage of Glazing in Transparency Zone	
	Primary Façade	Side Façade
PUD (Uses greater than 100,000 square feet)	30% min.	30% min.*

**Note: Spandrel glass may be used to meet glazing requirements on side façades as approved by the administrator.*

- D. **Glazing:** Required glazing shall not be aggregated into a single undivided area of glazing treatment. Individual glazing areas shall not span more than 15 linear feet, and must be separated by at least 1 linear foot of contrasting material.
- E. **Canopies/Awnings:** A building canopy, awning, or similar weather protection may be provided and should project a minimum of 5 feet from the façade. A decorative canopy or awning shall project a minimum of 3 feet from the façade.
- F. **Ventilation Grates and Emergency Exit Doors:** Ventilation grates or emergency exit doors located at the first floor level in the building façade, which are oriented to any public street, shall be decorative. Unless otherwise required by the building code, such grates and doors shall be located away from pedestrian spaces (sidewalks and pedestrian paths). If all four façades of the building face a public street, location and design of ventilation grates and emergency exits will be approved by the Administrator.

4. UTILITIES

- A. **Rooftop Equipment:** All rooftop equipment shall be screened from view to the extent practical. If, due to the topography of the site, a physical screen would not suffice, alternative methods to minimize the negative aesthetics of the otherwise utilitarian equipment (e.g., painting the equipment to match the building) may be approved by the Administrator.

- B. Wall Mounted Equipment: No wall-mounted building utility service equipment (e.g., electrical house panel boxes) shall be placed on the public street right-of-way side of the building. If all four facades of a building face the public street right-of-way, the location to be approved by the administrator.

5. FAÇADE ARTICULATION

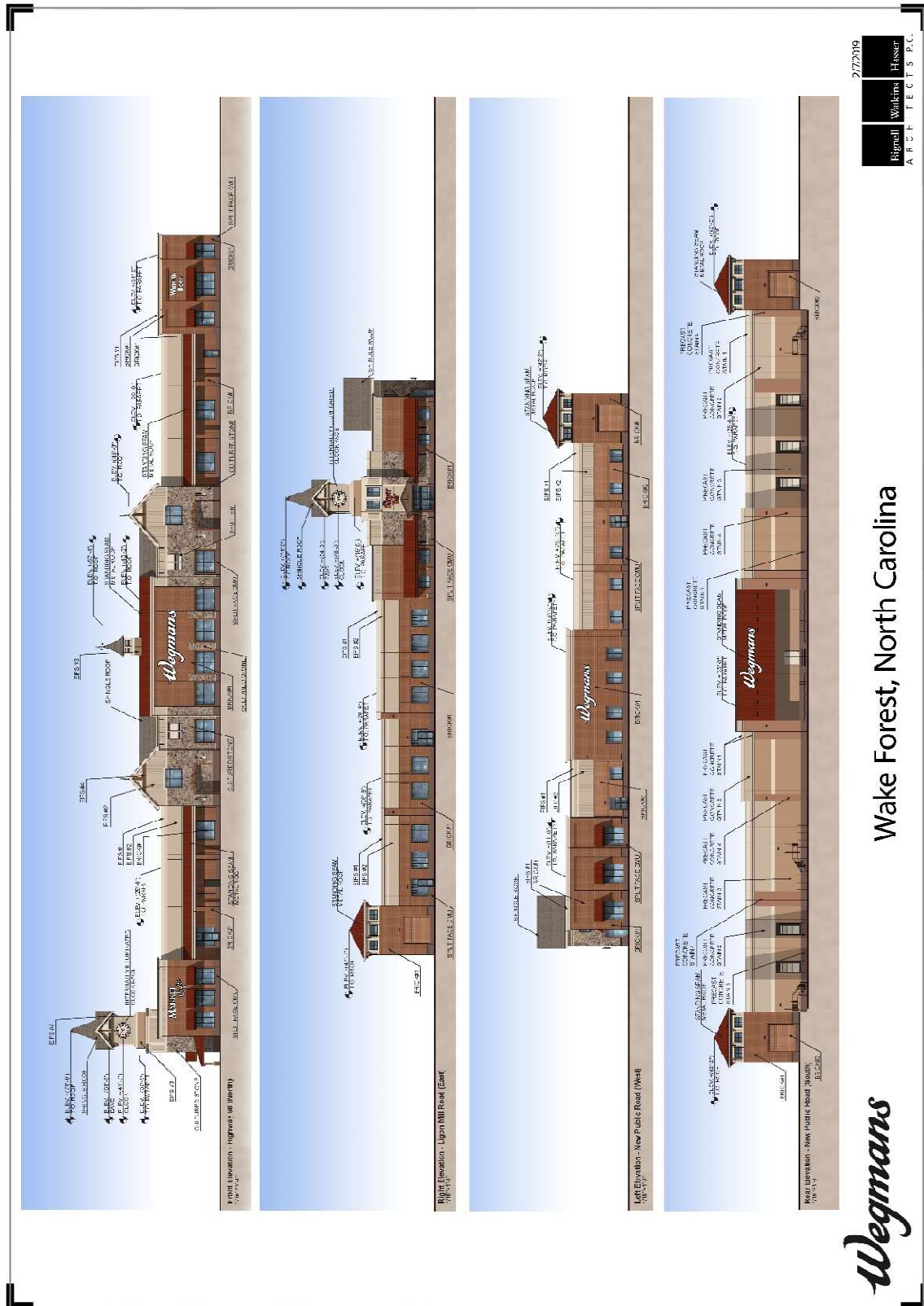
Articulation involves the horizontal and vertical variation of the façade so that walls are subdivided into bays or sections that are vertically proportioned. The following provisions for façade articulation shall apply to any façade visible from a public street or civic space. For buildings set back more than 200 feet from the street, the standards in this subsection apply only to the primary façade facing the street.

- A. Vertical Elements: All architectural elevations of principal buildings (over 20 feet in height) visible from a public street or civic space shall have a clearly discernible base, body, and cap. The base shall occupy the lowest portion of the elevation, shall have a height of at least 3 feet, and be constructed of a masonry material. The component described as the body shall constitute a minimum of 50% of the total building height. The cap shall occupy the highest portion of the elevation, excluding the roof, and shall have a dimension that does not exceed the height of the base. The cap shall consist of a cornice, parapet, awning, canopy, eave or other architectural treatment that visually performs in the same manner. The base and cap shall be clearly distinguishable from the body through changes in color, material, pattern, profile, or texture.
- B. Expression of Entries: Each entryway shall have 1 or more clearly defined, highly visible customer entrance facing the street. The entrance shall feature 1 or more of the following: canopies or porticos, arcades, arches, wing walls, and/or planters
- C. Articulation: The frontage of buildings shall be divided into architecturally distinct sections or bays with each section taller than it is wide, unless otherwise noted. Sections or bays shall be visually established by architectural features such as columns, ribs, pilasters or piers, changes in plane, or an equivalent element that otherwise visually subdivides the wall through at least 50% of its height. The following provisions shall apply:

Façade Width/Use Size	Maximum Bay/Section Width	Minimum Type/Depth of Articulation	Rooflines

Façade Width/Use Size	Maximum Bay/Section Width	Minimum Type/Depth of Articulation	Rooflines
Uses greater than 120 feet in width or 100,000 square feet whichever is less	Shall not exceed 2-1/2 times the height of the facade	No walls may extend more than 25% of the length of that side of the building without a minimum change in plane of 2 feet or introduction of pilasters/façade articulation.	At least 1 change in roofline no greater than 1/2 the length of the façade.

