

**ZEBULON**  
**BOARD OF COMMISSIONERS**  
**AGENDA**  
**January 9, 2023**  
**6:00pm**

All meetings are live streamed to YouTube.

**1. PLEDGE OF ALLEGIANCE**

**2. APPROVAL OF AGENDA**

**3. PUBLIC COMMENT**

- A. All wishing to speak must sign up prior to 5:50pm. The comment period will be no longer than 15 minutes with speakers having three minutes each to speak. No speaker can speak on a public hearing item or any item that would need to be discussed under closed session. Speakers cannot give their minutes to another speaker. If you would like to submit comments to be read into the record at the meeting, please send comments, of 400 words or less, to Lisa Markland at [markland@townofzebulon.org](mailto:markland@townofzebulon.org) by 3:00pm on January 9, 2023.

**4. CONSENT**

*A. Minutes*

- i. November 7, 2022 – Regular Meeting
- ii. December 5, 2022 – Regular Meeting
- iii. December 12, 2022 – Joint Public Hearing
- iv. December 15, 2022 – Work Session

*B. Finance*

- i. Monthly Financial Reports
- ii. Wake County Tax Report – October 2022

*C. Administration*

- i. Fiscal Year 2023 Meeting Schedule

**5. NEW BUSINESS**

*A. Parks and Recreation*

- i. Public Hearing
  - a. Fee Schedule Amendment
- ii. Ordinance 2023-22 – Fee Schedule Amendment
- iii. Resolution 2023-18 – St. Patrick’s Day Event

*B. Police*

- i. Ordinance 2023-21 – Shop with a Cop Appropriation of Donations Received

*C. Public Works*

- i. Resolution 2023-17 – Sidney Creek Phase 1B Infrastructure Acceptance

**6. BOARD COMMENTS**

**7. SCHOOL RECOGNITION**

*A. Wakelon Elementary School*

- i. Zitlaly Torres Hernandez – Student
- ii. Brittany Coco – Teacher

**8. MANAGERS REPORT**

**9. CLOSED SESSION**

As allowed per N.C. General Statute § 143-318.11(a)(6): for the purpose of Personnel Discussions

**10. ADJOURN**

**Zebulon Board of Commissioners**  
**Minutes**  
**November 7, 2022**

Present: Glenn York, Beverly Clark, Quentin Miles, Larry Loucks, Shannon Baxter, Jessica Harrison, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Ray-Public Works, Jacqui Boykin-Police, Chris Perry-Fire, Sheila Long-Parks & Recreation, Bobby Fitts-Finance, Michael Clark-Planning, Aaron Chalker-Planning, Eric Vernon-Town Attorney, Sam Slater-Town Attorney

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

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Commissioner Miles.

**APPROVAL OF AGENDA**

Commissioner Baxter requested to add the 100 County Quilt under new business and to remove Resolution 2023-15 – 2023 Street Closures for Events from consent.

Mayor York moved the items to New Business under B.

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

**SCHOOL RECOGNITION**

Mayor York recognized student Antonio Ponzio and teacher Abigail Pearce, both from Zebulon Middle School.

**PROCLAMATION**

Mayor York read the Zebulon National Historic District Proclamation.

Mayor York read a Proclamation recognizing Avery Denton.

**PUBLIC COMMENT PERIOD**

Lisa Markland read comments submitted by Susan and Dallas Pearce of Dallas Pearce Realty about the façade grant program.

John Saffold from the Zebulon Chamber of Commerce gave an update and spoke about upcoming events.

Jay Estes spoke about the rezoning of the property at 125 W. Vance Street and was available if there were questions about the property.

**CONSENT**

*A. Minutes*

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November 7, 2022

Commissioner Clark made a motion, second by Commissioner Miles to approve the minutes of the September 15, 2022 work session. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Miles to approve the minutes of the September 19, 2022 Joint Public Hearing. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Miles to approve the minutes of the September 22, 2022 mini retreat. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Miles to approve the minutes of the October 10, 2022 Joint Public Hearing. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Miles to approve the minutes of the October 20, 2022 work session. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Miles to approve the minutes of the October 25, 2022 special called meeting. There was no discussion and the motion passed unanimously.

*B. Finance*

Commissioner Clark made a motion, second by Commissioner Miles to approve the Wake County tax report. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Miles to approve the monthly financial report. There was no discussion and the motion passed unanimously.

*C. Public Works*

Commissioner Clark made a motion, second by Commissioner Miles to approve Ordinance 2023-14 – Appropriation of Insurance Proceeds. There was no discussion and the motion passed unanimously.

*D. Parks and Recreation*

Commissioner Clark made a motion, second by Commissioner Miles to approve Resolution 2023-11 – Holiday Event Street Closure (Amended). There was no discussion and the motion passed unanimously.

**OLD BUSINESS**

*A. Parks and Recreation*

i. Resolution 2023-16 – Little River Park Specific Master Plan

Sheila Long gave a presentation on the project for the Little River Park Site Specific Master Plan. The final concept of the plan was shown. Staff recommended the plan to be in three phases to allow time for design development and permitting. The Parks and Recreation Advisory Board recommended adoption at their October 24, 2022 meeting.

Commissioner Baxter asked about the type of playground that would be installed based upon the types of feedback that was given from the public. During the design phase, staff would work with the Board of Commissioners, Parks and Recreation Advisory Board and the community for guidance on the type of playground to be installed.

Commissioner Baxter made a motion, second by Commissioner Miles to approve Resolution 2023-16. There was no discussion and the motion passed unanimously.

ii. Special Event Standards

Sheila Long presented the special event standards. The original draft was presented to the Board at their August work session and a final draft at their October regular meeting. The feedback from those meetings was added and the revised policy was before the Board. At the October meeting, Commissioner Baxter requested language to disallow balloon releases due to environmental impacts from such activities. The draft did not include that language, but it could be added if the Board chose to do so. Staff recommended the policy effective January 1, 2023. Public would be made aware of the updated policy through social media, Town's website, and emailed to groups who have hosted past events.

There was conversation about the Town having a bicycle event. Staff explained a bike event would be classified as either a road race or a parade depending on the specifics of the event.

Commissioner Baxter asked for clarification of the limitations on race and walk events.

Commissioner Miles thanked staff for their work on the standards and would like it to be tabled until November 17 to allow more discussion.

Commissioner Miles made a motion, second by Commissioner Baxter to table the special events standards to the November 17, 2022 work session. There was no further discussion and the motion passed unanimously.

Sheila Long asked if there was specific information the Board would like. Commissioner Miles stated he wanted more time to review the standards.

*B. Planning*

i. Ordinance 2023-09 – TA 2023-02 Public Hearing Notifications

Michael Clark spoke about the notification requirements for Public Hearings. The Town's internal policy was 150ft from the outer boundaries of the subject development. Other notification methods the Town utilized included signs on the property, publication in the newspaper, an emailed newsletter, a post on the Town website and the interactive development map.

At the October 10, 2022, meeting, the Planning Board unanimously recommended approval of TA 2023-02 to increase public hearing notifications to 750ft from the outer boundaries of a development including mailed notices.

Commissioner Loucks asked for clarification, if the text amendment would include notification of property owners of annexation. Staff confirmed it would include notification.

Commissioner Harrison made a motion, second by Commissioner Miles to approve Ordinance 2023-09. There was no further discussion and the motion passed unanimously.

ii. Ordinance 2023-10 – TA 2023-03 Industrial Ground Signs

Michael Clark stated UDO Section 5.3.3.E.8 established an 18-foot height maximum for multi-family residential structures within 100 feet of the property line of single family detached residential structures. This section also prevented the Board of Commissioners from approving requested deviations from this standard as part of a Conditional Zoning or Planned Development Request. At the work session on September 15, 2022, the Board of Commissioners acknowledged they would like the ability to approve requested deviations on a case-by-case basis.

Michael Clark explained UDO Table 5.11.9.E.2 stated ground signs were permitted in all districts other than the industrial zoning districts (LI, CI, & HI). However, subsection 3 included dimensional standards allowing signs to be up to 15 feet tall and a sign face area of up to 36 square feet.

At the Board Work Session on September 15, 2022 the Board of Commissioners supported the consideration of a text amendment to permit signs within industrial zoning districts. The proposed text amendment provided that ability.

At the October 10, 2022 meeting the Planning Board unanimously recommended approval of TA 2023-03.

Commissioner Baxter made a motion, second by Commissioner Loucks to approve Ordinance 2023-10. There was no further discussion and the motion passed unanimously.

iii. Ordinance 2023-11 – TA 2023-04 Building Height Limitation

Michael Clark stated UDO Section 5.3.3.E.8 established an 18-foot height maximum for multi-family residential structures within 100 feet of the property line of single family detached residential structures. This section also prevented the Board of Commissioners from approving requested deviations from this standard as part of a Conditional Zoning or Planned Development Request. At the work session on September 15, 2022, the Board of Commissioners acknowledged they would like the ability to approve requested deviations on a case-by-case basis.

At the October 10, 2022 meeting the Planning Board unanimously recommended approval of TA 2023-04.

Commissioner Miles asked what the maximum height of a residential structure would be. Michael Clark explained it would depend on the zoning district and gave some examples.

Commissioner Clark made a motion, second by Commissioner Loucks to approve Ordinance 2023-11. There was no further discussion and the motion passed unanimously.

iv. Ordinance 2023-12 – TA 2023-05 Article 10 Corrections

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Michael Clark presented the corrections to Chapter 10 of the UDO. The first correction was to decrease the ETJ representation by one member and increase the in-town representation by one member, establishing a 5-2 Town/ETJ board. Another modification removed the reference to ex-parte communication. Since the Planning Board did not hear quasi-judicial cases, this regulation was not applicable. Other amendments included the Planning Director having the authority to designate other staff to officiate Technical Review Committee meetings, providing direction to the Building Inspector and clarification of the role of Town Manger to oversee existing tasks as listed in the UDO.

At the Joint Public Hearing on October 10, 2022, a Planning Board member raised questions regarding the Building Inspector amendment and staff noted that the Town subcontracted this to Wake County.

At the October 10, 2022 meeting the Planning Board unanimously recommended approval of TA 2023-05.

There were questions about ex-parte communication and the Planning Board. Eric Vernon explained the Planning Board did not handle quasi-judicial matters and there was no need to limit their discussions about the topic. Sam Slater offered more details about ex-parte communication and conflict of interest rules.

There was a question about the power and duties of a contracted inspector being assigned by the Planning Director and not also the Board of Commissioners. Michael Clark explained the Board's role was to guide and set policy and had authority over the Town Manager, Town Attorney and Town Clerk. Other employees reported to the department director and a building inspector reported to the Planning Director.

Commissioner Miles stated he wanted to leave in the Board of Commissioners under the powers and duties section and add the Planning Director.

Commissioner Miles made a motion to approve Ordinance 2023-12 and to add the Planning Director to the powers and duties.

The motion died for lack of a second.

Commissioner Harrison made a motion, second by Commissioner Clark to approve Ordinance 2023-12. There was no further discussion and the motion passed with a vote 4 to 1 with Commissioners Loucks, Harrison, Clark and Baxter voting in favor and Commissioner Miles voting in opposition.

v. Ordinance 2023-13 – Rezoning/Future Land Use Map Amendment 125 W. Vance St. Michael Clark stated this was a staff initiated rezoning request for a split zoned property. Staff recommended rezoning the parcel to Downtown Periphery (DTP) District based upon the building's characteristics and existing conditions.

Aaron Chalker presented the rezoning request for a 0.18-acre parcel from Downtown Core (DTC) District to Downtown Periphery (DTP) District. The property, located between Arendell Ave and N Church St, was bounded by Vance Street to the north and railroad tracks to the south. The property contained an 8,625 square-foot warehouse building that encroached onto the adjacent lot to the west.

Staff was reviewing a recombination plat that would align the parcel boundaries with the building footprints. The plat was submitted after the Joint Public Hearing for this case.

The aerial map and photos of the parcel were shown. Mr. Chalker stated the DTP zoning could add 44 additional uses.

At their September 19, 2022 meeting, the Planning Board voted 3 to 1 to recommend approval of the proposed rezoning.

Commissioner Baxter stated she was made aware that the Planning Board member who made the motion to recommend approval of the rezoning could potentially benefit financially from the rezoning. It was also stated she was unclear of the validity but wanted to make the Board aware.

Commissioner Clark made a motion, second by Commissioner Loucks to approve Ordinance 2023-13. There was no further discussion and the motion passed unanimously.

Mayor York stated there would be a 10-minute recess.

The meeting was reconvened at 8:34pm.

vi. SUP 2023-01 – Written Findings of Fact

Michael Clark explained at the meeting October 3, 2022, the Board of Commissioners held a quasi-judicial hearing regarding a request for an Asphalt Plant at 1324, 1320, and 1310 Old US 264 Hwy. Following the hearing, the Board deliberated the evidence against the standards of UDO Section 2.2.18.F. and voted 3-2 to deny the requested Special Use Permit finding that standard #1 was not met.

The Town's attorney prepared an order denying the special use permit for SUP 2023-01 and presented it to the Board for their approval.

Commissioner Baxter made a motion, second by Commissioner Miles to approve SUP 2023-01 written findings of fact. There was no further discussion and the motion passed unanimously.

C. *Public Works*

i. Ordinance 2023-08 – Zebulon Swimming Pool Demolition

Chris Ray presented the Ordinance to approve demolition of the pool by approving the budget amendment to appropriate funds. The architect and geotechnical engineer recommended demolishing the site, disposing of all debris, and filling the pool with off-site compactable material at an estimated cost of \$250,000. The option removed all liability and safety concerns and provided the greatest flexibility for choosing future development options.



Commissioner Loucks asked if the work included removal of the parking lot and Chris Ray confirmed it did.

Commissioner Baxter made a motion, second by Commissioner Loucks to approve Ordinance 2023-08.

It was asked when the work would begin. Staff stated the work would be complete by the end of FY 2023.

There was discussion about the site being included on the national registry.

There was no further discussion and the motion passed unanimously.

## **NEW BUSINESS**

### *A. Administration*

#### *i. Appointed Boards*

##### *1. Update on Board make-up and participation requirements*

Lisa Markland provided an update of the seats, vacancies and attendance of the Planning Board and Parks and Recreation Advisory Board.

##### *2. Board Appointments*

Lisa Markland stated there was one in-Town vacancy on the Planning Board and had received applications from Latoya Carter and Peggy Alexander. Neither applicant was in attendance and there was consensus among the Board for the applicants to come before the Board of Commissioners prior to appointment.

Lisa Markland read the comments submitted by Wendi Watson who had applied to be on the Parks and Recreation Advisory Board. Commissioner Baxter made a statement recommending Wendi Watson.

Commissioner Miles wanted to know Sheila Long's thoughts on appointing Wendi Watson. Sheila Long stated she had worked with Ms. Watson on several occasions and she would be a tremendous asset to the Board.

Commissioner Clark made a motion, second by Commissioner Miles to appoint Wendi Watson to the Parks and Recreation Advisory Board. There was no further discussion and the motion passed unanimously.

### *B. General*

#### *i. Resolution 2023-15 – 2023 Street Closures for Events*

Sheila Long stated there was a typo in the packet about the street closure and provided an updated copy to the Board.

Commissioner Loucks asked staff about adding vendors to the Rock the Block event. Sheila Long wanted to make sure there was staff capacity and it was being evaluated.

Commissioner Baxter made a motion, second by Commissioner Miles to approve Resolution 2023-15 as submitted. There was no further discussion and the motion passed unanimously.

ii. 100 County Quilt Project

Commissioner Baxter provided details about the 100 County Quilt Project.

Commissioner Loucks was in favor of the quilt coming to Zebulon and would like to see it displayed downtown.

Commissioner Clark made a motion, second by Commissioner Miles to approve displaying the 100 County Quilt in Zebulon. There was no further discussion and the motion passed unanimously.

*C. Planning*

i. Public Hearing

a. Storage Max Special Use Permit 2023-02

Mayor York opened the public hearing. Sam Slater gave instructions about the quasi-judicial public hearing process.

Michael Clark was sworn in by Lisa Markland. Staff requested to add the presentation, testimony and staff report as evidence.

Mr. Clark stated James Todd, attorney with Smith Law Partners, applied on behalf of property owners Storage Family LLC for a special land use permit to construct a multi-building self-storage facility at 901 Proctor Street near the intersection of Proctor Street and Shepard School Road.

The parcel totaling 6.5 acres was zoned Heavy Commercial (HC). The UDO Table 4.2.3 lists “Self Service Storage, External Access Only” and “Self Service Storage, Internal Access Only” as Special Land Uses for the HC District. The parcels to the west were zoned R2 Residential and HC Heavy Commercial, and the parcels to the north and south were zoned HC Heavy Commercial. The parcels to the east are on the opposite side of Shepard School and were zoned R-13-SUP which was a legacy zoning from past Special Use permitted districts in the former Zoning Code.

The public hearing notification process was detailed. The vicinity map, pictures of the property, concept plan and building elevations were shown. Mr. Clark provided details of building one and building two and details of the primary wall, secondary facades and tertiary facades. There was discussion and examples of customer entrances, building articulation, material and colors, roof form and fenestration as specified under UDO section 5.3.1

Michael Clark stated UDO Section 2.2.18.F stated a special use shall be approved upon determining the use:

1. Will not materially endanger the public health or safety if located where proposed;
2. Complies with all required standards, conditions, and specifications of this Ordinance, including Article 4: Uses;
3. Will not substantially injure the value of the abutting land, or the special use is a public necessity;
4. Will be in harmony with the area in which it is to be located;

5. Is in general conformity with the Town's adopted policy guidance; and
6. Includes a concept plan that accurately depicts the proposed use's configuration.

Commissioner Baxter asked staff if the application was compliant. Michael Clark stated the one side of building two was not consistent with the standards in the UDO.

James Todd was sworn in by Lisa Markland. Mr. Todd showed pictures of the site and proposed site plan which consisted of two storage buildings, internal self-storage, an on-site stormwater pond, public access sidewalk, a pedestrian gathering area and type D and type A buffers. The proposed elevation drawings were shown.

Allen Massey was sworn in by Lisa Markland. Mr. Massey of Storage Family spoke about his company and the vision for the property.

Mr. Todd stated all the special use permit standards were satisfied and reviewed the six criteria. It was further explained there would be limited sound and light traffic impact from the use with little disruption to the neighbors. The property would comply with façade requirements and would make sure it met UDO Section 5.3.1 before obtaining a building permit.

David Lewis from Dickinson Lewis Land Appraisers was sworn in by Lisa Markland. Mr. Lewis offered expert testimony about how the proposed development would not substantially injure the value of abutting properties.

Commissioner Baxter asked how the property values compared to the increase in residential property values outside of being next to storage facilities. Mr. Lewis spoke about the study performed and analytics tools used to determine the property values.

Mr. Lewis gave his education and professional background.

Michael Clark asked Mr. Lewis to expand upon the development on Green Pace Road that was used in his comparison. Mr. Lewis stated the development was a similar 30,000 sq. ft. industrial building. Michael Clark stated the development was pulled before construction began and the site was for sale.

Mr. Todd spoke about how the use was in harmony with the surrounding area. A type D buffer would be added around the church and parking lot and a type A buffer would be added around the other areas.

Mr. Todd entered the traffic impact analysis into the record as evidence.

The type A and type D buffer locations were shown on a map. Mr. Todd spoke about how self-storage was a complementary use to residential and commercial uses and spoke about how it was consistent with Town policies.

The concept site plan was detailed. An October 3, 2022 comment letter with a list of issues with the concept plan from the Town was entered in as evidence.

Mr. Todd showed on a map where the type A buffer and type D buffers would be located.

Robert High was sworn in by Lisa Markland. Mr. High stated he was a part owner and spoke about how customers could enter the private drive and parking lot. Details of the architectural components of the buildings were given. Mr. High stated this type of business was in demand and wanted to bring the business to the community.

Sam Slater asked if anyone wished to speak in favor.

Laura Gay was sworn in by Lisa Markland. Ms. Gay gave detail of the property and spoke about how it would be a good addition to the community.

Sam Slater asked if anyone else wished to speak in favor. There were none.

Sam Slater asked if anyone wished to speak in opposition. There were none.

Mr. Todd asked that the PowerPoint be added to the record.

Commissioner Loucks asked if there was a way to inspect a storage area if someone suspected hazardous materials or illegal items were stored there. Michael Clark stated if the Town received a credible concern the management company would be contacted to perform their own investigation, or the Town could seek an administrative search warrant if the management company was not cooperative.

Mr. Massey explained the NC Self-Storage Association lease did not allow storage of hazardous or illegal materials and worked with law enforcement to help with the management of the facility.

Commissioner Miles asked for clarification of type D buffer. Michael Clark stated a type D buffer was the most densely planted buffer the Town had and was completely opaque.

Sam Slater gave the options for the board:

1. Deny request and establish findings of fact
2. Approve request and establish findings of fact
3. Approve with conditions and establish findings of fact
4. Keep Quasi-Judicial Hearing open and table to a date certain
5. Close the Quasi-Judicial Hearing and table to a date certain

Commissioner Baxter stated she needed more time to review the evidence.

Commissioner Baxter made a motion, second by Commissioner Loucks to keep the Quasi-Judicial Hearing open and to table to December 5, 2022 at 7:00pm.

Mr. Todd stated if the Board had concerns or questions to please let him know.

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Sam Slater clarified that since it was a quasi-judicial hearing there could not be any ex-parte communication and the Board could ask questions during the December 5, 2022 meeting.

There was no further discussion and the motion passed unanimously.

- ii. Storage Max Special Use Permit 2023-02 – Deliberations  
Note: hearing tabled until 12/5/22 at 7:00pm.

### **BOARD COMMENTS**

Commissioner Loucks reminded everyone to vote, the Veterans celebration was November 9, coffee with the Police Department was November 10, Candy Cane Lane was November 19, the Christmas parade was December 3 and asked people to do their part to help keep kids out of trouble.

Commissioner Harrison reminded everyone to go vote.

Commissioner Clark also encouraged everyone to vote.

Commissioner Miles thanked Town staff for their hard work, encouraged everyone to vote and to attend the Veterans celebration on November 9 and thanked all of those who have served our country.

Commissioner Baxter stated she hoped voting was record breaking this year, thanked the Police and Fire Departments for serving the community on Halloween and spoke about Operation Greenlight.

Mayor York stated he did a Mayoral Proclamation for Operation Greenlight and would read it at the Veterans Day Celebration. Commissioner Miles was thanked for his service.

### **MANAGER'S REPORT**

Joe Moore gave an overview of topics for the upcoming work session meeting on November 17.

Michael Clark gave a developmental update.

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

Adopted this the 9<sup>th</sup> day of January 2023.

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Glenn L. York—Mayor

SEAL

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Lisa M. Markland, CMC—Town Clerk

**Zebulon Board of Commissioners**  
**Minutes**  
**December 5, 2022**

Present: Glenn York, Beverly Clark, Quentin Miles, Larry Loucks, Shannon Baxter, Jessica Harrison, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Ray-Public Works, Jacqui Boykin-Police, Chris Perry-Fire, Sheila Long-Parks & Recreation, Bobby Fitts-Finance, Michael Clark-Planning, Aaron Chalker-Planning, Eric Vernon-Town Attorney, Sam Slater-Town Attorney

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

There was a moment of silence for the passing of former Mayor Bob Matheny.

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Damiyah Edmundson.

**APPROVAL OF AGENDA**

Mayor York asked to add a closed session for property acquisition.

Commissioner Baxter asked to add a reconsideration of the meeting time for work sessions. Lisa Markland stated the 2023 meeting schedule could be discussed with the 2024 meeting schedule.

Commissioner Miles asked to move Ordinance 2023-16 – Park Suspension Ordinance from consent.

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

**SCHOOL RECOGNITION**

Mayor York recognized student Damiyah Edmundson and teacher Mallorie Curley, both from Zebulon Elementary School.

**PUBLIC COMMENT**

Michael Germano stated he wanted to publicly refute comments made by Commissioner Baxter about him financially gaining by a Planning Board decision and asked that she retract her comments.

**CONSENT**

*A. Minutes*

Commissioner Clark made a motion, second by Commissioner Baxter to approve the minutes of the October 27, 2022 mini retreat. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Baxter to approve the minutes of the November 14, 2022 Joint Public Hearing. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Baxter to approve the minutes of the November 17, 2022 work session. There was no discussion and the motion passed unanimously.

*B. Finance*

Commissioner Clark made a motion, second by Commissioner Baxter to approve the monthly financial report. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Baxter to approve the Wake County tax report. There was no discussion and the motion passed unanimously.

*C. Parks and Recreation*

Commissioner Clark made a motion, second by Commissioner Baxter to approve Ordinance 2023-17 – Food Insecurity Grant. There was no discussion and the motion passed unanimously.

*D. Police*

Commissioner Clark made a motion, second by Commissioner Baxter to approve Ordinance 2023-18 – Governor’s Highway Safety Grant (GHSP). There was no discussion and the motion passed unanimously.

**OLD BUSINESS**

*A. Planning*

i. Public Hearing

a. Storage Max – Special Use Permit 2023-02 – Continuation

Sam Slater explained the Quasi-Judicial process and the guidelines for the hearing. The Board was asked if they had any ex parte communication or a fixed opinion about the project. There were none.

Michael Clark was sworn in my Lisa Markland. Mr. Clark stated James Todd, attorney with Smith Law Partners, applied on behalf of property owners Storage Family LLC for a special land use permit to construct a multi-building self-storage facility at 901 Proctor Street near the intersection of Proctor Street and Shepard School Road.

The parcel totaling 6.5 acres was zoned Heavy Commercial (HC). The UDO Table 4.2.3 lists “Self Service Storage, External Access Only” and “Self Service Storage, Internal Access Only” as Special Land Uses for the HC District. The parcel to the west was zoned R2 Residential HC Heavy Commercial, and the parcels to the north and south were zoned HC Heavy Commercial. The parcels to the east are on the opposite side of Shepard School and were zoned R-13-SUP which was a legacy zoning from past Special Use permitted districts in the former Zoning Code.

The public hearing notification process was detailed. The vicinity map, pictures of the property, concept plan and building elevations were shown. Mr. Clark provided details of building one and building two and details of the primary wall, secondary facades and tertiary facades. There was discussion and examples of customer entrances, building articulation, material and colors, roof form and fenestration as specified under UDO section 5.3.1. Staff stated building two did not meet the parameters of the UDO and gave examples of ways it could be reconfigured.

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Michael Clark stated UDO Section 2.2.18.F stated a special use shall be approved upon determining the use:

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

Commissioner Baxter asked if there were other door options to bring the project into compliance. Michael Clark showed examples of acceptable doors. The Board could grant deviations that met the spirit and intent of the applicable regulations. There was discussion about allowable modifications.

