



**Knightdale Town Council  
Meeting Agenda**

**July 16, 2025, 7:00 p.m.**

**950 Steeple Square Court, Knightdale, North Carolina 27545**

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**1. WELCOME**

Mayor Day

**2. INVOCATION**

Mayor Day

**3. PLEDGE OF ALLEGIANCE**

Benjamin Chevis

**4. ADOPTION OF AGENDA**

**5. PRESENTATIONS, RECOGNITIONS, AWARDS**

- a. Parks and Recreation Month Proclamation

Mayor

**6. PUBLIC COMMENT**

*The Public Comment Period provides an opportunity for the public to address the Town Council. Anyone may speak on an issue, other than a public hearing item, during this time. If you anticipate speaking during tonight's meeting, please print your name and address on the form at the entry table. Before speaking, please step up to the podium and state your name and address for the record. Speaker comments are limited to three (3) minutes and large groups are asked to designate a spokesperson. Speakers should not expect action or deliberation on subject matter brought up during the Public Comment period. Written public comments will be accepted up to 24 hours prior to the meeting and can be submitted online ([Knightdale Public Comment Form](#)). Thank you for your consideration of the Town Council, staff and other speakers.*

- a. Open to the Public  
b. Report on Citizen Inquiries

**7. CONSENT AGENDA**

*All items on the Consent Agenda are considered routine, to be enacted by one motion without discussion. If a Council Member requests discussion of an item, the item will be removed from the Consent Agenda and considered separately.*

- a. June 11, 2025 Town Council Meeting Minutes  
b. June 18, 2025 Town Council Meeting Minutes  
c. Advisory Board Appointments

- d. FY26 Cleaning Services Contract
- e. FY26 Landscape Maintenance Contract
- f. Knightdale LEC EOC/Training Technology Contract Award
- g. Law Enforcement Center Security Vendor Services
- h. Lyndon Oaks Street & Subdivision Name Application  
RES #25-07-16-001
- i. Set Public Hearing - AN-5-25 Haven At Griffith Meadows Annexation  
RES #25-07-16-002

**8. PUBLIC HEARINGS**

*If you anticipate speaking at tonight's public hearing, print your name and address on the form at the entry table. You must speak from the podium to assure an accurate record of testimony. Before speaking, please state your name and address for the record. Speaker comments are limited to three (3) minutes and large groups are asked to designate a spokesperson. Written public comments will be accepted up to 24 hours prior to the meeting and can be submitted online ([Knightdale Public Comment Form](#)).*

- a. AN-4-25 Lyndon Oaks Annexation Senior Planner  
ORD #25-07-16-001
- b. ZMA-2-23 Lyndon Oaks Development Agreement Senior Planner  
ORD #25-07-16-002
- c. AN-3-25 Hinton Oaks Industrial Park Annexation Senior Planner  
ORD #25-07-16-003

**9. OLD BUSINESS**

- a. ZMA-8-24 Clifton Road Conservation Subdivision Senior Planner  
ORD #25-07-16-004

**10. NEW BUSINESS**

- a. Hometown Heroes Banner Program Town Clerk

**11. ADVISORY BOARD/COMMITTEE REPORTS**

*Opportunity for Council Members to share updates from recent advisory board and committee meetings.*

**12. CLOSED SESSION**

Closed Session pursuant to NCGS §143-318.11(a)(5)

**13. ADJOURNMENT**





# PROCLAMATION *of the* TOWN OF KNIGHTDALE

## PARKS AND RECREATION MONTH

**WHEREAS**, parks and recreation is an integral part of communities throughout this country, including the Town of Knightdale; and

**WHEREAS**, parks and recreation play a vital role in enhancing the quality of life in our communities, promoting physical and mental well-being, and fostering a sense of community and connection among residents; and

**WHEREAS**, parks and recreation programs and facilities are essential in promoting social equity, offering accessible spaces and activities that promote inclusivity and diversity, bridging gaps between individuals from different backgrounds, and encouraging social interaction and cohesion; and

**WHEREAS**, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

**WHEREAS**, parks and recreation professionals, including dedicated staff, volunteers, and advocates, work tirelessly to create and maintain safe, clean, and inviting spaces for the enjoyment and benefit of all community members; and

**WHEREAS**, parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

**WHEREAS**, the month of July has been recognized as Parks and Recreation Month, providing an opportunity to celebrate the significant contributions of parks and recreation to our communities and to raise awareness about their importance.

**NOW, THEREFORE**, I Jessica Day, Mayor of the Town of Knightdale, North Carolina, do hereby proclaim the month of July 2025 as PARKS AND RECREATION MONTH in the Town of Knightdale. I encourage all residents to take advantage of the parks, green spaces, and recreational opportunities available to them and to participate in the various events and activities organized by our Parks and Recreation department.

This the 16<sup>th</sup> day of July, 2025

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Jessica Day, Mayor

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Heather M. Smith, Town Clerk



# Town of Knightdale

## Staff Report Cover Sheet

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Title: Town Council Minutes

Staff: Heather Smith, Town Clerk

Date: July 16, 2025

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### PURPOSE

- To provide meeting minutes for Council review and approval

### STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

### GENERAL STATUTE REFERENCE(S), if applicable

- § 143-318.10(e): “Every public body shall keep full and accurate minutes of all official meetings, including any closed sessions held pursuant to G.S. 143-318.11.”

### TYPE OF PUBLIC HEARING, if applicable

- N/A

### FUNDING SOURCE(S), if applicable

- N/A

### ATTACHMENT(S)

- Draft June 11, 2025 Town Council Meeting Minutes

### STAFF RECOMMENDATION

- Approve minutes from the June 11, 2025 Town Council meeting

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*Knightdale Strategic Priorities*



Safe



Connected &  
Inclusive



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Active & Healthy



Organizational  
Excellence



# KNIGHTDALE TOWN COUNCIL MEETING MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

**June 11, 2025**

The Knightdale Town Council met with the Eastern Wake Local Government Association at 6:00 p.m. at Wake Tech East Campus, located at 5401 Rolesville Road, Wendell, NC 27591.

**PRESENT:** Mayor Jessica Day, Mayor Pro Tem Steve Evans, Councilors Mark Swan, Stephen Morgan, Ben McDonald, and Latatious Morris

**ABSENT:** No one

**Staff Members Present:** Town Manager Bill Summers, Assistant Town Managers Suzanne Yeatts, Antwan Morrison, and Dustin Tripp, and Town Clerk Heather Smith

## **WELCOME**

Councilor Latatious Morris welcomed the group at 6:12 p.m. and thanked Wake Tech East Campus for hosting the meeting.

## **DISCUSSION**

Town Manager Bill Summers led an icebreaker activity, then facilitated a discussion surrounding leadership characteristics that are admired.

Mr. Summers discussed leadership, indicating it's not about personality, but rather behavior, skills, and ability. He presented the following five practices of exemplary leadership developed by Jim Kouzes and Barry Posner:

- Model the Way
- Inspire a Shared Vision
- Challenge the Process
- Enable Others to Act
- Encourage the Heart

Attendees shared how they are currently implementing the practices and identified areas for improvement. Many attendees also noted that these practices apply to more than just public service.

## **COMMUNITY ACCOMPLISHMENTS AND CHALLENGES**

The following representatives provided jurisdiction updates:

- Assistant Town Manager Steven Pearson – Rolesville
- Town Manager Marc Collins – Wendell
- Interim Town Manager Taiwo Jaiyeoba - Zebulon
- Town Manager Bill Summers - Knightdale

## **ADJOURNMENT**

Meeting adjourned at 7:42 p.m.

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Jessica Day, Mayor

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Heather Smith, Town Clerk



# Town of Knightdale

## Staff Report Cover Sheet

---

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Staff: Heather Smith, Town Clerk

Date: July 16, 2025

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### PURPOSE

- To provide meeting minutes for Council review and approval

### STRATEGIC PLAN PRIORITY AREA(S)

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### GENERAL STATUTE REFERENCE(S), if applicable

- § 143-318.10(e): “Every public body shall keep full and accurate minutes of all official meetings, including any closed sessions held pursuant to G.S. 143-318.11.”

### TYPE OF PUBLIC HEARING, if applicable

- N/A

### FUNDING SOURCE(S), if applicable

- N/A

### ATTACHMENT(S)

- Draft June 18, 2025 Town Council Meeting Minutes

### STAFF RECOMMENDATION

- Approve minutes from the June 18, 2025 Town Council meeting

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*Knightdale Strategic Priorities*



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Inclusive



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Excellence



## **Knightdale Town Council Minutes**

**June 18, 2025, 7:00 p.m.**

**950 Steeple Square Court, Knightdale, North Carolina 27545**

**Members Present:** Mayor Jessica Day, Councilor Ben McDonald, Councilor Latatious Morris, Councilor Stephen Morgan, Councilor Mark Swan

**Members Absent:** Mayor Pro Tem Steve Evans

**Staff Present:** Town Attorney Roger Knight, Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Assistant Town Manager Suzanne Yeatts, Assistant Town Manager Antwan Morrison, Town Clerk Heather Smith, Police Chief Lawrence Capps, Public Works Director Phillip Bunton, Parks and Recreation Director JP Lefever, Human Resources Director Marcey Bell, Community Relations Director Rachel Morris, Senior Planner Kevin Lewis, Assistant Development Services Director Donna Goodman, Deputy Police Chief Orlando Soto, Police Lieutenant Steven Williams, Police Sergeant Matt Maynard, Police Corporals Ted Beighey and Alyssa Lennon, Police Detectives Cody Hagler and Matt Marderosian, Police Officers Courtney Doyle and Teddie Cregger, Business Support Specialist Joshua Padgett, Senior Planner Tucker Fulle, Maintenance Worker Chris Webb, Stormwater Interns Kaleb Ford and Athena Tomlinson

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**1. WELCOME**

Welcome by Mayor Day at 7:00 p.m.