*See Full-Size Drawings attached to TOWF PUD Electronic Submittal



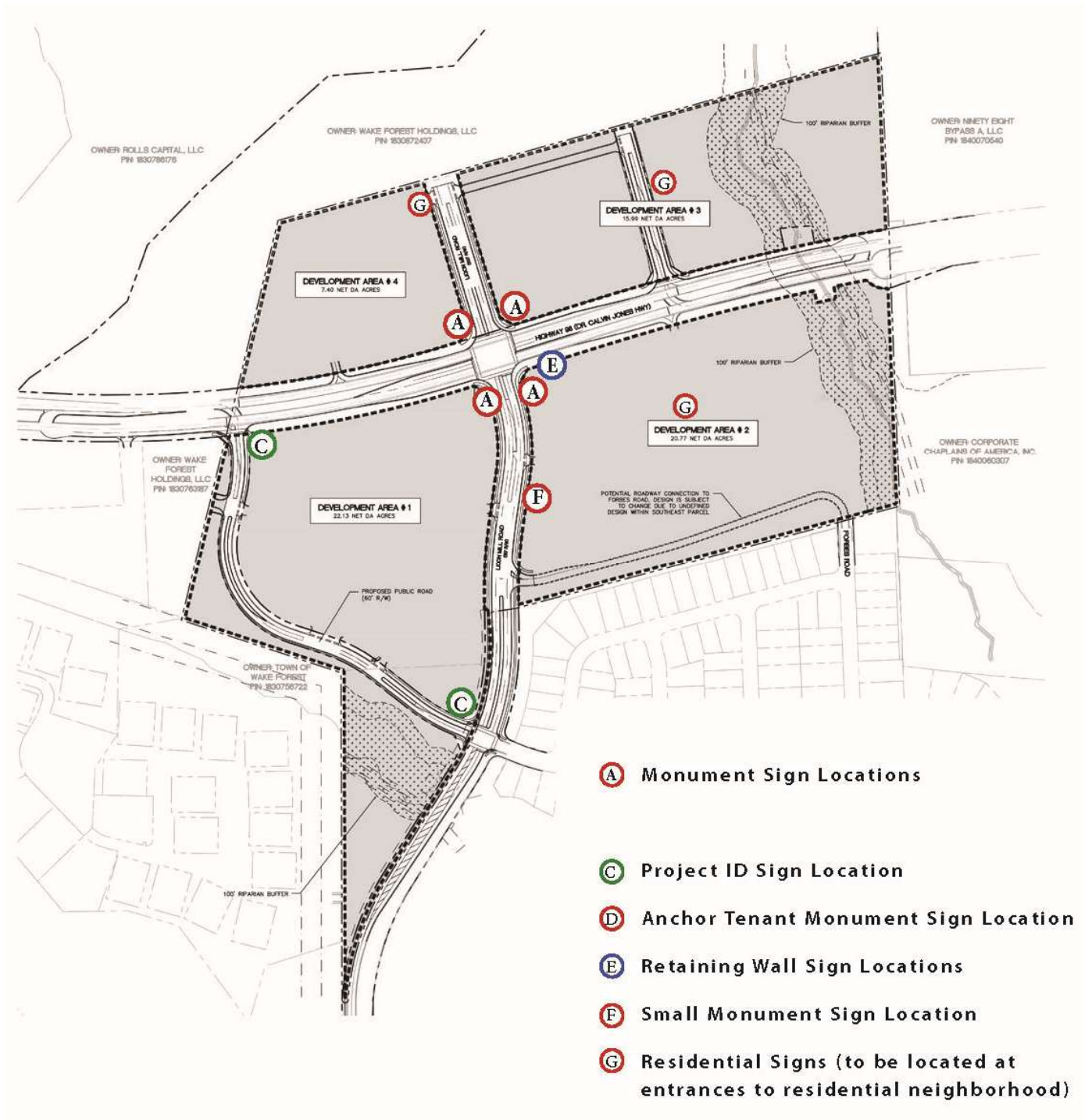


Figure 7.2 – Signage Key Map

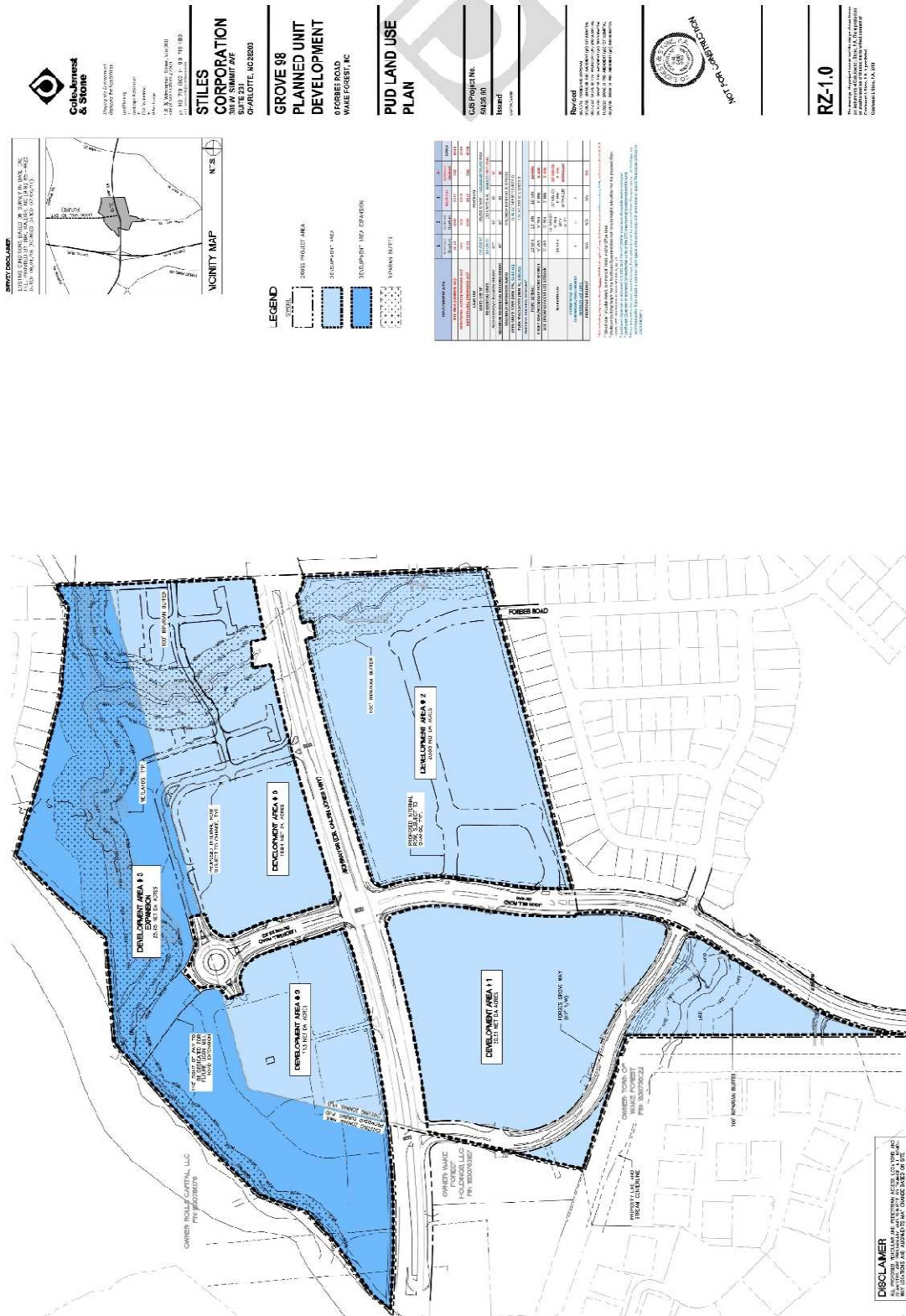


Figure 7.3 – PUD Land Use Plan (Revised 3/01/21, see full-size drawings attached to submittal). *Note: Roadway alignments and quantity/locations of control of access breaks/driveways shown are illustrative only and subject to change



Figure 7.4 – PUD Circulation & Utilities Plan (Revised 09.05.24). *Note: Roadway alignments and quantity/locations of control of access breaks/driveways shown are illustrative only and subject to change

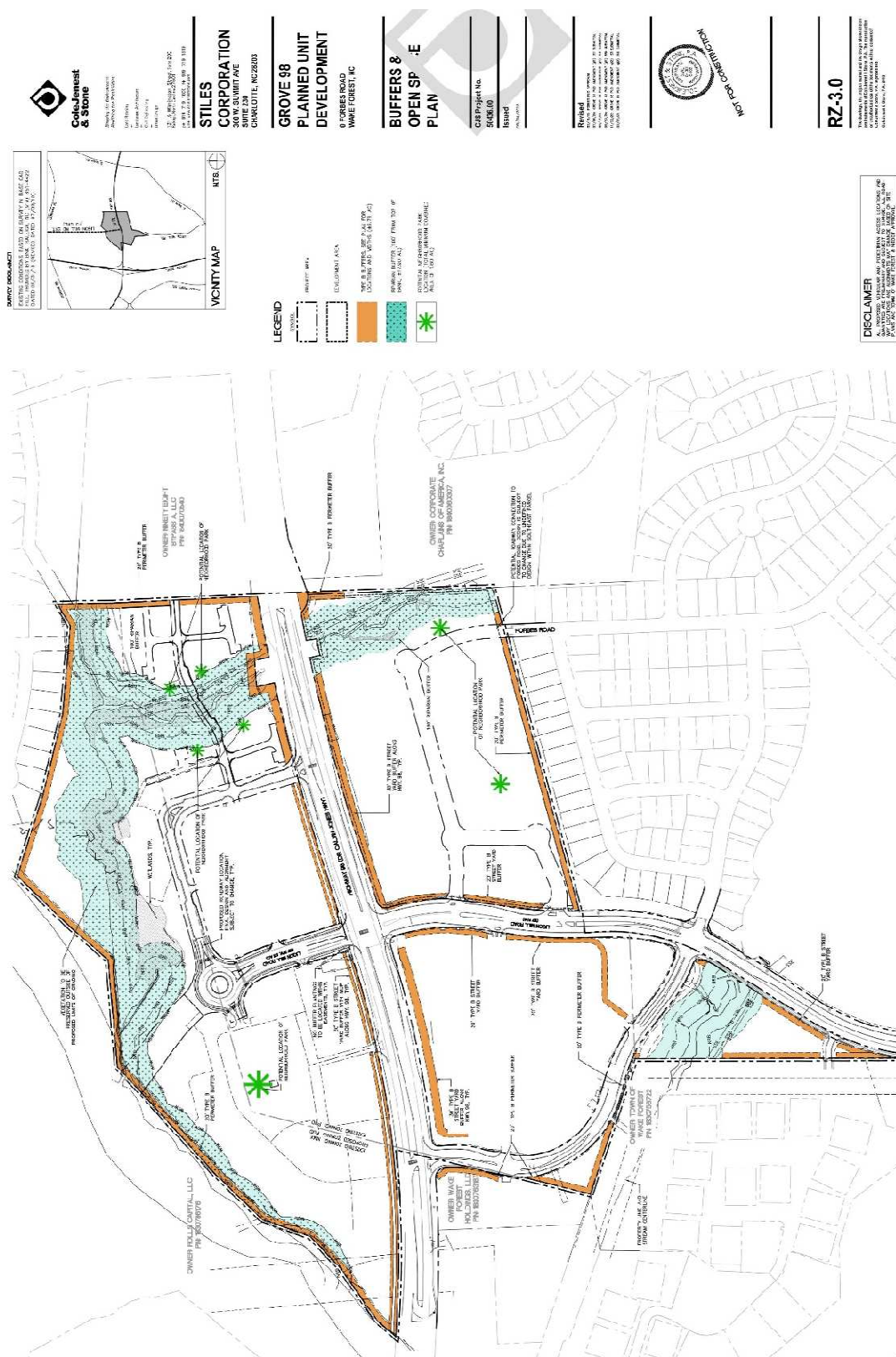
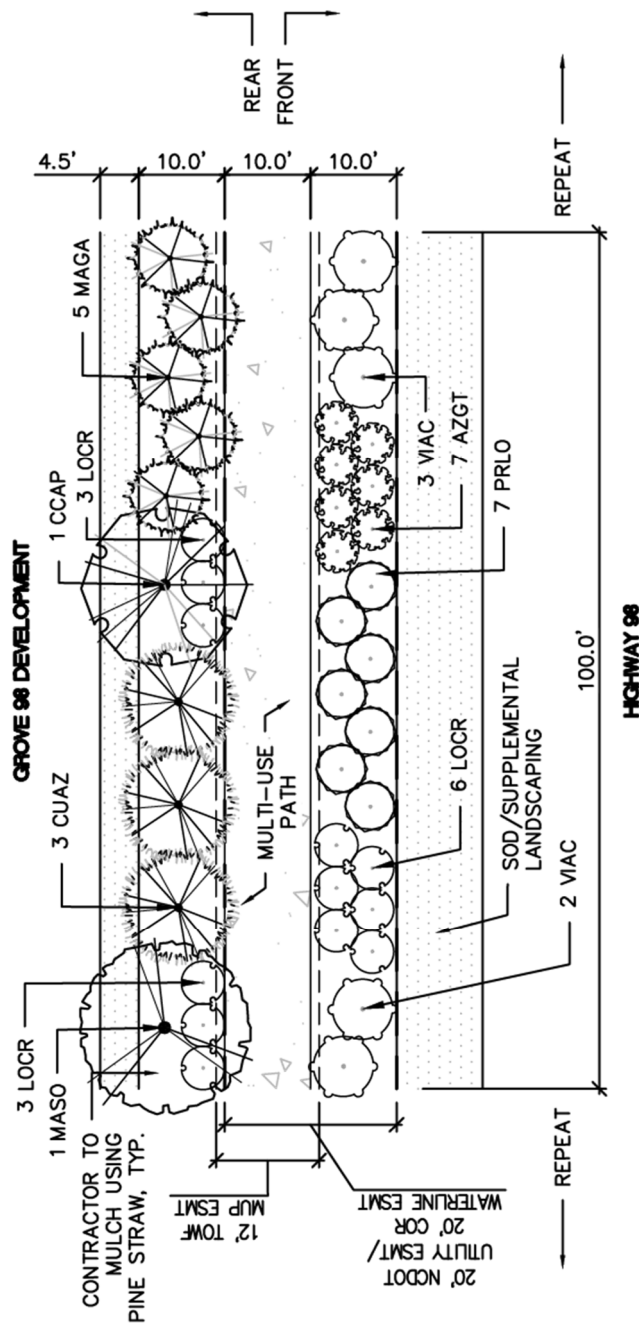