James Todd was sworn in by Lisa Markland. Mr. Todd disagreed with the interpretation of UDO Section 5.3.1 regulation on facade types. Proctor Street was the primary access, and the others were secondary frontages. Building two did not face a road and was only accessed by paying customers. Therefore, the applicant was unwilling to take on additional costs for an area already screened by a type D buffer.

Commissioner Baxter asked if someone could see the garage doors when driving down Proctor Street. Mr. Todd stated there would be a 20ft. type C setback with an opaque fence to block the view and the type D buffer ran beyond the extension of the elevation.

Michael Clark stated the building was the primary customer entrance and by definition in the UDO was a primary or secondary facade.

Mr. Todd stated this was a tertiary building wall and thought it should be treated as such.

Sam Slater asked if there was anyone else who wished to speak. There were none.

Sam Slater reviewed the options available to the Board.

The Board went through each standard and gave their thoughts on whether the applicant met each one. There was consensus among the Board that all of the standards were met except #2.

James Todd appreciated the concerns from the Board and wanted to impose a condition on the approval of standard 2 that the applicant can add to the concept plan.

Robert High was sworn in by Lisa Markland. Mr. High stated he could make the columns between the doors brick to match the front facade.

Michael Clark suggested adding an awning to cover multiple doors and continuing the facade treatments from the other sides.



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There was discussion about changes that could be made.

Commissioner Baxter did not like the false appearance of glass for the doors and was concerned for possible deterioration. It was suggested matching the garage door to the facade.

Commissioner Loucks liked the brick on the columns and spoke about the garage door colors.

Commissioner Miles liked the brick on the columns and the type D buffer.

Commissioner Baxter asked about the type C buffer along Proctor. There was a type C buffer on Proctor St. with an opaque fence behind it. Mr. Todd clarified that the challenge with a type D buffer was that it required 40ft of space, but the proposed plantings and fence would provide the same result.

Mayor York asked if there were any more questions. There were none.

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

Mayor York closed the Public Hearing.

Commissioner Miles made a motion, second by Commissioner Baxter to approve SUP 2023-02 with the following conditions to include brick on the columns and doors with colors that would be agreed to with staff. There was no further discussion and the motion passed unanimously.

Mayor York said there would be a 10-minute recess.

The meeting was called back to order at 8:18pm.

ii. 401 W. Gannon – Conditional Zoning Request  
a. Ordinance 2023-19

Michael Clark explained the applicant, Meridian Properties Group LLC, requested rezoning a 0.99-acre parcel from Office and Institutional (O&I) to Downtown Periphery Conditional (DTP-C) District for the construction of an 11-unit multi-family residential development. The subject property was located on the southwest corner of the W. Gannon Ave. (NC 97 Hwy) and Rotary Dr intersection and was located within the Town's Corporate Limits.

The vicinity map, future land use plan, concept plan and proposed elevations were shown. A third rendering was given to the Board reflecting a proposed 30-foot type C buffer on the adjacent residential sides and the applicant was willing to install a fence on the south side of the property. The proposed conditions included garage widths, architectural conditions, building articulation, and height to allow for three-story multi-family residential structures adjacent to single family detached residential uses.

Mr. Clark reviewed the considerations for the Board explaining these homes were a new product type, increased density, featured a pedestrian site design, offered open space preservation and were at a walkable location to downtown.

The Unified Development Ordinance Section 2.2.6.K provided the following standards for the Board to base their decision on the rezoning request:

1. Whether the proposed conditional rezoning advances the public health, safety, or welfare;
2. Whether and the extent to which the proposed conditional rezoning is appropriate for its proposed location, and is consistent with the purposes, goals, objectives, and policies of the Town's adopted policy guidance;
3. Whether an approval of the conditional rezoning is reasonable and in the public interest;
4. Whether and the extent to which the concept plan associated with the conditional rezoning is consistent with this Ordinance; and
5. Any other factors as the Board of Commissioners may determine to be relevant.

At the November 14, 2022 meeting, the Planning Board recommended approval of a modified request finding that the request was consistent with Goal 1 and Policies E, J, & K of the Housing and Neighborhood section of the Comprehensive Land Use Plan and the Standards in Section 2.2.6.K of the UDO. The amendments were as follows:

- Construction of a fence along the adjacent residential property lines
- Construction of a 3-foot wall along the street side property lines
- Construction of structures similar to the revisions presented at the November 14, 2022 meeting.

Commissioner Miles asked if the Planning Board vote in favor was unanimous. Lisa Markland stated she could listen to the minutes and confirm the vote.

Mayor York stated there would be a 10-minute recess.

The meeting was called back into session at 8:36pm.

Michael Clark stated after verification of the previous meeting the Planning Board vote was 4 to 2 to recommend approval with the conditions.

Commissioner Baxter expressed concerns of the proposed 3' wall and asked for the new elevations of units 9,10 and 11 with the proposed changes.

Sherry Case with Meridian Properties Group stated she only had the rear entry elevations and was not able to get the others from the architect in time for the meeting.

Commissioner Miles had concerns about parking and storage. Ms. Case stated there were two parking spots per home with additional parking at the mailbox kiosk area and was complying with the parking requirements in the UDO.

Ms. Case reviewed the iterations from the beginning to the current proposal and showed the amenity area with a pergola and seating. A proposed black metal fence with stone columns to match the stone from the elevations was shown on a map. Ms. Case spoke about the advantages of rezoning to DTP and how it fit along with the Town's growth.

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Commissioner Baxter asked about the balconies on the homes. Ms. Case confirmed each unit had a balcony with room for a bistro type table and chairs.

Commissioner Miles expressed concerns about rezoning a proposal without seeing completed plans.

Commissioner Baxter stated she liked the new color scheme better but had concerns about not seeing the completed plans for the development.

There was discussion about attic storage space.

Commissioner Clark stated she could envision the development and it was a good use of space.

Commissioner Loucks liked the new elevations and how they looked more historic and fit better with other homes in the area. It was suggested to look at the stone fence of the property owner across the street to tie in with the proposed fence.

Commissioner Clark encouraged the Board to think about the demographics of the residents who would be purchasing the homes.

The Commissioners were asked if the proposal met the five standards of Section 2.2.6.K. There was consensus among the Board that standards 1-5 were met. Commissioner Miles stated standards 2, 3 and 4 were not met and Commissioner Baxter was unsure about standards 2, 3 and 4.

Commissioners Miles and Baxter both wanted to see the full plans.

Commissioner Clark made a motion, second by Commissioner Loucks to approve Ordinance 2023-19 as amended.

Commissioner Miles stated it was important to him to see the full plans before making a decision.

Michael Clark asked if the sample motion included the low wall from the Planning Board conditions. Ms. Case clarified Meriden would install the low wall or fencing along the green space not in front of the properties that face Gannon or Rotary

There was no further discussion and the motion passed 3 to 2 with Commissioners Loucks, Harrison and Clark voting in favor and Commissioners Miles and Baxter voting in opposition.

### *B. Administration*

#### *i. Board Appointments*

Lisa Markland stated the Planning Board had one opening with three applications received. The applicants were asked to attend the meeting to share their comments. Latoya Carter was not present at the meeting.

Peggy Alexander spoke about why she wanted to serve on the Planning Board.

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Scott Carpenter spoke about why he wanted to serve on the Planning Board.

Commissioner Miles made a motion, second by Commissioner Baxter to appoint Peggy Alexander to the Planning Board. The motion passed 4 to 1 with Commissioners Miles, Baxter, Harrison and Clark voting in favor and Commissioner Loucks voting in opposition.

Commissioner Baxter thanked the applicants and encouraged those not appointed to consider serving on the Board of Adjustment.

ii. Governing Board Rules of Procedure – Agenda Setting and Role of Presiding Officer  
Joe Moore presented the drafts of two sections of a proposed Rules of Procedure. The first section focused on how the agenda of a public meeting is set. The second section clarified the roles of the meeting's presiding officer. Highlights of the procedure included:

- A deadline for receipt of the Regular Meeting Agenda packet
- A method for adding items to an Agenda:
  - In advance of the Agenda being posted
  - At the time of the Meeting
- The schedule allowed a detailed Agenda Preview as a part of Monthly Meetings

Commissioner Baxter asked to see the addition of items by a majority and not a super majority.

Commissioner Miles did not want policies under consent.

Commissioner Baxter made a motion, second by Commissioner Harrison to approve Governing Board Rules of Procedure – Agenda Setting and Role of Presiding Officer with the addition of items by a majority and not a super majority.

Commissioner Miles asked that no policy items be added to consent.

Joe Moore gave guidance of the Board's options.

Commissioner Baxter amended her motion to include the language that no policy items could be under consent. Commissioner Harrison asked for clarification from Commissioner Miles then agreed to the amendment to the motion.

There was no further discussion and the motion passed unanimously.

## **NEW BUSINESS**

### *A. Fire*

#### i. Ordinance 2023-15 – Fire Sleeping Quarters

Chris Perry explained the FY 2023 budget included a project to expand the living quarters at the existing fire station and appropriated \$221,000 for the total project (design, construction, furnishings). Bids were received on October 13, 2022, and the lowest bidder was G&G Builders at \$332,518.00.

Commissioner Baxter asked if the Town would receive value with the improvements. Chris Perry spoke about the additional functions of the building with the improvements.

Sheila Long stated the Parks and Recreation Master Plan identified the current fire station as a facility to support downtown recreation and general park operations. The changes would enhance the office space and infrastructure. Ms. Long had not seen the specific plans but stated the changes could be utilized as the building was expanded.

Commissioner Baxter made a motion, second by Commissioner Harrison to approve Ordinance 2023-15. There was no further discussion and the motion passed unanimously.

*B. Administration*

*i. Fiscal Year 2023 and 2024 Meeting Schedule*

Joe Moore stated the proposed meeting schedule for FY '24 closely followed the same monthly frequency and times approved in the FY '23 meeting schedule, but introduced a time change for Regular Meetings:

- Regular Meetings: First Monday @ 6 (time change)
- Work Sessions: Third Thursday @ 2
- Mini-Retreats: Fourth Thursday @ 9-4 (Jan., Feb., Mar., Aug., Sept., Oct.)

Commissioner Baxter wanted to see the work sessions begin at 6:00pm and explained the 2:00pm start time was difficult for her and for possible future elected officials.

Commissioner Harrison agreed about having diversity on meetings times and the earlier meeting times for work sessions allowed for family time in the evenings. A 4:00pm start time was suggested.

Commissioner Clark liked 4:00pm start time for work sessions.

Commissioner Miles wanted to keep 6:00pm start time for work sessions and wanted a regular meeting added in July.

Commissioners Loucks and Baxter agreed adding a regular meeting in July.

Commissioners Harrison and Clark stated the Board and staff needed a break and to recharge after the budget season.

There was discussion about a July regular meeting.

Joe Moore explained work sessions were being used as a second meeting where the Board could vote on items and there would not be any new business to be conducted in July since that was the beginning of the fiscal year.

Commissioner Baxter made a motion, second by Commissioner Harrison to amend the FY 2024 regular meeting schedule to include a July 10, 2023 meeting and work session meetings to begin

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at 5:00pm. There was no further discussion and the motion passed with a vote 4 to 1 with Commissioners Baxter, Loucks, Miles and Harrison voting in favor and Commissioner Clark voting in opposition.

Mayor York stated he had a conflict on February 23 - 24, 2023. Commissioner Baxter stated Commissioner Loucks had a conflict with the February 6, 2023 regular meeting.

There was discussion about what day to move the February 6, 2023 meeting.

Joe Moore stated there was a work session meeting scheduled for February 16. The Board could introduce regular meeting business at the February 16 meeting and cancel the February 23 - 24, 2023 retreat.

Commissioner Baxter made a motion, second by Commissioner Harrison to cancel the February 6, 2023 meeting and to cancel the February 23-24, 2023 retreat. There was no further discussion and the motion passed unanimously.

Commissioner Baxter made a motion, second by Commissioner Miles to change work session meeting times to 5:00pm in the FY 2023 schedule and moving forward. There was no further discussion and the motion passed unanimously.

C. Ordinance 2023-16 – Park Suspension Ordinance

Sheila Long stated the Town Attorney recommended an ordinance be adopted establishing authority and guidance for suspension processes as it pertains to Parks and Recreation. The Town Attorney recommended an ordinance recently adopted by the Town of Wake Forest. This ordinance was reviewed and consistent with industry standards. This ordinance was previously vetted by the Town Attorney.

The suspension ordinance was reviewed by the Parks and Recreation Advisory Board and unanimously recommended for approval on October 24, 2022.

Commissioner Miles asked if this was a reactive measure or a proactive measure. Ms. Long stated the Town was being proactive and had not issued a suspension letter since her time as Director. Commissioner Miles asked what would constitute a violation and had concerns it could be arbitrary. Ms. Long stated it would be impossible to think of everything a person could do in a park or program. It was important to be fair and consistent and the Town did have an appeal process.

It was asked why the decision was left up to one person and not the Parks and Recreation Advisory Board. Sheila Long stated a decision would need to be reactionary and could not wait until the Parks and Recreation Advisory Board could meet. The appeal process was detailed.

Commissioner Baxter pointed out a grammatical error.

Commissioner Loucks applauded staff for being proactive.

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Commissioner Miles made a motion, second by Commissioner Harrison to approve Ordinance 2023-16.

Commissioner Baxter asked if the adjustment was made with the grammatical error. Staff could make the change after it was adopted.

There was no further discussion and the motion passed unanimously.

### **BOARD COMMENTS**

Commissioner Loucks thanked all involved with the Christmas parade, Commissioner Baxter for having the 100 County quilt come to Zebulon and to those involved in installing the weather camera at Town Hall.

Commissioner Harrison thanked Commissioner Baxter for her work in getting the 100 County quilt in Zebulon and thanked all those who were part of Candy Cane Lane and the parade.

Commissioner Clark stated the parade was great and was nice to have it back in Town.

Commissioner Baxter stated the parade was great, the 100 County quilt was displayed at Debnam's Hardware store and expressed sentiments about former Mayor Bob Matheny and his passing.

Commissioner Miles thanked Town staff and the Chamber of Commerce for their work at the parade, spoke about the Todd's Park Christmas Celebration on December 17 and honored Bob Matheny and Mary Miles.

Commissioner Baxter read a letter to Michael Germano and retracted her statements made about him.

Mayor York thanked Town staff for working with the Chamber of Commerce to implement new parade policies.

### **MANAGER'S REPORT**

Joe Moore gave an overview of topics for the upcoming Joint Public Hearing on December 12 and a work session on December 15.

### **CLOSED SESSION**

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

Commissioner Baxter made a motion, second by Commissioner Clark to go into closed session. There was no discussion and the motion passed unanimously.

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NOTE: In closed session, Commissioner Baxter made a motion, second by Commissioner Harrison to come out of closed session. There was no discussion and the motion passed unanimously.

Mayor York recognized Gary Hailey who received an excellence award from Wake County.

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

Adopted this the 9<sup>th</sup> day of January 2023.

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Glenn L. York—Mayor

SEAL

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Lisa M. Markland, CMC—Town Clerk



**Zebulon  
Joint Public Hearing  
Minutes  
December 12, 2022**

Present: Glenn York, Quentin Miles, Shannon Baxter, Jessica Harrison, Larry Loucks, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Michael Clark-Planning, Jacqui Boykin-Police, Sheila Long-Parks and Recreation, Chris Ray-Public Works, Chris Perry-Fire, Sam Slater-Attorney

Absent: Beverly Clark

Planning Board Present: David Lowry, Michael Germano, Laura Johnson, Domenick Schilling, Genia Newkirk, Stephanie Jenkins, Peggy Alexander

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

**APPROVAL OF THE AGENDA**

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

**PUBLIC HEARING**

*A. CZ 2023-02 – 0 Weavers Pond Drive*

Mayor York stated the applicant asked that the item be postponed until the January 23, 2023 7:00pm meeting.

Commissioner Baxter made a motion, second by Commissioner Loucks to postpone CZ 2023-02 to the January 23, 2023 at 7:00pm meeting. There was no discussion and the motion passed unanimously.

*B. PD 2022-01 – Wakelon Mills*

Mayor York opened the public hearing and asked for a staff report.

Michael Clark explained under UDO Section 2.2.24.J a Planned Development: 1) advances the public health, safety or welfare, 2) appropriate for its proposed location and consistent with Town guidance and regulations, 3) reasonable and in the public interest and 4) other relevant factors as deemed appropriate by the Board of Commissioners. The second set of standards for Planned Developments was found in UDO Section 3.5.5: 1) creates flexibility, 2) better than regulations, 3) consistent with adopted policy guidance, 4) compatible with surrounding uses and 5) established master plan for development.

Staff stated this was a planned development request to rezone a section of 1015 N. Arendell Avenue from Light Industrial and 409 Judd Street from R4 Residential to PD – Planned Development for the development of a mixed product residential neighborhood of 293 dwelling units. The site map, vicinity map, zoning map and future land use plan were shown.

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The request included 118 townhomes, 175 detached single family detached homes, road extensions, guest parking, amenity center, pool, recreation areas and private greenways. Staff explained the proposed road extensions were part of the Town's transportation plan. The UDO required one guest parking space for every four dwelling units and the applicant proposed guest parking to be spread throughout the neighborhood. The amenity center would be reviewed at a later date with a separate site plan.

Mr. Clark stated the applicant was also proposing greenways which would be maintained and owned by the HOA and were not subject to Town maintenance.

The proposed elevations of the townhomes and single family detached homes were shown. The different elements of each were shown including a J-drive, narrower single family dwelling units, window trim, enhancements on garage doors, exterior lights and extended overhangs. Staff had concerns about the front porch being located behind the garage which indicated a more auto dominate neighborhood.

The road improvements included a two-lane median divided road on Judd Street, an extension on Wedgewood Avenue with curb, gutter and sidewalks and improvements on Worth Hinton Road. Staff still had concerns with the intersection of N. Arendell and Judd Street. The Town's consulting engineer recommended a full roundabout for consideration. NCDOT stated a roundabout would be difficult with the land acquisition, but an improvement would need to be made at that intersection.

Michael Clark stated the majority of the parcel was zoned as light industrial and showed examples of allowable uses in that zoning district.

Collier Marsh from Parker Poe showed the site on a map stating the majority was the existing GSK site.

Sarah McTier, the Director of Real Estate and Asset Management at GSK spoke about the project and stated GSK carefully selected the developer for the site.

Mr. Marsh spoke about the existing zoning on the site. There were intense active uses allowed on the site and the developer was giving the Town something better than what was considered an allowable use under the current zoning. There was discussion about the future land use map and how the development fit with the surrounding area. Mr. Marsh explained the connection from Judd Street to Worth Hinton and connection from Wedgewood to Judd Street were in the Town's Transportation Plan.

The Planned Development commitments and detailed Master Plan were shown. Mr. Marsh clarified that there were 118 single-family detached homes and 175 single-family attached homes. The amenities included a pool, cabana, dog park, work out stations along walking trail, playground, soccer field and pickle ball courts.

The developers received feedback about the plan and Mr. Marsh spoke about how the development made meaningful changes to address the feedback that was received. Some of the changes included lots being reconfigured, lot sizes increased, added buffers, changes to architectural features and

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community amenities were added. There were over four miles of trails and over 17 acres of open space.

Commissioner Baxter expressed concerns about the root systems of trees planted in the landscaped median. Michael Clark explained there were specific UDO guidelines for trees to prevent issues from the root systems.

Mayor York asked if the Board of Commissioners had any more questions. There were none.

Mayor York asked if the Planning Board had any questions.

Domenick Schilling expressed concerns about traffic at Judd Street and Arendell. Mr. Marsh stated once NCDOT approved a signal they would have one installed at that time.

Caroline Cheeves, from Remey Kemp Associates, who performed the traffic impact analysis, gave background about NC 96 and requirements needed from NCDOT to install a traffic signal. The traffic signal would be installed once it met the minimum trip requirements. It was explained that a roundabout would not be possible since NC 96 was a four-lane road.

David Lowry asked who would maintain the alleyways and where would trash collection pick up. Mr. Marsh stated HOA would maintain the alleyway and trash would be collected in the alley. Mr. Lowry expressed concerns about trash being in the alley and the HOA not properly maintaining them.

Michael Germano expressed concerns about walkability and suggested adding protected crosswalks on Arendell Avenue. Mr. Germano also pointed out that the attached homes and detached homes minimum lot areas were the same at 7,200 sq. ft and asked for that to be clarified.

There was a question about the environmental impacts from Peggy Alexander. A wildlife impact study had not been performed, but Mr. Marsh stated the riparian areas were being preserved. The area was permitted to be an industrial use and Mr. Marsh encouraged the Boards to look at the scope of the request.

Concerns about the proposed stoplight on Arendell and Judd causing traffic congestion issues were expressed. Ms. Cheeves explained the coordination of stop lights to prevent traffic congestion.

Domenick Schilling asked if the new development would impact emergency services or cause confusion. Jacqui Boykin stated it would not because dispatch provided cross streets for emergency calls.

David Lowry stated the nearest Town park was Whitley Park and asked if the new development would cause an impact on the park. Sheila Long stated the development had active recreation. The Master Plan identified areas where the anticipated growth would be and the recreation impact fee for the development would provide approximately \$730,000 to use toward existing and future parks.

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There was a question about the improvements along the frontage. Brian O’Kane, a Civil Engineer with the Nau Company, stated the greenway would run along the frontage and would taper toward Judd Street.

Mayor York asked if the Planning Board had anymore questions. There were none.

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

Mayor York asked if anyone wished to speak in opposition.

Gina Bryant stated she was a lifelong resident of Zebulon and had concerns that clear cutting the property could lead to flooding and run off issues. Ms. Bryant also had concerns about the threats to the biodiversity of the area.

Judy Kovach expressed concerns about infrastructure, traffic, air pollution, noise, safety, and wildlife being affected by the new development.

Damon Damphie stated he moved from a large city and Zebulon did not have enough amenities to support the growth.

Joel Hassan asked if the development included affordable housing and had concerns about the traffic it would bring to the area.

Joseph Bryant was renovating a property at 402 W. Judd Street and spoke about the peacefulness of the area and was worried the development would take away the serenity.

Robert Stout and Earnest Campbell spoke about the runoff issues Mr. Campbell experienced on his property. There were also concerns expressed about the development causing sewer system issues.

Milton Bryant stated he lived in Town for 40 years and was worried the growth in Zebulon would cause strain and turnover in the Fire and Police Departments.

Mark Cronk stated there was a need for a light at Judd and Arendell and 290 homes would cause more traffic issues.

Robin Haslin stated she loved the Police Department being nearby but was concerned about the development causing traffic issues during an emergency.

Carla Damphie stated she enjoyed Zebulon’s small-town feel, but the new developments caused traffic issues. Ms. Damphie also wanted to see education improved and to build a high school.

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

Mayor York asked if anyone had a neutral comment.

Jay Estes, who was on the Town’s Board of Adjustment, stated he saw the potential for Board of Adjustment cases for variances or interpretations in the future if the development passed. He

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thanked the Board for their passing of the Town's UDO. Mr. Estes asked if there were conditions that additional houses could not be added to the larger lots later. Michael Clark stated that was not specified as part of the request and could review the details of the development with him after the meeting.

Jared Watkins stated he was not against the proposed plan but was worried about the infrastructure.

Mayor York asked if there was anyone else who wished to speak. There were none.

Commissioners Baxter, Miles, Harrison and Loucks thanked the citizens for coming to the meeting and for their comments.

Commissioner Miles asked Sarah McTier if GSK was in communication with anyone else about purchasing the land. Ms. McTier stated they were under contract with the developer and could not breach their contract or speculate. GSK had a global program to dispose of land and would entertain offers.

Mayor York thanked everyone for coming to the meeting.

Mayor York closed the Public Hearing and referred the matter to the Planning Board.

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

Adopted this the 9<sup>th</sup> day of January 2023.

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Glenn L. York—Mayor

SEAL

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Lisa M. Markland, CMC—Town Clerk

**Zebulon Board of Commissioners**  
**Work Session**  
**Minutes**  
**December 15, 2022**

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

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

**APPROVAL OF AGENDA**

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

**FISCAL YEAR 2022 AUDIT**

Joe Moore spoke about the topics to be presented at the meeting.

Bobby Fitts introduced Leann Bagasala from Mauldin & Jenkins. Ms. Bagasala introduced their engagement team and gave an overview of the audit opinion, financial trends and compliance report. The required communications were detailed including significant accounting policies, management judgment/accounting estimates, relationship with management and management representation. It was stated there were no unrecorded or past audit adjustments.

The new accounting pronouncements were reviewed, and Ms. Bagasala stated Mauldin Jenkins would be working with the Town to implement the new standards.

Ms. Bagasala stated the Board could reach out to her with any questions. Joe Moore explained the Board would review the audit in more detail at their January monthly meetings and January retreat and could also ask any additional questions at that time.

Commissioner Loucks inquired about the inventory checks. Ms. Bagasala stated the inventory balance was not large enough to be audited but could be incorporated into the planning for the following year.

Bobby Fitts gave more detail about certain items for the Board's review. The total debt was decreased by \$146,000, the Town was upgraded to an AA with Standards and Poor and was available for a possible rating upgrade through Moody's Investor Services.

The Town's assessed value growth was \$1.5 billion in FY 22 and a shift was made to 60% industrial and 40% residential.

The total assessed value of all the buildings in town was given by Joe Moore and he stated a one cent increase in property taxes would raise approximately \$152,000.

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### **NORTHEASTERN WAKE COUNTY – RURAL MICROTRANSIT SERVICE ("GOWAKE SMARTRIDE NE")**

Michael Clark introduced Anita Davis, the Transportation Manager for Wake County and Amber Scott, a transit analyst. Ms. Davis gave a project overview and spoke about the demographic estimate of those in the proposed microtransit zone. It was explained microtransit was on-demand, real-time and free for users.

The microtransit goals included quicker and easier trip scheduling, more convenient and shorter trips, connections to regional commuter routes, real time arrival updates and to expand ridership beyond the current 148 riders.

Ms. Davis spoke about the importance of communication and feedback for those using the service through presentations, stakeholder interviews, focus groups and online surveys. GoWake partnered with the Kramden Institute to provide education and computer skills to seniors.

The trip data was given. Ms. Davis stated from July 2018 to June 2019 there were 25,074 GoWake access trips. The geofence zone was shown on a map.

The GoWake SmartRide NE launched on March 21, 2022 with an average of 40 trips per week and now average 225 trips per week. The fares are free Monday through Friday 6:00am to 7:00pm. The project would remain free to users until March 2023 and was GoWake's goal to keep the fares at no cost to its users.

The data for rides was given by Ms. Davis. Zebulon represented almost half of all the rides in Wendell, Rolesville and Zebulon with 2,822 riders. The SmartRide trip projections were shown. Zebulon accounted for 53% of the trips provided.

The year one projected cost of service was \$314,606.25 and Ms. Davis spoke in detail about the costs associated with the program. Information about continued project funding was discussed including the Community Funding Areas Program that the Town could apply for in partnership with Wake County.