**2. INVOCATION**

Invocation led by Councilor Swan.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Knightdale Parks and Recreation Coach Pitch Showcase All-Star Teams.

4. ADOPTION OF AGENDA

**...Motion to adopt the agenda.**

**Motion by Councilor McDonald**

**Seconded by Councilor Morris**

**Motion Carried Unanimously**

5. PRESENTATIONS, RECOGNITIONS, AWARDS

a. Introduction and Oath of Police Officer

Police Chief Lawrence Capps introduced new Police Officer Teddie Cregger and Mayor Day administered the oath of office.

b. Introduction of Maintenance Worker & Stormwater Interns

Public Works Director Phillip Bunton introduced Chris Webb, the town's new Maintenance Worker and Kaleb Ford and Athena Tomlinson, the town's new Stormwater Interns.

c. Introduction of Transportation Planner

Assistant Development Services Director Donna Goodman introduced Tucker Fulle, the town's new Senior Planner.

d. Introduction of Business Support Specialist

Community Relations Director Rachel Morris introduced Joshua Padgett, the town's new Business Support Specialist.

e. Recognition of Advisory Board Member

Town Manager Bill Summers recognized Sandra Dutton for her years of service on the Veterans Memorial Advisory Board.

f. Proclamation Recognizing Juneteenth

Mayor Day proclaimed June 19, 2025 as Juneteenth in the Town of Knightdale.

g. Proclamation Recognizing Pride Month

Mayor Day recognized June as Pride Month.

6. PUBLIC COMMENT

a. Open to the Public

Town Clerk Heather Smith shared written comments received from the following individuals:

- Kendra Browning - 216 Main Street
- Kevin Carlson - 212 Main Street

The full comments are attached as Exhibit A.

b. Report on Citizen Inquiries

None at this time.

7. CONSENT AGENDA

**...Motion to adopt the consent agenda.**

**Motion by Councilor McDonald**

**Seconded by Councilor Morris**

**Motion Carried Unanimously**

a. May 15, 2025 Joint Public Hearing Minutes

**...Motion to approve minutes from the May 15, 2025 Joint Public Hearing.**

b. May 21, 2025 Town Council Meeting Minutes

**...Motion to approve minutes from the May 21, 2025 Town Council meeting.**

c. May 21, 2025 Closed Session Meeting Minutes

**...Motion to approve minutes from the May 21, 2025 Closed Session meeting.**

d. June 2, 2025 Work Session Minutes

**...Motion to approve minutes from the June 2, 2025 Work Session.**

e. FY25 Final Budget Amendments

**...Motion to adopt Budget Amendments #2025-06 and #2025-07.**

f. FY26 Budget

**...Motion to adopt FY26 Budget Ordinance #25-06-18-001.**

g. Capital Project Ordinance Amendments

**...Motion to adopt Ordinance #25-06-18-002 amending the Pedestrian Improvement Capital Project Fund.**



**...Motion to adopt Ordinance #25-06-18-003 amending the Fire Capital Project Fund.**

**...Motion to adopt Ordinance #25-06-18-004 amending the Mingo Creek Greenway Capital Project Fund.**

- h. Establishment of Capital Project Ordinances

**...Motion to adopt Ordinance #25-06-10-005 establishing a Future Park Capital Project Fund.**

**...Motion to adopt Ordinance #25-06-18-006 establishing a Debt Service Fund.**

- i. Order to Collect Taxes

**...Motion to adopt Resolution #25-06-18-001 authorizing the Wake County Tax Administrator to collect taxes on behalf of the Town of Knightdale.**

- j. Set Public Hearing for Lyndon Oaks Annexation

**...Motion to direct the Town Clerk to investigate the sufficiency of the petition, adopt Resolution #25-06-18-002, and set the Public Hearing for July 16, 2025.**

- k. Set Public Hearing for Hinton Oaks Industrial Park Annexation

**...Motion to direct the Town Clerk to investigate the sufficiency of the petition, adopt Resolution #25-06-18-003, and set the Public Hearing for July 16, 2025.**

- l. Special Event Request - Children's Business Fair

**...Motion to waive all fees associated with the special event as proposed, except for the refundable event deposit of \$250.**

## 8. PUBLIC HEARINGS

- a. AN-2-25 Robertson Crossing Annexation

Public hearing opened at 7:23 p.m.

Senior Planner Kevin Lewis presented AN-2-25, a voluntary annexation petition for 190.7 acres located at 840 Robertson Street. The property is a proposed development featuring 668 residential units and 12 acres of mixed-use space.

Mr. Lewis reviewed the master plan and annexation plat, discussed annexation procedures, and provided a cost-benefit analysis summary. He highlighted other considerations such as the improvement of Marshall Drive, public and private trails, pedestrian connectivity to Knightdale Station Park, and pedestrian crossing of railroad tracks.

Beth Trahos, 301 Hillsborough Street, Raleigh, NC, representing the applicant, spoke in favor of AN-2-25 and indicated she was available to answer questions.

Roger Howard, 718 Sunland Drive, inquired as to why Union Square was highlighted on the map.

Council asked for clarification on the highlighted areas of the map and Mr. Lewis shared that yellow shading indicated parcels already inside the town limits.

Town Clerk Heather Smith shared a written comment from the following individual:

- Shannon Hardy - 606 Heartland Flyer Drive

The full comment is attached as Exhibit B.

**...Motion to close the public hearing at 7:33 p.m. and adopt Ordinance #25-06-18-007 effectively annexing the area.**

**Motion by Councilor Swan**

**Seconded by Councilor McDonald**

**Motion Carried Unanimously**

b. ZMA-16-22 Robertson Crossing Development Agreement

Public hearing opened at 7:34 p.m.

Senior Planner Kevin Lewis presented a proposed Development Agreement for ZMA-16-22, a 190.7-acre site located at 840 Robertson Street approved for the development of 668 residential units and 12 acres of mixed-use space.

Mr. Lewis shared the project profile, surrounding area land uses, master plan, project timeline, and water allocation policy compliance. He reviewed phasing terms, indicating the project would be developed in six phases with a seven-year term agreement.

Mr. Lewis noted that all zoning conditions from ZMA-16-22 related to site development allowances, architectural standards, site design, commercial use standards, and transportation improvements carry forward in the proposed Development Agreement.

Council requested temporary crossings be established during construction in order to prevent traffic cutting through surrounding neighborhoods.

Beth Trahos, 301 Hillsborough Street, Raleigh, NC, representing the applicant, asked for Council's support of the development agreement and indicated she was available to answer questions.

Sharon Bullock, 626 Heartland Flyer Drive, expressed concerns about construction traffic coming through her street and asked for Council to delay voting on the agreement for further dialogue.

Cindy Prow, 5014 Marshall Drive, expressed concerns with the development and asked for guidance from the town on how it would impact her property.

**...Motion to close the public hearing at 7:43 p.m., approve the Development Agreement, and adopt Ordinance #25-06-18-008.**

**Motion by Councilor Morgan**

**Seconded by Councilor McDonald**

**Motion Carried Unanimously**

9. OLD BUSINESS

a. ZTA-1-25 Quarterly Updates

Assistant Development Services Director Donna Goodman presented ZTA-1-25, a staff-initiated amendment to the town's Unified Development Ordinance (UDO) to increase the number of people permitted in an in-home daycare and to align cross section descriptions across Town plans and policies.

Mrs. Goodman summarized comments received during the joint public hearing and shared information learned from a DHHS Lead Child Care Consultant. She provided benchmarking data, noting that Knightdale's number of children allowed in an in-home daycare is the lowest in Wake County, and summarized roles of the town and state regarding licensing.

Mrs. Goodman shared the following proposed amendment:

- Remove reference to “five or fewer” and replace with requirement that day care homes “comply with all applicable State of North Carolina regulations, including maximum capacity restrictions.”
- Clarify that the principal day care operator must be a full-time resident of the dwelling and that one additional non-resident employee is permitted.