Figure 7.5 – PUD Buffers & Open Space Plan (Revised 3/01/21, see full-size drawings attached to submittal). *Note: Roadway alignments and quantity/locations of control of access breaks/driveways shown are illustrative only and subject to change

Buffer/Multi-Use Path at North Edge of Highway 98 (Ref. PUD Section 6.5)

(Revised 2/1/21; final species selection and location/spacing of planting shown in conceptual detail is subject to change).



30'-WIDTH TYPE B STREETYARD BUFFER WITH MUP (QUANTITIES BASED ON 100 LINEAR FEET)

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT.	SIZE	SPAC.	HEIGHT	REMARKS
	CCAP	1	CERCIS CANADENSIS 'APPALACHIAN RED'	EASTERN REDBUD	B&B	2" CAL. MIN.	A.I.		
	CUAZ	3	CUPRESSUS ARIZONICA 'BLUE PYRAMID'	BLUE PYRAMID CYPRESS	B&B	8"-10" HT.	A.I.		FULL TO GROUND
	MAGA	5	MAGNOLIA GRANDIFLORA 'TMGH' TM	ALTA SOUTHERN MAGNOLIA	B&B	8"-10" HT.	A.I.		FULL TO GROUND
	MASO	1	MAGNOLIA X SOULANGEANA	SALICER MAGNOLIA	B&B	8"-10" HT.	A.I.		MULTI-STEM
SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT.	SIZE	SPAC.	HEIGHT	REMARKS
	AZGT	7	AZALEA INDICA 'MRS. G.G. GERBING'	MRS. G.G. GERBING AZALEA	CONT.	24"-36" HT./SPR.	5' O.C.		
	LOCR	12	LOREPETALUM CHINENSE RUBRUM	CHINESE FRINGE FLOWER	CONT.	24"-36" HT./SPR.	5' O.C.		
	PRLO	7	PRUNUS LAUROCEASUS 'OTTO LUYKEN'	OTTO LUYKEN ENGLISH LAUREL	CONT.	18"-24" SPR.	6' O.C.		
	VIAC	5	VIBURNUM AWABUKI 'CHINDO'	CHINDO VIBURNUM	CONT.	3"-4" HT.	6' O.C.		

- NOTES:
1. MODIFIED BUFFER AT UTILITY EASEMENT TO BE GENERATED WITH REVISED SPECIES NOT EXCEEDING 15-FT IN MATURE HEIGHT, SEE SHEET C-600 OF SITE/SUBDIVISION MASTER PLAN FOR LOCATION
 2. ANY ADJUSTMENTS TO SPECIES TO BE APPROVED BY TOWN OF WAKE FOREST AND ADHERE TO MINIMUM 20' TYPE B BUFFER REQUIREMENTS AS OUTLINED IN UDO SEC. 8.5.3 (MIN. 2 EVERGREEN TREES, 1 CANOPY TREE, 2 UNDERSTORY TREES, 12 SHRUBS).

Section 7.2: Appendix B

Parking between the western edge of the Wegmans building and Forbes Grove Way shall comply with the guidelines in this Appendix.

- The parking area shall include the following elements, as illustrated in *Figure 1* (Preliminary Layout and Engineering Plan), *Figure 2* (Preliminary Illustrative Site Plan), and *Figure 3* (Preliminary Landscape Species List).
 - **Green Stormwater Infrastructure:**
 - **Permeable vehicular pavers** within both the parking spaces *and* drive aisle (with appropriate edge/transition restraints, underdrain system, etc.) to maximize infiltration and minimize volume routing to the existing stormwater pond. A minimum of ±7,000 SF of permeable hardscape surface to be provided.
 - **Rain garden areas** (with appropriate planting media and drainage measures) to capture and disperse stormwater flow at curb cut locations on the western edge of the parking lot with a minimum quantity of three (3) locations, see *Figure 1*.
 - **Enhanced Landscape Design**
 - To be located at all edges of the surface lot at to provide shade, screening, and visual interest. Planting quantities shall be installed at a minimum of 200% of the quantities required per UDO Section 8.7. Vehicular Use Area Screening & Landscaping.
 - Final planting design to include low-maintenance native or adapted species, sustainable irrigation methods, shade/canopy trees, ornamental trees, shrubs/groundcover, and native grasses (see *Figure 3* for preliminary species list).
- The driveway channelization standard “for larger commercial developments” outlined in UDO Section 9.8.1.D. is modified from a “minimum distance of one-hundred (100’)” to a “minimum distance of eighty (80’)” due to significant dimensional limitations and grade change at the one-way driveway entrance to the expanded parking lot, which constrains the driveway channelization distance between Forbes Grove Way and the entrance (see *Figure 1*). This reduced driveway channelization standard only applies to the specific location described above and as indicated in *Figure 1*.

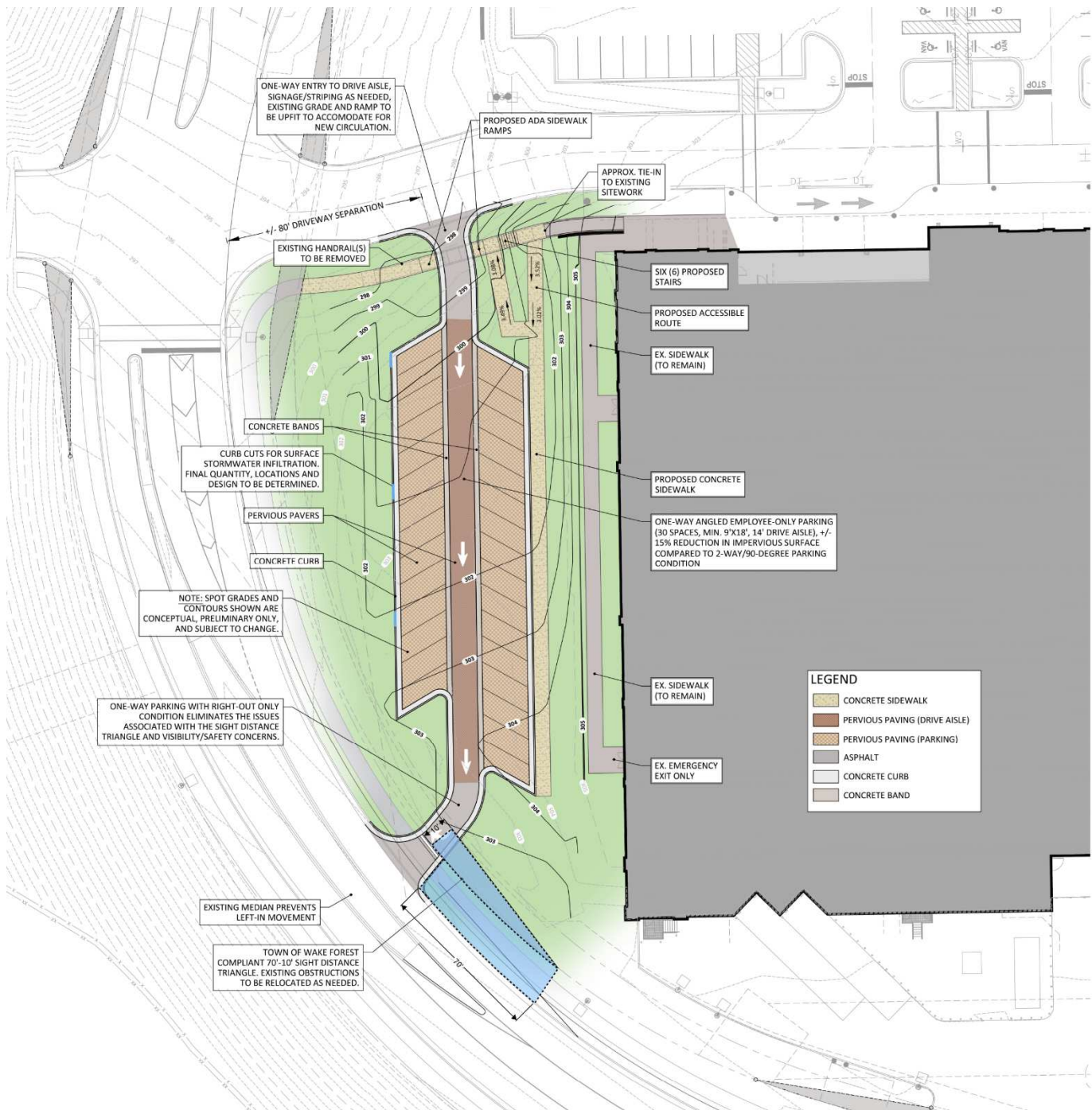
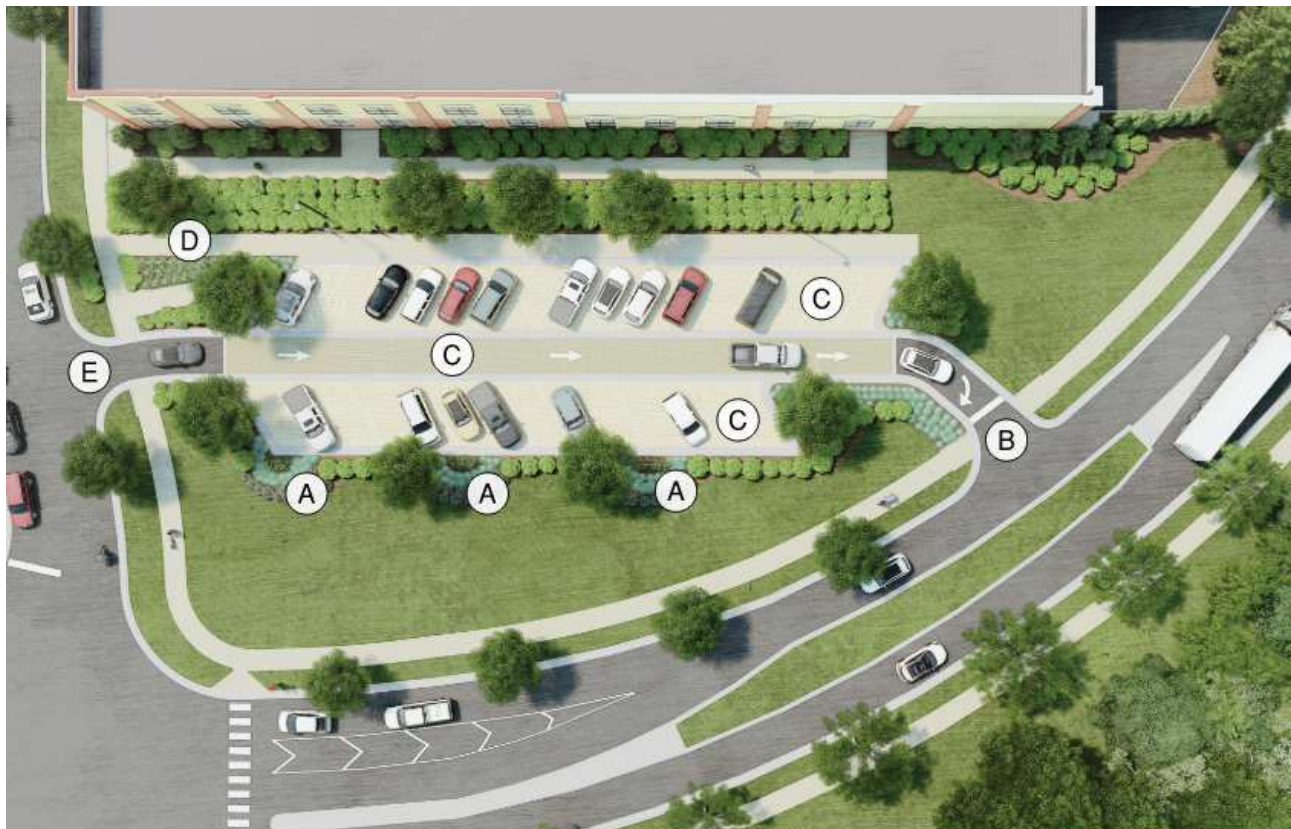