Ms. Scott offered detail about the main destinations and locations the riders went to and from. It was stated additional vehicles would need to be added to accommodate WakeTech's opening in Wendell. There was discussion about the decrease in drivers, expanding the services into the evening and information about funding options.

### **TOWN HALL TREE REPLACEMENT**

Chris Ray gave a presentation on the Town Hall tree replacement. The trees on the front lawn of Town Hall were experiencing health and structural issues. The Board was shown options on replacing those trees. The options shown included Yoshino Cherry and Main Street Maple trees and the Board could install eight trees or 16 trees. Details of the trees and benefits of installing eight trees vs. 16 were given. Staff recommended approving Ordinance 2023-20 to install eight Yoshino Cherry trees.

Commissioner Baxter asked if both trees were native, and staff confirmed they were both native and pollinators.

Commissioners Harrison, Miles and Clark liked the eight cherry trees.

Commissioner Baxter wanted to see eight maples installed.

Commissioner Harrison made a motion, second by Commissioner Clark to approve Ordinance 2023-20 to install eight Yoshino Cherry trees.

Commissioner Baxter wanted the maple trees installed since they were native to North Carolina. Chris Ray stated the landscape architect recommended the cherry trees and would give nice color in the springtime.

There was no further discussion and the motion passed with a vote 4 to 1 with Commissioners Harrison, Clark, Loucks and Miles voting in favor and Commissioner Baxter voting in opposition.

**FY '23 FIRST QUARTER REPORT: PARKS AND RECREATION**

Sheila Long gave departmental updates from the first quarter. The department's focus was to maximize resources and impact, implement the Master Plan and expand people served. A capital project update was given with some completed items including Community Park basketball court, tennis court resurfacing, Gill Street shade structures and Town Hall soccer field. Some of the capital projects in progress included the Little River Phase 1 construction and drawings, park amenities and signs, ADA transition plan and alley activation.

Some examples of items to be added to the west alley in the 100 block of Arendell were shown. The Rotary Club liked the Town's vision and wanted to help with the funding. ZDAC was also interested in being a part of the community-based project.

The recreation impact fee has collected \$2,138,000 since January 2022. The funds were to be used on new amenities/not renovation and to be used to acquire land to serve growth.

Sheila Long stated there was a national trend where traditional recreation leagues were averaging a 50% decline, but the Town was growing and so was the demand in league sports. Ms. Long spoke about the limited field availability and lights and increased field wear. Staff was looking at transitioning the fields to accommodate different age groups and leagues and hiring an athletic coordinator in the future.

There was discussion about how the RecDesk software was being used and how it could be improved.

Staff created a matrix to determine where there were service gaps. Partnerships were important for expanding programs and Ms. Long spoke about some of the partnerships with the Town and the services they provided.



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Examples of how the Town was adapting services through youth services, fitness programs, outreach programs and events were shown. The 2023 proposed event schedule was shown. The proposed schedule shifted the spring market schedule series to a spring concert series with artisan vendors, added a Juneteenth celebration and a winter celebration at Town Hall.

Commissioner Baxter was disappointed the artisan market was being proposed to be replaced with the spring concert series. Sheila Long stated the market experienced challenges in being supported on a weekly basis and gave examples.

Commissioner Harrison asked to see data on the artisan market before she could make a decision about transitioning away from the market.

There was discussion about the market's past locations and lack of participation. Commissioners Miles and Clark stated having a concert series once a month may bring out more people to a market.

Commissioner Miles stated he was looking forward to the downtown event for Juneteenth and appreciated staff's work on that partnership.

There was conversation about artificial turf fields, portable lights, pickle ball courts and supporting a football program.

Sheila Long spoke about the Little River bid proposal process.

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

Adopted this the 9<sup>th</sup> day of January 2023.

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Glenn L. York—Mayor

SEAL

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Lisa M. Markland, CMC—Town Clerk

**Topic: FY 2023 Monthly Financial Statement Update**

Speaker: Bobby Fitts, Finance Director (if pulled from Consent)

Prepared by: Bobby Fitts, Finance Director

Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

A monthly report summarizing the status of the Town's revenues and expenditures.

**Background:**

The attached financials include information are through December 16, 2022.

**Information:**

Expenditures

Approximately 5 ½ months (45%) into Fiscal Year 2023, the Town has spent approximately 35% (~ \$7,190,000) of its General Fund budget of \$20,316,658. Some departments with higher expenditures reflect large purchases made early in the fiscal year (e.g., excavator, annual property & liability and workers compensation premiums, annual software fees, and completed paving project).

Revenues

- Property Tax (50% of annual revenues (the Town's largest revenue stream))
  - + FY 2023 collections: \$3,347,564 collected to date (~ 36.8% of budget).
  - + Observations:
    - # 16% less than collected last fiscal year (\$4,010,571).
    - # Five months of vehicle taxes have been collected for FY 2023 is 9.5% higher than last year.
- Sales Tax (12% of annual revenues (second largest revenue stream))
  - + September's sales (reports lag 3-months):
    - # \$35,787 (21.4%) more collected than last September for all sales tax.
    - # \$15,206 (20.2%) more collected than last September for "local" sales tax.
    - # "Local" sales tax (Article 39) is generated within, and returns to, Wake County.
- Utilities Sales Tax (5% of revenue stream): First quarterly distribution received December 15.
  - + \$19,755 (11.5%) collected over FY 2022 actual for same quarter
  - + Reflects natural gas and electricity sales and heavily weather dependent

- Permits & Zoning
  - + \$110,994 collected total (44% of budgeted revenues (\$250,000))
  - + 58.7% more than what was collected this time last fiscal year (\$69,958). Single-Family Dwelling permits have picked back up in the last three months after a slower July and August.
  - + Permits were up 38.5% (36 vs. 26) on single-family dwellings for November of FY 2023 vs. November FY 2022.
  
- Transportation Impact Fees
  - + \$256,468 collected to date
  - + 156% more than what was collected last fiscal year (\$100,180)
  - + Fees are paid at final plat

**Policy Analysis: N/A**

**Financial Analysis:**

Budgeted revenue in FY 2023 is \$20,316,658 while year to date revenue collected is \$7,002,520 (34.5% of budgeted). Budgeted revenue includes \$4.3M Fund Balance, meaning that this amount of Unassigned Fund Balance has been appropriated towards FY 2023 expenditures.

**Staff Recommendation:**

No staff recommendation or Board action is necessary. This update is informational only.

**Attachments:**

1. General Fund Fiscal Year 2023 Expenditure Statement and Revenue Statement (as of December 16, 2022)
2. Sales Tax – FY 2023

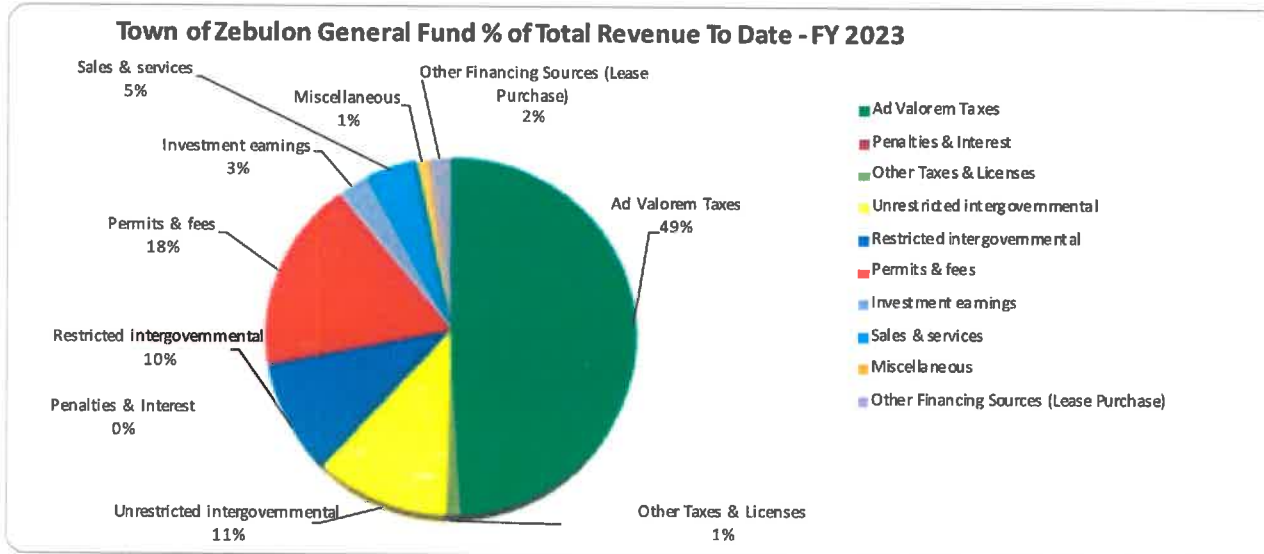
# ZEBULON

NORTH CAROLINA

TOWN OF ZEBULON  
 Revenue Statement: 2022 - 2023  
 for Accounting Period 6/30/2023  
 GENERAL FUND

As of 12/16/2022

| <u>Revenue Categories</u>                | <u>Estimated Revenue</u> | <u>Revenue YTD</u> | <u>% Collected</u> | <u>% of Total Revenue YTD</u> |
|--|--------------------------|--------------------|--------------------|-------------------------------|
| Ad Valorem Taxes                         | \$9,152,000              | \$3,436,660        | 37.6%              | 49.1%                         |
| Penalties & Interest                     | \$15,000                 | \$7,301            | 48.7%              | 0.1%                          |
| Other Taxes & Licenses                   | \$175,500                | \$82,985           | 47.3%              | 1.2%                          |
| Unrestricted intergovernmental           | \$2,576,800              | \$793,203          | 30.8%              | 11.3%                         |
| Restricted intergovernmental             | \$2,114,760              | \$710,012          | 33.6%              | 10.1%                         |
| Permits & fees                           | \$756,750                | \$1,214,528        | 160.5%             | 17.3%                         |
| Investment earnings                      | \$3,000                  | \$214,161          | 7138.7%            | 3.1%                          |
| Sales & services                         | \$944,900                | \$320,898          | 34.0%              | 4.6%                          |
| Miscellaneous                            | \$80,738                 | \$67,773           | 83.9%              | 1.0%                          |
| Other Financing Sources (Lease Purchase) | \$155,000                | \$155,000          | 0.0%               | 2.2%                          |
| Fund Balance Appropriated                | \$4,342,210              | \$0                | 0.0%               | 0.0%                          |
| <b>Total Revenues</b>                    | <b>\$20,316,658</b>      | <b>\$7,002,520</b> | <b>34.5%</b>       | <b>100%</b>                   |





TOWN OF ZEBULON  
Expenditure Statement:2022 - 2023  
for Accounting Period 6/30/2023  
GENERAL FUND

As of 12/16/2022

| <u>Dept #</u> | <u>Department</u>                    | <u>Approp Amount</u> | <u>Expenditure YTD</u> | <u>% Exp.</u> |
|---------------|--------------------------------------|----------------------|------------------------|---------------|
| 410           | GOVERNING BODY                       | \$468,715            | \$153,182              | 32.7%         |
| 420           | FINANCE                              | \$460,200            | \$216,753              | 47.1%         |
| 430           | ADMINISTRATION                       | \$1,529,088          | \$539,776              | 35.3%         |
| 490           | PLANNING AND ZONING                  | \$655,280            | \$262,061              | 40.0%         |
| 500           | PUBLIC WORKS-PROPERTY & PROJECT MGMT | \$2,132,151          | \$583,535              | 27.4%         |
| 510           | POLICE                               | \$3,504,412          | \$1,531,292            | 43.7%         |
| 520           | PUBLIC WORKS-OPERATIONS              | \$4,536,002          | \$1,368,947            | 30.2%         |
| 530           | FIRE                                 | \$3,291,718          | \$1,236,477            | 37.6%         |
| 570           | POWELL BILL                          | \$513,772            | \$466,251              | 90.8%         |
| 620           | PARKS & RECREATION                   | \$2,102,420          | \$794,176              | 37.8%         |
| 690           | COMMUNITY & ECONOMIC DEVELOPMENT     | \$1,122,900          | \$37,370               | 3.3%          |
|               | <b>Total Expenditures</b>            | <b>\$20,316,658</b>  | <b>\$7,189,819</b>     | <b>35.4%</b>  |

Sales Tax

FY 2023

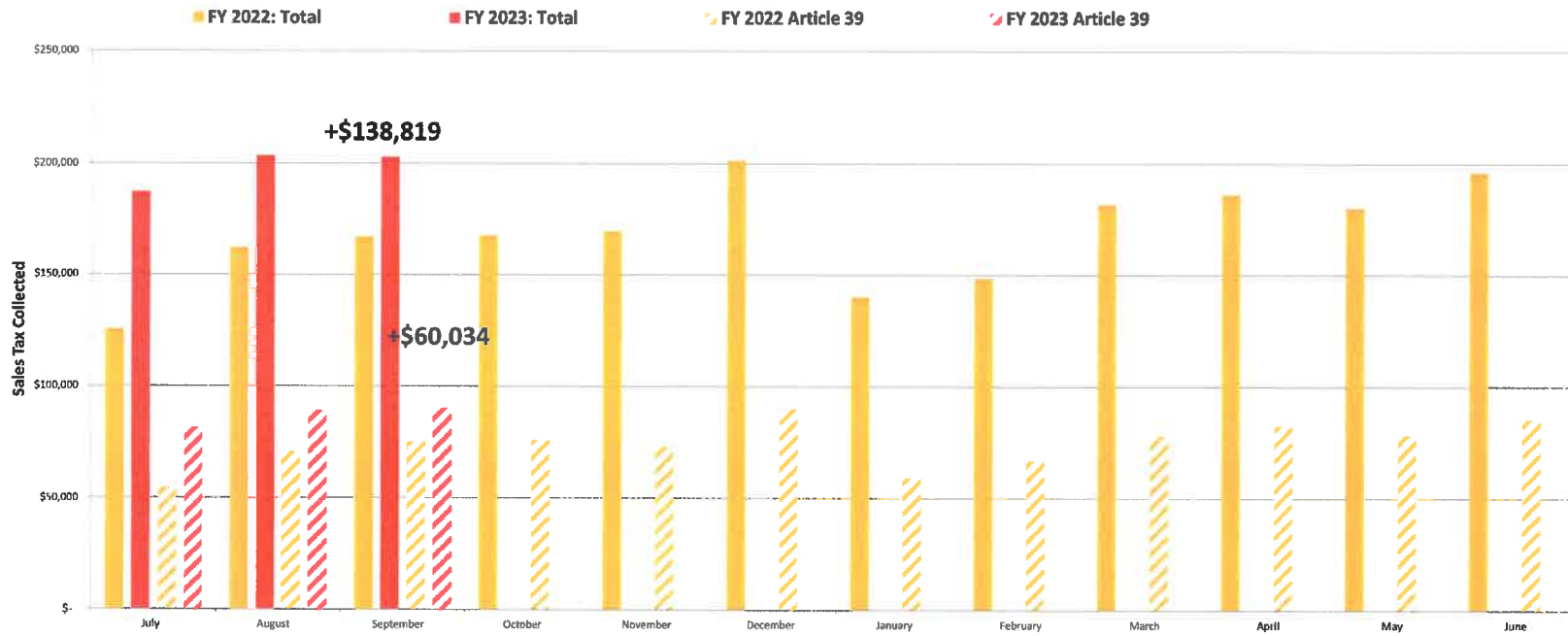
| Month        | Article 39 (1) *  | Article 40 (1/2)  | Article 42 (1/2)  | Article 44 (1/2) | City Hold Harmless | FY 22 Totals      | Prior Year (FY 2022) | % Inc (Dec) from Prior Yr |
|--------------|-------------------|-------------------|-------------------|------------------|--------------------|-------------------|----------------------|---------------------------|
| July         | \$ 81,324         | \$ 35,456         | \$ 40,808         | \$ (1)           | \$ 29,723          | \$ 187,311        | \$ 125,560           | 49.2%                     |
| August       | 89,152            | 37,948            | 44,690            | 1                | 31,591             | 203,381           | 162,100              | 25.5%                     |
| September    | 90,401            | 37,188            | 45,331            | (9)              | 29,910             | 202,821           | 167,034              | 21.4%                     |
| October      | -                 | -                 | -                 | -                | -                  | -                 | 167,586              | -100.0%                   |
| November     | -                 | -                 | -                 | -                | -                  | -                 | 169,657              | -100.0%                   |
| December     | -                 | -                 | -                 | -                | -                  | -                 | 201,425              | -100.0%                   |
| January      | -                 | -                 | -                 | -                | -                  | -                 | 140,273              | -100.0%                   |
| February     | -                 | -                 | -                 | -                | -                  | -                 | 148,707              | -100.0%                   |
| March        | -                 | -                 | -                 | -                | -                  | -                 | 181,841              | -100.0%                   |
| April        | -                 | -                 | -                 | -                | -                  | -                 | 186,154              | -100.0%                   |
| May          | -                 | -                 | -                 | -                | -                  | -                 | 180,133              | -100.0%                   |
| June         | -                 | -                 | -                 | -                | -                  | -                 | 195,892              | -100.0%                   |
| <b>Total</b> | <b>\$ 260,877</b> | <b>\$ 110,592</b> | <b>\$ 130,829</b> | <b>\$ (9)</b>    | <b>\$ 91,223</b>   | <b>\$ 593,513</b> | <b>\$ 454,694</b>    | <b>30.5%</b>              |

FY 2022

| Month        | Article 39 (1) *  | Article 40 (1/2)  | Article 42 (1/2)  | Article 44 (1/2) | City Hold Harmless | FY 22 Totals        | Prior Year (FY 2021) | % Inc (Dec) from Prior Yr |
|--------------|-------------------|-------------------|-------------------|------------------|--------------------|---------------------|----------------------|---------------------------|
| July         | \$ 54,740         | \$ 23,633         | \$ 27,374         | \$ (8)           | \$ 19,820          | \$ 125,560          | \$ 106,293           | 18.1%                     |
| August       | 70,908            | 30,305            | 35,575            | 0                | 25,312             | 162,100             | 98,134               | 65.2%                     |
| September    | 75,195            | 30,242            | 37,636            | (8)              | 23,969             | 167,034             | 107,017              | 56.1%                     |
| October      | 76,033            | 30,096            | 38,111            | 1                | 23,345             | 167,586             | 105,056              | 59.5%                     |
| November     | 73,190            | 32,351            | 36,680            | 0                | 27,435             | 169,657             | 111,773              | 51.8%                     |
| December     | 90,634            | 36,407            | 45,390            | 6                | 28,988             | 201,425             | 128,204              | 57.1%                     |
| January      | 59,259            | 27,588            | 29,798            | (0)              | 23,629             | 140,273             | 107,034              | 31.1%                     |
| February     | 67,203            | 26,858            | 33,643            | (3)              | 21,007             | 148,707             | 85,810               | 73.3%                     |
| March        | 78,105            | 34,810            | 39,178            | (0)              | 29,749             | 181,841             | 121,143              | 50.1%                     |
| April        | 82,591            | 34,357            | 41,347            | 4                | 27,856             | 186,154             | 115,436              | 61.3%                     |
| May          | 78,526            | 33,955            | 39,398            | 0                | 28,254             | 180,133             | 120,866              | 49.0%                     |
| June         | 85,604            | 36,686            | 42,943            | (0)              | 30,659             | 195,892             | 129,315              | 51.5%                     |
| <b>Total</b> | <b>\$ 891,987</b> | <b>\$ 377,287</b> | <b>\$ 447,074</b> | <b>\$ (8)</b>    | <b>\$ 310,023</b>  | <b>\$ 2,026,362</b> | <b>\$ 1,336,082</b>  | <b>51.7%</b>              |

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

# Monthly Summary of Sales Tax Collected





## Board of Commissioners

P.O. Box 550 • Raleigh, NC 27602

TEL 919 856 6180

FAX 919 856 5699

SHINICA THOMAS, CHAIR  
SUSAN EVANS, VICE-CHAIR  
VICKIE ADAMSON  
MATT CALABRIA  
DON MIAL  
CHERYL STALLINGS  
JAMES WEST

December 6, 2022

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

Dear Ms. Markland:

The Wake County Board of Commissioners, in regular session on December 5, 2022, approved and accepted the enclosed tax report for the Town of Zebulon.

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

Sincerely,

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

Enclosure(s)





Wake County Tax Administration

Rebate Details

10/01/2022 - 10/31/2022

ZEBULON

DATE  
11/01/2022

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| REBATE NUMBER                                      | PROPERTY         | CITY TAG    | LATE LIST    | BILLED INTEREST | TOTAL REBATED    | PROCESS DATE | ACCOUNT NUMBER            | TAX YEAR | YEAR FOR | BILLING TYPE | OWNER                                    |
|--|------------------|-------------|--------------|-----------------|------------------|--------------|---------------------------|----------|----------|--------------|--|
| <b>BUSINESS ACCOUNTS</b>                           |                  |             |              |                 |                  |              |                           |          |          |              |  |
| 828549   | 192.00           | 0.00        | 19.20        | 0.00            | 211.20           | 10/12/2022   | 0006529848                | 2021     | 2021     | 000000       | ZEBULON LAUNDRY INC                      |
| 828550   | 206.66           | 0.00        | 20.67        | 0.00            | 227.33           | 10/12/2022   | 0006529848                | 2019     | 2019     | 000000       | ZEBULON LAUNDRY INC                      |
| <b>SUBTOTALS FOR BUSINESS ACCOUNTS</b>             | <b>398.66</b>    | <b>0.00</b> | <b>39.87</b> | <b>0.00</b>     | <b>438.53</b>    | <b>2</b>     | <b>Properties Rebated</b> |          |          |              |  |
| <b>BUSINESS REAL ESTATE ACCOUNTS</b>               |                  |             |              |                 |                  |              |                           |          |          |              |  |
| 828920   | 23,768.85        | 0.00        | 0.00         | 0.00            | 23,768.85        | 10/12/2022   | 0000357252                | 2021     | 2021     | 000000       | WAL MART REAL ESTATE BUSINESS TRUST #449 |
| 828909   | 24,849.25        | 0.00        | 0.00         | 0.00            | 24,849.25        | 10/12/2022   | 0000357252                | 2022     | 2022     | 000000       | WAL MART REAL ESTATE BUSINESS TRUST #449 |
| <b>SUBTOTALS FOR BUSINESS REAL ESTATE ACCOUNTS</b> | <b>48,618.10</b> | <b>0.00</b> | <b>0.00</b>  | <b>0.00</b>     | <b>48,618.10</b> | <b>2</b>     | <b>Properties Rebated</b> |          |          |              |  |
| <b>INDIVIDUAL PROPERTY ACCOUNTS</b>                |                  |             |              |                 |                  |              |                           |          |          |              |  |
| 829076   | 1,580.72         | 180.00      | 0.00         | 0.00            | 1,760.72         | 10/18/2022   | 0006948671                | 2022     | 2022     | 000000       | RYDER TRUCK RENTAL INC                   |
| 828929   | 1,495.33         | 60.00       | 149.53       | 0.00            | 1,704.86         | 10/12/2022   | 0006979645                | 2022     | 2022     | 000000       | CROSSROADS EQUIPMENT LEASE & FINANCE     |



**Wake County Tax Administration**

**Rebate Details**  
10/01/2022 - 10/31/2022

DATE  
11/01/2022

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**ZEBULON**

| REBATE NUMBER                              | PROPERTY  | CITY TAG | LATE LIST | BILLED INTEREST | TOTAL REBATED | PROCESS DATE | ACCOUNT NUMBER | TAX YEAR | YEAR FOR | BILLING TYPE | OWNER            |
|--|-----------|----------|-----------|-----------------|---------------|--------------|----------------|----------|----------|--------------|------------------|
| <hr/>                                      |           |          |           |                 |               |              |                |          |          |              |                  |
| SUBTOTALS FOR INDIVIDUAL PROPERTY ACCOUNTS | 3,076.05  | 240.00   | 149.53    | 0.00            | 3,465.58      |              | 2              |          |          | Properties   | Rebated          |
| <hr/>                                      |           |          |           |                 |               |              |                |          |          |              |                  |
| TOTAL REBATED FOR ZEBULON                  | 52,092.81 | 240.00   | 189.40    | 0.00            | 52,522.21     |              | 6              |          |          | Properties   | Rebated for City |
| <hr/>                                      |           |          |           |                 |               |              |                |          |          |              |                  |



**Wake County Tax Administration**

**Rebate Details**

10/01/2022 - 10/31/2022

**ZEBULON**

DATE

11/01/2022

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| REBATE<br>NUMBER    | PROPERTY          | CITY<br>TAG      | LATE<br>LIST  | BILLED<br>INTEREST | TOTAL<br>REBATED  | PROCESS<br>DATE | ACCOUNT<br>NUMBER | TAX<br>YEAR                              | YEAR<br>FOR | BILLING<br>TYPE | OWNER |
|---------------------|-------------------|------------------|---------------|--------------------|-------------------|-----------------|-------------------|--|-------------|-----------------|-------|
| <b>Grand Total:</b> | <b>351,401.17</b> | <b>13,260.00</b> | <b>405.38</b> | <b>0.00</b>        | <b>365,066.55</b> |                 | <b>75</b>         | <b>Properties Rebated for All Cities</b> |             |                 |       |

**Topic: Fiscal Year 2023 Meeting Schedule**

Speaker: Joseph M. Moore II, PE - Town Manager (if pulled from Consent)  
Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider revising their meeting schedule for the remainder of 2023 fiscal year.

**Background:**

At their Regular Meeting on December 5, 2022, the Board of Commissioners revised their FY '23 Meeting Schedule by cancelling the Regular Meeting scheduled for February 6, 2023 and the Retreat scheduled for February 23-24, 2023. Each of the meetings were cancelled to accommodate conflicts Board members had with respective obligations at the School of Government and the North Carolina League of Municipalities.

To replace the cancelled meeting on February 6, 2023, the Work Session scheduled for February 16, 2023 would serve as the Board's Regular Meeting, and any work-session related items could be placed on March's Work Session (March 16, 2023).

There is no longer a conflict with the North Carolina League of Municipalities and the Board may consider adding a meeting back to their 2023 Meeting Schedule on February 23 and/or 24, 2023.

**Discussion:**

The discussion before the Board is whether to add a meeting back to their FY '23 Meeting Schedule on February 23 and/or 24, 2023.

**Policy Analysis:**

The purpose of the statutes on Meetings of Public Bodies ("Open Meetings Law") "is to insure that the business of the public be conducted in the view of the public so that the people have the wherewithal to be better informed".<sup>1</sup>

If a public body holds regular meetings at a fixed time and place, the law requires the schedule be filed with the Town Clerk and posted on the website. If Boards do not hold Regular Meetings, then all of their meetings are Special Meetings.

**Staff Recommendation:**


Staff recommends adding February 23, 2023 to the FY '23 Meeting Schedule as a Work Session starting at 5 PM.