In addition, Mrs. Goodman presented the following proposed amendments to Chapter 10 in order to align the UDO with newly adopted plans and policies:

- Incorporate public utility alley and local street with on-street parking
- Modify text descriptions to match details
- Update figures/graphics as needed

Mrs. Goodman discussed the proposal's consistency with the KnightdaleNext Comprehensive Plan and shared that the Land Use Review Board (LURB) unanimously recommended approval of ZTA-1-25, with a condition of increasing the non-resident employee allowance to two, and forwarded the following advisory statement:

*"The proposed zoning text amendment is consistent with the KnightdaleNext V.2 2035 Comprehensive Plan, which serves as the foundation for determining effective public policy that provides an ongoing framework for informed and directed public investment and private development. Further, it is reasonable and in the public interest as it aligns the Town's Unified Development Ordinance with the North Carolina state regulations and clarifies community design standards, resulting in a more inclusive, safe, and livable town."*

Mrs. Goodman answered questions from Council about the advisory board's recommended condition.

**...Motion to approve ZTA-1-25, adopt the recommended advisory statement, and adopt Ordinance #25-06-18-009.**

**Motion by Councilor McDonald**

**Seconded by Councilor Morris**

**Motion Carried Unanimously**

10. ADVISORY BOARD/COMMITTEE REPORTS

Councilor Swan provided updates from the Veterans Memorial Advisory Board meeting and indicated the group is working on a banner program to recommend to Council.

Councilor Morgan shared that he recently attended a Vision Zero conference and expressed appreciation for staff's participation, noting the town's commitment to safety.

Councilor Morris thanked town staff for hosting a successful African American Festival.

11. ADJOURNMENT

**...Motion to adjourn at 7:56 p.m.**

**Motion by Councilor Swan**

**Seconded by Councilor Morris**

**Motion Carried Unanimously**

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Heather Smith, Town Clerk

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Jessica Day, Mayor

DRAFT

# **Exhibit A**

General Comment

(June 18, 2025)

# Knightdale Public Comment

For Public Hearing or General Public Comment

All comments submitted will be shared with the Town Council and included in the official record of the meeting. If you choose to submit public comment, please remember the following rules:

- Public Comment, including comments submitted in written form, is limited to three minutes.
- Comments should be addressed to the Board as a whole, not to an individual member.
- Large groups are asked to designate a spokesperson.
- Only one submission per person will be accepted. If multiple entries are received from the same individual, only the final submission will be included in the record.
- Written public comments will be accepted up to 24 hours prior to the meeting date.

**Name**

Kendra Browning

**Address**

216 Main Street, Knightdale, North Carolina 27545

**Phone Number**

[REDACTED]

**Email**

[REDACTED]

**Meeting Date**

June 18, 2025

**Public Comment Subject**

General Comment (June 18, 2025)

**Please indicate if you are in favor, in opposition, or do not have a stated position and have a concern or neutral statement.**

In favor

**Permission to use phone number or email for contact**

I agree to allow the Town of Knightdale to use this phone number or email to contact me on this subject.

**If commenting on a Public Hearing item, please list specific reasons why you are in favor or opposed to the item.**

The amount of speeding on Main Street has increased in recent months. People use Main Street as a way to bypass traffic on Smithfield Road and tend to speed. I propose a four way stop be added to the intersection of Main Street and 4th Avenue. A stop sign will be added at that intersection in the next year or so because of the Downtown North Development plan (ZMA-13-22) from what I understand. This will slow down speeders and make it safer for those walking along Main Street and the tennis court portion of Harper Park.

If you have questions or concerns with this form, please contact Knightdale Town Clerk, Heather Smith at 919-217-2225 or email [Heather.Smith@KnightdaleNC.gov](mailto:Heather.Smith@KnightdaleNC.gov)

# Knightdale Public Comment

For Public Hearing or General Public Comment

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- Written public comments will be accepted up to 24 hours prior to the meeting date.

**Name**

Kevin Carlson

**Address**

212 main street, Knightdale, North Carolina 27545

**Phone Number**

[REDACTED]

**Email**

[REDACTED]

**Meeting Date**

June 18, 2025

**Public Comment Subject**

General Comment (June 18, 2025)

**Please indicate if you are in favor, in opposition, or do not have a stated position and have a concern or neutral statement.**

No position stated - Concerned or Neutral

**Permission to use phone number or email for contact**

I agree to allow the Town of Knightdale to use this phone number or email to contact me on this subject.

**If commenting on a Public Hearing item, please list specific reasons why you are in favor or opposed to the item.**

I'm going to try to make it to the meeting however I know that most of the people on my street have been talking actively about the speeding and blowing through stop sign on Main Street especially since the construction on Smithfield. The speeding in the evening is worse with some cars appearing as though they are going 45+ miles per hour. We need to have a speed bump installed or another stop sign at the corner of fourth and Main. To me, the most disturbing part is that there is a children's park right there. And cars are flying past there at high speed blowing off the stop sign and there are children nearby at the park and a lot of the park visitors park along Main Street and are walking to their cars.

If you have questions or concerns with this form, please contact Knightdale Town Clerk, Heather Smith at 919-217-2225 or email [Heather.Smith@KnightdaleNC.gov](mailto:Heather.Smith@KnightdaleNC.gov)



# **Exhibit B**

Public Hearing for AN-2-25  
Robertson Crossing Annexation  
(June 18, 2025)

# Knightdale Public Comment

For Public Hearing or General Public Comment

All comments submitted will be shared with the Town Council and included in the official record of the meeting. If you choose to submit public comment, please remember the following rules:

- Public Comment, including comments submitted in written form, is limited to three minutes.
- Comments should be addressed to the Board as a whole, not to an individual member.
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- Written public comments will be accepted up to 24 hours prior to the meeting date.

**Name**

Shannon Hardy

**Address**

606 Heartland Flyer Drive, Knightdale, North Carolina 27545

**Phone Number**

[REDACTED]

**Email**

[REDACTED]

**Meeting Date**

June 18, 2025

**Public Comment Subject**

Robertson Crossing Annexation (June 18, 2025)

**Please indicate if you are in favor, in opposition, or do not have a stated position and have a concern or neutral statement.**

In opposition

**Permission to use phone number or email for contact**

I agree to allow the Town of Knightdale to use this phone number or email to contact me on this subject.

**If commenting on a Public Hearing item, please list specific reasons why you are in favor or opposed to the item.**

Knightdale planners and Knightdale Town Council-

I live on 606 Heartland Flyer Drive and I am genuinely confused by the revisions for a "new" Development Agreement and possible Annexation.

I support development, but I am concerned about Heartland Flyer's role as an egress for Robertson Crossing. It is my impression that multiple egresses have not been finalized, and now there is a possibility of annexation or imminent domain being used to widen Heartland Flyer?

I trust our planners and Council's understanding of Knightdale Station, our traffic issues with Thales, the growth in Knightdale Station and the Lofts, and the narrowness of our current properties on Heartland.

I am unable to attend the June 18th meeting due to a serious family health concern/surgery scheduled for Wed. June 18th. My hope is open communication to find a safe, solution that upholds the design and intentional plan of Union Station/Knightdale Station.

Sincerely,  
Shannon Hardy  
606 Heartland Flyer  
Knightdale

If you have questions or concerns with this form, please contact Knightdale Town Clerk, Heather Smith at 919-217-2225 or email [Heather.Smith@KnightdaleNC.gov](mailto:Heather.Smith@KnightdaleNC.gov)



# Town of Knightdale

## Staff Report Cover Sheet

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Title: Advisory Board Appointments

Staff: Heather Smith, Town Clerk

Date: July 16, 2025

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### PURPOSE

- To fill vacancies on the Land Use Review Board and Veterans Memorial Advisory Board

### STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

### GENERAL STATUTE REFERENCE(S), if applicable

- Section 20.58 of the Code of Ordinances: *"The council or the mayor, as appropriate, may establish and appoint members for such temporary and standing committees and boards as are needed to help carry on the work of city government."*

### TYPE OF PUBLIC HEARING, if applicable

- N/A

### FUNDING SOURCE(S), if applicable

- N/A

### ATTACHMENT(S)

- Staff Report

### STAFF RECOMMENDATION

- Appoint Whitney Manzo to the Land Use Review Board for a term expiring on February 28, 2027.
- Appoint David Foster to the Veterans Memorial Advisory Board for a term expiring on February 28, 2026.

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*Knightdale Strategic Priorities*



Safe



Connected &  
Inclusive



Sustainable



Active & Healthy



Organizational  
Excellence



# Town of Knightdale

## *Staff Report*

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Title: Advisory Board Appointments

Staff: Heather Smith, Town Clerk

Date: July 16, 2025

Asst. Town Manger Signature: SY

Town Manager Signature: WRS

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### **BACKGROUND INFORMATION**

- The town has vacancies on both the Land Use Review Board and Veterans Memorial Advisory Board to be filled.

### **SUMMARY**

- Council would like to promote a member from the Board of Adjustment to the Land Use Review Board due to their experience and knowledge.
- The Veterans Memorial Advisory Board vacancy was advertised and Council reviewed applications received.

### **RECOMMENDED ACTION**

- Appoint Whitney Manzo to the Land Use Review Board for a term expiring on February 28, 2027.
- Appoint David Foster to the Veterans Memorial Advisory Board for a term expiring on February 28, 2026.