Figure 1: Preliminary Layout and Engineering Plan



Legend

- A - Bioretention with Native Landscape
- B - Proposed Exit from Forbes Grove Way
- C - Pervious Paving
- D - Increased Pedestrian Connectivity
- E - Proposed Entry

Approx. Planting Schedule

- +/- 10 Canopy Trees
- +/- 150 Evergreen Shrubs
- +/- 30 Deciduous Shrubs
- +/- 200 Groundcovers

Figure 2 – Preliminary Illustrative Site Plan

Large / Canopy Trees

Quercus nuttalli (texana) / Nuttall Oak
Taxodium ascendens / Bald Cypress
Nyssa sylvatica 'David Odom' / Afterburner Tupelo

Small/Ornamental Trees

Chionanthus virginicus / Fringe tree (rain garden areas)
Cercis canadensis / Redbud
Carpinus caroliniana / American Hornbeam

Shrubs (evergreen and deciduous)

Ilex vomitoria 'Schillings' / Dwarf Yaupon Holly
Prunus laurocerasus 'Otto Luyken' / Otto Luyken Cherry Laurel
Hydrangea paniculata / Limelight Hydrangea
Aronia melanocarpa 'Low Scape Mound' / Black Chokeberry

Groundcover/Grasses

Muhlenbergia capillaris / Muhly Grass
Panicum virgatum / Switchgrass
Phlox subulata / Creeping Phlox
Carex stricta / Tussock Sedge

Rain Garden Shrubs, Perennials and Grasses

Fothergilla gardenia 'Mount Airy' / Mt. Airy Fothergilla
Clethra Alnifolia 'Hummingbird' / Hummingbird Clethra
Ilex verticillata 'Red Sprite' / Winterberry
Chasmathium latifolium / River Oats
Deschampsia cespitosa / Tufted Hair Grass
Rudbeckia fulgida / Black Eyed Susan
Coreopsis verticillata / threadleaf coreopsis
Eutrochium maculatum 'Gateway' / Joe Pye Weed.
Amsonia tabernaemontana / Bluestar

Figure 3 - Preliminary Landscape Species List (note that not all species listed may be utilized, are preliminary and are subject to change with approval from Town of Wake Forest Urban Forestry):



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2025-594-
Submitted by: Jennifer Currin
Submitting Department:
Meeting Date: October 7, 2025

Subject

UDO Adoption Update.

Recommendation:

item Summary:

ATTACHMENTS:

- [Agenda Summary_BoC_UDO.pdf](#)

Agenda Item: UDO Adoption Update.

Summary: In 2022, Planning staff began developing a new Unified Development Ordinance (UDO) on the heels of our Comprehensive Plan updates. One goal of the new UDO is to implement the vision and recommendations contained within those Plans. After two years of extensive community engagement and ordinance refinement, the draft Unified Development Ordinance (UDO) was slated for consideration by the Board of Commissioners in December 2024. Between the initial public hearing in November 2024 and public hearing and consideration scheduled for December 2024, zoning language was added to SB382 in the 2023/2024 legislative session.

With the passage of the new state law, Town staff had to step back and evaluate the effects of these new laws and consider if and how SL2024-57 impacts the UDO adoption process. North Carolina municipalities and counties also sought exemptions to SL2024-57 during the 2025 spring legislative session. To date, the NCGA has not passed any bills that would offer relief from, or better clarity around, SL2024-57.

To ensure the Comprehensive Plan's vision, a vision containing extensive and diverse community feedback, is implemented, it is important to identify a path forward for UDO adoption while fully complying with State law. It has become abundantly clear that the Town cannot wait for State legislation to clarify or otherwise remedy the effects of SL2024-57. While several alternatives have been considered, one stands out as the preferred path forward-proceed with the draft UDO adoption.

Staff anticipates that pursuing UDO adoption could take 6-9 months from project re-initiation. The first 3-6 months will be dedicated to reviewing the draft UDO and determining whether there is any language that needs any final modifications. This could include revisions to the table of permitted uses, dimensional standards, or the nonconformities chapter. Following the analysis and draft UDO revisions, the public comment and public hearing process must be re-engaged. Based on advertising deadlines and procedural requirements, this step is estimated to take approximately 3-4 months.

Following the UDO adoption, staff will begin the zoning map update process. It will also take approximately 6-9 months due to required (and recommended) in-person community engagement.

Attachments: None.



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2025-597-
Submitted by: Brad West, Planning
Submitting Department: Planning
Meeting Date: October 7, 2025

Subject

Go Wake Forest Fare Proposal

Recommendation:

Approve

item Summary:

ATTACHMENTS:

- [Agenda Summary](#)

Agenda Item: Go Wake Forest Fare Proposal

Summary: As part of the Town's ongoing commitment to providing safe, reliable, and affordable transit to residents and visitors of Wake Forest, Town staff is proposing to update the Go Wake Forest fare policy.

When Go Wake Forest microtransit initially launched as a pilot program, it was decided that all rides would be fare-free. This decision was made, in part, to entice ridership and offset any inconveniences experienced by riders while staff ironed out the kinks during this pilot phase. This strategy appears to have worked, as Go Wake Forest has seen a substantial increase in ridership and cost efficiencies when compared to the bus system that preceded it.

In fact, ridership has grown at such a substantial rate, that the Town has had to expand capacity on three separate occasions to keep pace. These expansions have made the system more efficient and reliable, allowing for capacity to catch up with demand. However, the system's improvements have induced even more ridership demand and the Town is yet again facing capacity challenges as more people choose to use Go Wake Forest.

As the service transitions out of its pilot year, ridership demand shows no indication of slowing down, and thus the current model of fare-free rides may not be sustainable. As such, Via Transportation Inc (Via), the Town's transit partner, is recommending that Go Wake Forest transition to a fare-based model with qualifying discounts for riders that meet certain verified criteria.

As evidenced by neighboring microtransit systems in North Carolina, Via believes fares are necessary to both raise revenue for service improvements and to soften "choice" rider demand, freeing up capacity for "dependent" riders who utilize the service for everyday needs.

Attachments: None



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2025-604-

Submitted by: Nathan McKinney, Administration

Submitting Department: Administration

Meeting Date: October 7, 2025

Subject

Discussion of Guidelines for Public Comment

Recommendation:

item Summary:

ATTACHMENTS:

- [Draft_Guidelines_for_Public_Comment.pdf](#)



Guidelines for Public Comment at Regular Meetings of the Board of Commissioners

The Wake Forest Board of Commissioners values input from residents of the community and offers an opportunity for Public Comment during its regular meetings.

North Carolina law requires governing boards to provide at least one public comment period per month during a regular meeting, so long as at least one regular meeting is held. Whenever Wake Forest provides a public comment period, this is considered a limited public forum. As such, these procedures will be followed and enforced in order to: 1) allow for all constitutionally protected speech to be efficiently spoken and heard while 2) ensuring that all the purposes of regular meetings are successfully met within an environment of appropriateness and decorum.

Pursuant to North Carolina law (N.C.G.S. §§160A-81.11, 143-318.17, and other applicable law), the Board has established these Guidelines in order to maintain order, civility, and decorum during the entirety of all Board meetings.

NOTE: These Guidelines apply specifically to *public comments made during a regular session of the Board of Commissioners*. For Guidelines specific to **Formal** Public Hearings such as quasi-judicial proceedings, please see the *Guidelines for Participation in Formal Public Hearings* and the *Student Guide to Formal Public Hearings*.