**Attachment(s):** none

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<sup>1</sup> Student Bar Association Board of Governors of School of Law, University of North Carolina at Chapel Hill v. Byrd, 293 NC 594, 604 (1977).

STAFF REPORT  
ORDINANCE 2023-22  
FEE SCHEDULE AMENDMENT  
JANUARY 9, 2023

**Topic:** Ordinance 2023-22 – Fee Schedule Amendment  
**Speaker:** Sheila Long, Parks and Recreation Director  
**From:** Sheila Long, Parks and Recreation Director  
Bobby Fitts, Finance Director  
**Prepared by:** Sheila Long, Parks and Recreation Director  
**Approved by:**  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will hold a public hearing to amend the FY '23 Fee Schedule for events.

**Background:**

Community input gathered during the development of Zebulon's 2030 Strategic Plan revealed the desire for "more community events/activities". In response, the Town funded, organized, and staffed the 2019 Tree Lighting Festival.

As discussed during the 2020 Retreat, the Town can more efficiently and effectively create more community events by indirectly encouraging and supporting the private and non-profit sectors in their efforts to host functions on public property and right of way. Indirect encouragement and support is accomplished through Town infrastructure, such as the Alley Activation projects that provide space and electricity, and Town services, such as the permitting, logistics, or operational support that facilitate the events.

The Town has worked with several private organizations to authorize special events over the past year with Board approval. This provided the Town the opportunity to learn from each occurrence and to guide in the development of standards.

The Board began discussions to develop a Special Event Standard at the August Work Session. Based on feedback from the Board and a review period of an early draft of the Standards provided in August, an updated draft was provided to the Board at the October Regular meeting. The Board adopted the Special Event Standard at the November Work Session. The Standards were effective January 1, 2023.

The Fee Schedule must be amended to reflect items identified in the Standard.

**Discussion:**

The discussion before the Board is to receive comments at the public hearing and to consider adopting recommended fee schedule amendments.

**Policy Analysis:**

The Special Events Standard adopted in November 2022 was consistent with all three town strategic plan goals: Vibrant Downtown, Grow Smart and Small-Town Life.

This standard was also consistent with policy recommendations in the Play Zebulon: Comprehensive Parks and Recreation Master Plan by increasing "community-based events

STAFF REPORT  
ORDINANCE 2023-22  
FEE SCHEDULE AMENDMENT  
JANUARY 9, 2023

and identify opportunities to support and encourage private organizations and partners to offer events”.

The Town adopts a fee schedule annually with the fiscal year budget. Changes to the fee schedule may be considered and adopted by the Board. To do so, it must hold a public hearing and adopt an ordinance with the amendments.

**Financial Analysis:**

Amendments to the Fee Schedule will provide a means to collect application fees, permits fees, and cover costs incurred to support private events. Fees collected will go to the general fund. Staff may request a budget adjustment to cover expenses for Board approved event requests.

**Staff Recommendation:**

Staff recommends receiving comments on, and adopting, the proposed FY '23 Fee Schedule amendments.

**Attachments:**

1. Ordinance 2023-22 – Fee Schedule Amendments

**Ordinance 2023-22  
FISCAL YEAR 2023  
FEE SCHEDULE AMENDMENT**

**Special Events: (New)**

- Applicant Fee:
  - Parade, Walk/Race, General Event Tier I & II      \$100
  - Municipal Complex      \$25
- Permit Fee
  - Parade, Walk/Race, General Event Tier II      \$100
  - General Event Tier 1      \$250
  - Municipal Complex      Rental Fee Paid
    - Back/Side Lawn and Parking
      - Full Day (6AM-11 PM)      \$500
      - Half Day (7 hrs)      \$300
      - Does not include closing the front gates or circular drive.
    - Entire Complex
      - Full Day (6AM-11 PM)      \$1000
      - Half Day (7 hrs)      \$600
    - After Hours Fee      \$200 per hour
      - This fee will be charged if applicant and all items brought onto the property are not removed from the municipal complex by the end time listed on the rental agreement.
    - Security Deposit      Equal to the Rental Fee, not less than \$500
- Late Fee      \$250
- Insurance Reimbursement      100% cost incurred by town
  - Processing Fee      \$250 processing
  - \* The applicant is expected to purchase their own insurance.
- Mailer      100% cost incurred by town
  - Processing Fee      \$50
- Emergency Action Plan Late Fee      \$25 per day

**Police Department (Add)**

- Police Off Duty Rates
  - Regular off duty rate      \$40/hour
  - Holiday (Town designated holidays) off duty rate      \$75/hour

**Parks & Recreation (Add)**

- Parks & Recreation Staff Rates
  - After hour (night & weekend)      Staff Rate times 150%

**Adopted this the 9<sup>th</sup> day of January 2023.**

**Effective February 1, 2023.**

SEAL


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Glenn L York – Mayor

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Lisa M. Markland, CMC – Town Clerk

STAFF REPORT  
RESOLUTION 2023-18  
ST. PATRICK'S DAY EVENT  
PUBLIC EVENT APPLICATION  
JANUARY 9, 2023

**Topic:** Resolution 2023-18 – St. Patrick's Day Event  
**Speaker:** Sheila Long, Parks & Recreation Director  
**From:** Sheila Long, Parks & Recreation Director  
**Approved by:**  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The Board of Commissioners will consider a request to hold a St. Patrick's Day event in public right-of-way on Saturday, March 17<sup>th</sup> and 18<sup>th</sup>, 2023.

**Background:**

Norse Brewing Company Long House, a business investing in Downtown Zebulon through renovations to its location on the 100 block of Arendell Ave, intends to host a St. Patrick's Day event to celebrate their opening. They intend to collaborate with fellow downtown business, MacLellan Bag Pipes, and the Wake & District Public Safety Pipes and Drums, a 501(c)3. The proposed event will feature a vendor market and live music within the network of alleys located on the eastern 100 block of N. Arendell.

The applicant requests closing the alleyways on the eastern 100 block of Arendell Ave on Friday from 6-11 PM and Saturday 11 AM-11 PM.

An interdepartmental team has reviewed the event request and identified the expectations of the applicant. The applicant will sign a Road Closure for Events Agreement and work closely with Zebulon Public Works and Police to close the public right of way and oversee the event. There will also be coordination with the Planning Department to ensure coordination with Downtown businesses.

**Discussion:**

The discussion before the Board is whether to close alleyways on the eastern 100 block of Arendell Avenue to support a St. Patrick's Day event on March 17<sup>th</sup> and 18<sup>th</sup>.

**Policy Analysis:**

The proposed event is consistent with the following focus areas and goals of the Board-adopted *Zebulon 2030* Strategic Plan:

Vibrant Downtown: We will have a clean, attractive, and historic downtown with a variety of special events, entertainment, shops, restaurants, businesses, and housing to serve as the heart of Zebulon, providing a gathering place for the community and a destination for visitors, by:

- developing events, entertainment, and cultural attractions to draw people downtown



STAFF REPORT  
RESOLUTION 2023-18  
ST. PATRICK'S DAY EVENT  
PUBLIC EVENT APPLICATION  
JANUARY 9, 2023

Small Town Life: We will preserve and enhance our small-town feel by developing more activities and locations to gather with family and neighbors, making Zebulon a safe, connected, family friendly and walkable town, by:

- promoting more community events and festivals
- enhancing and creating more community gathering places

Growing Smart: Our community is growing, and we will plan for the growth with appropriate staffing and service levels to address land use and traffic concerns; promote economic development and preserve the affordability of our community, by:

- Pursuing economic development opportunities with our community partners
- Maintaining appropriate staffing to support expected service levels for the growing community

The proposed event is consistent with, and specifically addresses a recommendation of, the Board-adopted *Play Zebulon* Parks and Recreation Master Plan by collaborating with “Downtown partners ... to provide programs” and increasing “community-based events and identify opportunities to support and encourage private organizations and partners to offer events”.

**Fiscal Analysis:**

The applicant will pay associated fees identified in the Fee Schedule and Code of Ordinances.

**Staff Recommendation:**

Staff recommends closing the alleyways on the eastern 100 block of Arendell Ave on Friday from 6-11 PM and Saturday 11 AM-11 PM through adoption of the attached Resolution.

**Attachments:**

1. Resolution 2023- 18
2. Public Event Application

**RESOLUTION 2023-18  
TO CLOSE EASTERN 100 BLOCK ALLEYWAYS OF ARENDELL AVE  
ON MARCH 17 & 18, 2023**

**WHEREAS**, the 2030 Strategic Plan identifies Downtown as a Focus Area and strives to create a Vibrant Downtown with a variety of special events and entertainment; and

**WHEREAS**, the 2030 Plan's goal is to revitalize Downtown, develop events, entertainment, and cultural attractions to draw people Downtown; and

**WHEREAS**, the Town has funded Downtown infrastructure and alley improvements to support special events; and

**WHEREAS**, the Town encourages the private sector to participate and contribute to the vibrancy of Downtown; and

**WHEREAS**, an event held on Saint Patrick's Day would highlight several downtown businesses and will offer live performances and vendors.

**WHEREAS**, such an event will require public safety mitigation and staff to execute the set-up and breakdown of a road closure, and coordinating with downtown businesses to manage trash disposal before, during, and after the St. Patrick's Day event; and

**WHEREAS**, the Town of Zebulon will support this event by closing the section of W. Horton Street, from N. Arendell Ave. and N. Church St., a fort the St. Patrick's Day event.

**NOW, THEREFORE, BE IT RESOLVED**, the Town of Zebulon does hereby approve the request to close the alleys within the eastern 100 Block of Arendell Ave on Friday, March 17<sup>th</sup> from 6 PM to 11 PM and on Saturday, Marh 18<sup>th</sup> from 11 AM to 11 PM.

**BE IT FURTHER RESOLVED THAT**, the Town hereby approves distribution and consumption of alcohol within the event grounds during event operating hours. Event organizers must hire off duty officers as required by the Zebulon Police Chief and will be subject to fees required to close the alleyways. The Town reserves the right to cancel or cause the interruption of the event when, in the sole discretion of the Town, such act is necessary in the interest of public safety or protection of public property. The Town Manager or designee will execute an event agreement with event organizers.

Adopted this the 9<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Glenn L. York - Mayor

Attest:

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



# Zebulon Events Committee Public Event Application

The events committee reviews public event requests that may impact town operations such as facility or street use, public safety and closing down a street in order to determine next steps to support safe and successful community events. For more information about the public event application process contact the Zebulon Parks and Recreation Department at (919) 823-1814 or slong@townofzebulon.org.

### Applicant Information

Company/Organization Name : Norse Brewing Company Long House

Address 120 N Arendell Ave City Zebulon State NC Zip Code 27597

Event Contact Person: Joe Gosselin E-mail joe@norsebrewingco.com

Daytime Phone Number 919-696-2553 Cell Phone Number 919-696-2553

Event Name: Grand Opening Weekend

Event Location: 120 N Arendell Ave

Event Date: 3/17/2023 & 3/18/2023 Alternate Date: N/A

Set Up Time: 12 PM Event Time: 6 PM - 11 PM (3/17)  
12 PM - 4 PM (3/18)

Break Down Time: March 19th @ 8 AM

Number of Attendees: 300-500 between both days

Event Description and anticipated activities: \_\_\_\_\_

Live Bands Outside in the back & alley celebrating St Patrick's Day on Friday

Vendor Market on Saturday 12-4 in alley

Mark any of the following that apply to your proposed event:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Alcohol sale/distribution    | <input type="checkbox"/> Stage              |
| <input type="checkbox"/> Street closure                          | <input type="checkbox"/> Food Trucks        |
| <input type="checkbox"/> Sidewalk closure                        | <input type="checkbox"/> Bounce Houses      |
| <input type="checkbox"/> Use of Tents                            | <input type="checkbox"/> Requires Power     |
| <input checked="" type="checkbox"/> Band, DJ, or Amplified Sound | <input checked="" type="checkbox"/> Vendors |

Anticipated Safety Measures: \_\_\_\_\_

Norse will provide signage and staffing to offer crowd control

Anticipated Sanitary Measures (Restroom, trash cans, litter pick up): \_\_\_\_\_

Norse restrooms and trash cans will be available for us and our staff will handle clean up and appropriate disposal of trash

Please list any event partners or anticipated sponsors: \_\_\_\_\_

Be Like Missy will curate the market

Requested support from the town (if any): \_\_\_\_\_

Social media promotion

Be aware of the below requirements which may impact your event. The events committee will respond with information concerning items on this list as it pertains to your events.

- Certificate of Insurance
- Noise Ordinances
- Permits & Fire Code: Tents
- Alcohol Permits
- Street Closure notifications
- Impacted Neighbor Notification
- NCDOT Notification of street closure
- Sidewalk Encroachment Permit
- Off-Duty Law Enforcement
- Health Department Regulations
- Sign Permits
- Crowd Manager

**If your event is scheduled to take place at a town facility or park. Please note that all rental rates, applications, and guidelines still apply to your event.**

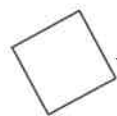
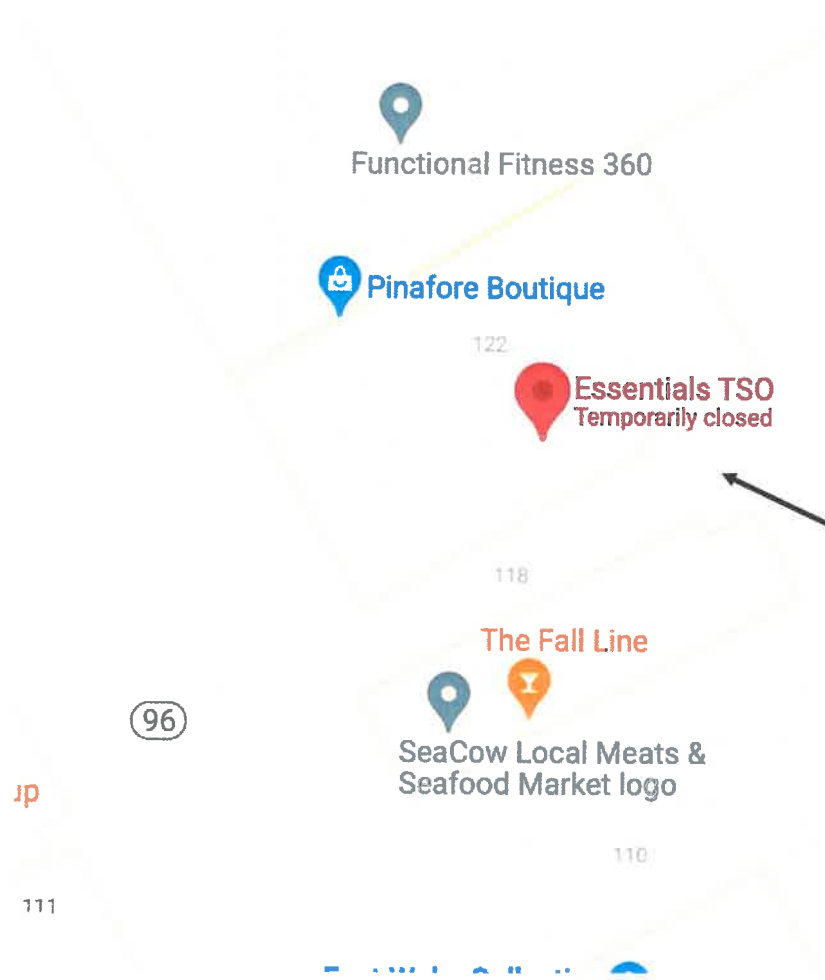
**Please submit a site map with your application.**

### SUBMITTING THE APPLICATION:

Town of Zebulon  
Attn: Sheila Long  
1003 N. Arendell Ave.  
Zebulon, NC 27597  
or  
Slong@townofzebulon.org

Signature: Joseph Gosselin

Date: 10/24/2022




10x10 Pop Up Stage for Band with Small Lighting Rig & Sound System  
Friday 7 PM – 10 PM  
Saturday 12 PM – 10 PM  
We will likely do acoustic during 12-4 and then a small band 7-10

Muter Cons

8 Vendors each with a 4ft table along our exterior wall on Saturday 12-4

STAFF REPORT  
ORDINANCE 2023-21  
SHOP WITH A COP - APPROPRIATION OF  
DONATIONS  
JANUARY 9, 2023

**Topic: Shop With a Cop – ORDINANCE 2023-21 - Appropriation of Donations Received**

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

**Executive Summary:**

The Board of Commissioners must appropriate donations received for the Shop With a Cop program.

**Background:**

The Zebulon Police Department received \$7,150 in donations from Walmart, East Wake Academy, and other private donors in sponsorship of the Shop With a Cop program.

**Discussion:**

The Board of Commissioners must appropriate donations towards the intended program. Adoption of the attached ordinance will appropriate funds toward this program.

**Policy Analysis:**

NCGS 159-15, as part of The Local Government Budget and Fiscal Control Act, allows amendments to the budget ordinance with Board approval. A Board must appropriate donations for their intended purpose.

**Staff Recommendation:**

Staff recommends approval of Ordinance 2023-21

**Attachments:**

1. Ordinance 2023-21

ORDINANCE 2023-21

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023.

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

|                           | INCREASE   | DECREASE |
|---------------------------|------------|----------|
| REVENUES                  |            |          |
| Shop with a Cop Donations | \$7,150.00 |          |
| EXPENDITURES              |            |          |
| Police – Shop With a Cop  | 7,150.00   |          |

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

Adopted: January 9, 2023

Effective: January 9, 2023

\_\_\_\_\_  
Glenn L. York - Mayor

ATTEST:

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

STAFF REPORT  
RESOLUTION 2023-17  
SIDNEY CREEK PHASE 1B:  
ROADWAY AND STORM DRAINAGE ACCEPTANCE  
JANUARY 9, 2023

**Topic: Resolution 2023-17 – Sidney Creek Phase 1B Infrastructure Acceptance**

Speaker: Chris D. Ray, Public Works Director (if pulled from Consent)

From: Chris D. Ray, Public Works Director

Prepared by: Chris D. Ray, Public Works Director

Approved by:  Joseph M. Moore II, PE, Town Manager

**Executive Summary:**

The roadway and storm-drainage infrastructure constructed in Phase 1B of Sidney Creek is submitted to the Town for ownership and maintenance.

**Background:**

The Town of Zebulon follows a practice where the Board considers acceptance (i.e., ownership and maintenance) of roadway and storm-drain infrastructure installed in new subdivisions. In advance of this consideration, Staff determines whether the infrastructure complies and meets the conditions of permits and Town standards.

Sidney Creek has completed the construction of Phase 1 B in accordance with the Special Use Permit 2019-06 (September 9, 2019), the latest version of Town of Zebulon Street and Storm Drainage Standards, and the City of Raleigh Utility Standards. Phase 1B includes 48 single family lots and 36 townhomes (with a total of 828 lots for all phases).

Staff and third-party inspectors/engineers have certified all completed work meets or exceeds Town standards and requirements.

**Discussion:**

The Board must accept the dedication of streets, curb and gutter, street signage, and storm drainage in Sidney Creek Phase 1B for ownership and maintenance if the dedicated work is consistent with the Special Use Permit and meets Town of Zebulon Construction Standards.

**Policy Analysis:**

The infrastructure was installed per approved Special Use Permit 2019-06. The infrastructure complies with the latest version of the "Town of Zebulon Street & Storm Drainage Standards and Specifications" and is consistent with the Town of Zebulon Uniform Development Ordinance section 6.10.4 for dedication of roadways. The Phase 1B plat is expected to be recorded in the next few days. Building permits are being submitted for County review and new home construction should start shortly.

**Fiscal Analysis:****Infrastructure Amount and Value**

Sidney Creek Phase 1B development will dedicate three (3) streets totaling 1,855 linear feet (~ .35 miles), and 943 linear foot (~ .18 miles) of storm drainage valued at \$415,999.76. The infrastructure will be added to the Town's Capital assets (re. Comprehensive Annual Financial Report). Upon acceptance of Sidney Creek Phase 1B, the Town will own and maintain 33.67 miles of street and 24.70 miles of stormwater pipe.

STAFF REPORT  
RESOLUTION 2023-17  
SIDNEY CREEK PHASE 1B:  
ROADWAY AND STORM DRAINAGE ACCEPTANCE  
JANUARY 9, 2023

Maintenance Cost

In addition to Staff's annual inspection, the Town of Zebulon annually contracts the cleaning of approximately 10% (2.47-miles) of the Town's stormwater system (FY '23 Budget \$40,000). This work is done to meet one component of the "Pollution Prevention and Good Housekeeping" objectives of the Town's MS4 permit with the NC Department of Environmental Quality (the permit regulating how the Town operates its storm-water system). The acceptance of Sidney Creek Phase 1B increases the storm-drain network by approximately 0.7%.

Streets are designed to have a useful life of 20 years; therefore, the Town needs to repave 1.68 miles of street annually estimated at \$400,000. The acceptance of Sidney Creek Phase 1B increases the street network by approximately 1.1%.

Revenue Streams

Maintenance costs for street paving are supported by the following dedicated revenues:

- a) "Powell Bill" (gas tax) ~ \$ 225,000 (Zebulon's share of this revenue collected by the State has grown proportionally with increasing population and street mileage).
- b) Vehicle Tag Fee ~ \$175,000 (this revenue will grow as new residents register their vehicles within the Town's limits).

There are no dedicated revenue sources to support stormwater maintenance (0.7¢ on the property tax rate is dedicated toward stormwater capital improvements). Staff will recommend a Stormwater Fee in the FY '24 Budget dedicated to funding requirements of the MS4 permit, such as the "Pollution Prevention and Good Housekeeping" objectives.

Warranty and Insurance

The Town received a one-year warranty on all the dedicated assets. Staff will conduct an 11-month warranty inspection prior to the final overlay to ensure any issues or failures are repaired prior to the final asphalt overlay by the developer.

The Town received a Subdivision Bond for \$313,852.39 to ensure the final completion of outstanding items (e.g., final overlay, striping, signage, 5' sidewalks with handicap ramps, and landscaping). The final completion of these items are intentionally delayed to minimize the damage that may occur as individual lots are constructed. The Subdivision Bond is automatically renewed or revised annually to reflect items completed. The Subdivision Bond remains active until all items have been completed. All inspection and development fees were collected from the developer.

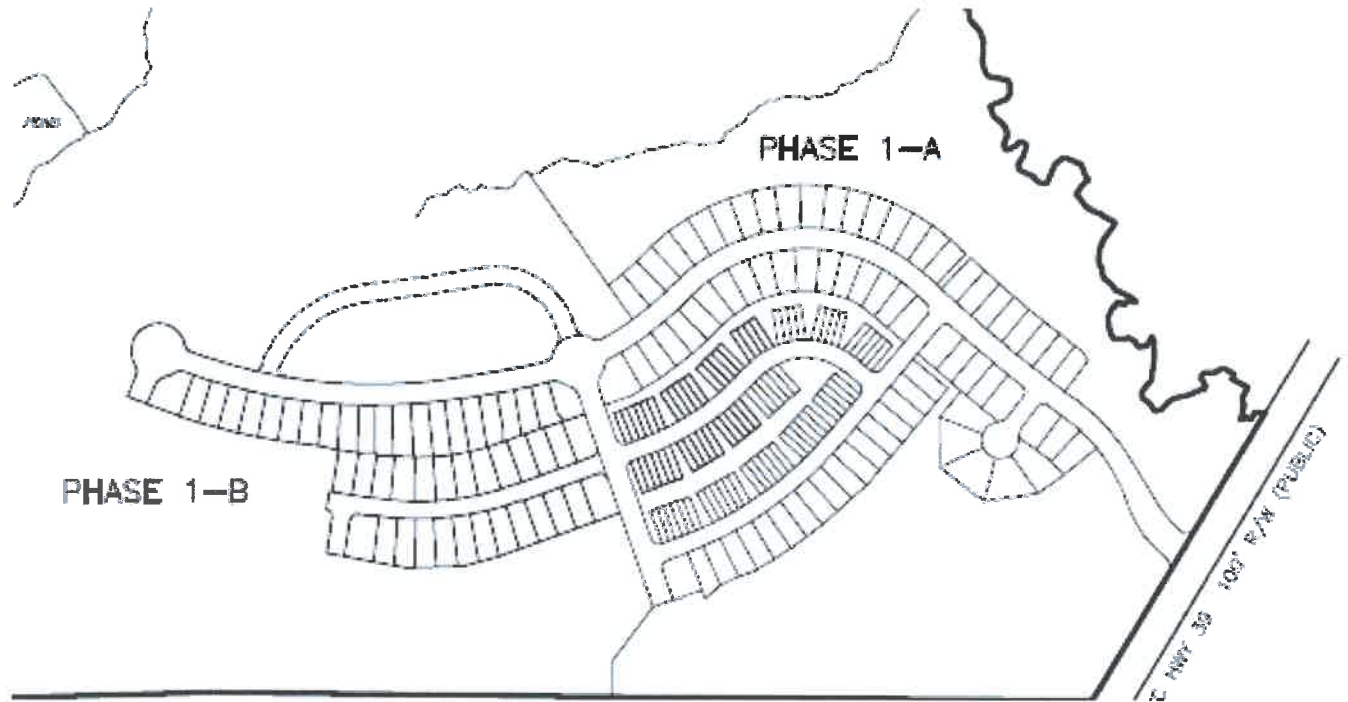
**Staff Recommendation:**

The roadway and storm drainage infrastructure of Sidney Creek Phase 1B is consistent with the Special Use Permit and meets Town of Zebulon Construction Standards.

Staff recommends approval of Resolution 2023-17 for acceptance of Sidney Creek Phase 1B roadway and storm drainage infrastructure, warranty, and site improvements bond.



STAFF REPORT  
RESOLUTION 2023-17  
SIDNEY CREEK PHASE 1B:  
ROADWAY AND STORM DRAINAGE ACCEPTANCE  
JANUARY 9, 2023



**Attachments:**

1. Engineer certification of roadway lengths
2. Engineer certification of Dedicated infrastructure and values
3. Engineering Estimate for Letter of Credit/Bond
4. Subdivision bond – Liberty Mutual
5. Developer warranty/guaranty– Street and Stormwater
6. Developer warranty/guaranty – Water and Sewer
7. Third party engineering reports for sub-grade, stone, and asphalt
8. Engineer Certification of Public Water
9. Engineer Certification of Public Sewer
10. Developer– Release of Liens
11. Contractor – Release of Liens
12. Proof of payment for streetlights
13. Payment of construction inspection and planning fees
14. City of Raleigh Conditional Acceptance
15. As-builts drawings (includes engineering certification of public infrastructure)
16. Resolution 2023-17

1

*Approved AS Submitted 10-3-22*

**Engineer's Certification**

I, J. Andrews Stocks, as a duly registered Professional Engineer in the State of North Carolina, having been authorized to observe periodically the construction of the project segments as listed below:

Sidney Creek Phase 1B – Sidney Creek Dr. Sta. 38+02.00 to Sta. 44+40.19, Channel Drop Loop Sta. 59+29.42 to Sta. 69+97.50, and McLaren Chase Lane Sta. 11+50.62 to Sta. 12+99.62 in Zebulon, NC.  
(Project and Name of Location)

for the DRSFA, LLC, hereby state that, to the best of my (Project Owner) abilities; due care and diligence was used in the observation of the project construction such that the Roadway System was observed to be built within substantial compliance and general intent of the Town of Zebulon Standards and Specifications.