# Town of Knightdale

## Staff Report Cover Sheet

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Title: FY26 Cleaning Services Contract

Staff: Phillip Bunton, Public Works Director

Date: July 16, 2025

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### PURPOSE

- To approve the cleaning services contract with Environment Control for FY26. The annual amount of the contract exceeds \$100,000, requiring Town Council approval per FY26 Budget Ordinance #25-06-18-001.

### STRATEGIC PLAN PRIORITY AREA(S)

- Sustainable
- Organizational Excellence

### GENERAL STATUTE REFERENCE(S), *if applicable*

- N/A

### TYPE OF PUBLIC HEARING, *if applicable*

- N/A

### FUNDING SOURCE(S), *if applicable*

- Allocation approved in FY26 Budget

### ATTACHMENT(S)

- Contract

### STAFF RECOMMENDATION

- Authorize Town Manager to execute cleaning services contract with Environment Control for FY26.

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*Knightdale Strategic Priorities*



Safe



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Inclusive



Sustainable



Active & Healthy



Organizational  
Excellence

**Town of Knightdale  
Services Contract**

**CONTRACT FOR:** Cleaning of Town Facilities

This Contract is made and entered into as of the [1] day of July 2025, by the Town of Knightdale ("Town") and [Environment Control] ("Contractor"), (X) a corporation, ( ) a professional corporation, ( ) a professional association, ( ) a limited partnership, ( ) a sole proprietorship, or ( ) a general partnership; organized and existing under the laws of the State of North Carolina. The contract shall continue for an initial term of one (1) year unless earlier terminated pursuant to Section 8. The initial term may be renewed for consecutive one (1) year periods (each an "Additional Term") upon mutual agreement of both parties in writing.

- Sec. 1. Title and Purpose.** Contractor shall perform: cleaning services and provide paper goods, liners, soap, etc. for Town buildings.
- Sec. 2. Scope and Services to be Performed.** The Contractor shall perform Work in accordance with Attachment A at the direction of the Town. Contractor will render its Services in accordance with the standard of care, skill and diligence exercised by members of the same profession providing similar services under similar conditions at the locale of the Project and at the time the Services are to be performed. In this contract, "Work" means the services that the Contractor is required to perform pursuant to this contract and all of the Contractor's duties to the Town that arise out of this contract. Any modifications, corrections, or change orders by either party must be made in writing signed in the same manner as the original. The Town reserves the right to refuse payment for any work outside that authorized herein or pursuant to a duly approved amendment or change order.
- Sec. 3. Complete Work without Extra Cost.** Unless otherwise provided, the Contractor shall obtain and provide, without additional cost to the Town, all labor, materials, equipment, transportation, facilities, services, permits, and licenses necessary to perform the Work.
- Sec. 4. Compensation.** The Town agrees to pay the Contractor for the work completed and for services performed within the scope of this contract up to and "not to exceed" \$124,000.00 Payments for additional work completed or services performed under this contract must be approved in writing by the town prior to the commencement of such work or service. The Town shall not be obligated to pay the Contractor any payments, fees, expenses, or compensation other than those authorized by this contract.
- Sec. 5. Contractor's Billings to the Town.** Contractors shall submit their invoice to the Town's project manager for the work or portion of the work completed or services performed as well as provide a Contractor Sales Tax Report when applicable or requested. The Town's project manager prior to submitting the invoice to the Finance Department will verify the charges for quantities of work completed or services performed.
- Sec. 6. Insurance.** Contractor shall maintain insurance policies at all times with minimum limits as follows:

Coverage	Minimum Limits
Commercial General Liability	\$5,000,000 per occurrence (\$5,000,000 aggregate)
Automobile Liability	\$1,000,000
Professional Liability (E & O)	\$1,000,000 per occurrence (\$2,000,000 aggregate)
Workers' Compensation and Employer's Liability	Statutory Limits and must include \$1,000,000 Each Accident, \$1,000,000 Disease (Each Employee, \$1M Disease-Policy Limit)

Upon acceptance of the contract by the Town the contractor shall provide the Town with a **Certificate of Insurance** for review prior to the issuance of any contract or Purchase Order. All Certificates of Insurance will require thirty (30) days written notice by the insurer or contractor's agent in the event of cancellation, reduction or other modifications of coverage. In addition to the notice requirement above, the Contractor shall provide the Town with immediate written notice of cancellation, reduction, or other modification of coverage of insurance. Upon failure of the Contractor to provide such notice, the Contractor assumes sole responsibility for all losses incurred by the Town for which insurance would have provided coverage.

The Town shall be named as an **additional insured** under the general liability and automobile liability policies required hereunder and the statement should read "Town of Knightdale is to be added as an additional insured as evidenced by an endorsement attached to this certificate." In the event the contractor fails to maintain and keep in force the insurance herein required, the Town reserves the right to cancel and terminate the contract without notice.

The Principal Officer of the Contractor's firm shall, upon request of the Town, provide a statement of proof indicating that a **Drug-Free Workplace Program** is in place and that where required by law, company drivers meet the DOT/CDL licensing requirements.

**Sec. 7. Performance of Work by Town.** If the Contractor fails to perform the Work in accordance with the schedule referred to in Sec. 2 above, the Town may, in its discretion, in order to bring the project closer to schedule, perform or cause to be performed some or all of the Work, and doing so shall not waive any of the Town's rights and remedies. Before doing so, the Town shall give the Contractor reasonable notice of its intention. The Contractor shall reimburse the Town for all costs incurred by the Town in exercising its right to perform or cause to be performed some or all of the Work pursuant to this section.

**Sec. 8. Termination.**

- (a) The Town may terminate this contract in whole or, from time to time, in part, for the Town's convenience or because of failure of the Contractor to fulfill the Contract obligations. The Town shall terminate by delivering to the Contractor a Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, the Contractor shall – (1) Immediately discontinue all services affected (unless the notice directs otherwise);
- (b) If the termination is for the convenience of the Town, the Town shall make an equitable adjustment in the contract price but shall allow no anticipated profit on unperformed services.
- (c) If, after termination for failure to fulfill contract obligations, it is determined that the Contractor had not failed, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the Town.
- (d) The rights and remedies of the Town provided in this clause are in addition to any other rights and remedies provided by law or under this contract.

**Sec. 9. Attachments.** The following attachments are made a part of this contract and incorporated herein by reference:

Attachment A – see attachment of billing breakdown per building

In case of conflict between an attachment and the text of this contract excluding the attachment, the text of this contract shall control. Any attachment, which materially alters the Standard Terms contained herein, must be reviewed pursuant to the Town's Contract Review Procedure.

**Sec. 10. Notice.**

- (a) All notices and other communications required or permitted by this contract shall be in writing and shall be given either by personal delivery, electronic delivery, fax, or certified United States mail, return receipt requested, addressed as follows:

To the Town:

ATTN: Larry Johnson  
TOWN OF KNIGHTDALE  
950 Steeple Square Ct  
Knightdale, NC 27545  
Phone Number: (919) 217-2250  
Email: [Larry.Johnson@KnightdaleNC.gov]

To the Contractor:

Attn: Janie Schwab  
Environment Control  
3809 Frazier Dr, Suite 105  
Raleigh, NC 27610  
Phone Number: (919) 212-1725  
Email: jschwab@ectriangle.com

- (b) Change of Address, Date Notice Deemed Given: A change of address, fax number, or person to receive notice may be made by either party by notice given to the other party. Any notice or other communication under this contract shall be deemed given at the time of actual delivery, if it is personally delivered or sent by fax. If the notice or other communication is sent by US Mail, it shall be deemed given upon the third calendar day following the day on which such notice or other communication is deposited with the US Postal Service or upon actual delivery, whichever first occurs.



**Sec. 11. Indemnification.** To the maximum extent allowed by law, the Contractor shall defend, indemnify, and save harmless the Town of Knightdale, its agents, officers, and employees, from and against all charges that arise in any manner from, in connection with, or out of this contract to the extent proximately caused by the negligent acts, errors or omissions of the Contractor or subcontractors or anyone directly or indirectly employed by any of them. In performing its duties under this section, the Contractor shall at its sole expense defend the Town of Knightdale, its agents, officers, and employees with legal counsel reasonably acceptable to the Town. As used in this subsection – “Charges” means claims, judgments, costs, damages, losses, demands, liabilities, duties, obligations, fines, penalties, royalties, settlements, expenses, interest, reasonable attorney’s fees, and amounts for alleged violations of North Carolina law or federal law, including but not limited to, sedimentation pollution, erosion control, pollution, or other environmental laws, regulations, ordinances, rules, or orders. Nothing in this section shall affect any warranties in favor of the Town that are otherwise provided in or arise out of this contract. Nothing in this section shall require the Contractor to defend the Town of Knightdale if the Contractor is a “design professional” as defined in N.C.G.S. § 22B-1(f)(4), or if this Contract includes “design professional services” as defined in N.C.G.S. § 22B-1(f)(6). This section is in addition to and shall be construed separately from any other indemnification provisions that may be in this contract. This section shall remain in force despite termination of this contract (whether by expiration of the term or otherwise) and termination of the services of the Contractor under this contract.