1. Persons wishing to be called upon to provide public comment shall follow the following sign-up procedures:
 - a. Speakers may sign up by completing the online form prior to the meeting (*provide link*).
 - b. Alternatively, the speaker may contact the Town Clerk's Office at (919) 435-9432 to add their name to the list of speakers, or to request further assistance.

- c. Individuals who have not signed up prior to the meeting in which they wish to speak are encouraged to sign in with the Clerk to the Board prior to the start of the meeting.
 - d. The Board will endeavor to hear from all speakers, but speakers who sign up in advance will be given first priority, and the Board is permitted to end the Public Comment in its discretion after a total thirty (30) minutes of public comment. In order to be added to the list of speakers, an individual must provide their name, physical address, telephone number, and email address.
 - e. All speakers, by virtue of being permitted to speak, are required to comply with these procedures and these Guidelines.
- 2. Board members and staff will not answer questions, debate, or otherwise engage in conversation with speakers during a public comment session.
 - a. If the speaker's comments reference a particular complaint or issue (a "matter"), the Board may refer the issue to the Town Manager to address the matter raised, or the Town Manager may assign the matter to an appropriate staff member.
 - b. If the speaker's comments involve a policy issue, the Board may schedule discussion on the policy issue for a future work session.
 - c. Questions from the Board will be held until after public comment is closed.
- 3. Speakers called upon during the public comment section shall utilize their time to speak according to the following procedure:
 - a. The Clerk will deliver the list of those persons signed up to speak to the Mayor or presiding officer before the beginning of the meeting.
 - b. The speakers will be called upon in the order the requests were received by the Clerk. Speakers will be called one at a time and may proceed to the podium upon being recognized by the mayor or presiding officer.
 - c. Speakers are allotted three (3) minutes each. Speakers may not delegate their time, or unused time, to another speaker.
 - d. Groups shall designate a speaker. The speaker may recognize the group by asking them to stand.
 - e. Speakers shall state their name and street of residence for the record before making comments.
 - f. Comments shall be directed to the full Board, not an individual member nor other participants or the audience.

[*Optional*: limit speaking topic selection to matters on the agenda? (Non-consent items)

Or

Speaking topics are permitted to include any issues relevant to the Board and the Town; examples of topics not permitted would be those of a personal (birthdays) or commercial (business advertising) nature, or any other topic not within the purview of the Board of Commissioners.]

4. Standards of decorum. All speakers and attendees shall abide by these decorum and civility requirements when utilizing their time to speak.
 - a. Speakers shall present their ideas and opinions freely and without censure using civil language and reasonable standards of courtesy.
 - b. Speakers shall not use language that is insulting or personally disparaging of anyone.

[*Optional*: Personal attacks, profanity, or other behavior disruptive to the decorum and purpose of regular meetings are strictly prohibited. All viewpoints, opinions, and relevant information applicable to regular meetings may be freely made without the behavior described by this Section, therefore violation of this section is grounds for dismissal from the proceedings.]
 - c. Comments shall be concise and not repetitive or duplicative of other comments made during the same public comment period. The mayor or presiding officer has the discretion to limit or prohibit comments that are of a nature and substance that have already been conveyed during the same public comment period.
 - d. Neither the Speaker nor any other member of the audience shall approach the dais, including the Town Clerk's location, during a session. Town law enforcement and Town staff has the authority to prevent or remove anyone from approaching the Town Clerk or the Commissioners.
 - e. Everyone in attendance shall refrain from applause, comments, or other disruptions during the public comment section of a regular meeting. Violation of this section is grounds for dismissal from the proceedings.

5. Other materials

No digital presentations are allowed.

OR

Digital or electronic materials are permitted under the following conditions:

- a. Speakers may use electronic materials during their three minutes.
- b. Speakers may only use still photos or “slides” of text.
- c. Because Board meetings are open to the general public and are broadcast via public air waves, electronic materials shall not include words or images that contain vulgar, sexually explicit, or excessively violent material. If a speaker wishes to submit electronic materials, the sign-up procedures remain the same; however, the electronic materials must be submitted by 5 p.m. on the Friday before the Board meeting. This requirement is associated with technology security needs and to prevent compromise of the Town computer network. A speaker who has properly submitted electronic materials will be given a reasonable (in the discretion of the mayor or presiding officer) time to set up the necessary technology to display their materials. Once the technology is in place, the speaker’s three minutes will start. Speakers wishing to reference relevant videos or video content as part of their public comments should inform the Board of where the video can be found (or include such information via written comment) and use their time to summarize or articulate the point made by the video.

OR

-

Digital or electronic materials.

Speakers may use electronic materials during their three minutes. If a speaker wishes to submit electronic materials, the sign-up procedures remain the same; however, the electronic materials must be submitted by 5 p.m. on the Friday before the Board meeting. This requirement is associated with technology security needs and to prevent compromise of the Town computer network. A speaker who has properly submitted electronic materials will be given a reasonable time (in the discretion of the mayor or presiding officer) to set up the necessary technology to display their materials. Once the technology is in place, the speaker’s three minutes will start. Speakers wishing to reference relevant videos or video content as part of their public comments may do so utilizing their three minutes of time (showing a three minute video will prevent the speaker from speaking once the video is complete). It is suggested that – instead of showing videos – that speakers summarize or articulate the point of a video and inform the Board of where the video can be found for viewing, since this will allow the speaker more time to actually speak (and because this better serves the purpose of a Public Comment period,

that is, allowing in-person meeting attendance and personal expression by residents. Board meetings are open to the general public, are broadcast via public air waves, and are conducted for the purposes of conducting Town business and receiving comments from meeting attendees who are residents. Electronic materials shall not include footage, words, or images that contain vulgar, sexually explicit, or excessively violent material are not appropriate to the purpose and decorum of the meeting. The prohibitions in Section ____ above apply to video footage or any other materials presented by a speaker. *(Optional)* The Board's restriction of such materials is an effort to impose reasonable restrictions in light of the purpose of the forum while also properly allowing permitted expression. For 1st Amendment freedom of expression purposes, Town Hall is a different "forum" than the downtown streets of Wake Forest, and thus Commissioner meetings may include certain restrictions that would not necessarily apply to the broad spectrum of expressive activity that the Constitution allows in a traditional public forum (public streets).

Speakers who have handouts to share shall bring 12 copies and give them to the Clerk to the Board who will distribute them to Board members, the Manager, the Attorney, and retain one copy for the record. *(Include a way to email such ahead of time? Similar to the Friday time frame for electronic materials?)*.

Comments submitted in writing and received by close of business on the day prior to the public hearing will be provided to Board members at the meeting in a printed copy. Comments received after this time will be passed along to Board members as regular correspondence.

The Mayor or presiding officer, with the assistance of the Town Clerk, Town Attorney, and Town Manager, shall be responsible for the application and enforcement of these Guidelines.



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2025-606-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: October 7, 2025

Subject

Ordinance amending Chapter 30, Article III Section 30-1, and 30-90 thru 30-92 focused on motorized scooter, electric bicycles and electric assisted bicycles, pedestrian right-of-way and requirements for helmet. ,

Recommendation:

Provide feedback on suggested changes. Voting meeting 10/21.

item Summary:

ATTACHMENTS:

- [Summary Chapter 30 Article III Section 30-1 30-90 thru 30-92.pdf](#)
- [Attachment A Ordinance 2025 XX Chapter 30 Article III Section 30-1 30-90 thru 30-92.pdf](#)
- [Attachment B Presentation Chapter 30 Article III Section 30-1 30-90 thru 30-92.pdf](#)

Consideration of an Ordinance Amending the Code of Ordinances Chapter 30, Article III, Section 30-1, and 30-90 thru 30-92 – Motorized Scooters, Electric Bicycles, Electric Assisted Bicycles, and Pedestrian Right-of-way on Bicycles, Electric Bicycle, Electric Assisted Bicycles, and Scooter Facilities

Item Summary:

The current Motorized Scooter Ordinance was adopted January 19, 2019. Updates will be presented to Chapter 30, Article III, Section 30-1, and 30-90 thru 30-92 – Motorized Scooters, Electric Bicycles, Electric Assisted Bicycles, and Pedestrian Right-of-way on Bicycles, Electric Bicycle, Electric Assisted Bicycles, and Scooter Facilities, of the Code of Ordinances for the Town of Wake Forest, North Carolina provide clarity, create regulations for riders, create an ordinance for electric bicycle riders, update enforcement and penalties.

Attachments:

Attachment A: Ordinance 2025- XX Chapter 30, Article III, Section 30-1, and 30-90 thru 30-92 – Motorized Scooters, Electric Bicycles, Electric Assisted Bicycles, and Pedestrian Right-of-way on Bicycles, Electric Bicycle, Electric Assisted Bicycles, and Scooter Facilities

Attachment B: Presentation Ordinance 2025-CC Chapter 30, Article III, Section 30-1 and 30-90 thru 30-92

ORDINANCE 2025-XX
ORDINANCE AMENDING CHAPTER 30,
ARTICLE III, SECTION 30-1, 30-90 THRU 30-92 – Motorized Scooters, Electric
Bicycles and Electric Assisted Bicycles, Pedestrian Right-of-Way On Bicycle, Electric
Bicycle, Electric Assisted Bicycle, and Scooter Facilities, and Requirements for
helmet.
OF THE CODE OF ORDINANCES FOR THE TOWN OF WAKE FOREST, NORTH
CAROLINA

WHEREAS, the current Chapter 30 Article III was last updated in 2019 through Ordinance No. 2019-09, adopted January 19, 2019; and

WHEREAS, Updates to Chapter 30, Article III Section 30-90 thru 30-92- Motorized Scooters, Electric Bicycles and Electric Assisted Bicycles, Pedestrian Right-of-Way on Bicycles, Electric Bicycle, Electric Assisted Bicycle, and Scooter Facilities, and Requirements for helmet, in the Code of Ordinances for the Town of Wake Forest, North Carolina provide clarity, provide a new ordinance for electric bicycles and electric assisted bicycles, make enforcement for law enforcement easier and terminate Resolution 2019-09 and outline where specific motorized units can be utilized.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Wake Forest, to amend the Code of Ordinances as follows:

Sec. 30-1 Definitions.

Shared streets means all existing public or private street rights-of-way where bicycles share the roadway with motor vehicles unless otherwise prohibited by law. Shared streets may utilize signs placed on vertical posts or markings stenciled on the pavement.