The following table depicts the Roadway Lengths:

| Public Roadway Data Table |                       |                |              |
|---------------------------|-----------------------|----------------|--------------|
| Street Name               | Classification        | Length of Road | Width of ROW |
| Sidney Creek Drive        | Residential Collector | 638 LF         | 60' ROW      |
| Channel Drop Loop         | Local Street          | 1,068 LF       | 50' ROW      |
| McLaren Chase Dr          | Local Street          | 149 LF         | 50' ROW      |
| Total                     |                       | 1,855 LF       |              |

Signature

*J. Andrews Stocks*

Registration No. 051543

Date:

7-15-22



2



Monday, August 29, 2022

**Engineer's Certification**

RE: Sidney Creek Phase 1B

**To Whom it may Concern:**

I, **J. Andrew Stocks**, as a duly registered Professional Engineer in the State of North Carolina, having been authorized to observe periodically the construction of the project segments as listed below:

*Approved AS submitted 10-3-22*

**Sidney Creek Phase 1B**

For the **DRSFA, LLC**, hereby state that, to the best of my abilities; due care and diligence was used in the observation of the project construction such that the Roadway System and Stormwater Infrastructure was observed to be built within substantial compliance and general intent of the Town of Zebulon Standards and Specification with the following items yet to be completed:

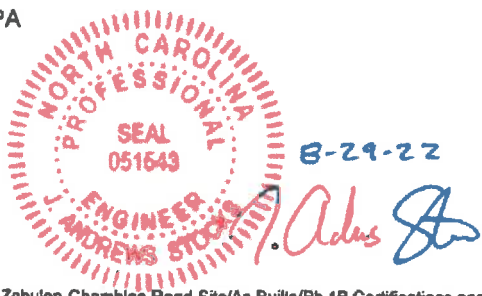
- 1. Concrete Sidewalk and HC Ramps
- 2. Final Lift of Asphalt
- 3. Pavement Striping
- 4. SCM Conversions
- 5. Street Signage

Please contact our office with any questions.

Sincerely,  
**STOCKS** Engineering, PA

*J. Andrews Stocks*

J. Andrew Stocks, PE  
Project Manager



JAS/ProjectFolder//2018-001 DRB-Zebulon-Chamblee Road Site/As Buils/Ph 1B Certifications and Bond Letters/Engineers Certification\*

J. Michael Stocks, PE  
Stocks Engineering, PA (C-1874)  
801 East Washington Street  
PO Box 1108  
Nashville, NC 27856

252.459.8196 (voice)  
252.459.8197 (fax)  
252.903.6891 (mobile)  
[mstocks@stocksengineering.com](mailto:mstocks@stocksengineering.com)

# Stocks Engineering, P.A.

P.O.Box 1108 Nashville, North Carolina 27856  
 252.459.8196 (v) 252.459.8197 (f)

## Dedicated Infrastructure Cost Estimate

PROJECT NAME Sidney Creek Ph 1B  
 NEIGHBORHOOD: Phase 1B  
 SECTION NO. **84 Lots-Dedicated Infrastructure**  
 LOTS: 84 L.F. STREET: +/- 2,106 LF  
 LOCATION: Zebulon, NC  
 OWNER: **DRSFA LLC**  
 ESTIMATOR: JAS 8-29-22

②  
~~LAST~~  
 APPROVED  
 AS  
 SUBMITTED  
 10-3-22

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|----------|-------------|----------|------|------------|-------|
|----------|-------------|----------|------|------------|-------|

### SEDIMENTATION AND EROSION CONTROL

|   |               |   |    |      |          |      |
|---|---------------|---|----|------|----------|------|
| 1 | Not Bond Item | 1 | EA | \$ - | \$ -     |      |
|   |               |   |    |      | Subtotal | \$ - |

### CLEARING/GRUBBING EARTHWORK FOR STREETS

|   |              |   |    |      |          |      |
|---|--------------|---|----|------|----------|------|
| 1 | No Bond Item | 1 | LS | \$ - | \$ -     |      |
|   |              |   |    |      | Subtotal | \$ - |

### STORM DRAINAGE (PUBLIC ONLY)

|   |                          |   |    |              |              |              |
|---|--------------------------|---|----|--------------|--------------|--------------|
| 1 | 18" RCP (856 LF Public)  | 1 | LS | \$ 24,773.67 | \$ 24,773.67 |              |
| 2 | 24" RCP                  | - | LS | \$ -         | \$ -         |              |
| 3 | 30" RCP                  | - | LS | \$ -         | \$ -         |              |
| 4 | 36" RCP                  | - | LS | \$ -         | \$ -         |              |
| 5 | 36" FES                  | - | EA | \$ -         | \$ -         |              |
| 6 | 60" RCP                  | - | LS | \$ -         | \$ -         |              |
| 7 | Drainage Structures (29) | 1 | LS | \$ 57,845.27 | \$ 57,845.27 |              |
|   |                          |   |    |              | Subtotal     | \$ 82,618.94 |

### WATER MAINS AND SERVICES

|   |              |   |    |      |          |      |
|---|--------------|---|----|------|----------|------|
| 1 | No Bond Item | 1 | LS | \$ - | \$ -     |      |
|   |              |   |    |      | Subtotal | \$ - |

### SEWER MAINS AND SERVICES

|   |              |   |    |      |          |      |
|---|--------------|---|----|------|----------|------|
| 1 | No Bond Item | 1 | LS | \$ - | \$ -     |      |
|   |              |   |    |      | Subtotal | \$ - |

### STREET PAVING, CURB & GUTTER

|   |                                |       |    |               |               |               |
|---|--------------------------------|-------|----|---------------|---------------|---------------|
| 1 | CABC Stone - 8"                | 1     | LS | \$ 123,610.50 | \$ 123,610.50 |               |
| 2 | Stone Under Curb & Gutter - 6" | 1     | LS | \$ 9,881.40   | \$ 9,881.40   |               |
| 3 | Curb & Gutter - 30"            | 1     | LS | \$ 57,216.22  | \$ 57,216.22  |               |
| 4 | Asphalt 1st lift 2" - 9.5SFC   | 3,645 | SY | \$ 11.50      | \$ 41,917.50  |               |
| 5 | Asphalt 1st lift 2.5" - 119.0C | 6,920 | SY | \$ 14.56      | \$ 100,755.20 |               |
|   |                                |       |    |               | Subtotal      | \$ 333,380.82 |

### MISCELLANEOUS & FINAL

|   |              |   |    |      |          |      |
|---|--------------|---|----|------|----------|------|
| 1 | No Bond Item | 1 | LS | \$ - | \$ -     |      |
|   |              |   |    |      | Subtotal | \$ - |

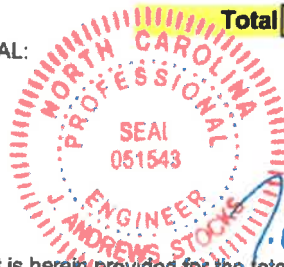
ESC through Miscellaneous and Final

|              |                      |
|--------------|----------------------|
| Subtotal     | \$ 415,999.76        |
| <b>Total</b> | <b>\$ 415,999.76</b> |

### ROADWAY LENGTHS

|                    |                 |
|--------------------|-----------------|
| Sidney Creek Dr.   | 638 LF          |
| Channel Drop Loop  | 1,068 LF        |
| McLaren Chase Lane | 149 LF          |
| <b>Total</b>       | <b>1,855 LF</b> |

SEAL:



8-29-22

*J. Andrews Stocks*

### NOTE:

On behalf of DRSFA, LLC, an engineer's opinion of cost is herein provided for the total cost of the site improvements for Sidney Creek, Phase 1B, that is to be dedicated to the Town of Zebulon. It is anticipated that these site improvements will be completed within one year and dedicated to the Town then.

3



Monday, August 29, 2022

Chris Ray  
Town of Zebulon – Public Works Dept.  
100 N. Arendell Avenue  
Zebulon, NC 27597

*APPROVED AS SUBMITTED 10-3-22*

[cray@townofzebulon.org](mailto:cray@townofzebulon.org)

RE: Sidney Creek Ph 1B – Completion Bond  
Phase 1B-84 Lots

Dear Mr. Ray:

Please find attached the estimated bond amounts needed to complete the improvements for Phase 1B – 84 Lots at Sidney Creek. The scope is to include, but not necessarily limited to, maintenance and completion of ESC measures, seeding and/or final stabilization, paving, striping, signage, and sidewalks.

**The Town of Zebulon Bond Amount should be in the amount of \$313,852.39 (see attached)**

Please see the attached spreadsheet for the estimated cost of completion for the outstanding items. I would anticipate that this estimate would be valid for one year from the most recent date of this letter. The amount will be covered by a Bond.

Should you have any comments or questions, please contact our office.

Sincerely,  
STOCKS Engineering, PA

*J. Andrews Stocks*

J. Andrew Stocks, PE  
Project Manager



8-29-22  
*J. Andrews Stocks*

JAS/ProjectFolder/2018-001 DRB-Zebulon-Chamblee Road Site/As Bullets/Ph 1B Certifications and Bond Letters/Bond Letter SC Ph 1B Completion Bond\*

J. Michael Stocks, PE  
Stocks Engineering, PA (C-1874)  
801 East Washington Street  
PO Box 1108  
Nashville, NC 27856

252.459.8196 (voice)  
252.459.8197 (fax)  
252.903.6891 (mobile)  
[mstocks@stocksengineering.com](mailto:mstocks@stocksengineering.com)

| <b>Stocks Engineering, P.A.</b>   |             | PROJECT NAME: Sidney Creek Ph 1B         |                          |            |       |
|---|-------------|--|--------------------------|------------|-------|
|   |             | NEIGHBORHOOD: Phase 1B                   |                          |            |       |
| P.O.Box 1108 Nashville, North Carolina 27856<br>252.459.8196 (v) 252.459.8197 (f) |             | SECTION NO. <b>84 Lots - Bond Amount</b> |                          |            |       |
|   |             | LOTS: 84                                 | L.F. STREET: +/-2,106 LF |            |       |
| <b>Bond Amount Phase 1B - 84 Lots</b>   |             | LOCATION: Zebulon, NC                    |                          |            |       |
|   |             | OWNER: <b>DRSFA, LLC</b>                 |                          |            |       |
|   |             | ESTIMATOR: JAS 8-29-22                   |                          |            |       |
| ITEM NO.  | DESCRIPTION | QUANTITY                                 | UNIT                     | UNIT PRICE | TOTAL |

**SEDIMENTATION AND EROSION CONTROL**

|   |               |   |    |      |          |      |
|---|---------------|---|----|------|----------|------|
| 1 | Not Bond Item | 1 | EA | \$ - | \$ -     |      |
|   |               |   |    |      | Subtotal | \$ - |

**CLEARING/GRUBBING EARTHWORK FOR STREETS**

|   |              |   |    |      |          |      |
|---|--------------|---|----|------|----------|------|
| 1 | No Bond Item | 1 | LS | \$ - | \$ -     |      |
|   |              |   |    |      | Subtotal | \$ - |

**STORM DRAINAGE**

|   |              |   |    |      |          |      |
|---|--------------|---|----|------|----------|------|
| 1 | No Bond Item | 1 | LS | \$ - | \$ -     |      |
|   |              |   |    |      | Subtotal | \$ - |

**WATER MAINS AND SERVICES**

|   |              |   |    |      |          |      |
|---|--------------|---|----|------|----------|------|
| 1 | No Bond Item | 1 | LS | \$ - | \$ -     |      |
|   |              |   |    |      | Subtotal | \$ - |

**SEWER MAINS AND SERVICES**

|   |              |   |    |      |          |      |
|---|--------------|---|----|------|----------|------|
| 1 | No Bond Item | 1 | LS | \$ - | \$ -     |      |
|   |              |   |    |      | Subtotal | \$ - |

**STREET PAVING, CURB & GUTTER**

|   |   |        |       |              |              |               |
|---|---|--------|-------|--------------|--------------|---------------|
| 1 | Sidewalk                                | 21,060 | SF    | \$ 4.00      | \$ 84,240.00 |               |
| 2 | Collector Street Final Layer of Asphalt | 1,341  | SY    | \$ 8.90      | \$ 11,934.90 |               |
| 3 | Local Street Final Layer of Asphalt     | 700    | SY    | \$ 6.02      | \$ 4,214.00  |               |
| 4 | Roadway and Concrete Repairs            | 1      | ALLOW | \$ 10,000.00 | \$ 10,000.00 |               |
| 5 | Handicap Ramps                          | 16     | EA    | \$ 1,150.00  | \$ 18,400.00 |               |
|   |   |        |       |              | Subtotal     | \$ 128,788.90 |

**MISCELLANEOUS & FINAL**

|   |                             |   |       |              |              |              |
|---|-----------------------------|---|-------|--------------|--------------|--------------|
| 1 | Striping                    | 1 | LS    | \$ 7,360.00  | \$ 7,360.00  |              |
| 2 | Signage                     | 1 | LS    | \$ 34,057.24 | \$ 34,057.24 |              |
| 3 | Traffic Control             | 1 | LS    | \$ 2,500.00  | \$ 2,500.00  |              |
| 4 | Misc. Earthwork and Grading | 1 | LS    | \$ 4,000.00  | \$ 4,000.00  |              |
| 5 | Landscaping                 | 1 | Allow | \$ 20,000.00 | \$ 20,000.00 |              |
| 6 | Mobilization                | 1 | LS    | \$ 4,000.00  | \$ 4,000.00  |              |
|   |                             |   |       |              | Subtotal     | \$ 71,917.24 |

ESC through Miscellaneous and Final Subtotal \$ 200,706.14

**Construction Total \$ 200,706.14**

**Soft Cost per TOZ - % of Const. Subtotal**

|   |                          |        |           |             |
|---|--------------------------|--------|-----------|-------------|
| 1 | Design/CA                | 15%    | \$        | 30,105.92   |
| 2 | Const. CPI               | 10%    | \$        | 20,070.61   |
| 3 | Contingency              | 10%    | \$        | 20,070.61   |
| 4 | Geotechnical             | 1%     | \$        | 2,007.06    |
| 5 | Construction Staking     | Allow  | \$        | 3,000.00    |
| 6 | Construction Inspections | 13 Day | \$ 720.00 | \$ 9,360.00 |

*Last Approved AS Submitted 10-3-22*

TOZ Total Amount to Bond \$ 285,320.35

(10% Bond Safety Factor)

**Bond Amount at 110% \$ 313,852.39**



4

Approved AS to Team 10/26/22

SUBDIVISION BOND

BOND NO. 017251370

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned DRSFA, as Principal

2099 Gaither Road, Suite 600, Rockville, MD 20850  
(Full Name [top line] and Address [bottom line])

(hereinafter called Principal) and Liberty Mutual Insurance Company as Surety (hereinafter called Surety) are held and firmly bound unto Town of Zebulon - Public Works Department

100 N. Arendell Avenue, Zebulon, NC 27597  
(Full Name [top line] and Address [bottom line])

(hereinafter called Obligee) in the penal sum of Three Hundred Thirteen Thousand Eight Hundred Fifty Two Dollars and 39/100 (\$313,852.39) Dollars. the payment of which well and truly to be made, we hereby jointly and severally bind ourselves our heirs, executors, administrators, successors and assigns.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH, THAT

WHEREAS, the principal has presented for the approval of the Obligee a plat of a subdivision of lots and lands to be known as Sidney Creek Ph 1B

WHEREAS, before said plat can be given final approval, it is required under the ordinances or regulation of said Obligee that the following improvements:

Completion Bond for Infrastructure Improvements

shall have been completed or that, in lieu of such completion, the subdivider shall furnish to the Obligee a bond guaranteeing that such improvements will be completed in accordance with the applicable specifications and within the period of time allowed,

NOW, THEREFORE, if said principal shall fully and faithfully perform all the work specified to be done within the time prescribed and in accordance with the plans and specifications therefor, to which reference is hereby made, the same being a part hereof as though fully incorporated herein; then this obligation shall be void, otherwise to remain in full force and effect.

SIGNED, SEALED AND DATED October 4, 2022

DRSFA

Special Instructions: It is a condition of this Bond that it shall expire on the Expiry Date listed below, provided it will be deemed automatically extended without amendment for (1 year from the present or any future expiration date of this Bond unless at least sixty (60) days prior to the then expiration date we notify the Beneficiary by registered letter or other receipted means of postal delivery that we elect not to consider this Bond renewed for such additional period. If such notice is given, then during such notice period (i.e. the sixty (60) day period commencing on the date of such notice and ending with the then applicable expiration date of this Bond), this Bond shall remain in full force and effect and Beneficiary may draw up to the full amount of the sum when accompanied by the statement above.

By: Paul J. Yeager Principal

Liberty Mutual Insurance Company

By: Diane S. Loughry Bond Attorney-in-fact  
Diane S. Loughry



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No. 8197982

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint Cynthia M. Charvat, Robert A. Chlada, Steven A. Dzurik, Diane S. Loughry, John J. Markotic, Dennis C. Ourand, Joseph Pierson

all of the city of Hunt Valley state of MD each individually if there be more than one named, its true and lawful attorney-in-fact to make execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 15th day of November, 2018.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 15th day of November, 2018 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 4th day of October, 2022



By: Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day



5

~~LHA~~  
10.3.22  
Approved  
As Submitted

**DRSFA, LLC**  
**3000 RDU Center Dr., Suite 202**  
**Morrisville, NC 27560**  
**(919) 747-4670**

Monday, July 18<sup>th</sup>, 2022

**DEVELOPER'S GUARANTY**

Re : Town of Zebulon, N.C. (the "Town")  
Sidney Creek Phase 1B – Sidney Creek Dr. Sta. 38+02.00 to Sta. 44+40.19,  
Channel Drop Loop Sta. 59+29.42 to Sta. 69+97.50, McLaren Chase Lane Sta.  
11+50.62 to Sta. 12+99.62.

DRSFA, LLC (the "Developer") provides the following Statement of Guaranty and Warranty on the referenced project: Sidney Creek Phase 1B.

Developer guarantees and warrants that all material and equipment furnished, and all work performed on the storm water system and street construction in Phase 1B – Sidney Creek Dr., Channel Drop Loop, and McLaren Chase Dr. (the "Work") conforms with the Town's requirements, and that this guaranty and warranty will remain in full force and effect for a period of one year from the date of the acceptance of the Work. Developer hereby agrees to indemnify, defend, and hold harmless the Town from and against all costs, loss and damages, including attorney's fees, arising from the failure of the Work to conform to the Town's standards.

Developer has executed this Developer's Guarantee this 19<sup>th</sup> day of July 2022.  
20\_\_.

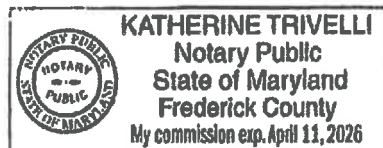
DRSFA, LLC

By: Paul J. Yeager  
Name: Paul Yeager, Vice President  
DRSFA, LLC

Sworn to and subscribed before me this  
19<sup>th</sup> day of July, 2022.

[Signature]  
NOTARY PUBLIC

Commission Expires: 4/11/2026  
SEAL



16

~~LET~~  
10-3-22  
APPROVED AS  
SUBMITTED

**DRSFA, LLC**  
**3000 RDU Center Dr., Suite 202**  
**Morrisville, NC 27560**  
**(919) 747-4670**

Monday, July 18, 2022

**DEVELOPER'S GUARANTY**

Re : City of Raleigh, N.C.  
Sidney Creek Phase 1B – Sidney Creek Dr. Sta. 38+02.00 to Sta. 44+40.19,  
Channel Drop Loop Sta. 59+29.42 to Sta. 69+97.50, McLaren Chase Lane Sta.  
11+50.62 to Sta. 12+99.62.

DRSFA, LLC provides the following Statement of Warranty on the referenced project:  
Sidney Creek Ph 1B.

DRSFA, LLC guarantees and warrants that all material and equipment furnished, and all work performed on the water system and sanitary sewer services installed in Phase 1B – Sidney Creek Dr., Channel Drop Loop, and McLaren Chase Dr. conforms with the City of Raleigh's requirements, and that this warranty will remain in full force and effect for a period of one year from the date of the acceptance of the work.

DRSFA, LLC has executed this guarantee this 19<sup>th</sup> day of JULY, 2022.

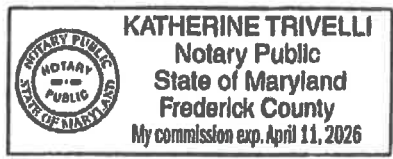
Paul J. Yeager  
Paul Yeager, Vice President  
DRSFA, LLC

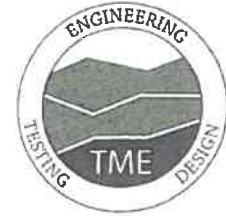
Sworn to and subscribed before me this  
19<sup>th</sup> day of JULY, 2022.

Katherine Trivelli  
NOTARY PUBLIC

Commission Expires: 4/11/2026

SEAL





APPROVED  
12-12-22  
KML

September 29, 2022

Trevor Dalton  
DRB Group  
3000 RDU Center Drive, Ste 202  
Morrisville, NC 27560

Reference: Summary of Interior Roadways  
Sidney Creek – Phase 1-B  
Zebulon, North Carolina  
TME Project No.: 210185C

SEE ATTACHED  
NOTES FOR  
ADD'L CORES  
10/3/22

Dear Mr. Dalton:

TM Engineering Inc. has provided construction testing services for the interior roadways within Phase 1-B of the Sidney Creek subdivision in Zebulon, North Carolina. These services included the observation of soil subgrades and aggregate base course and asphalt coring.

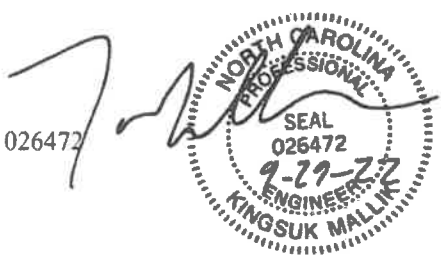
Subgrade conditions were evaluated by proofrolls and probing with a one-half inch diameter steel probe rod. The contractor conducted repairs necessary to provide adequate stability in identified areas to repair near surface issues. The aggregate base course was also evaluated by proofroll. Any minor movements identified by the proofroll were removed of surface stone and replaced with extra asphalt. Periodic stone density tests were performed on the aggregate base course which produced results of 100% compaction at the test locations. Stone depth was checked periodically at testing locations and found to have a minimum of 8 inches of stone in place. Asphalt cores were obtained on initial lift of asphalt and tested for thickness and density. Average compaction for RS 9.5B was achieved by core sample group obtained. See attached lab results. It should be noted that this letter provides a summary of observations and is not a warranty or performance guarantee. Additionally, conditions observed by proofrolls or testing are representative of the conditions at the time and could be altered for many reasons such as weather or construction traffic. Additionally the surface will require reevaluation prior to placement of final lift.

TM Engineering appreciates the opportunity to have provided you with our services on this project. Please contact us if you should have questions regarding this report or if we may be of further assistance.

Sincerely,

TM Engineering, Inc. C3201

Toby Mallik, P.E.  
NC Registration No. 026472

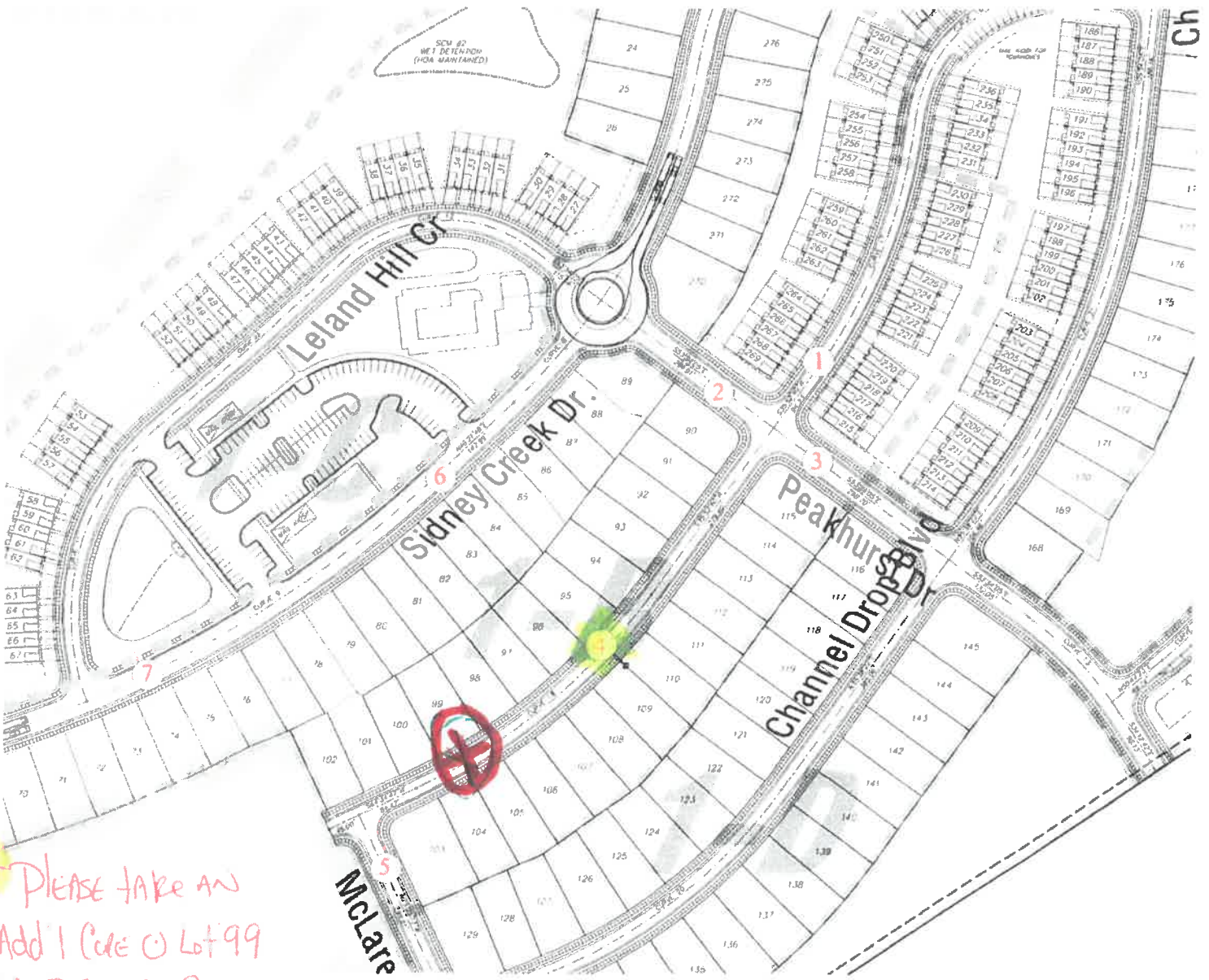


David Truesdale  
Project Manager

| Core #                 | Mix Type       | Dry Weight    | Weight In Water | SSD Weight    | Volume       | Specific Gravity | Rice         | Percent Compaction | Thickness (in.) |
|------------------------|----------------|---------------|-----------------|---------------|--------------|------------------|--------------|--------------------|-----------------|
| SC-1                   | RS 9.5B        | 1889.9        | 1044.5          | 1891.0        | 846.5        | 2.233            | 2.432        | 91.8               | 2.00            |
| SC-2                   | RS 9.5B        | 2499.3        | 1415.9          | 2500.8        | 1084.9       | 2.304            | 2.432        | 94.7               | 2.625           |
| SC-3                   | RS 9.5B        | 2249.7        | 1265.6          | 2281.9        | 1016.3       | 2.214            | 2.432        | 91.0               | 2.375           |
| <b>SC-4</b>            | <b>RS 9.5B</b> | <b>1465.5</b> | <b>781.9</b>    | <b>1465.0</b> | <b>683.1</b> | <b>2.145</b>     | <b>2.432</b> | <b>88.2</b>        | <b>1.75</b>     |
| SC-5                   | RS 9.5B        | 1739.3        | 969.3           | 1741.1        | 771.8        | 2.254            | 2.432        | 92.7               | 1.875           |
| SC-6                   | RS 9.5B        | 1874.1        | 1035.1          | 1876.5        | 841.4        | 2.227            | 2.432        | 91.6               | 2.125           |
| SC-7                   | RS 9.5B        | 2579.8        | 1429.4          | 2583.6        | 1154.2       | 2.235            | 2.432        | 91.9               | 2.75            |
| <b>Average RS 9.5B</b> |                |               |                 |               |              |                  |              | <b>91.7</b>        | <b>2.21</b>     |

Note: The JMF used for this mix is 19-0258-151. The required average compaction for RS 9.5B is 90.0%

\* PLEASE TAKE Two Add'l Cores @ SE-4 to be NAMED SC-4A + SC-4B - All Three Cores can be AVERAGED.