**Sec. 12 Miscellaneous.**

- (a) **Choice of Law and Forum.** This contract shall be deemed made in Wake County, North Carolina. This contract shall be governed by and construed in accordance with the laws of North Carolina. The exclusive forum and venue for all actions arising out of this contract shall be the appropriate division of the North Carolina General Court of Justice, in Wake County. Such actions shall neither be commenced in nor removed to federal court. This section shall not apply to subsequent actions to enforce a judgment entered in actions heard pursuant to this section.
- (b) **Waiver.** No action or failure to act by the Town shall constitute a waiver of any of its rights or remedies that arise out of this contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed in writing.
- (c) **Performance of Government Functions:** Nothing contained in this contract shall be deemed or construed so as to in any way stop, limit, or impair the Town from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
- (d) **Severability.** If any provision of this contract shall be unenforceable, the remainder of this contract shall be enforceable to the extent permitted by law.
- (e) **Assignment, Successors and Assigns.** Without the Town’s written consent, the Contractor shall not assign (which includes to delegate) any of its rights (including the right to payment) or duties that arise out of this contract. Unless the Town otherwise agrees in writing, the Contractor and all assigns shall be subject to all of the Town’s defenses and shall be liable for all of the Contractor’s duties that arise out of this contract and all of the Town’s claims that arise out of this contract. Without granting the Contractor the right to assign, it is agreed that the duties of the Contractor that arise out of this contract shall be binding upon it and its heirs, personal representatives, successors, and assigns.
- (f) **Compliance with Law.** In performing all of the Work or Services contained herein, the Contractor and Contractors Employees shall comply with all applicable laws and regulations of the State of North Carolina pertaining to such Work or Services including Occupational Safety & Health laws.
- (g) **Town Policy.** THE TOWN OPPOSES DISCRIMINATION ON THE BASIS OF RACE AND SEX AND URGES ALL OF ITS CONTRACTORS TO PROVIDE A FAIR OPPORTUNITY FOR MINORITIES AND WOMEN TO PARTICIPATE IN THEIR WORK FORCE AND AS SUBCONTRACTORS AND VENDORS UNDER TOWN CONTRACTS.
- (h) **EEO Provisions.** During the performance of this Contract the Contractor agrees as follows:
  - 1. The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated equally during employment, without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Contractor shall post in conspicuous places available to employees and applicants for employment, notices setting forth these EEO provisions.
  - 2. The Contractor in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap.
- (i) **No Third Party Right Created.** This contract is intended for the benefit of the Town and the Contractor and not any other person.
- (j) **Principles of Interpretation.** In this contract, unless the context requires otherwise the singular includes the plural and the plural the singular. The pronouns “it” and “its” include the masculine and feminine. Reference

to statutes or regulations include all statutory or regulatory provisions consolidating, amending, or replacing the statute or regulation. References to contracts and agreements shall be deemed to include all amendments to them. The word "person" includes natural persons, firms, companies, associations, partnerships, trusts, corporations, governmental agencies and units, and any other legal entities.

- (k) **Modifications, Construction Change Directives (CCD), Entire Agreement.** A modification, or construction change directive per the AIA standards, of this Contract is not valid unless signed by both parties and otherwise in accordance with requirements of law. This Contract contains the entire agreement between the parties pertaining to the subject matter of this Contract. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in this Contract. Construction change directives to unit priced contracts will be paid at the unit price and non-unit priced contracts will be paid at the contractor's cost as defined by the AIA plus the reasonable allowance for overhead and profit which shall be agreed to between the contractor and Town.

**Sec. 13 E-Verify.** Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if Contractor utilizes a subcontractor, Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

**Sec. 14 Attorney's Fees.** Should either party deem it necessary to retain an attorney or other counsel to defend and/or pursue the enforcement of this Contract, the prevailing party shall be entitled to recover reasonable attorney's fees and costs.

**Sec. 15 Electronic Signature.** This Contract may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-358.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Contract by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

IN WITNESS WHEREOF, the Town of Knightdale and the Contractor have caused this Contract to be executed under seal by their respective duly authorized agents or officers.

**TOWN OF KNIGHTDALE:**

**CONTRACTOR:**

By: \_\_\_\_\_  
Authorized Town Official

By: James L. Schurt  
Authorized Company Official

**ATTEST BY:**

**ATTEST BY:**

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Secretary

**SEAL:**

**SEAL:**

*This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.*

Alice DeGastano  
Town Finance Officer

7/3/25  
Date

# ATTACHMENT A

NEW BUILDING (finances & HR) 5X weekly - projected mo. billing \$865 (pp \$90) - total \$955

TOWN OF KNIGHTDALE BILLING 2025-2026					
JOB #	BUILDING NAME	# OF DAYS WEEKLY/EXTRA SERVICES	PAPER PRODUCTS INCL in monthly billing	Mo. billing excl. Paper Products	** TOTAL MONTHLY BILLING
145	TOWN HALL	5X Incl. Cer Tile May/Nov - Carpet June/Dec \$236.00 - Chamber glass in/out feb/apr/aug/oct \$165/mo - Perimeter glass (in/out) 2x/year pro-rated \$380/mo June/Dec -	(\$147)	(\$1826)	\$1973
146	POLICE DEPT.	4X Includes Carpet 2x/year \$21/mo. Tile Care 3X/year \$26/mo			
147	HARPER PARK	3X - Includes Carpet 2x/yearly \$35/mo 7x - Harper Pk tennis courts -- added 7/23	(\$48)	(\$500)	\$548
148	KSP K'DALE STATION BATHS	7X - (3/1 - 12/1) 3 festivals extra cleaning incl.	(\$100)	(\$861)	\$961
150	POOL CLUBHOUSE	E O Mon year round	(\$483)	(\$1777)	\$2260
152	KCP SOFTBALL FIELDS BATHS	Includes Carpet 2X/yearly \$28/mo 3x Feb 1 - Oct 31 (Includes urinal screens)	(\$15)	(\$193)	\$208
154	PUBLIC WORKS -OLD	Every other week	(\$110)	(\$401)	\$511
KCP	TOP GUN EVENTS	Upon request - \$60 per event	(\$6.60)	(\$64)	\$69.60
155	REC CENTER	7X - Includes Carpet & Tile 3X/yearly \$116/mo			
159	KES	3X - (Seasonal)	(\$127)	(\$1274)	\$1401
263	PUBLIC WORKS -NEW	4X -- includes buffing 2x/year \$26/mo	(\$63.80)	(\$345)	\$408.80
162	K'DALE COMMUNICATIONS	3x	(\$44)	(\$595)	\$639
TOTALS incl. windows, floor care if applicable			(\$29.60)	(\$345)	\$374.60
			(\$1174)		\$9354



# Town of Knightdale

## Staff Report Cover Sheet

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Title: FY26 Landscape Maintenance Contract

Staff: Phillip Bunton, Public Works Director

Date: July 16, 2025

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### PURPOSE

- To approve the landscape maintenance contract with M&M Contracting for FY26. The annual amount of the contract exceeds \$100,000, requiring Town Council approval per FY26 Budget Ordinance #25-06-18-001.

### STRATEGIC PLAN PRIORITY AREA(S)

- Sustainable
- Organizational Excellence

### GENERAL STATUTE REFERENCE(S), *if applicable*

- N/A

### TYPE OF PUBLIC HEARING, *if applicable*

- N/A

### FUNDING SOURCE(S), *if applicable*

- Allocation approved in FY26 Budget

### ATTACHMENT(S)

- Contract

### STAFF RECOMMENDATION

- Authorize Town Manager to execute landscape maintenance contract with M&M Contracting for FY26.

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*Knightdale Strategic Priorities*



Safe



Connected &  
Inclusive



Sustainable



Active & Healthy



Organizational  
Excellence

**Town of Knightdale**  
**Services Contract**

**CONTRACT FOR:** Knightdale Blvd & I-540 Landscape Maintenance

This Contract is made and entered into as of the [1] day of July 2025, by the Town of Knightdale ("Town") and [M&M Contracting] ("Contractor"), ( ) a corporation, ( ) a professional corporation, ( ) a professional association, ( ) a limited partnership, (X) a sole proprietorship, or ( ) a general partnership; organized and existing under the laws of the State of North Carolina. The contract shall continue for an initial term of one (1) year unless earlier terminated pursuant to Section 8. The initial term may be renewed for consecutive one (1) year periods (each an "Additional Term") upon mutual agreement of both parties in writing.

**Sec. 1. Title and Purpose.** Contractor shall perform: landscape maintenance in accordance with Attachment A.

**Sec. 2. Scope and Services to be Performed.** The Contractor shall perform Work in accordance with Attachment A at the direction of the Town. Contractor will render its Services in accordance with the standard of care, skill and diligence exercised by members of the same profession providing similar services under similar conditions at the locale of the Project and at the time the Services are to be performed. In this contract, "Work" means the services that the Contractor is required to perform pursuant to this contract and all of the Contractor's duties to the Town that arise out of this contract. Any modifications, corrections, or change orders by either party must be made in writing signed in the same manner as the original. The Town reserves the right to refuse payment for any work outside that authorized herein or pursuant to a duly approved amendment or change order.