Sec. 30-90. Motorized scooters.

Motorized scooter:

A device with no more than three 12-inch or smaller diameter wheels that has handlebars, is designed to be stood upon or that is equipped with a seat or desk for use by the rider, and is powered by an electric or gasoline motor that is capable of propelling the device with or without human propulsion at a speed no greater than 15 miles per hour on a paved level surface.

- (b) All motorized scooters used and operated upon and across shared streets and other designated bicycle facilities within the Town of Wake Forest's jurisdiction shall be considered vehicles and the riders of such

motorized scooters shall be subject to all provisions of the Town of Wake Forest Code and Chapter 20 of the North Carolina General Statutes applicable to the driver of vehicles except those which by their nature can have no application.

- (c) Motorized scooters are not permitted to operate on sidewalks or pedestrian trails. Motorized scooters may operate on shared streets, greenways, parks, multi-use paths, and bicycle lanes. The operator of a motorized scooter using parks, greenways, or multi-use paths shall comply with all traffic regulations posted along the facility shall stop or otherwise yield the right-of-way before entering or crossing a public street.
- (d) A motorized scooter may not operate on any road with a speed limit over 25 miles per hour.
- (e) No scooter shall exceed a speed of 10 miles per hour while being operated on a greenway, in a park, or on a multi-use path.

Sec. 30-91. Electric Bicycles and Electric Assisted Bicycles.

Electric bicycle:

A bicycle with two or three wheels that is equipped with a seat or saddle for use by the rider, no pedals for human propulsion, and an electric motor of no more than 750 watts, whose maximum speed on a level surface when powered solely by such motor is no greater than 20 miles per hour. Any electric bicycle that travels at a speed of over 20 miles per hour on level ground is defined as either a motorcycle or a moped according to N.C. General Statutes and the driver is responsible for adhering to all N.C. laws regarding the operation of same.

Electric assisted bicycle:

A bicycle with two or three wheels that is equipped with a seat or saddle for use by the rider, fully operable pedals for human propulsion, and an electric motor of no more than 750 watts, whose maximum speed on a level surface when powered solely by such motor is no greater than 20 miles per hour.

- (b) All electric bicycles and electric assisted bicycles used and operated upon and across shared streets and other designated bicycle facilities within the Town of Wake Forest's jurisdiction shall be considered vehicles and the riders of such electric bicycles shall be subject to all provisions of the Town of Wake Forest Code and Chapter 20 of the North Carolina General Statutes applicable to the driver of vehicles except those which by their nature can have no application.

- (c) Electric bicycles and electric assisted bicycles are not permitted to operate on sidewalks or pedestrian trails. Electric bicycles and electric assisted bicycles may operate on shared streets, multi-use paths, greenways, parks, and bicycle lanes. The operator of electric bicycles and electric assisted bicycles using parks, greenways, or multi-use paths shall comply with all traffic regulations posted along the facility and shall stop or otherwise yield the right-of-way before entering or crossing a public street.
- (d) No electric bicycle or electric assisted bicycle shall exceed a speed of 10 miles per hour while being operated on a greenway, in a park, or on a multi-use path.

Sec. 30-92. Pedestrian Right-of-Way On Bicycle, Electric Bicycle, Electric Assisted Bicycle, And Scooter Facilities.

The operator of a bicycle, electric bicycle, electric assisted bicycle, and scooter shall at all times yield the right-of-way to pedestrians on and across bicycle, electric bicycle, electric assisted bicycle, and scooter facilities upon which through pedestrian traffic is also permitted as well as on sidewalks, parks, shared streets, greenways, bicycle lanes, and multi-use paths.

Sec. 30-93. Requirements for helmet.

With regard to any motorized scooter, electric bicycle, or electric assisted bicycle used on a public roadway, shared street, greenway, in a park, on a multi-use path, or other public right of way: It shall be unlawful for any parent or legal guardian of a person below the age of 16 to knowingly permit that person to operate or be a passenger on motorized scooter, electric bicycle, or electric assisted bicycle unless at all times when the person is so engaged he or she wears a protective bicycle helmet of good fit fastened securely upon the head with the straps of the helmet.

Adopted and effective this day of 2025.

Vivian A. Jones
Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn Wright
Town Clerk

Nathan McKinney
Town Attorney



Proposed Scooter and Electric Bicycle Ordinance

CAPTAIN DAVID ZICK – WAKE FOREST POLICE
DEPARTMENT

Background



- Due to the increase in use of electric-powered devices in recent years, new technology has appeared on the roadways to include three common electric vehicles. These are specifically self-propelled electric bikes, electric assisted bikes, and scooters.



Electric Bikes

- Electric Bikes. These are defined by motors BEYOND 750 watts and commonly reach speeds of up to 37mph and do not require rider assistance to power (no pedals). N.C. G.S. 20-4.01.i
- E-bikes on the higher end of the price range can also exceed 37mph. Some E-bikes would should be considered a motorcycle based on speed capability and the fact they're unassisted by the rider.



Electric Assisted Bikes

- The key aspect here is that it is still considered a bicycle as it has pedals and can be operated with assistance of an electric motor most commonly up to 28mph on a battery not to exceed 750 Watts. State law says that the battery alone cannot allow a rider to exceed 20mph without pedal assistance. N.C. G.S. 20-4.01.7(a)



Electric Scooters

- Electric Scooters. Marketed heavily to children. These are also entirely self-propelled. Electric Scooters are more cost effective, but range is often limited to 10-25 miles with speeds up to 15-20mph. In looking at state statute, electric scooters closely resemble the regulations for “mopeds” as far as rider age, max speeds on flat surface, etc. N.C. G.S. 20-4.01.7(b)



NC State Laws

- i. Motor-driven bicycle. - A vehicle with two or three wheels, a steering handle, one or two saddle seats, pedals, and a motor that cannot propel the vehicle at a speed greater than 20 miles per hour on a level surface. **N.C. G.S. 20-4.01.**



NC State Laws Continued

- (7a) Electric Assisted Bicycle. - A bicycle with two or three wheels that is equipped with a seat or saddle for use by the rider, fully operable pedals for human propulsion, and an electric motor of no more than 750 watts, whose maximum speed on a level surface when powered solely by such a motor is no greater than 20 miles per hour.



NC State Laws Continued

- Moped. - A vehicle, other than a motor-driven bicycle or electric assisted bicycle, that has two or three wheels, no external shifting device, a motor that does not exceed 50 cubic centimeters piston displacement and cannot propel the vehicle at a speed greater than 30 miles per hour on a level surface. The motor may be powered by electricity, alternative fuel, motor fuel, or a combination of each.



NC State Laws Continued

- (7b) Electric Personal Assistive Mobility Device. - A self-balancing non tandem two-wheeled device, designed to transport one person, with a propulsion system that limits the maximum speed of the device to 15 miles per hour or less.



Why are these laws important?

- What your bike is, if it has a motor, but doesn't fit the "electric assisted bicycle" definition, depends on the bike's particular features. If it has no external shifting and doesn't go over 30 mph, then it's likely a moped. If it has a motor greater than 750 watts but has external shifting and/or can go over 30 mph, then it's a motorcycle.



Mopeds and Motorcycles

- Motorcycle drivers are required to be licensed and insured. Their bike is also required to have insurance and be registered.
- Moped drivers do not have to be licensed but must be 16 years old. Their bike is also required to have insurance and be registered.



Proposed Changes

- **Motorized scooter:**
- A device with no more than three 12-inch or smaller diameter wheels that has handlebars, is designed to be stood upon or that is equipped with a seat or saddle for use by the rider, and is powered by an electric or gasoline motor that is capable of propelling the device with or without human propulsion at a speed no greater than 15 miles per hour on a paved level surface.



Proposed Changes

- (b) All motorized scooters used and operated upon and across shared streets and other designated bicycle facilities within the Town of Wake Forest's jurisdiction shall be considered vehicles and the riders of such motorized scooters shall be subject to all provisions of the Town of Wake Forest Code and Chapter 20 of the North Carolina General Statutes applicable to the driver of vehicles except those which by their nature can have no application.



Proposed Changes

- (c) Motorized scooters are not permitted to operate on sidewalks or pedestrian trails.

Motorized scooters may operate on shared streets, greenways , parks, multi-use paths, and bicycle lanes. The operator of a motorized scooter using parks, greenways, or multi-use paths *shall* comply with all traffic regulations posted along the facility shall stop or otherwise yield the right-of-way before entering or crossing a public street.

- (d) A motorized scooter may not operate on any road with a speed limit over 25 miles per hour.



Proposed Changes

- (e) No scooter *shall* exceed a speed of 10 miles per hour while being operated on a greenway, in a park, or on a multi-use path.



Proposed Changes

- **Electric bicycle:** A bicycle with two or three wheels that is equipped with a seat or saddle for use by the rider, no pedals for human propulsion, and an electric motor of no more than 750 watts, whose maximum speed on a level surface when powered solely by such motor is no greater than 20 miles per hour. Any electric bicycle that travels at a speed of over 20 miles per hour on level ground is defined as either a motorcycle or a moped according to N.C. General Statutes and the driver is responsible for adhering to all N.C. laws regarding the operation of same.



Proposed Changes

- **Electric assisted bicycle:** A bicycle with two or three wheels that is equipped with a seat or saddle for use by the rider, fully operable pedals for human propulsion, and an electric motor of no more than 750 watts, whose maximum speed on a level surface when powered solely by such motor is no greater than 20 miles per hour.



Proposed Changes

- (b) All electric bicycles and electric assisted bicycles used and operated upon and across shared streets and other designated bicycle facilities within the Town of Wake Forest's jurisdiction shall be considered vehicles and the riders of such electric bicycles shall be subject to all provisions of the Town of Wake Forest Code and Chapter 20 of the North Carolina General Statutes applicable to the driver of vehicles except those which by their nature can have no application.



Proposed Changes

- (c) Electric bicycles and electric assisted bicycles are not permitted to operate on sidewalks or pedestrian trails. Electric bicycles and electric assisted bicycles may operate on shared streets, multi-use paths, greenways, parks, and bicycle lanes. The operator of electric bicycles and electric assisted bicycles using parks, greenways, or multi-use paths *shall* comply with all traffic regulations posted along the facility and shall stop or otherwise yield the right-of-way before entering or crossing a public street.



Proposed Changes Continued

- (d) No electric bicycle or electric assisted bicycle shall exceed a speed of 10 miles per hour while being operated on a greenway, in a park, or on a multi-use path.