\* PLEASE TAKE AN Add'l Core @ Lot 99 PER 2.5.3 H - Required every 300' LFOR MINIMUM two per Roadway.



**Bulk Specific Gravity of Asphalt Core**  
AASHTO T 166-16, Method A

Client: TM Engineering, Inc.  
 Client Reference: Sidney Creek Phase 1-B Additional Cores  
 Project No.: R-2022-236-002  
 JMF No.: 18-1332-271  
 Rice: 2.438

| Lab ID     | -001 | -002 | -003 | -004 |
|------------|------|------|------|------|
| Boring No. | NA   | NA   | NA   | NA   |
| Depth      | NA   | NA   | NA   | NA   |
| Sample No. | 4    | 4A   | 4B   | C    |

~~OK~~  
 12-12-22  
 APPROVED AS  
 SUBMITTED  
 Add'l Thickness (mm)  
 Can be Achieved  
 w/ overlay.

| UNIT WEIGHT           | -001   | -002   | -003   | -004   |
|-----------------------|--------|--------|--------|--------|
| Wt. of Core (gms.)    | 1251.7 | 1417.3 | 1465.6 | 1871.5 |
| Length 1 (in.)        | 1.277  | 1.400  | 1.437  | 1.958  |
| Length 2 (in.)        | 1.399  | 1.343  | 1.463  | 1.833  |
| Length 3 (in.)        | 1.289  | 1.469  | 1.445  | 1.676  |
| Top Diameter (in.)    | 5.884  | 6.018  | 6.009  | 6.015  |
| Middle Diameter (in.) | 5.875  | 6.032  | 6.024  | 6.007  |
| Bottom Diameter (in.) | 5.883  | 6.035  | 6.054  | 5.995  |
| Sample Volume (cc)    | 588.26 | 656.68 | 677.56 | 845.94 |
| Unit Wt.(gms/cc)      | 2.13   | 2.16   | 2.16   | 2.21   |
| Unit Wt.(pcf.)        | 132.77 | 134.68 | 134.97 | 138.05 |

Total  
 Thickness  
 1.82  
 1.5 req'd/segment.

| Bulk Specific Gravity (G <sub>mb</sub> ) | -001   | -002   | -003   | -004   |
|--|--------|--------|--------|--------|
| Wt. in Water (gms.)                      | 689.9  | 792.3  | 819.9  | 1041.2 |
| Wt. Surface Dry (gms.)                   | 1255.2 | 1418.8 | 1469.6 | 1873.0 |
| Bulk Specific Gravity (G <sub>mb</sub> ) | 2.214  | 2.262  | 2.256  | 2.250  |
| Absorption (%)                           | 0.63%  | 0.24%  | 0.61%  | 0.18%  |
| Compaction (%)                           | 91.9%  | 92.7%  | 92.5%  | 92.2%  |

- Goal 92%



5

8



Tuesday, May 31<sup>st</sup>, 2022

**Engineer's Certification Public Water**

RE: Sidney Creek Phase 1B

*Let APPROVED AS SUBMITTED 10-3-22*

**To Whom it may Concern:**

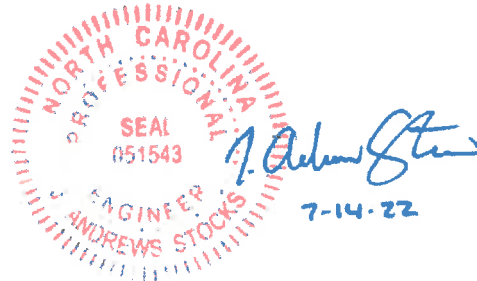
I, **J. Andrew Stocks**, as a duly registered Professional Engineer in the State of North Carolina, having been authorized to observe periodically the construction of the project segments as listed below:

**Sidney Creek Phase 1B**

For the **DRSFA, LLC**, hereby state that, to the best of my abilities; due care and diligence was used in the observation of the project construction such that by my inspection and the observation of the CORPUD Inspectors the constructed improvements and my review of the as-built survey data, I hereby certify that the (1) public improvements, (2) private improvements, and (3) public safety of the above referenced project as constructed are in compliance with the requirements of the improvements as prescribed in the approved Construction Drawings, approved design documents, and/or any approved modifications, except as noted in red on the 'As-Builts' drawings. Furthermore, I certify that the red-noted do not adversely affect the required performance or public safety aspects of the improvements.

J. Andrew Stocks, PE  
Project Manager

SEAL:



JAS/ProjectFolder/2018-001 DRB-Zebulon-Chamblee Road Site/As Builts/Ph 1B Certifications and Bond Letters/"Engineers Certification Water"

J. Michael Stocks, PE  
Stocks Engineering, PA (C-1874)  
801 East Washington Street  
PO Box 1108  
Nashville, NC 27856

252.459.8196 (voice)  
252.459.8197 (fax)  
252.903.6891 (mobile)  
[mstocks@stocksengineering.com](mailto:mstocks@stocksengineering.com)



Tuesday, May 31<sup>st</sup>, 2022

**Engineer's Certification Public Sewer**

RE: Sidney Creek Phase 1B

**To Whom it may Concern:**

*Last  
APPROVED  
AS  
Submitted  
10-3-22*

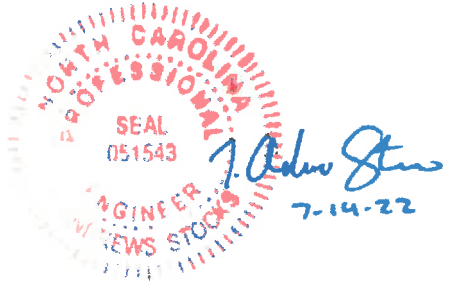
I, **J. Andrew Stocks**, as a duly registered Professional Engineer in the State of North Carolina, having been authorized to observe periodically the construction of the project segments as listed below:

**Sidney Creek Phase 1B**

For the **DRSFA, LLC**, hereby state that, to the best of my abilities; due care and diligence was used in the observation of the project construction such that by my inspection and the observation of the CORPUD Inspectors the constructed improvements and my review of the as-built survey data, I hereby certify that the (1) public improvements, (2) private improvements, and (3) public safety of the above referenced project as constructed are in compliance with the requirements of the improvements as prescribed in the approved Construction Drawings, approved design documents, and/or any approved modifications, except as noted in red on the 'As-Built' drawings. Furthermore, I certify that the red-noted do not adversely affect the required performance or public safety aspects of the improvements.

J. Andrew Stocks, PE  
Project Manager

SEAL:



JAS/ProjectFolder//2018-001 DRB-Zebulon-Chamblee Road Site/As Builts/Ph 1B Certifications and Bond Letters/Engineers Certification Sewer

J. Michael Stocks, PE  
Stocks Engineering, PA (C-1874)  
801 East Washington Street  
PO Box 1108  
Nashville, NC 27856

252.459.8196 (voice)  
252.459.8197 (fax)  
252.903.6891 (mobile)  
[mstocks@stocksengineering.com](mailto:mstocks@stocksengineering.com)



10



~~Let~~  
Approved AS  
Submitted  
10-3-22

March 29, 2022

Chris D. Ray  
Zebulon Public Works Director  
450 East Horton Street  
Zebulon, NC 27597

Re: Sidney Creek Materials Phase 1B

Chris,

Please allow this letter to serve as confirmation that DRSFA did not purchase any materials for the Sidney Creek development. All materials were provided by the site contractor, Kenneth West, Inc.

Sincerely,

*Paul J. Yeager*

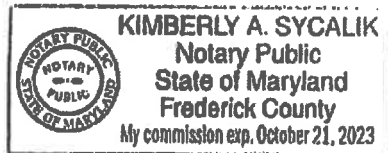
Paul Yeager  
Executive Vice President / CFO

State of Maryland County of MONTGOMERY This record was acknowledged before me on the 30th of MARCH, 2022 by Paul Yeager.

*Kimberly A Sycalik*

KIMBERLY A SYCALIK Notary Public

My Commission Expires 10/21/2023



www.DANRYANBUILDERS.com

RALEIGH DIVISION | 3000 RDU CENTER DRIVE, SUITE 202 | MORRISVILLE, NC 27560 | MAIN: 919.747.4970 | FAX: 919.747.4970

LIEN WAIVER AND RELEASE

Approved AS Submitted 10-3-22 (11)

I, the undersigned, am a general contractor, subcontractor, materialman, or other person furnishing services or labor or materials pursuant to any and all contract(s) with DRSFA, LLC, as indicated by my respective signature below, in the construction or repair of improvements upon real estate owned by DRSFA, LLC, and described as follows:

All work related to the installation of roadway and stormwater infrastructure located within Sidney Creek Phase 1B – Sidney Creek Dr. Sta. 38+02.00 to Sta. 44+40.19 Channel Drop Loop Sta. 59+29.42 to Sta. 69+97.50, McLaren Chase Lane Sta. 11+50.62 to Sta. 12+99.62 as shown on construction plans prepared by Stocks Engineering PA.

In consideration of the sum of \$1.00 to me in hand paid, receipt whereof is hereby acknowledged, and other benefits accruing to me, and acknowledging that I have been fully paid under said contract(s) with respect to any work done on, or materials furnished to, the above described land and improvements and intending to be legally bound hereby, I do hereby waive, release and quit-claim all right that I may now or hereafter have to a lien upon the land and improvements above described; and I do further warrant that I have not and will not assign my claims for payment, nor my right to perfect a lien against said property, and that I have the right to execute this waiver and release thereof.

I respectively warrant that all laborers employed by me upon the aforesaid premises have been fully paid and that none of such laborers have any claim, demand, or lien against said premises.

It is understood and agreed that my signature hereto is for all services rendered, work done and material furnished heretofore by the signer in any and all capacities.

Witness the following signature and seal this 18 day of July, 2020.

Contractor/Subcontractor/Materialman

(Signature)  
Name: JACOB D. RIFKIN  
Title: VICE PRESIDENT  
Company: Kenneth West, Inc

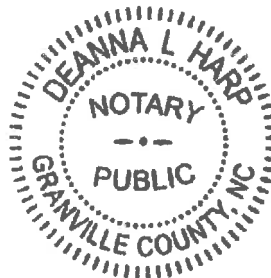
State of NC; County/City of Wake / Cary;

Subscribed and sworn to before me this 18 day of July, 2020.

[Signature]  
Notary Public

My Commission Expires: 3-3-20

Subdivision: Sidney Creek Ph 1B



LIEN WAIVER AND RELEASE

*LAST APPROVED AS SUBMITTED 10-3-22 (11)*

I, the undersigned, am a general contractor, subcontractor, materialman, or other person furnishing services or labor or materials pursuant to any and all contract(s) with DRSFA, LLC, as indicated by my respective signature below, in the construction or repair of improvements upon real estate owned by DRSFA, LLC, and described as follows:

**All work related to the installation of public water and public sewer infrastructure located within Sidney Creek Phase 1B – Sidney Creek Dr. Sta. 38+02.00 to Sta. 44+40.19, Channel Drop Loop Sta. 59+29.42 to Sta. 69+97.50, McLaren Chase Lane Sta. 11+50.62 to Sta. 12+99.62, as shown on construction plans prepared by Stocks Engineering PA.**

In consideration of the sum of \$1.00 to me in hand paid, receipt whereof is hereby acknowledged, and other benefits accruing to me, and acknowledging that I have been fully paid under said contract(s) with respect to any work done on, or materials furnished to, the above described land and improvements and intending to be legally bound hereby, I do hereby waive, release and quit-claim all right that I may now or hereafter have to a lien upon the land and improvements above described; and I do further warrant that I have not and will not assign my claims for payment, nor my right to perfect a lien against said property, and that I have the right to execute this waiver and release thereof.

I respectively warrant that all laborers employed by me upon the aforesaid premises have been fully paid and that none of such laborers have any claim, demand, or lien against said premises.

It is understood and agreed that my signature hereto is for all services rendered, work done and material furnished heretofore by the signer in any and all capacities.

Witness the following signature and seal this 18 day of July, 2022.

Contractor/Subcontractor/Materialman

[Signature] (Signature)  
Name: JASON D. RICHIE  
Title: VICE PRESIDENT  
Company: Kenneth West, Inc.

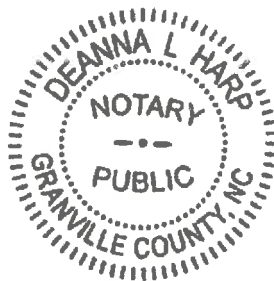
State of NC; County/City of Wake / Garner;

Subscribed and sworn to before me this 18 day of July, 2022.

[Signature]  
Notary Public

My Commission Expires: 3.3.26

Subdivision: Sidney Creek Ph 1B



12

- Service Address
- Logs (Work/Comm)
- Contacts
- Prerequisites
- Billing**
- Meter
- Plans
- CU Details
- Asset Preview
- Failure Reporting
- Inspections
- Map

ED WO SYDNEY CREEK PH | Light Order , Install L

Site: TD-NC-SC

Status: INEXTDESIGN

Capital Percent: 100.00

Filter 1 - 1 of 1

| Bill Status | Total Charges | Date Submitted     | Date Invoiced | Date Paid  | Result Set?                         | Total CIAC Amount |
|-------------|---------------|--------------------|---------------|------------|-------------------------------------|-------------------|
| PAID        | 49,648.00     | 02/17/2022 3:37 PM | 02/18/2022    | 03/02/2022 | <input checked="" type="checkbox"/> | 0.00              |

Filter 1 - 2 of 2

| Charge Code | Description            | Sub-Total |
|-------------|------------------------|-----------|
| UL          | UG for Lighting        | 46,400.00 |
| STELECP     | DEP Sales Tax Electric | 3,248.00  |

✓  
 Applied  
 AS  
 Submitted  
 10-3-22

12

13



Town of Zebulon  
1003 N. ARENDELL AVENUE  
ZEBULON, NC 27597  
(919)823-1806

|                  |
|------------------|
| <b>INVOICE #</b> |
| 23-00129         |

YOU CAN PAY ONLINE BY CREDIT/DEBIT/ACH:  
WWW.EDMUNDSGOVPAY.COM/ZEBULON  
YOU WILL NEED YOUR ACCOUNT ID AND PIN

ACCOUNT ID: STOCKS PIN: 089360  
INVOICE DATE: 10/26/22  
DUE DATE: 11/25/22

Stocks Engineering, P.A.  
PO Box 1108  
nashville, NC 27856

*PAID*  
*11-18-22*  
*Confirmed by*  
*Lucretia O Finney*  
*on 12-12-22*

| QUANTITY/UNIT         | SERVICE ID | DESCRIPTION   | UNIT PRICE        | AMOUNT               |
|-----------------------|------------|---|-------------------|----------------------|
| SIDNEY CREEK PHASE 1B |            |   |                   |                      |
| 943.0000/LF           | STORMDRA   | Storm Drainage Constr. Inspect<br>SIDNEY CREEK PHASE 1B | 1.100000          | 1,037.30             |
| 943.0000/LF           | STORMMAP   | STORMWATER MAPPING FEES<br>SIDNEY CREEK PHASE 1B        | 1.650000          | 1,555.95             |
| 4212.0000/LF          | SIDEWALK   | Sidewalk Construction Inspecti<br>SIDNEY CREEK PHASE 1B | 1.100000          | 4,633.20             |
| 1855.0000/LF          | STREETCU   | Streets/Curb/Gutter Constr Ins<br>SIDNEY CREEK PHASE 1B | 2.750000          | 5,101.25             |
| 48.0000               | TRANSPOR   | Transportation Impact Fee<br>SIDNEY CREEK PHASE 1B      | 1,200.540000      | 57,625.92            |
| 36.0000               | TRANSPOR   | Transportation Impact Fee<br>SIDNEY CREEK PHASE 1B      | 612.040000        | 22,033.44            |
| 84.0000               | RECIMPSF   | RECREATION IMPACT FEE - SINGLE<br>SIDNEY CREEK PHASE 1B | 3,000.000000      | 252,000.00           |
| 1.0000                | MAJORSUB   | MAJOR SUBDIVISION FINAL PLAT<br>SIDNEY CREEK PHASE 1B   | 300.000000        | 300.00               |
| 85.0000/LOT           | PLAT PER   | MAJ SUBDIVISION PLAT FEE/LOT<br>SIDNEY CREEK PHASE 1B   | 10.000000         | 850.00               |
|                       |            |   | <b>TOTAL DUE:</b> | <b>\$ 345,137.06</b> |

**PAYMENT COUPON - PLEASE DETACH AND RETURN THIS PORTION ALONG WITH YOUR PAYMENT**

Town of Zebulon  
1003 N. ARENDELL AVENUE  
ZEBULON, NC 27597  
(919)823-1806

INVOICE #: 23-00129  
DESCRIPTION: SIDNEY CREEK PHASE 1B  
ACCOUNT ID: STOCKS PIN: 089360  
DUE DATE: 11/25/22  
TOTAL DUE: \$ 345,137.06

Stocks Engineering, P.A.  
PO Box 1108  
nashville, NC 27856





4

# Notification of Conditional Acceptance

of Water and Wastewater Infrastructure in Raleigh Water Merger Communities  
(Garner, Knightdale, Rolesville, Wake Forest, Wendell, Zebulon)

Project Name: SIDNEY CREEK

Project Phase: 1 - B

Permit Number(s): W - 3704

S - 4614

The City of Raleigh Water Department has completed field inspections and testing on the water and/or wastewater infrastructure associated with the development project/phase referenced above. Installation meets Raleigh Water specifications and the infrastructure is available for use. This preliminary acceptance is conditional on a final review of digital as-built data, project records and other submitted documentation. Formal notification of acceptance is pending and will be provided on successful completion of the conditional review.

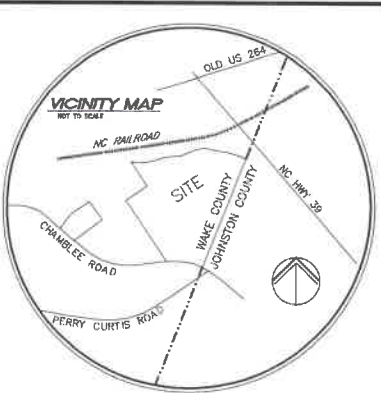
Inspector Name: MICHAEL R. FOWLER , SR.

Date: 10 - 20 - 2022

Comments:

FINAL / SIGNED ACCEPTANCE LETTER TO FOLLOW.

Notes on Project Phasing: Acceptance occurs after water and sewer infrastructure in an approved phase is installed, inspected/tested and the required supporting documentation has been received. Phases of construction must extend from and/or connect to existing (or concurrently accepted) infrastructure to be considered for acceptance. Acceptance boundaries are defined by the limits identified in the Raleigh Water approved utility phasing plan(s). Acceptance of unapproved sub-phases and/or partially complete phases will not be considered. Additional information can be found in the Raleigh Water Handbook at [www.raleighnc.gov](http://www.raleighnc.gov).



# SIDNEY CREEK CONSERVATION SUBDIVISION

## ZEBULON, NORTH CAROLINA

### PHASE 1B - AS-BUILT

**APPROVED**  
Town of Zebulon - Planning  
Maede Bradshaw III  
11/10/2020

**EROSION CONTROL, STORMWATER AND FLOODPLAIN MANAGEMENT**

APPROVED

EROSION CONTROL  S-  
STORMWATER MGMT  S-  
FLOOD STUDY  S-  
DATE \_\_\_\_\_

POSTED BY: STATE ENGINEER'S OFFICE

**STOCKS ENGINEERING**

110 EAST WASHINGTON STREET  
NORFOLK, N.C. 27604  
PHONE: (336) 406-9188  
WWW.STOCKSENGINEERING.COM

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ZEBULON REVIEW SET - MARCH 10, 2020 - JULY 6, 2020

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| <b>CE-01</b>  | <b>EXISTING SITE SURVEY</b>                          |
| <b>CE-02</b>  | <b>OVERALL SITE PLAN</b>                             |
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| <b>CE-04</b>  | <b>STREET ALIGNMENT</b>                              |
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**LOCATION:** NC HWY 39, CHAMBLEE ROAD, WAKE COUNTY, NC

**PROPOSED PHASE 1 LOT COUNT:** 176 SINGLE FAMILY LOTS, 301 TOTAL

**COUNTY:** WAKE COUNTY

**FIN:** 271301800

**DB/PO:** 000608 / 002008

**TOWNSHIP:** TOWN OF ZEBULON

**TOTAL ACRES:** 301.2018-08 SIDNEY CREEK

**PH ONE TOTAL ACRES:** 899.39 AC

**PH ONE DISTURBED AREA:** 379.73 AC

**TOTAL OPEN SPACE:** 4185.47 AC (86%)

**PHASE 1 OPEN SPACE:** 844.27 AC (49%)

**OPEN SPACE LOT 1:** 329.748 SF (7.51 AC)

**OPEN SPACE LOT 2:** 348,970 SF (7.97 AC)

**OPEN SPACE LOT 3:** 64,545 SF (1.52 AC)

**OPEN SPACE LOT 4:** 68,289 SF (1.57 AC)

**OPEN SPACE LOT 5:** 49,351 SF (1.15 AC)

**OPEN SPACE LOT 6:** 114,001 SF (2.62 AC)

**PROPOSED USE:** RESIDENTIAL

**RESIDENCES:** SINGLE FAMILY

**FRONT YARD:** 20'

**SIDE YARD:** 6.5'

**CORNER SIDE YARD:** 20'

**REAR YARD:** 15'

**MAX BUILDING HEIGHT:** 31/4

**TERRACES:** FRONT YARD 30'

**BLDG. TO BLDG.:** 12'

**CORNER SIDE YARD:** 20'

**REAR YARD:** 15'

**MAX BUILDING HEIGHT:** 31/4

**GOVERNING AGENCIES:**

**PLANNING:** TOWN OF ZEBULON, 1001 N. ARNOLD AVE, ZEBULON, NC 27502

**CONTACT: ARI ANHALL, CLARK (919) 552-1909, anahall@townofzebulon.org**

**ZEBULON PUBLIC WORKS:** TOWN OF ZEBULON, PUBLIC WORKS, 400 E. NORTH STREET, ZEBULON, NC 27502

**CONTACT: MRS. KATHY PALERMI (919) 558-7400, kpalermi@townofzebulon.org**

**Owner/Developer:**

**DRSFA, LLC**  
3000 RDV Center Drive  
Suite 202  
Morrisville, NC 27560  
Contact: TREVOR DALTON  
919.292.7827  
tdalton@drsfa.com

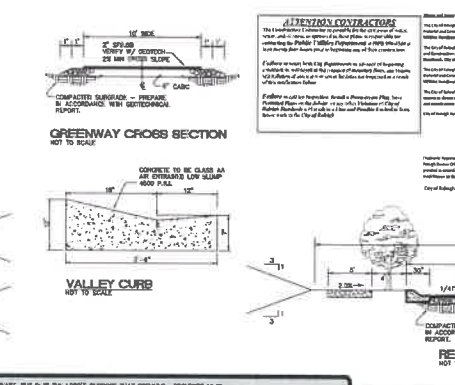
**Civil Engineering:**

**Stocks Engineering, P.A.**  
801 East Washington Street  
P.O. Box 1108  
Nashville, NC 27558  
252.459.8180  
Contact: Mike Stocks, PE  
mstock@stocksengineering.com

**Surveying:**

**True Line Surveying, P.C.**  
205 West Main St.  
Chilton, North Carolina 27520  
919.529.0427 (t)  
Contact: Clark Lane, PLS  
clark@truelinesurveying.com

- General Notes:**
1. TOPOGRAPHICAL DATA PROVIDED BY TRUE LINE SURVEYING, CHILTON, NC.
  2. THE CONTRACTOR SHALL VERIFY AND CORRECT WITH ALL UTILITY COMPANIES OF FIELD MARKING FACILITIES OR AN ADJUSTMENT TO THE SITE SURVEY INSTRUMENTS, ALTERNATE EQUIPMENT, RELIABILITY OF SURVEYING EQUIPMENT, THE BOUNDARY SURVEY, THE LOCATION OF THE CONTRACTOR'S SURVEYING EQUIPMENT, AND THE LOCATION OF THE SURVEYING EQUIPMENT.
  3. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
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  91. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
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  94. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
  95. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
  96. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
  97. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
  98. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
  99. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
  100. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.