**Sec. 3. Complete Work without Extra Cost.** Unless otherwise provided, the Contractor shall obtain and provide, without additional cost to the Town, all labor, materials, equipment, transportation, facilities, services, permits, and licenses necessary to perform the Work.

**Sec. 4. Compensation.** The Town agrees to pay the Contractor for the work completed and for services performed within the scope of this contract up to and "not to exceed" [**\$149,000.00**] plus a contingency of \$5,000.00. Payments for additional work completed or services performed under this contract must be approved in writing by the town prior to the commencement of such work or service. The Town shall not be obligated to pay the Contractor any payments, fees, expenses, or compensation other than those authorized by this contract.

**Sec. 5. Contractor's Billings to the Town.** Contractors shall submit their invoice to the Town's project manager for the work or portion of the work completed or services performed as well as provide a Contractor Sales Tax Report when applicable or requested. The Town's project manager prior to submitting the invoice to the Finance Department will verify the charges for quantities of work completed or services performed.

**Sec. 6. Insurance.** Contractor shall maintain insurance policies at all times with minimum limits as follows:

Coverage	Minimum Limits
Commercial General Liability	\$5,000,000 per occurrence (\$5,000,000 aggregate)
Automobile Liability	\$1,000,000
Professional Liability (E & O)	\$1,000,000 per occurrence (\$2,000,000 aggregate)
Workers' Compensation and Employer's Liability	Statutory Limits and must include \$1,000,000 Each Accident, \$1,000,000 Disease (Each Employee, \$1M Disease-Policy Limit)

Upon acceptance of the contract by the Town the contractor shall provide the Town with a **Certificate of Insurance** for review prior to the issuance of any contract or Purchase Order. All Certificates of Insurance will require thirty (30) days written notice by the insurer or contractor's agent in the event of cancellation, reduction or other modifications of coverage. In addition to the notice requirement above, the Contractor shall provide the Town with immediate written notice of cancellation, reduction, or other modification of coverage of insurance. Upon failure of the Contractor to provide such notice, the Contractor assumes sole responsibility for all losses incurred by the Town for which insurance would have provided coverage.

The Town shall be named as an **additional insured** under the general liability and automobile liability policies required hereunder and the statement should read "Town of Knightdale is to be added as an additional insured as evidenced

by an endorsement attached to this certificate.” In the event the contractor fails to maintain and keep in force the insurance herein required, the Town reserves the right to cancel and terminate the contract without notice.

The Principal Officer of the Contractor’s firm shall, upon request of the Town, provide a statement of proof indicating that a **Drug-Free Workplace Program** is in place and that where required by law, company drivers meet the **DOT/CDL licensing requirements**.

**Sec. 7. Performance of Work by Town.** If the Contractor fails to perform the Work in accordance with the schedule referred to in Sec. 2 above, the Town may, in its discretion, in order to bring the project closer to schedule, perform or cause to be performed some or all of the Work, and doing so shall not waive any of the Town’s rights and remedies. Before doing so, the Town shall give the Contractor reasonable notice of its intention. The Contractor shall reimburse the Town for all costs incurred by the Town in exercising its right to perform or cause to be performed some or all of the Work pursuant to this section.

**Sec. 8. Termination.**

- (a) The Town may terminate this contract in whole or, from time to time, in part, for the Town’s convenience or because of failure of the Contractor to fulfill the Contract obligations. The Town shall terminate by delivering to the Contractor a Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, the Contractor shall – (1) Immediately discontinue all services affected (unless the notice directs otherwise);
- (b) If the termination is for the convenience of the Town, the Town shall make an equitable adjustment in the contract price but shall allow no anticipated profit on unperformed services.
- (c) If, after termination for failure to fulfill contract obligations, it is determined that the Contractor had not failed, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the Town.
- (d) The rights and remedies of the Town provided in this clause are in addition to any other rights and remedies provided by law or under this contract.

**Sec. 9. Attachments.** The following attachments are made a part of this contract and incorporated herein by reference:

Attachment A – Knightdale Work Schedule 2025-2026

In case of conflict between an attachment and the text of this contract excluding the attachment, the text of this contract shall control. Any attachment, which materially alters the Standard Terms contained herein, must be reviewed pursuant to the Town’s Contract Review Procedure.

**Sec. 10. Notice.**

- (a) All notices and other communications required or permitted by this contract shall be in writing and shall be given either by personal delivery, electronic delivery, fax, or certified United States mail, return receipt requested, addressed as follows:

To the Town:

ATTN: Larry Johnson  
TOWN OF KNIGHTDALE  
950 Steeple Square Ct  
Knightdale, NC 27545  
Phone Number: (919) 217-2250  
Email: [Larry.Johnson@KnightdaleNC.gov](mailto:Larry.Johnson@KnightdaleNC.gov)

To the Contractor:

ATTN: Mike Chalk  
M&M Contracting  
801 Fayetteville St  
Knightdale, NC 27545  
Phone Number: 919-625-8678  
Email: [mchalk@nc.rr.com](mailto:mchalk@nc.rr.com)

- (b) Change of Address, Date Notice Deemed Given: A change of address, fax number, or person to receive notice may be made by either party by notice given to the other party. Any notice or other communication under this contract shall be deemed given at the time of actual delivery, if it is personally delivered or sent by fax. If the notice or other communication is sent by US Mail, it shall be deemed given upon the third calendar day following the day on which such notice or other communication is deposited with the US Postal Service or upon actual delivery, whichever first occurs.

**Sec. 11. Indemnification.** To the maximum extent allowed by law, the Contractor shall defend, indemnify, and save harmless the Town of Knightdale, its agents, officers, and employees, from and against all charges that arise in any manner from, in connection with, or out of this contract to the extent proximately caused by the negligent acts, errors

or omissions of the Contractor or subcontractors or anyone directly or indirectly employed by any of them. In performing its duties under this section, the Contractor shall at its sole expense defend the Town of Knightdale, its agents, officers, and employees with legal counsel reasonably acceptable to the Town. As used in this subsection – “Charges” means claims, judgments, costs, damages, losses, demands, liabilities, duties, obligations, fines, penalties, royalties, settlements, expenses, interest, reasonable attorney’s fees, and amounts for alleged violations of North Carolina law or federal law, including but not limited to, sedimentation pollution, erosion control, pollution, or other environmental laws, regulations, ordinances, rules, or orders. Nothing in this section shall affect any warranties in favor of the Town that are otherwise provided in or arise out of this contract. Nothing in this section shall require the Contractor to defend the Town of Knightdale if the Contractor is a “design professional” as defined in N.C.G.S. § 22B-1(f)(4), or if this Contract includes “design professional services” as defined in N.C.G.S. § 22B-1(f)(6). This section is in addition to and shall be construed separately from any other indemnification provisions that may be in this contract. This section shall remain in force despite termination of this contract (whether by expiration of the term or otherwise) and termination of the services of the Contract under this contract.

## Sec. 12 Miscellaneous.

- (a) **Choice of Law and Forum.** This contract shall be deemed made in Wake County, North Carolina. This contract shall be governed by and construed in accordance with the laws of North Carolina. The exclusive forum and venue for all actions arising out of this contract shall be the appropriate division of the North Carolina General Court of Justice, in Wake County. Such actions shall neither be commenced in nor removed to federal court. This section shall not apply to subsequent actions to enforce a judgment entered in actions heard pursuant to this section.
- (b) **Waiver.** No action or failure to act by the Town shall constitute a waiver of any of its rights or remedies that arise out this contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed in writing.
- (c) **Performance of Government Functions:** Nothing contained in this contract shall be deemed or construed so as to in any way stop, limit, or impair the Town from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
- (d) **Severability.** If any provision of this contract shall be unenforceable, the remainder of this contract shall be enforceable to the extent permitted by law.
- (e) **Assignment, Successors and Assigns.** Without the Town’s written consent, the Contractor shall not assign (which includes to delegate) any of its rights (including the right to payment) or duties that arise out this contract. Unless the Town otherwise agrees in writing, the Contractor and all assigns shall be subject to all of the Town’s defenses and shall be liable for all of the Contractor’s duties that arise out of this contract and all of the Town’s claims that arise out of this contract. Without granting the Contractor the right to assign, it is agreed that the duties of the Contractor that arise out of this contract shall be binding upon it and its heirs, personal representatives, successors, and assigns.
- (f) **Compliance with Law.** In performing all of the Work or Services contained herein, the Contractor and Contractors Employees shall comply with all applicable laws and regulations of the State of North Carolina pertaining to such Work or Services including Occupational Safety & Health laws.
- (g) **Town Policy.** THE TOWN OPPOSES DISCRIMINATION ON THE BASIS OF RACE AND SEX AND URGES ALL OF ITS CONTRACTORS TO PROVIDE A FAIR OPPORTUNITY FOR MINORITIES AND WOMEN TO PARTICIPATE IN THEIR WORK FORCE AND AS SUBCONTRACTORS AND VENDORS UNDER TOWN CONTRACTS.
- (h) **EEO Provisions.** During the performance of this Contract the Contractor agrees as follows:
  1. The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated equally during employment, without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Contractor shall post in conspicuous places available to employees and applicants for employment, notices setting forth these EEO provisions.
  2. The Contractor in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap.
- (i) **No Third Party Right Created.** This contract is intended for the benefit of the Town and the Contractor and not any other person.
- (j) **Principles of Interpretation.** In this contract, unless the context requires otherwise the singular includes the plural and the plural the singular. The pronouns “it” and “its” include the masculine and feminine. Reference to statutes or regulations include all statutory or regulatory provisions consolidating, amending, or replacing the statute or regulation. References to contracts and agreements shall be deemed to include all amendments to



them. The word "person" includes natural persons, firms, companies, associations, partnerships, trusts, corporations, governmental agencies and units, and any other legal entities.