Proposed Changes Continued

- **Sec. 30-92. Pedestrian Right-of-Way On Bicycle, Electric Bicycle, Electric Assisted Bicycle, And Scooter Facilities.**
- The operator of a bicycle, electric bicycle, electric assisted bicycle, and scooter shall at all times yield the right-of-way to pedestrians on and across bicycle, electric bicycle, electric assisted bicycle, and scooter facilities upon which through pedestrian traffic is also permitted as well as on sidewalks, parks, shared streets, greenways, bicycle lanes, and multi-use paths.



- **Sec. 30-93. Requirements for helmet.**
- With regard to any motorized scooter, electric bicycle, or electric assisted bicycle used on a public roadway, shared street, greenway, in a park, on a multi-use path, or other public right-of-way: It shall be unlawful for any parent or legal guardian of a person below the age of 16 to knowingly permit that person to operate or be a passenger on motorized scooter, electric bicycle, or electric assisted bicycle unless at all times when the person is so engaged he or she wears a protective bicycle helmet of good fit fastened securely upon the head with the straps of the helmet.



History of Scooters in WF

- In 2019 the Town of Wake Forest voted to ban all scooters from being operated in town limits.
- This was based upon the idea that scooters were unregulated and would create health and safety risks to the citizens.
- The popularity of scooters and electric bikes has skyrocketed over the last several years.
- Several people in town ride scooters regardless of the current ordinance.



Current Enforcement Issues

- There is no current electric bicycle ordinance, but they are operated all over town.
- Enforcement of the current ordinance is very difficult. A lot of riders are under the age of 18. The juvenile court system will most likely not accept an enforcement process for a juvenile riding a scooter.
- With this new ordinance the regulations are laid out so that riders and the police understand them.



Clarification of Definitions/Outreach

- The proposed changes allow for scooters, electric bikes, and electric assisted bikes to be driven in Wake Forest on public streets, parks, multi-use paths, and greenways but with strict guidelines.
- The changes also provide the citizens with legal definitions for their specific device.
- If the ordinance is changed the town can send out a press release with the updated information to educate the citizens.



Education/Enforcement

- The PD will be responsible for educating the public, enforcing the new ordinance, and responding to complainants regarding these devices.
- During the first few months of the new ordinance officers can be assigned to patrolling greenways and parks to educate the public about the ordinance.
- If violations occur enforcement actions will be easier with strict guidelines.



Summary

Vehicle	Wheels/ Seat	Motor/Pedals	Speed	Human Propulsion	Permitted On	Not Permitted On
Motorized Scooter	- No more than 3 12" or less	Electric or Gas	No more than 15 mph on a paved level surface	Can be powered with or without	Shared Streets, Designated Bicycle Facilities, Multi-Use Paths, Greenways, Parks	- Sidewalks - Pedestrian Trails - Roads with a speed limit over 25 mph
Electric Bicycles	- No more than 3 - Seat/ Saddle	Electric and no more than 750 watts	No more than 20mph when powered by motor only	None	Shared Streets, Designated Bicycle Facilities, Multi-Use Paths, Greenways, Parks	- Sidewalks - Pedestrian Trails
Electric-Assisted Bicycles	- No more than 3 - Seat/ Saddle	- Electric and no more than 750 watts - Fully operable Pedals	No more than 20mph when powered by motor only	Can be powered with or without	Shared Streets, Designated Bicycle Facilities, Multi-Use Paths, Greenways, Parks	- Sidewalks - Pedestrian Trails

Summary

- The proposed ordinance update would:
- Amend 30-90 to allow motorized scooters,
- Add a new 30-91 to expand the permissions and requirements around bicycles. (Currently, the ordinances govern bicycle use via 22-4, 30-6, 30-12, 30-13, and 30-80 through 82, but the update would add a new section 30-91 that governs motorized bikes in particular.)
- Add a new 30-92 to explicitly give pedestrians the right of way when encountering scooters, bicycles, electric bicycles, and electric assisted bicycles.





BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2025-601-

Submitted by: Aileen J. Staples, Administration

Submitting Department: Administration

Meeting Date: October 7, 2025

Subject

Discussion of August Financial Summaries

Recommendation:

item Summary:

ATTACHMENTS:

- [Monthly Financial Report_summary.pdf](#)
- [August 31, 2025 Financial Summaries.pdf](#)

Agenda Item: Monthly Financial Report

Summary: Staff prepares monthly financial reports for each of the respective operating funds for which an annual budget is authorized by the Board of Commissioners. The reports are accompanied by highlights during respective month for each fund.

Attachments: Financial summaries

Town of Wake Forest

August 31, 2025

OVERALL HIGHLIGHTS:

- Ad valorem taxes represent over 50% of the general fund revenues – they are due September. Penalties and interest do not accrue until January 2026. Majority of this revenue source comes in towards the end of December and before January 6.
- Typical for General Fund to operate at a deficit the first few months of the fiscal year due to timing of property tax collections and receipt of sales tax revenues.
 - New department effective July 1, 2025 – Center for Active Aging (630)
- Guidelines for spending is around 17% (2/12 of the year). There are some departments that exceed that threshold due to blanket purchase orders issued in July/August and other expenditures paid early in the fiscal year.
- Encumbrances (purchase orders from FY 25, but items not received) have been carried forward and are reflected in the summaries. Respective budgets have been amended.
- Purchase for resale – power for August (\$1,357,011) is paid in September and not reflected in the attached.
- American Rescue Plan Act (ARPA) is a “life to date” (LTD) fund and everything reported is cumulative from the beginning – July 2021.

GENERAL FUND
August 31, 2025

Monthly Target Percentage

16.70%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Ad Valorem Taxes	\$ 51,031,310	\$ 3,506,798	-	\$ 47,524,512	6.87%	\$ 3,027,652
Other Taxes	72,500	7,161	-	65,339	9.88%	5,342
Unrestricted Intergovernmental	20,816,945	-	-	20,816,945	0.00%	-
Restricted Governmental	3,403,535	688,009	-	2,715,526	20.21%	215,500
Permits and Fees	2,615,000	326,681	-	2,288,319	12.49%	374,168
Other Revenue	3,142,825	104,905	-	3,037,920	3.34%	162,595
Sales and Services	5,898,535	261,576	-	5,636,959	4.43%	211,910
Investment Earnings	985,500	119,858	-	865,642	12.16%	220,550
Other Financing Sources	7,413,359	-	-	7,413,359	0.00%	-
General Fund Total	\$ 95,379,509	5,014,989	-	90,364,520	5.26%	\$ 4,217,717

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
410 Board of Commissioners	\$ 409,250	\$ 38,927	\$ -	\$ 370,323	9.51%	\$ 202,189
412 Legal Services	489,630	64,965	-	424,665	13.27%	35,759
420 Town Manager's Office	1,059,335	140,047	34,380	884,908	16.47%	191,380
421 Town Clerk	299,600	37,641	-	261,959	12.56%	33,490
422 Organizational Performance	745,350	68,935	11,000	665,415	10.72%	63,871
423 Budget Management	491,600	54,645	28,500	408,455	16.91%	53,901
425 Communications	1,450,765	166,926	164,384	1,119,455	22.84%	159,768
430 Human Resources	1,290,105	224,695	7,967	1,057,442	18.03%	293,627
431 Risk Management	1,205,650	43,534	-	1,162,116	3.61%	371,639
435 Downtown Development	588,200	101,617	-	486,583	17.28%	92,413
440 Financial Services	1,674,505	149,731	2,798	1,521,976	9.11%	253,423
445 Information Technology	2,381,430	547,321	75,040	1,759,069	26.13%	971,127
480 Inspections	2,367,660	296,604	-	2,071,056	12.53%	298,266
490 Planning	5,573,396	251,606	266,631	5,055,159	9.30%	405,195
500 Public Facilities	3,403,640	431,499	1,036,426	1,935,716	43.13%	397,892
510 Police	19,396,634	2,262,982	305,056	16,828,596	13.24%	2,465,692
520 Fire	14,253,530	1,856,658	580,886	11,815,986	17.10%	1,897,862
530 Public Works Administration	329,535	42,412	-	287,123	12.87%	40,967
535 Urban Forestry	742,995	80,476	-	662,519	10.83%	60,886
540 Engineering	2,297,981	246,308	327,705	1,723,969	24.98%	187,545
550 Fleet Maintenance	727,290	83,913	-	643,377	11.54%	114,960
560 Streets	5,089,139	453,262	472,688	4,163,189	18.19%	448,032
580 Solid Waste	6,923,154	191,395	47,448	6,684,311	3.45%	185,085
620 Parks and Recreation	6,940,425	1,085,466	255,766	5,599,193	19.32%	787,000
630 Center for Active Aging	760,405	67,361	543	692,500	8.93%	-
999 Transfers	14,478,305	2,219,218	-	12,259,088	15.33%	-
General Fund Total	\$ 95,369,509	11,208,142	3,617,217	80,544,150	15.55%	\$ 10,011,969

General Fund - Net Gain (Loss)

\$ (6,193,153)

\$ (5,794,252)

Debt Service Fund
August 31, 2025

Monthly Target Percentage

16.70%

Department	Amended Budget	YTD Actual	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES					
Restricted Governmental	\$ 1,805,715	-	1,805,715	0.00%	-
Permits and Fees	637,500	61,365	576,135	9.63%	73,157
Investment Earnings	106,350	21,032	85,318	19.78%	13,372
Other Financing Sources	8,854,850	1,464,975	7,389,875	16.54%	-
General Fund Total	\$ 11,404,415	1,547,372	9,857,043	13.57%	\$ 86,529

Department	Amended Budget	YTD Actual	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES					
440 Financial Services	\$ 12,820	\$ 768	\$ 12,052	5.99%	\$ 768
445 Information Technology	615,455	188,259	427,196	30.59%	192,134
480 Building Inspections	13,530	-	13,530	0.00%	-
490 Planning	396,910	-	396,910	0.00%	-
500 Public Facilities	1,103,515	83,625	1,019,890	7.58%	100,792
510 Police	425,790	199,592	226,198	46.88%	106,264
520 Fire	1,199,465	134,543	1,064,922	11.22%	134,543
540 Engineering	9,310	-	9,310	0.00%	-
550 Fleet Maintenance	12,050	-	12,050	0.00%	-
560 Streets	1,733,785	62,340	1,671,445	3.60%	10,021
570 Powell Bill	2,823,460	-	2,823,460	0.00%	-
580 Solid Waste	255,875	-	255,875	0.00%	-
620 Parks and Recreation	2,802,450	7,612	2,794,838	0.27%	9,230
General Fund Total	\$ 11,404,415	676,738	10,727,677	5.93%	\$ 553,752