**ATTENTION CONTRACTORS**

**PUBLIC IMPROVEMENT QUANTITIES TABLE**

|                          |             |
|--------------------------|-------------|
| PUBLIC WATER FUTURE (LF) | ± 11,861 LF |
| PUBLIC WATER REUSE (LF)  | ± 5,876 LF  |
| PUBLIC SEWER (LF)        | ± 16,852 LF |
| WATER SERVICE STUBS      | 417         |
| SEWER SERVICE STUBS      | 363         |

BLN-C-874

**SIDNEY CREEK, DAN RYAN BUILDERS**  
**ZEBULON, NORTH CAROLINA**



**COVER SHEET**

**AS BUILTS**  
5-31-22

**COVER**





| CURVE #  | LINEAR POINTS | DELTA  | TANGENT | CHORD  | DIRECTION | CHORD LENGTH |
|----------|---------------|--------|---------|--------|-----------|--------------|
| CURVE 1  | 270.17        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 2  | 280.18        | 130.00 | 111.31  | 268.03 | W         | 266.57       |
| CURVE 3  | 155.97        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 4  | 155.97        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 5  | 24.67         | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 6  | 24.67         | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 7  | 24.67         | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 8  | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 9  | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 10 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 11 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 12 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 13 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 14 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 15 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 16 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 17 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 18 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 19 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 20 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 21 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 22 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |
| CURVE 23 | 109.51        | 143.00 | 114.11  | 276.38 | W         | 274.82       |

FUTURE  
SIDNEY CREEK  
PHASE

PHASE 1B

NC 39 (100' PUBLIC RM)

**STOCKS ENGINEERING**  
 401 BONE 1120  
 802 EAST WASHINGTON STREET  
 HARRISVILLE, N.C. 27838  
 WWW.STOCKSENGINEERING.COM  
 PHONE: (828) 438-8188

BLN-C-2874

**SIDNEY CREEK, DAN RYAN BUILDERS  
 ZEBULON, NORTH CAROLINA**

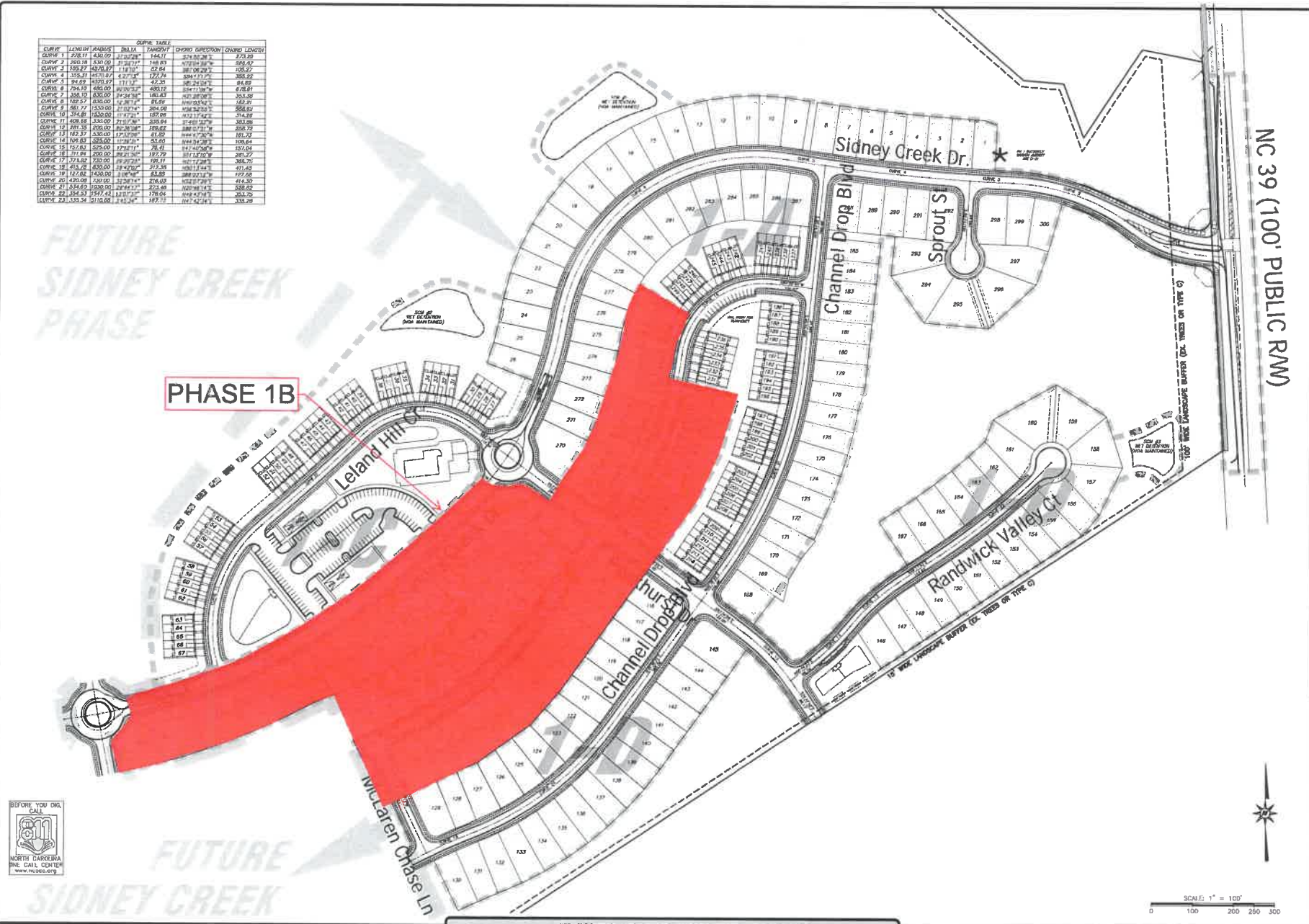
SEAL  
 19843  
 MICHAEL STOCKS  
 10/21/23

STREET DATA  
 AND PHASING  
 10/26/23 @ 11:00  
 AS BUILTS  
 5-31-22  
 FILE NO. 2018-001  
 HORIZ. SCALE: 1"=100'  
 VERT. SCALE: NONE  
 CF-04



FUTURE  
SIDNEY CREEK

MANY ARE THE PLANS IN A PERSONS HEART, BUT IT IS BY LORDS PURPOSE THAT THEY ARE BUILT PRO-CURS 10-21



Sanitary Sewer is a City of Raleigh Public Utility



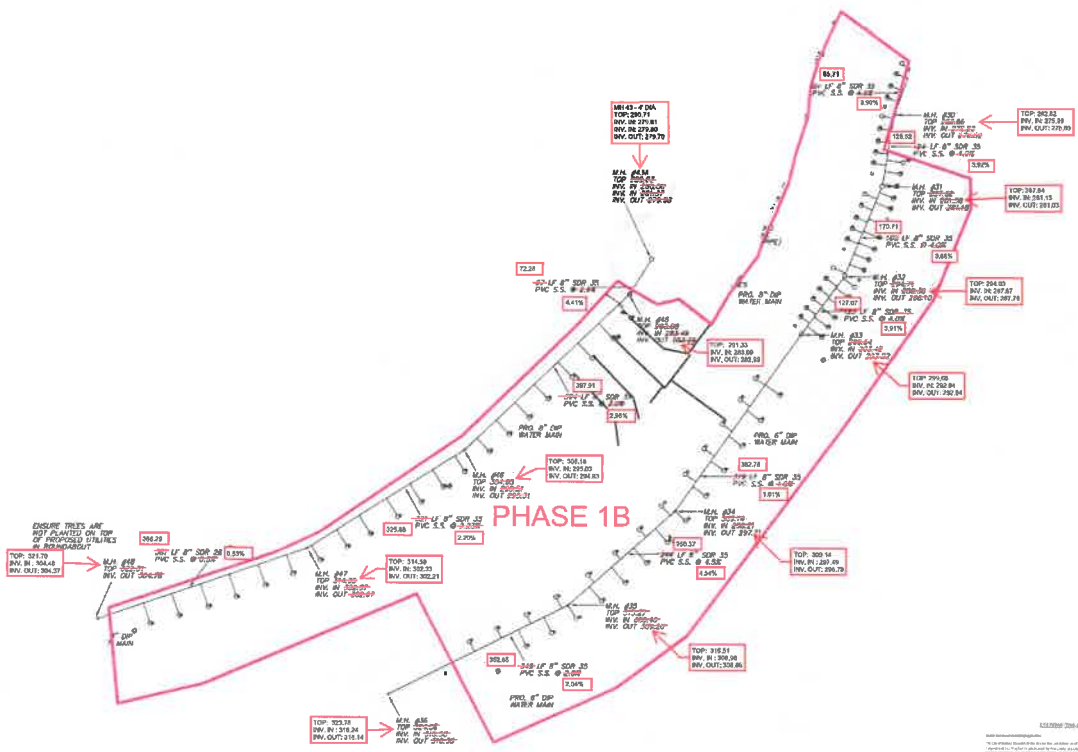
**STOCKS ENGINEERING**  
 62 E. EAST WASHINGTON STREET  
 RAYLEIGH, N.C. 27601  
 WWW.STOCKSENGINEERING.COM  
 P.L. BOX 1108  
 PHONE: (704) 709-8118

DLN-C-1874

**SIDNEY CREEK, DAN RYAN BUILDERS  
 ZEBULON, NORTH CAROLINA**



**UTILITY PLAN (GENERAL)**  
 DATE: 11/20/2019  
 TIME: 11:00 AM  
 DRAWN BY: JMS  
 CHECKED BY: JMS  
 DATE: 11/20/2019  
 TIME: 11:00 AM  
**AS BUILT**  
**5-31-22**  
 DESIGNED BY: JMS  
 DRAWN BY: JMS  
 DATE: 11/20/2019  
 TIME: 11:00 AM  
 SCALE: 1"=100'  
 DATE: 11/20/2019  
 TIME: 11:00 AM  
 SCALE: 1"=100'  
 DATE: 11/20/2019  
 TIME: 11:00 AM  
 SCALE: 1"=100'



**UTILITY SYMBOL LEGEND**

- PIPE HYDRANT ASSEMBLY WITH BLOCKING (TYP. 80-180)
- WATER VALVE (TYP. 805-810)
- BLOCKAGE (TYP. 807-811)
- SANITARY SEWER MANHOLE (TYP. 520)
- SEWER CLEANOUT (TYP. 2-30)
- WATER METER (TYP. 3-12)
- HOUSE METER (TYP. 8-12)

NOTE: REMOVE WATER METER (HOUSE METER) THAT ARE PIPE SHALL BE INSTALLED WITH BRASS WIRE MESH OF 1/4\"/>

**STOCKS ENGINEERING**  
 62 E. EAST WASHINGTON STREET  
 RAYLEIGH, N.C. 27601  
 WWW.STOCKSENGINEERING.COM  
 P.L. BOX 1108  
 PHONE: (704) 709-8118



SCALE: 1" = 100'  
 0 100 200 250 300

MARY ANN: BE A PLAN IN A PERSON'S HEART, BUT IT IS THE LORD'S PURPOSE THAT PREVAILS. PROVERBS 19:21

CF-05



Sanitary Sewer is a City of Raleigh Public Utility

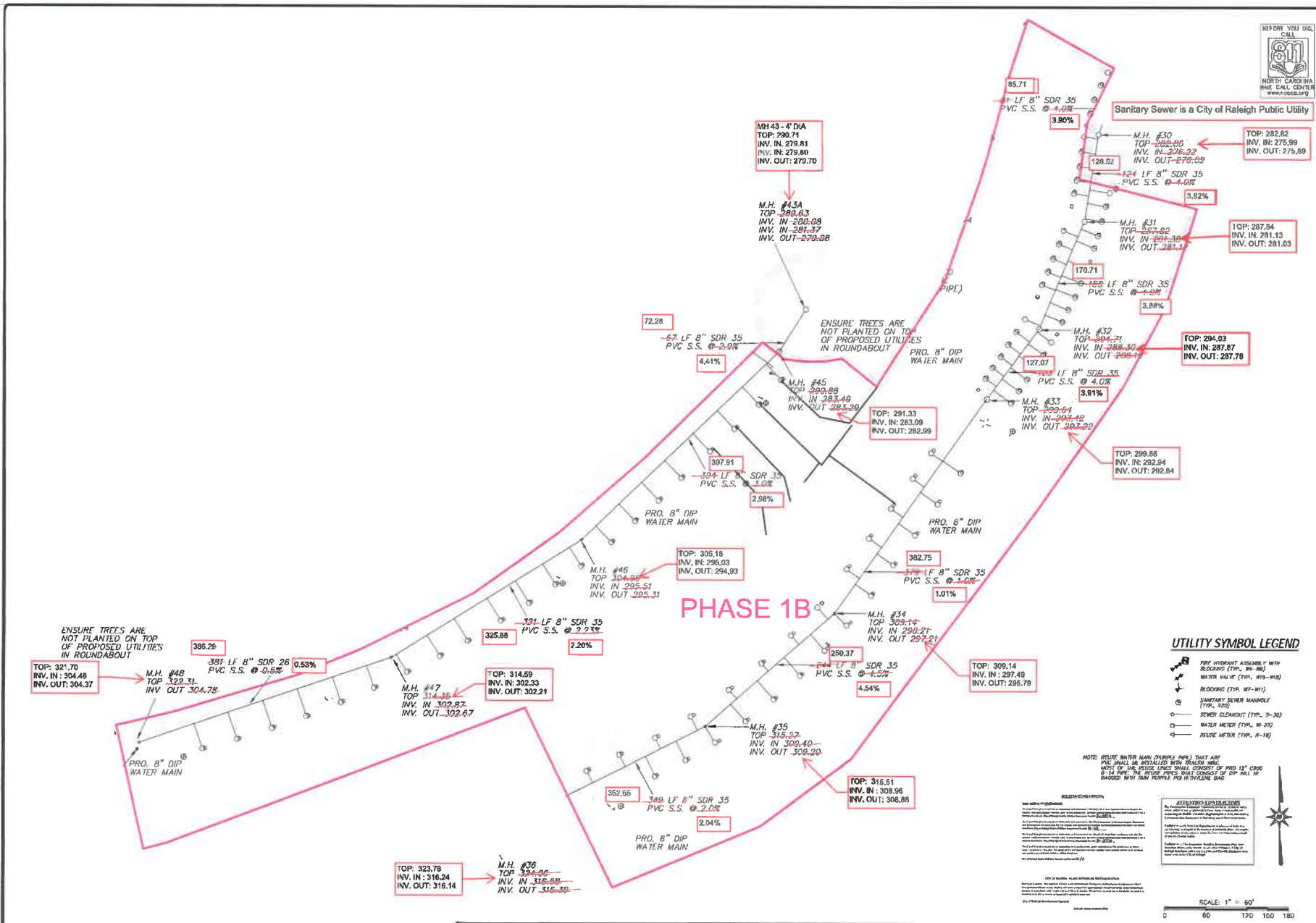
STOCKS ENGINEERING  
82 EAST WASHINGTON STREET  
RALEIGH, N.C. 27601  
WWW.STOCKSENGINEERS.COM

BL-N-C-1074

SIDNEY CREEK, DAN RYAN BUILDERS  
ZEBULON, NORTH CAROLINA



UTILITY PLAN SHEET  
REVISED  
AS BUILTS  
5-31-22  
FILE NO. 22-0043  
HORIZ. SCALE: 1"=50'  
VERT. SCALE: NONE  
CE-05



### PHASE 1B

#### UTILITY SYMBOL LEGEND

- FIRE HYDRANT ASSEMBLY WITH BLOCKING (TYP. W-10)
- WATER VALVE (TYP. W3-W10)
- BLOCKING (TYP. W2-W1)
- SANITARY SEWER MANHOLE (TYP. M)
- SEWER CLEANOUT (TYP. S-30)
- WATER METER (TYP. W-23)
- REUSE METER (TYP. R-12)

NOTE: REUSE WATER MAIN (PURPLE PIPE) THAT ARE PLACED SHALL BE INSTALLED WITH POLYMER MESH MOST OF THE REUSE LINES SHALL CONSIST OF PRO 12" CPVC 8-14 PIPE. THE REUSE PIPES SHALL CONSIST OF DIP RAIL 12" BAGGED WITH 5MM PURPLE POLYETHYLENE BAG



SCALE: 1" = 50'  
0 60 120 150 180

MANY ARE THE PLANS IN A PERSON'S HEART, BUT IT IS THE LORD'S PURPOSE THAT PREVAILS. PROVERBS 10:23



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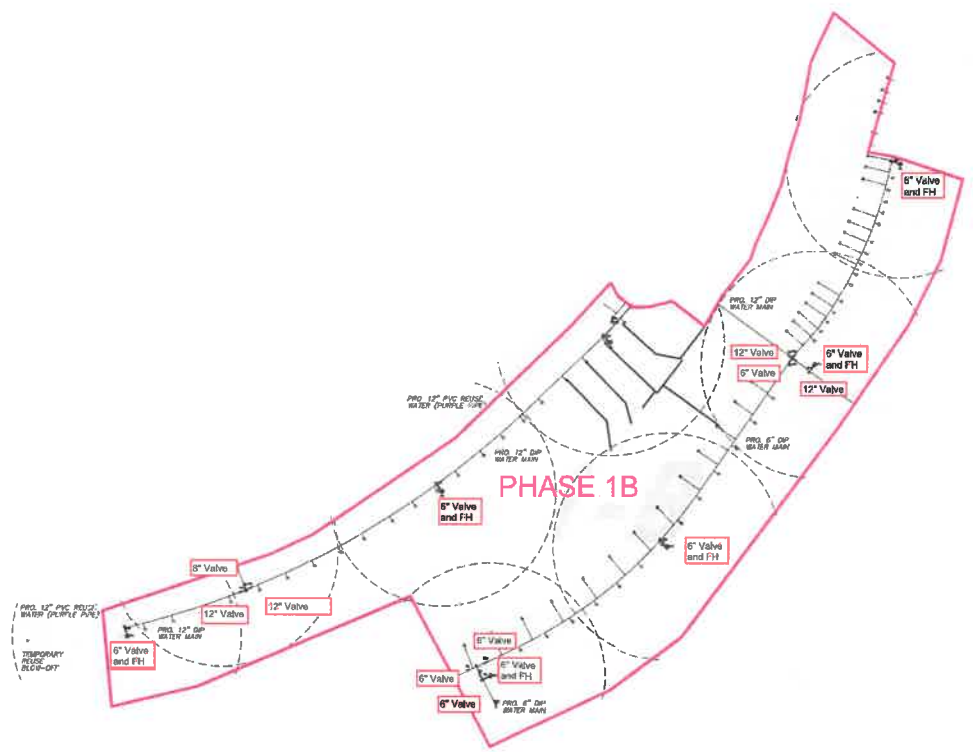
**STOCKS ENGINEERING**  
 P.O. BOX 108  
 801 EAST WASHINGTON STREET  
 RALEIGH, N.C. 27602  
 PHONE: (919) 877-9181  
 WWW.STOCKSENGINEERING.COM

BLN-C-1874

**SIDNEY CREEK, DAN RYAN BUILDERS  
 ZEBULON, NORTH CAROLINA**



**UTILITY PLAN (WATERS)**  
 SHEETS  
 13/20/22 - 11 TOTAL  
**AS BUILT 5-31-22**  
 FILE NO. 2018-05  
 WORK SCALE: 1"=100'  
 WORK SHEET: NEW  
**CE-05A**



**UTILITY SYMBOL LEGEND**

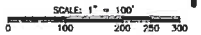
- FIRE HYDRANT ASSEMBLY WITH BLOCKAGE (TYP. 89-90)
- WATER VALVE (TYP. 105-106)
- BLOCKAGE (TYP. 87-89)
- SANITARY SEWER MANHOLE (TYP. 200)
- SEWER CLEANOUT (TYP. 5-30)
- WATER METER (TYP. 8-23)
- REUSE METER (TYP. 8-18)

NOTE: REUSE METER MANHOLE (PURPLE PIPE) THAT ARE PHIC SHALL BE INSTALLED WITH TRACKER WIRE

**PROJECT INFORMATION**  
 PROJECT NO. 2018-05  
 SHEET NO. CE-05A  
 DATE: 5/31/22  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 APPROVED BY: [Name]

**REVISIONS**

| NO. | DESCRIPTION |
|-----|-------------|
| 1   | AS BUILT    |





Sanitary Sewer is a City of Raleigh Public Utility

**STOCKS ENGINEERING**  
 401 EAST WASHINGTON STREET  
 RALEIGH, N.C. 27601  
 WWW.STOCKSENGINEERING.COM  
 PHONE: 919.876.1118  
 FAX: 919.876.1118

PLAN-C-1874

**SIDNEY CREEK, DAN RYAN BUILDERS  
ZEBULON, NORTH CAROLINA**

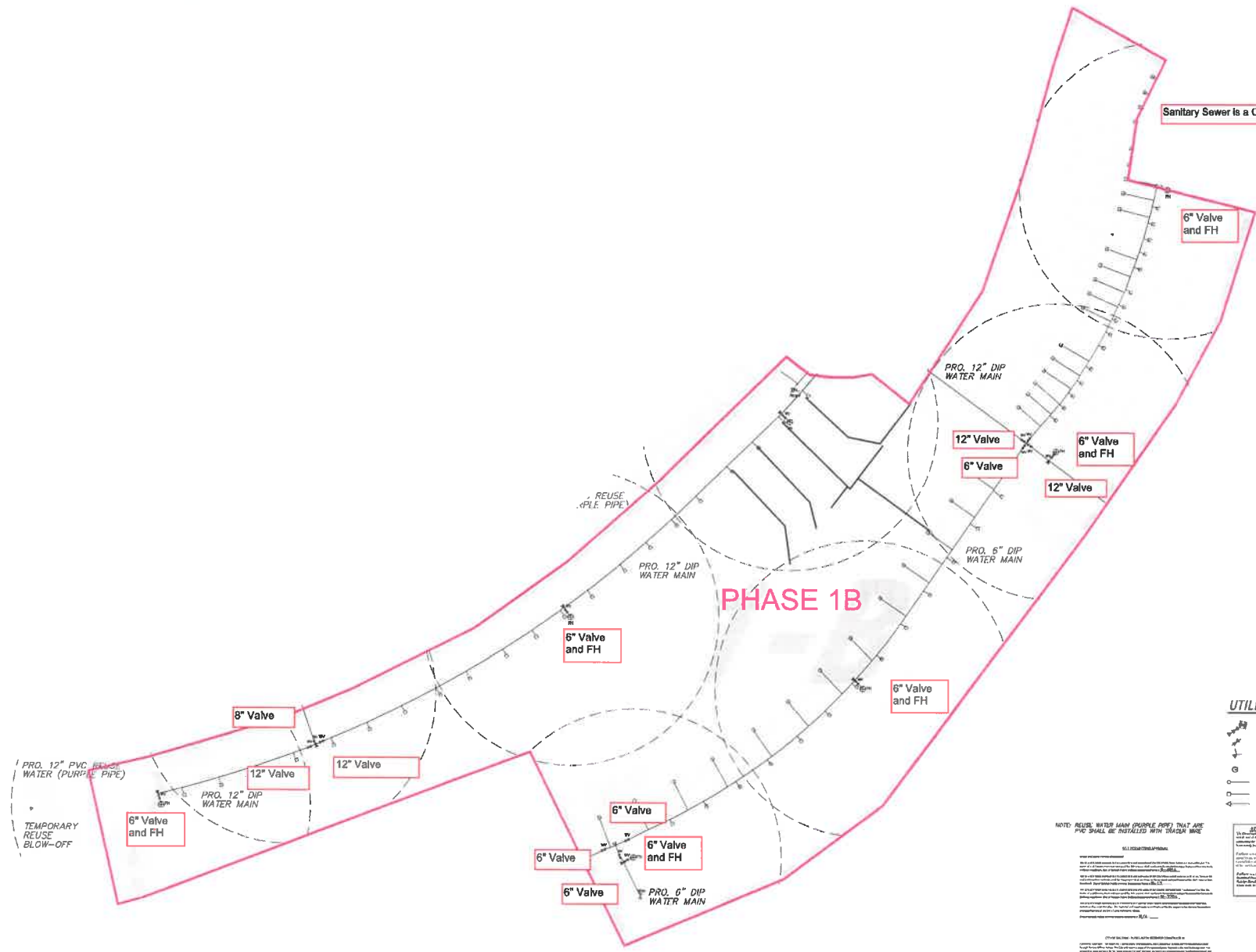


UTILITY PLAN WATER

AS BUILTS  
5-31-22

FILE NO. 2206-03  
WORK SHEET 15-07  
VERT. SCALE NONE

CE-05A



**UTILITY SYMBOL LEGEND**

- FIRE HYDRANT ASSEMBLY WITH BLEEDING (TYP. 100-100)
- WATER VALVE (TYP. 105-105)
- BLEEDING (TYP. 107-107)
- SANITARY SEWER MANHOLE (TYP. 300)
- SEWER CLEANOUT (TYP. 5-30)
- WATER METER (TYP. 10-23)
- REUSE METER (TYP. 10-18)

**STATE OF NORTH CAROLINA**  
 100 NORTH CAROLINA STREET, SUITE 200  
 RALEIGH, NC 27601  
 (919) 876-1118  
 www.stocksengineering.com

**NOTE:** REUSE WATER MAIN (PURPLE PIPE) THAT ARE PUC SHALL BE INSTALLED WITH TRACER WIRE

**GENERAL NOTES:**

1. ALL UTILITIES SHOWN ARE AS BUILT.

2. ALL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS.

3. ALL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS.

4. ALL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS.

5. ALL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS.

6. ALL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS.

7. ALL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS.

8. ALL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS.

9. ALL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS.

10. ALL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS.

SCALE: 1" = 60'