- (k) **Modifications, Construction Change Directives (CCD), Entire Agreement.** A modification, or construction change directive per the AIA standards, of this Contract is not valid unless signed by both parties and otherwise in accordance with requirements of law. This Contract contains the entire agreement between the parties pertaining to the subject matter of this Contract. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in this Contract. Construction change directives to unit priced contracts will be paid at the unit price and non-unit priced contracts will be paid at the contractor's cost as defined by the AIA plus the reasonable allowance for overhead and profit which shall be agreed to between the contractor and Town.

**Sec. 13 E-Verify.** Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if Contractor utilizes a subcontractor, Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

**Sec. 14 Attorney's Fees.** Should either party deem it necessary to retain an attorney or other counsel to defend and/or pursue the enforcement of this Contract, the prevailing party shall be entitled to recover reasonable attorney's fees and costs.

**Sec. 15 Electronic Signature.** This Contract may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-358.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Contract by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

IN WITNESS WHEREOF, the Town of Knightdale and the Contractor have caused this Contract to be executed under seal by their respective duly authorized agents or officers.

**TOWN OF KNIGHTDALE:**

**CONTRACTOR:**

By: \_\_\_\_\_  
Authorized Town Official

By: M. K. Chalk  
Authorized Company Official

**ATTEST BY:**

**ATTEST BY:**

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Secretary

**SEAL:**

**SEAL:**

*This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.*

Alice DeGaetano  
Town Finance Officer

7/3/2025  
Date



State of North Carolina

County of Wake

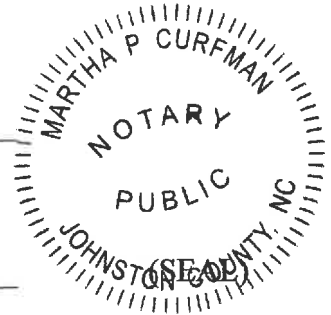
I, Martha P Curfman, a Notary Public do hereby certify that  
Mike Chalk personally appeared before me this day and acknowledged the due  
execution of the foregoing instrument.

This the 19<sup>th</sup> day of May, 2025.

Notary Public Name Printed: Martha P Curfman

Notary Signature: Martha P Curfman

My Commission Expires: 10/6/2029



**M&M Contracting Work Schedule for Town of Knightdale NC  
Knightdale Blvd/I-540**

		<b>Service</b>	<b>Frequency</b>	<b>Cost</b>
<b>July 2025</b>	Blvd	Litter/Debris Removal	4	\$407.55
		Mowing	4	\$3,653.93
		Fertilization (Turf)	1	\$4135.96
		Shrub/Tree Inspection	1	\$192.95
	540	Litter/Debris Removal	4	\$407.05
		Mowing	2	\$1,830.08
		Weed Suppression	1	\$1,346.67
		Tree Inspection	1	\$192.95
		<b>Total:</b>		<b>\$12166.64</b>
<b>August 2025</b>	Blvd	Litter/Debris Removal	4	\$407.05
		Mowing (5 times)	5	\$4,578.68
		Prune Tree/Shrubs	1	\$3,815.13
	540	Litter/Debris Removal	4	\$407.05
		Mowing	2	\$1,832.48
		<b>Total:</b>		<b>\$11040.39</b>
<b>September 2025</b>	Blvd	Litter/Debris Removal	4	\$407.05
		Mowing	4	\$3,662.94
		Fertilization Turf/Weed Control	1	\$4,135.96
	540	Litter/Debris Removal	4	\$407.05
		Mowing	2	\$1,832.48
		<b>Total:</b>		<b>\$10445.48</b>
<b>October 2025</b>	Blvd	Litter/Debris Removal	4	\$407.05
		Mowing	2	\$1,832.48
		Prune Shrubs	1	\$3170.31
		Aeration Fertilization/ Overseed	1	\$9157.36
	540	Litter/Debris Removal	4	\$407.05
		Mowing	2	\$1,832.48
		Prune Shrubs/Trees	1	\$1,982.08
		<b>Total:</b>		<b>\$18788.81</b>

<b>November</b> 2025	Blvd	Litter/Debris Removal	4	\$407.05
		Mowing	1	\$910.24
	540	Litter/Debris Removal	4	\$407.05
		Mowing	1	\$910.24
	<b>Total:</b>			<b>\$2,634.58</b>

<b>December</b> 2025	Blvd	Litter/Debris Removal	4	\$407.05
		Mowing (if needed)	1	\$910.24
	540	Litter/Debris Removal	4	\$407.05
		Mowing (if Needed)	1	\$910.24
	<b>Total:</b>			<b>\$2,634.58</b>

	<b>Service</b>	<b>Frequency</b>	<b>Cost</b>
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<b>January</b> 2026	Blvd	Litter/Debris Removal	4	\$407.05
		Mowing (If needed)	1	\$910.24
	540	Litter/Debris Removal	4	\$407.05
		Mowing (if needed)	1	\$910.24
	<b>Total:</b>			<b>\$2,634.58</b>

<b>February</b> 2026	Blvd	Litter/Debris Removal	4	\$407.05
		Mowing (if needed)	2	\$1,832.48
	540	Litter/Debris Removal	4	\$407.05
		Mowing (if needed)	1	\$906.68
	Blvd	Fertilization/Pre-Emerge	1	4871.89
	540	Pre Emerge Suppression	1	4135.96
<b>Total:</b>				<b>\$ 12561.11</b>

<b>March</b> 2026	Blvd	Litter/Debris Removal	4	\$407.05
		Mowing	2	\$1832.48
		Litter/Debris Removal	4	\$407.05
		Mowing	2	\$1,832.48
		Shrub/Tree Inspection	1	\$191.99
		Mulch Beds	1	\$13833.93
			<b>Total:</b>	<b>\$18504.98</b>

<b>April</b> 2026	Blvd	Litter/Debris	4	\$407.05
		Mowing	4	\$3,653.93
	540	Litter/Debris Removal	4	\$407.05
		Mowing	2	\$1,832.48
	540	Mulch Hill and Trees	1	\$34268.63
<b>Total:</b>				<b>\$40569.14</b>

<b>May</b> 2026	Blvd	Litter/Debris Removal	4	\$407.05
		Mowing	5	\$3653.93
		Fertilization/Weed Control	1	\$4135.96
	540	Litter/Debris Removal	4	\$407.05
		Mowing	2	\$1,832.48
		<b>Total:</b>		<b>\$ 10436.97</b>

<b>June</b> 2026	Blvd	Litter/Debris Removal	4	\$407.05
		Mowing	4	\$3,653.93
	540	Litter/Debris Removal	4	\$407.05
		Mowing	2	\$1,832.48
		<b>Total:</b>		<b>\$6,300.51</b>

**TOTAL COST FOR KNIGHTDALE BLVD AND 540 INTERCHANGE: \$148,717.77**

Repair Contingency As Needed for Boulevard and 540 Interchange: \$5000.00

Additional Mowing if necessary

Knightdale Boulevard	\$880.01	I540 Interchange	\$880.01
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# Town of Knightdale

## Staff Report Cover Sheet

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Title: Knightdale LEC EOC/Training Technology Contract Award

Staff: Phillip Bunton, Public Works Director

Date: July 16, 2025

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### PURPOSE

- To award/approve the services and installation contract for the Knightdale Law Enforcement Center EOC/Training Technology

### STRATEGIC PLAN PRIORITY AREA(S)

- Safe
- Organizational Excellence

### GENERAL STATUTE REFERENCE(S), if applicable

- N.C.G.S 143-129.8

### TYPE OF PUBLIC HEARING, if applicable

- N/A

### FUNDING SOURCE(S), if applicable

- Funded as part of the LEC Overall Project Budget Ordinance

### ATTACHMENT(S)

- Staff Report
- Law Enforcement Center EOC/Training Technology Contract

### STAFF RECOMMENDATION

- Award the Knightdale Law Enforcement Center EOC/Training Technology contract to Smarter Systems Inc. and authorize the Town Manager to execute the contract in the amount of \$147,768.41 with an additional \$15,000 contingency amount.