Debt Service Fund - Net Gain (Loss)

\$ 870,634

\$ (467,223)

DMSD Special Revenue Fund
August 31, 2025

Monthly Target Percentage

16.70%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Ad Valorem Taxes	\$ 209,200	\$ 11,740	-	\$ 197,460	5.61%	\$ 18,957
Investment Earnings	12,500	2,395	-	10,105	19.16%	3,782
Other Financing Sources	-	-	-	-	0.00%	-
DMSD Special Revenue Fund Total	\$ 221,700	14,135	-	207,565	6.38%	\$ 22,739

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
Transfers In (Out)	\$ 221,700	\$ -	\$ -	\$ 221,700	0.00%	\$ -
DMSD Special Revenue Fund Total	\$ 221,700	-	-	221,700	0.00%	\$ -

Downtown District - Net Gain (Loss)

14,135

22,739

Wake Forest Renaissance Centre
August 31, 2025

Monthly Target Percentage

16.70%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Sales and Services	\$ 322,700	\$ 17,710	\$ -	\$ 304,990	5.49%	\$ 21,518
Other Revenue	184,825	31,274	-	153,551	16.92%	34,773
Other Financing Sources	996,625	154,438	-	842,188	15.50%	-
WFRC Fund Total	\$ 1,504,150	203,422	-	1,300,728	13.52%	\$ 56,291

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
626 Wake Forest Renaissance Centre	\$ 1,504,150	\$ 202,462	\$ 69,831	\$ 1,231,857	18.10%	\$ 193,772
WFRC Fund Total	\$ 1,504,150	202,462	69,831	1,231,857	18.10%	\$ 193,772

WFRC Fund - Net Gain (Loss) **\$ 960** **\$ (137,481)**

Wake Forest Business and Industry Partnership Fund (BIP)
August 31, 2025

Monthly Target Percentage

16.70%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Sales and Services	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
Other Revenue	15,500	1,825	-	13,675	11.77%	3,138
Other Financing Sources	567,355	94,643	-	472,713	16.68%	-
WFRC Fund Total	\$ 582,855	96,467	-	486,388	16.55%	\$ 3,138

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
415 Economic Development	\$ 582,855	\$ 79,921	\$ -	\$ 502,934	13.71%	\$ 64,555
WFRC Fund Total	\$ 582,855	79,921	-	502,934	13.71%	\$ 64,555

WFBIP Fund - Net Gain (Loss) **\$ 16,546** **\$ (61,418)**

WAKE FOREST POWER (ELECTRIC FUND)
August 31, 2025

Monthly Target Percentage

16.70%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Charges for Services	\$ 25,781,250	\$ 5,385,669	-	\$ 20,395,581	20.89%	\$ 5,166,004
Sales Tax - Utility	1,771,610	373,693	-	1,397,917	21.09%	360,321
Other Revenue	407,640	126,265	-	281,375	30.97%	62,433
Investment Earnings	15,000	11,732	-	3,268	78.21%	11,109
Electric Fund Total	\$ 27,975,500	5,897,359	-	22,078,141	21.08%	\$ 5,599,867

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
840 Electric - Billing & Collections	\$ 872,860	\$ 86,042	\$ -	\$ 786,818	9.86%	\$ 109,875
850 Electric - Operations	\$ 26,572,155	2,886,625	555,365	23,130,165	12.95%	2,614,358
860 Electric - Tree Trimming	530,485	52,542	-	477,943	9.90%	48,880
Electric Fund Total	\$ 27,975,500	3,025,209	555,365	24,394,926	12.80%	\$ 2,773,113

Electric Fund - Net Gain (Loss)

2,872,150

2,826,754

STORMWATER UTILITY FUND
August 31, 2025

Monthly Target Percentage

16.70%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Charges for Services	\$ 3,610,510	\$ 1,081,423	-	\$ 2,529,087	29.95%	\$ 213,584
Other Revenue	-	-	-	-	0.00%	-
Investment Earnings	25,000	2,387	-	22,613	9.55%	-
Other Financing Sources	-	-	-	-	0.00%	-
Stormwater Utility Fund	\$ 3,635,510	1,083,810	-	2,551,700	29.81%	\$ 213,584

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
545 - Stormwater Management	\$ 3,635,510	\$ 64,428	\$ 355,293	\$ 3,215,789	11.55%	\$ 62,825
Stormwater Utility Fund	\$ 3,635,510	64,428	355,293	3,215,789	11.55%	\$ 62,825

Stormwater Utility Fund - Net Gain/(Loss)

1,019,382

150,760

AMERICAN RESCUE PLAN ACT (ARPA)
8/31/2025 (Cumulative - Life to Date)

Monthly Target Percentage

N/A

							N/A
Department	Amended Budget	LTD Actual	Encumbrances	Remaining Budget	% Budget Used	PY YTD Actuals	
REVENUES							
Restricted Governmental	\$ 14,541,000	14,541,846	-	(846)	100.01%	-	
Investment Earnings	1,169,850	1,137,998	-	31,852	0.00%	-	
Other Financing Sources	-	-	-	-	0.00%	-	
General Fund Total	\$ 15,710,850	15,679,843	-	31,007	99.80%	\$ -	
Department	Amended Budget	LTD Actual	Encumbrances	Remaining Budget	% Budget Used	PY YTD Actuals	
EXPENDITURES							
445 Information Technology	\$ 825,000	\$ 803,732	\$ -	\$ 21,268	97.42%	\$ -	
525 Public Safety (ARPA)	3,220,840	1,566,831	1,654,000	9	100.00%	-	
540 Engineering	7,416,320	3,822,707	3,415,824	177,789	97.60%	-	
638 Other Improvements	4,248,690	4,009,399	238,635	655	99.98%	-	
General Fund Total	\$ 15,710,850	10,202,670	5,308,459	199,721	98.73%	\$ -	
ARPA Fund - Net Gain (Loss)		\$ 5,477,174				\$ -	



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2025-607-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: October 7, 2025

Subject

Draft Agenda for Board of Commissioner Regular Meeting October 21, 2025

Recommendation:

item Summary:

ATTACHMENTS:

- [DRAFT Agenda BOC Regular Meeting Oct202521.pdf](#)



**Wake Forest Board of Commissioners
Meeting Agenda
October 21, 2025 – at 6:00 PM
All items listed are for discussion and possible action.**

Notice

In accordance with the requirements of Title II of the Americans with Disabilities 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 Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Evelyn Wright](#) at 919-435-9432 as soon as possible, but no later than 48 hours before the scheduled event.

Cable & Online Broadcast of Board of Commissioners Meetings

All Board of Commissioners meetings are broadcast live on [WFTV 10](#) beginning at 6 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

The [Board of Commissioners](#) meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Deputy Town Clerk's office at 919-435-9432. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

Public Hearings

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given three minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed three minutes each to express his/her comments, ideas, concerns, expressions, and desires. Only comments on a Public Hearing will be allowed during this time.

Public Comment

During the Public Comment period, anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the Board of Commissioner Public Comment Form on the [Town website](#). Then, during the Public Comment portion of the meeting, Mayor Jones will recognize you and invite you to the podium at which time you will have three minutes to speak. Thank you for your cooperation.

Call to Order

Pledge of Allegiance

1. Approval of Agenda

2. Approval of Minutes

3. Presentations

- 3.A National American Indian Heritage Month
- 3.B Presentation of Annual Reports from the Town's Advisory Boards
- 3.C Introduction of Candidates for the Board of Adjustment and Planning Board
- 3.D Proclamation Recognizing October 2025 as "Community Planning Month"
[Agenda Summary_BoC_Planning Month.pdf](#)
[Planning_Month_Proclamation_2025_October.docx](#)

4. Public hearings / Public Comment

- 4.A Public Hearing on the Towns of Wake Forest and Youngsville Annexation Agreement Update
- 4.B Public Hearing on LEGISLATIVE CASE RZ-18-15, Grove 98 PUD Amendment #4, a request submitted by Jordan Petersen on behalf of Wegmans Food Markets, Inc., to amend the existing Grove 98 Planned Unit Development (PUD) District for approximately 14.0 acres located at 11051 Ligon Mill Road, being Wake County Tax PIN 1830769192.
- 4.C Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 3 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff and other speakers.

5. Consent Agenda

(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a Commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)

- 5.A Approval of Budget Ordinance Amendment #2 for FY 2025-2026

[Budget Ordinance Amendment_summary.pdf](#)

5.B Wake Forest Area Chamber Foundation request for Approval of Waiver of the Code of Ordinances “ Sec. 20-2. Public Consumption, Possession, etc., of Alcohol for Meet in the Street May 2,2026

5.C LAPP Funding Request

5.D Approval of Senior Center General Purpose Funding - FY2025-2026 Application Packet

6. Legislative Items

6.A Consideration of Appointment of Candidates for the Board of Adjustment and Planning Board

[Summary Sheet_Candidates Oct202521.pdf](#)

7. Planning Items

7.A Consideration of the Towns of Wake Forest and Youngsville Annexation Agreement Update

7.B Consideration of LEGISLATIVE CASE RZ-18-15, Grove 98 PUD Amendment #4, a request submitted by Jordan Petersen on behalf of Wegmans Food Markets, Inc., to amend the existing Grove 98 Planned Unit Development (PUD) District for approximately 14.0 acres located at 11051 Ligon Mill Road, being Wake County Tax PIN 1830769192.

8. Administration and Financial Items

8.A Wake Forest Area Chamber Foundation Proposed Alcohol Sales at the 2026 Meet In the Street event.

[Item Summary_Wake Forest Area Foundation.pdf](#)

[Attachment A_Meet In the Street 2026 Event Location Map.pdf](#)

[Attachment B 2026 MITS Alcohol Ordinance Waiver Request.docx](#)

[Attachment C_Wake Forest Chamber Request for Approval.pdf](#)

[MITS 2026 Alcohol Sales Signage.pdf](#)

[WFAC MITS26 BOC Presentation_10.7.25.pptx](#)

9. Public Services Items

10.Parks and Recreation Items

11.Public Safety Items

12.Other Business

12.A Department Monthly Reports

12.B Commissioner Reports

13.Adjournment