# SURREY POINT TABLES (PUBLIC WATER)

| Customer ID | Address   | Customer ID | Address           | Customer ID | Address   | Customer ID | Address             |
|-------------|-----------|-------------|-------------------|-------------|-----------|-------------|---------------------|
| 9325        | 750482087 | 2215552620  | 289.888 WVA       | 10073       | 749979308 | 2214452700  | 316.627 WV          |
| 9327        | 750511709 | 2215979469  | 287.833 WVA       | 10074       | 749979312 | 2214441908  | 316.754 WV          |
| 9328        | 750729729 | 2215582381  | 286.521 WVA       | 10075       | 749979314 | 2214436104  | 315.982 WV          |
| 9329        | 750725346 | 2215592572  | 286.217 FH        | 10082       | 749917247 | 2214170032  | 319.467 WVA         |
| 9346        | 750700096 | 2215537728  | 288.38 WVA        | 10085       | 749900187 | 2214131705  | 316.085 WVA         |
| 9347        | 750721586 | 2215532606  | 287.178 WVA       | 10094       | 749959518 | 2214109044  | 310.072 WVA         |
| 9350        | 750740906 | 2215536254  | 286.871 WVA       | 10091       | 749893373 | 2214212004  | 321.048 FH          |
| 9351        | 750700126 | 2215490584  | 285.782 WVA       | 10099       | 750455331 | 2215086645  | 285.725 Reclamation |
| 9354        | 750782289 | 2215543388  | 284.96 WVA        | 10108       | 750411333 | 2215442642  | 289.38 WVA          |
| 9356        | 750813116 | 2215548287  | 283.296 WVA       | 10109       | 750414328 | 2215441145  | 289.649 Carb Stop   |
| 9357        | 750837540 | 2215556501  | 282.566 WVA       | 10111       | 750433378 | 2215453489  | 295.694 WVA         |
| 9360        | 750851384 | 2215561648  | 331.791 WVA       | 10112       | 750432433 | 2215452346  | 292.29 Carb Stop    |
| 9441        | 750881384 | 2215498367  | 301.18 WVA        | 10114       | 750448285 | 2215465578  | 298.132 WVA         |
| 9442        | 75087123  | 2215442895  | 301.107 FH        | 10115       | 750449431 | 2215458255  | 298.433 Carb Stop   |
| 9444        | 750791665 | 2215399383  | 300.777 WVA       | 10117       | 750465382 | 2215477335  | 297.688 WVA         |
| 9445        | 75085455  | 2215406453  | 300.626 WVA       | 10118       | 750466285 | 2215478071  | 297.665 Carb Stop   |
| 9447        | 75081432  | 2215407395  | 301.01 WVA        | 10120       | 750484545 | 2215488645  | 298.702 WVA         |
| 9448        | 750791665 | 2215399383  | 300.777 WVA       | 10121       | 750485618 | 2215497261  | 296.462 Carb Stop   |
| 9449        | 750828107 | 2215398203  | 301.361 WVA       | 10122       | 750444971 | 2215490189  | 296.884 Carb Stop   |
| 10004       | 750845389 | 2215496403  | 292.134 Carb Stop | 10128       | 750513314 | 2215505948  | 295.303 WVA         |
| 10005       | 750847412 | 2215462317  | 292.284 WVA       | 10129       | 750495111 | 2215512006  | 290.733 WVA         |
| 10007       | 750846428 | 2215407074  | 292.284 Carb Stop | 10131       | 750526312 | 2215502189  | 291.341 WVA         |
| 10008       | 750847109 | 2215408238  | 291.906 WVA       | 10132       | 750528112 | 2215495005  | 292.413 WVA         |
| 10010       | 750811204 | 2215488327  | 292.686 WVA       | 10133       | 750529151 | 2215492911  | 292.782 WVA         |
| 10011       | 750819338 | 2215507628  | 292.892 WVA       | 10134       | 750529151 | 2215492911  | 292.782 WVA         |
| 10012       | 750811755 | 2215497294  | 293.247 WVA       | 10135       | 750529151 | 2215492911  | 292.782 WVA         |
| 10013       | 750833316 | 2215497954  | 293.333 Carb Stop | 10136       | 750529151 | 2215492911  | 292.782 WVA         |
| 10014       | 750811755 | 2215497294  | 293.247 WVA       | 10137       | 750529151 | 2215492911  | 292.782 WVA         |
| 10015       | 750833316 | 2215497954  | 293.333 Carb Stop | 10138       | 750529151 | 2215492911  | 292.782 WVA         |
| 10016       | 750811755 | 2215497294  | 293.247 WVA       | 10139       | 750529151 | 2215492911  | 292.782 WVA         |
| 10017       | 750833316 | 2215497954  | 293.333 Carb Stop | 10140       | 750529151 | 2215492911  | 292.782 WVA         |
| 10018       | 750811755 | 2215497294  | 293.247 WVA       | 10141       | 750529151 | 2215492911  | 292.782 WVA         |
| 10019       | 750833316 | 2215497954  | 293.333 Carb Stop | 10142       | 750529151 | 2215492911  | 292.782 WVA         |
| 10020       | 750811755 | 2215497294  | 293.247 WVA       | 10143       | 750529151 | 2215492911  | 292.782 WVA         |
| 10021       | 750833316 | 2215497954  | 293.333 Carb Stop | 10144       | 750529151 | 2215492911  | 292.782 WVA         |
| 10022       | 750811755 | 2215497294  | 293.247 WVA       | 10145       | 750529151 | 2215492911  | 292.782 WVA         |
| 10023       | 750833316 | 2215497954  | 293.333 Carb Stop | 10146       | 750529151 | 2215492911  | 292.782 WVA         |
| 10024       | 750811755 | 2215497294  | 293.247 WVA       | 10147       | 750529151 | 2215492911  | 292.782 WVA         |
| 10025       | 750833316 | 2215497954  | 293.333 Carb Stop | 10148       | 750529151 | 2215492911  | 292.782 WVA         |
| 10026       | 750811755 | 2215497294  | 293.247 WVA       | 10149       | 750529151 | 2215492911  | 292.782 WVA         |
| 10027       | 750833316 | 2215497954  | 293.333 Carb Stop | 10150       | 750529151 | 2215492911  | 292.782 WVA         |
| 10028       | 750811755 | 2215497294  | 293.247 WVA       | 10151       | 750529151 | 2215492911  | 292.782 WVA         |
| 10029       | 750833316 | 2215497954  | 293.333 Carb Stop | 10152       | 750529151 | 2215492911  | 292.782 WVA         |
| 10030       | 750811755 | 2215497294  | 293.247 WVA       | 10153       | 750529151 | 2215492911  | 292.782 WVA         |
| 10031       | 750833316 | 2215497954  | 293.333 Carb Stop | 10154       | 750529151 | 2215492911  | 292.782 WVA         |
| 10032       | 750811755 | 2215497294  | 293.247 WVA       | 10155       | 750529151 | 2215492911  | 292.782 WVA         |
| 10033       | 750833316 | 2215497954  | 293.333 Carb Stop | 10156       | 750529151 | 2215492911  | 292.782 WVA         |
| 10034       | 750811755 | 2215497294  | 293.247 WVA       | 10157       | 750529151 | 2215492911  | 292.782 WVA         |
| 10035       | 750833316 | 2215497954  | 293.333 Carb Stop | 10158       | 750529151 | 2215492911  | 292.782 WVA         |
| 10036       | 750811755 | 2215497294  | 293.247 WVA       | 10159       | 750529151 | 2215492911  | 292.782 WVA         |
| 10037       | 750833316 | 2215497954  | 293.333 Carb Stop | 10160       | 750529151 | 2215492911  | 292.782 WVA         |
| 10038       | 750811755 | 2215497294  | 293.247 WVA       | 10161       | 750529151 | 2215492911  | 292.782 WVA         |
| 10039       | 750833316 | 2215497954  | 293.333 Carb Stop | 10162       | 750529151 | 2215492911  | 292.782 WVA         |
| 10040       | 750811755 | 2215497294  | 293.247 WVA       | 10163       | 750529151 | 2215492911  | 292.782 WVA         |
| 10041       | 750833316 | 2215497954  | 293.333 Carb Stop | 10164       | 750529151 | 2215492911  | 292.782 WVA         |
| 10042       | 750811755 | 2215497294  | 293.247 WVA       | 10165       | 750529151 | 2215492911  | 292.782 WVA         |
| 10043       | 750833316 | 2215497954  | 293.333 Carb Stop | 10166       | 750529151 | 2215492911  | 292.782 WVA         |
| 10044       | 750811755 | 2215497294  | 293.247 WVA       | 10167       | 750529151 | 2215492911  | 292.782 WVA         |
| 10045       | 750833316 | 2215497954  | 293.333 Carb Stop | 10168       | 750529151 | 2215492911  | 292.782 WVA         |
| 10046       | 750811755 | 2215497294  | 293.247 WVA       | 10169       | 750529151 | 2215492911  | 292.782 WVA         |
| 10047       | 750833316 | 2215497954  | 293.333 Carb Stop | 10170       | 750529151 | 2215492911  | 292.782 WVA         |
| 10048       | 750811755 | 2215497294  | 293.247 WVA       | 10171       | 750529151 | 2215492911  | 292.782 WVA         |
| 10049       | 750833316 | 2215497954  | 293.333 Carb Stop | 10172       | 750529151 | 2215492911  | 292.782 WVA         |
| 10050       | 750811755 | 2215497294  | 293.247 WVA       | 10173       | 750529151 | 2215492911  | 292.782 WVA         |
| 10051       | 750833316 | 2215497954  | 293.333 Carb Stop | 10174       | 750529151 | 2215492911  | 292.782 WVA         |
| 10052       | 750811755 | 2215497294  | 293.247 WVA       | 10175       | 750529151 | 2215492911  | 292.782 WVA         |
| 10053       | 750833316 | 2215497954  | 293.333 Carb Stop | 10176       | 750529151 | 2215492911  | 292.782 WVA         |
| 10054       | 750811755 | 2215497294  | 293.247 WVA       | 10177       | 750529151 | 2215492911  | 292.782 WVA         |
| 10055       | 750833316 | 2215497954  | 293.333 Carb Stop | 10178       | 750529151 | 2215492911  | 292.782 WVA         |
| 10056       | 750811755 | 2215497294  | 293.247 WVA       | 10179       | 750529151 | 2215492911  | 292.782 WVA         |
| 10057       | 750833316 | 2215497954  | 293.333 Carb Stop | 10180       | 750529151 | 2215492911  | 292.782 WVA         |
| 10058       | 750811755 | 2215497294  | 293.247 WVA       | 10181       | 750529151 | 2215492911  | 292.782 WVA         |
| 10059       | 750833316 | 2215497954  | 293.333 Carb Stop | 10182       | 750529151 | 2215492911  | 292.782 WVA         |
| 10060       | 750811755 | 2215497294  | 293.247 WVA       | 10183       | 750529151 | 2215492911  | 292.782 WVA         |
| 10061       | 750833316 | 2215497954  | 293.333 Carb Stop | 10184       | 750529151 | 2215492911  | 292.782 WVA         |
| 10062       | 750811755 | 2215497294  | 293.247 WVA       | 10185       | 750529151 | 2215492911  | 292.782 WVA         |
| 10063       | 750833316 | 2215497954  | 293.333 Carb Stop | 10186       | 750529151 | 2215492911  | 292.782 WVA         |
| 10064       | 750811755 | 2215497294  | 293.247 WVA       | 10187       | 750529151 | 2215492911  | 292.782 WVA         |
| 10065       | 750833316 | 2215497954  | 293.333 Carb Stop | 10188       | 750529151 | 2215492911  | 292.782 WVA         |
| 10066       | 750811755 | 2215497294  | 293.247 WVA       | 10189       | 750529151 | 2215492911  | 292.782 WVA         |
| 10067       | 750833316 | 2215497954  | 293.333 Carb Stop | 10190       | 750529151 | 2215492911  | 292.782 WVA         |
| 10068       | 750811755 | 2215497294  | 293.247 WVA       | 10191       | 750529151 | 2215492911  | 292.782 WVA         |
| 10069       | 750833316 | 2215497954  | 293.333 Carb Stop | 10192       | 750529151 | 2215492911  | 292.782 WVA         |
| 10070       | 750811755 | 2215497294  | 293.247 WVA       | 10193       | 750529151 | 2215492911  | 292.782 WVA         |
| 10071       | 750833316 | 2215497954  | 293.333 Carb Stop | 10194       | 750529151 | 2215492911  | 292.782 WVA         |
| 10072       | 750811755 | 2215497294  | 293.247 WVA       | 10195       | 750529151 | 2215492911  | 292.782 WVA         |
| 10073       | 750833316 | 2215497954  | 293.333 Carb Stop | 10196       | 750529151 | 2215492911  | 292.782 WVA         |
| 10074       | 750811755 | 2215497294  | 293.247 WVA       | 10197       | 750529151 | 2215492911  | 292.782 WVA         |
| 10075       | 750833316 | 2215497954  | 293.333 Carb Stop | 10198       | 750529151 | 2215492911  | 292.782 WVA         |
| 10076       | 750811755 | 2215497294  | 293.247 WVA       | 10199       | 750529151 | 2215492911  | 292.782 WVA         |
| 10077       | 750833316 | 2215497954  | 293.333 Carb Stop | 10200       | 750529151 | 2215492911  | 292.782 WVA         |
| 10078       | 750811755 | 2215497294  | 293.247 WVA       | 10201       | 750529151 | 2215492911  | 292.782 WVA         |
| 10079       | 750833316 | 2215497954  | 293.333 Carb Stop | 10202       | 750529151 | 2215492911  | 292.782 WVA         |
| 10080       | 750811755 | 2215497294  | 293.247 WVA       | 10203       | 750529151 | 2215492911  | 292.782 WVA         |
| 10081       | 750833316 | 2215497954  | 293.333 Carb Stop | 10204       | 750529151 | 2215492911  | 292.782 WVA         |
| 10082       | 750811755 | 2215497294  | 293.247 WVA       | 10205       | 750529151 | 2215492911  | 292.782 WVA         |
| 10083       | 750833316 | 2215497954  | 293.333 Carb Stop | 10206       | 750529151 | 2215492911  | 292.782 WVA         |
| 10084       | 750811755 | 2215497294  | 293.247 WVA       | 10207       | 750529151 | 2215492911  | 292.782 WVA         |
| 10085       | 750833316 | 2215497954  | 293.333 Carb Stop | 10208       | 750529151 | 2215492911  | 292.782 WVA         |
| 10086       | 750811755 | 2215497294  | 293.247 WVA       | 10209       | 750529151 | 2215492911  | 292.782 WVA         |
| 10087       | 750833316 | 2215497954  | 293.333 Carb Stop | 10210       | 750529151 | 2215492911  | 292.782 WVA         |
| 10088       | 750811755 | 2215497294  | 293.247 WVA       | 10211       | 750529151 | 2215492911  | 292.782 WVA         |
| 10089       | 750833316 | 2215497954  | 293.333 Carb Stop | 10212       | 750529151 | 2215492911  | 292.782 WVA         |
| 10090       | 750811755 | 2215497294  | 293.247 WVA       | 10213       | 750529151 | 2215492911  | 292.782 WVA         |
| 10091       | 750833316 | 2215497954  | 293.333 Carb Stop | 10214       | 750529151 | 2215492911  | 292.782 WVA         |
| 10092       | 750811755 | 2215497294  | 293.247 WVA       | 10215       | 750529151 | 2215492911  | 292.782 WVA         |
| 10093       | 750833316 | 2215497954  | 293.333 Carb Stop | 10216       | 750529151 | 2215492911  | 292.782 WVA         |
| 10094       | 750811755 | 2215497294  | 293.247 WVA       | 10217       | 750529151 | 2215492911  | 292.782 WVA         |
| 10095       | 750833316 | 2215497954  | 293.333 Carb Stop | 10218       | 750529151 | 2215492911  | 292.782 WVA         |
| 10096       | 750811755 | 2215497294  | 293.247 WVA       | 10219       | 750529151 | 2215492911  | 292.782 WVA         |
| 10097       | 750833316 | 2215497954  | 29                |             |           |             |                     |







Sanitary Sewer is a City of Raleigh Public Utility  
Domestic Water is a City of Raleigh Public Utility  
Reuses Water is a City of Raleigh Public Utility

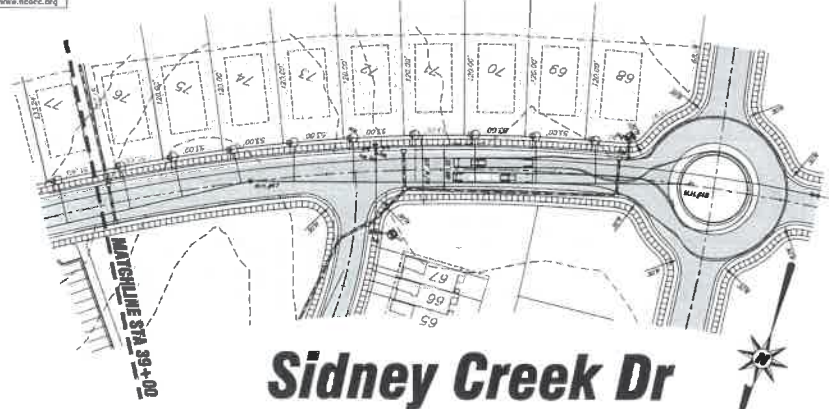


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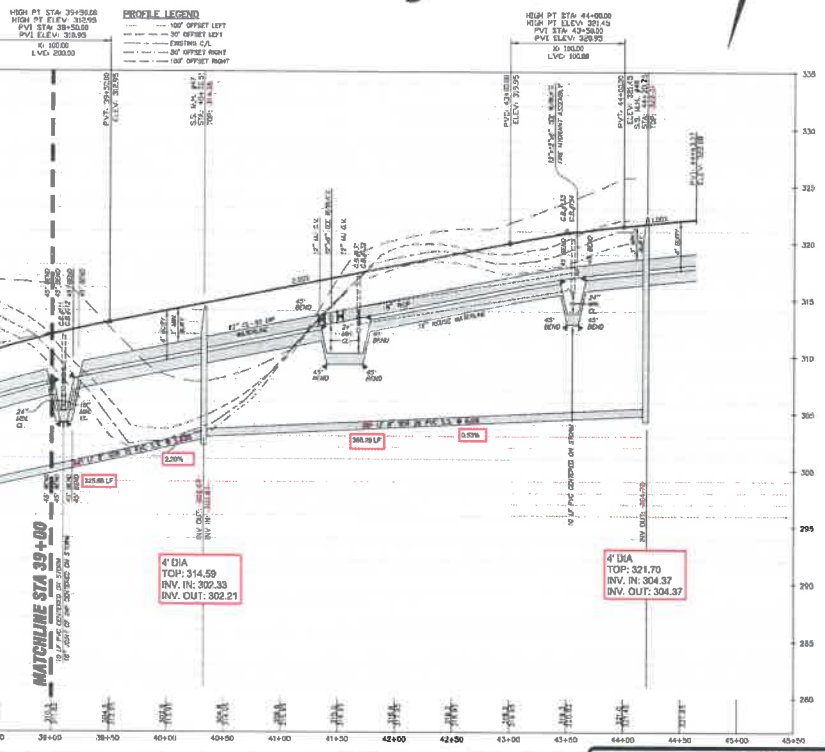
**SIDNEY CREEK, DAN RYAN BUILDERS  
ZEBULON, NORTH CAROLINA**



**STREET A and B  
PLAN/PROFILE**  
REVISED  
12/20/20 - 11:00  
**AS BUILTS  
5-31-22**  
FILE NO. 2018-01  
HEET SCALE: 1"=40'  
DATE/SCALE: NONE  
**GE-11**



# Sidney Creek Dr



### SITE PERMITTING APPROVAL

**WHERE AND HOW TO OBTAIN APPROVAL**  
The City of Raleigh consents to the connection and extension of the City's Public Sewer System as shown on this plan. The material and construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook, City of Raleigh Public Utilities Department Permit # 22-5511.  
The City of Raleigh consents to the connection and extension of the City's Storm System as shown on this plan. The material and construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook, City of Raleigh Public Utilities Department Permit # 22-5513.  
The City of Raleigh consents to the connection and extension of the City's Public Water System as shown on this plan. The material and construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook, City of Raleigh Public Utilities Department Permit # N/A.  
The City of Raleigh consents to the connection to its public sewer system and installation of the surface storm collection system as shown on this plan. The material and construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook.  
City of Raleigh Public Utilities Department Permit # N/A

### CITY OF RALEIGH - PLANS AUTHORIZED FOR CONSTRUCTION

Electronic Approval: This approval is being issued electronically. This approval is valid only upon the signature of a City of Raleigh Engineer. The City Engineer's name is on the approved plans. Any work authorized by this approval must proceed in accordance with the plans herein on the date the City of Raleigh approves the plans. This approval is not valid until the date of this approval. Any modification to this approval must be made by the City of Raleigh.

City of Raleigh Development Approval: \_\_\_\_\_  
Raleigh Water Review Office: \_\_\_\_\_

### ATTENTION CONTRACTORS

The Construction Contractor responsible for the extension of water, sewer, and/or storm, as approved in these plans, is responsible for contacting the Public Utilities Department at (919) 996-4348 at least seven (7) days prior to beginning any of their construction.

Failure to notify both City Departments in advance of beginning construction, will result in the issuance of stop-work orders, and require installation of any water or sewer facilities not depicted as a result of this notification failure.

Failure to call for inspection, install a Downstream Plug, have Permitted Plans on the Job site, or any other Violation of City of Raleigh Standards will result in a Fine and Possible Extension Time future work in the City of Raleigh.

PLEASE USE THE PLANS AS A GENERAL GUIDE, BUT IT IS THE USER'S RESPONSIBILITY TO VERIFY THE INFORMATION.



NORTH CAROLINA  
811 CALL CENTER  
www.nc811.org

**ATTENTION CONTRACTORS**

The Contractor is responsible for the extension of water, sewer, utility lines, as approved in these plans. It is responsible for contacting the Public Utilities Department at (919) 996-4748 at least twenty four hours prior to beginning any of their construction.

Failure to notify both City Departments in advance of beginning construction, will result in the issuance of a stop-work order, and require cancellation of any water or sewer facilities not inspected as a result of this notification failure.

Failure to call the Inspector, install a Downstream Plug, have Permitted Plans on the Job, or any other Violation of City of Raleigh Standards will result in a Fine and Possible Exclusion from future work in the City of Raleigh.

**SITE PERMITTING APPROVAL**

**Water and Sewer Permits of Installation**

The City of Raleigh consents to the construction and extension of the City's Public Sewer System as shown on this plan. The material and Construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook, City of Raleigh Public Utilities Department Permit # SC-113.

The City of Raleigh consents to the construction and extension of the City's Public Water System as shown on this plan. The material and Construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook, City of Raleigh Public Utilities Department Permit # SC-113.

The City of Raleigh consents to the construction and extension of the City's Public Water System as shown on this plan. The material and Construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook, City of Raleigh Public Utilities Department Permit # SC-113.

The City of Raleigh consents to the construction and extension of the City's Public Water System as shown on this plan. The material and Construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook, City of Raleigh Public Utilities Department Permit # SC-113.

City of Raleigh Public Utilities Department Permit # N/A

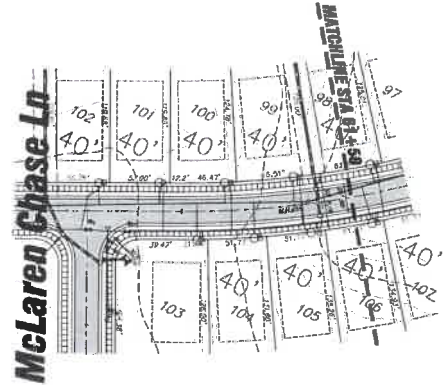
**CITY OF RALEIGH - PLANS AUTHORIZED FOR CONSTRUCTION**

Electronic Approval: This approval is being issued electronically. This approval is valid only when the signature of a City of Raleigh official is shown below. The City will retain a copy of the approved plans. Any work authorized by this approval cannot proceed in accordance with these plans until the City has electronically approved any and all utility work shown. Any modification to this approval must be made with the City of Raleigh.

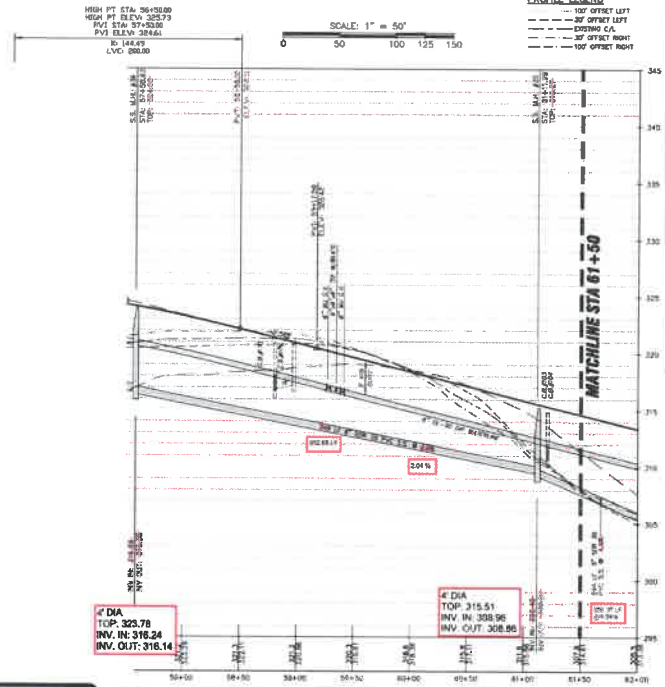
City of Raleigh Development Approval

Raleigh Water Review Office

Sanitary Sewer is a City of Raleigh Public Utility  
Domestic Water is a City of Raleigh Public Utility  
Reuse Water is a City of Raleigh Public Utility



# Channel Drop Boulevard



**STOCKS ENGINEERING**  
 807 EAST WASHINGTON STREET  
 RALEIGH, N.C. 27608  
 PHONE: (919) 832-0100  
 WWW.STOCKSENGINEERING.COM

BLN-C-1874

**SIDNEY CREEK, DAN RYAN BUILDERS  
 ZEBULON, NORTH CAROLINA**



STREET 10' PLAN/PROFILE

REVISIONS  
 10/25/20 01 100%

**AS BUILTS  
 5-31-22**

FILE NO. 2008-001  
 PAPER SCALE: 1"=40'  
 SHEET SCALE: NONE

CE-14



**RESOLUTION 2023-17  
ACCEPTING ROADWAY, AND STORM DRAINAGE  
INFRASTRUCTURE FOR SIDNEY CREEK PHASE 1B**

**WHEREAS**, DRSFA, LLC, the developers of Sidney Creek, requests the Town of Zebulon assume ownership and maintenance of the roadway and storm drainage infrastructure within the public right-of-way or dedicated easements of Sidney Creek 1B, consisting of 943 linear feet (LF) of drainage infrastructure, and 1,855 LF of roadway:

- 638 LF Sidney Creek Drive
- 1068 LF Channel Drop Loop
- 149 LF McLaren Chase Drive

**WHEREAS**, the Town of Zebulon has inspected said infrastructure; and

**WHEREAS**, DRSFA, LLC has completed all punch list tasks; and

**WHEREAS**, the Town of Zebulon has received all required documentation needed for Dedication and Warranty; and

**WHEREAS**, the Town of Zebulon has received a Subdivision Bond from Liberty Mutual Surety for completion of final asphalt roadway overlay, five-foot sidewalk, access ramps, signage, and striping; and

**WHEREAS**, the Town of Zebulon may accept an offer of dedication of streets, sidewalks, curb and gutter, and storm drainage by resolution of the Board of Commissioners per the Town of Zebulon Uniform Development Ordinance section 6.4.1 and 6.10.4.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Town of Zebulon accepts dedication of the aforementioned roadway, sidewalks and storm drainage infrastructure.

Adopted this 9<sup>th</sup> day of January 2023.

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Glenn L. York – Mayor

SEAL

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Lisa M. Markland, CMC - Town Clerk