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*Knightdale Strategic Priorities*



Safe



Connected &  
Inclusive



Sustainable



Active & Healthy



Organizational  
Excellence



# Town of Knightdale

## Staff Report

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Title: Knightdale LEC EOC/Training  
Technology Contract Award

Staff : Phillip Bunton, PW Director

Date: July 16, 2025

Asst. Town Manger Signature: DMT

Town Manager Signature: WRS

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### BACKGROUND INFORMATION

- The Town of Knightdale issued a Request for Qualifications in February of 2025. Multiple firms responded. After an evaluation of the proposals and interviews with the firms, Smarter Systems, Inc. was selected to provide the IT Technology, Installation and Support Services for the new Law Enforcement Center Emergency Operations Center and Training Room. The evaluation was based on a number of factors; experience with other emergency call centers and EOC, completeness of proposed solution, and local ability to install and service.

### SUMMARY

- The Applicable NC GC is 143- 129.8.
  - Purchase of information technology goods and services. (a) In recognition of the complex and innovative nature of information technology goods and services and of the desirability of a single point of responsibility for contracts that include combinations of purchase of goods, design, installation, training, operation, maintenance, and related services, a political subdivision of the State may contract for information technology, as defined in G.S. 143B- 1320, using the procedure set forth in this section, in addition to or instead of any other procedure available under North Carolina law. (b) Contracts for information technology may be entered into under a request for proposals procedure that satisfies the following minimum requirements: (1) Notice of the request for proposals shall be given in accordance with G.S. 143- 129(b). (2) (c) Contracts shall be awarded to the person or entity that submits the best overall proposal as determined by the awarding authority. Factors to be considered in awarding contracts shall be identified in the request for proposals. The awarding authority may use procurement methods set forth in G.S. 143- 135.9 in developing and evaluating requests for proposals under this section. The awarding authority may negotiate with any proposer in order to obtain a final contract that best meets the needs of the awarding authority. Negotiations allowed under this section shall not alter the contract beyond the scope of the original request for proposals in a manner that: (i) deprives the proposers or potential proposers of a fair opportunity to compete for the contract; and (ii) would have resulted in the award of the contract to a different person or entity if the alterations had been included in the request for proposals.



# Town of Knightdale

## *Staff Report*

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- The Town of Knightdale has met the requirements for the general statute.

### **RECOMMENDED ACTION**

- Award the Knightdale Law Enforcement Center EOC/Training Technology contract to Smarter Systems Inc. and authorize the Town Manager to execute the contract in the amount of \$147,768.41 with an additional \$15,000 contingency amount.

**PUBLIC WORKS CONTRACT FORM  
TOWN OF KNIGHTDALE**

**CONTRACT FOR:** Knightdale Law Enforcement Center Training Room IT and Video Distribution (hereinafter “Project”), as defined and set forth in detail in proposal #11130 dated June 6, 2025 (hereinafter “Attachment A”). Attachment A is incorporated herein by reference and the description of the work is made a part of this Contract.

This Contract is made and entered into as of the \_\_\_\_ **day of July 2025**, by the Town of Knightdale (“Town”) and Smarter Systems, LLC (hereinafter “Contractor”), ( ) a corporation, ( ) a professional corporation, ( ) a professional association, (X) a limited partnership, ( ) a sole proprietorship, or ( ) a general partnership; organized and existing under the laws of the State of North Carolina. The contract shall continue for an initial term of one (1) year unless earlier terminated pursuant to Section 8. The initial term may be renewed for consecutive one (1) year periods (each an “Additional Term”) upon mutual agreement of both parties in writing.

**Sec. 1. Title and Purpose.** Contractor shall perform installation of an audio-video system to the Law Enforcement Center Training Room in accordance with Attachment A.

**Sec. 2. Scope and Services to be Performed.** The Contractor shall perform Work in accordance with Attachment A at the direction of the Town. Contractor will render its Services in accordance with the standard of care, skill and diligence exercised by members of the same profession providing similar services under similar conditions at the locale of the Project and at the time the Services are to be performed. In this contract, “Work” means the services that the Contractor is required to perform pursuant to this contract and all of the Contractor’s duties to the Town that arise out of this contract. Any modifications, corrections, or change orders by either party must be made in writing signed in the same manner as the original. The Town reserves the right to refuse payment for any work outside that authorized herein or pursuant to a duly approved amendment or change order.

**Sec. 3. Complete Work without Extra Cost.** Unless otherwise provided, the Contractor shall obtain and provide, without additional cost to the Town, all labor, materials, equipment, transportation, facilities, services, permits, and licenses necessary to perform the Work.

**Sec. 4. Compensation.** The Town agrees to pay the Contractor for the work completed and for services performed within the scope of this contract for no more than **\$147,758.81**. Payments for additional work completed or services performed under this contract must be approved in writing by the town prior to the commencement of such work or service. The Town shall not be obligated to pay the Contractor any payments, fees, expenses, or compensation other than those authorized by this contract.

**Sec. 5. Contractor’s Billings to the Town.** Contractors shall submit their invoice to the Town’s project manager for the work or portion of the work completed or services performed as well as provide a Contractor Sales Tax Report when applicable or requested. The Town’s project manager prior to submitting the invoice to the Finance Department will verify the charges for quantities of work completed or services performed.

**Sec. 6. Insurance.** Contractor shall maintain insurance policies at all times with minimum limits as follows:

Coverage	Minimum Limits
Commercial General Liability	\$5,000,000 per occurrence (\$5,000,000 aggregate)
Automobile Liability	\$1,000,000
Professional Liability (E & O)	\$1,000,000 per occurrence (\$2,000,000 aggregate)
Workers’ Compensation and Employer’s Liability	Statutory Limits and must include \$1,000,000 Each Accident, \$1,000,000 Disease (Each Employee, \$1M Disease-Policy Limit)



Upon acceptance of the contract by the Town the contractor shall provide the Town with a **Certificate of Insurance** for review prior to the issuance of any contract or Purchase Order. All Certificates of Insurance will require thirty (30) days written notice by the insurer or contractor's agent in the event of cancellation, reduction or other modifications of coverage. In addition to the notice requirement above, the Contractor shall provide the Town with immediate written notice of cancellation, reduction, or other modification of coverage of insurance. Upon failure of the Contractor to provide such notice, the Contractor assumes sole responsibility for all losses incurred by the Town for which insurance would have provided coverage.

The Town shall be named as an **additional insured** under the general liability and automobile liability policies required hereunder and the statement should read "Town of Knightdale is to be added as an additional insured as evidenced by an endorsement attached to this certificate." In the event the contractor fails to maintain and keep in force the insurance herein required, the Town reserves the right to cancel and terminate the contract without notice.

The Principal Officer of the Contractor's firm shall, upon request of the Town, provide a statement of proof indicating that a **Drug-Free Workplace Program** is in place and that where required by law, company drivers meet the **DOT/CDL licensing** requirements.

**Sec. 7. Performance of Work by Town.** If the Contractor fails to perform the Work in accordance with the schedule referred to in Sec. 2 above, the Town may, in its discretion, in order to bring the project closer to schedule, perform or cause to be performed some or all of the Work, and doing so shall not waive any of the Town's rights and remedies. Before doing so, the Town shall give the Contractor reasonable notice of its intention. The Contractor shall reimburse the Town for all costs incurred by the Town in exercising its right to perform or cause to be performed some or all of the Work pursuant to this section.

**Sec. 8. Termination.**

- (a) The Town may terminate this contract in whole or, from time to time, in part, for the Town's convenience or because of failure of the Contractor to fulfill the Contract obligations. The Town shall terminate by delivering to the Contractor a Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, the Contractor shall – (1) Immediately discontinue all services affected (unless the notice directs otherwise);
- (b) If the termination is for the convenience of the Town, the Town shall make an equitable adjustment in the contract price but shall allow no anticipated profit on unperformed services.
- (c) If, after termination for failure to fulfill contract obligations, it is determined that the Contractor had not failed, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the Town.
- (d) The rights and remedies of the Town provided in this clause are in addition to any other rights and remedies provided by law or under this contract.

**Sec. 9. Attachments.** The following attachments are made a part of this contract and incorporated herein by reference:

Attachment A – Proposal #11130 dated June 6, 2025

In case of conflict between an attachment and the text of this contract excluding the attachment, the text of this contract shall control. Any attachment, which materially alters the Standard Terms contained herein, must be reviewed pursuant to the Town's Contract Review Procedure.

**Sec. 10. Notice.**

- (a) All notices and other communications required or permitted by this contract shall be in writing and shall be given either by personal delivery, electronic delivery, fax, or certified United States mail, return receipt requested, addressed as follows:

To the Town:

Attn: Phillip Bunton  
Town of Knightdale  
950 Steeple Square Ct.

To the Contractor:

Attn: Ned Coleman  
Smarter Systems LLC  
2520 Whitehall Park Dr. Ste 400

Knightdale, NC 27545  
Phone Number: 919-217-2250  
Email: Phillip.bunton@knightdalenc.gov

Charlotte, NC 28273  
Phone Number: 704-765-5065  
Email: ned@smartersys.com

- (b) **Change of Address, Date Notice Deemed Given:** A change of address, fax number, or person to receive notice may be made by either party by notice given to the other party. Any notice or other communication under this contract shall be deemed given at the time of actual delivery, if it is personally delivered or sent by fax. If the notice or other communication is sent by US Mail, it shall be deemed given upon the third calendar day following the day on which such notice or other communication is deposited with the US Postal Service or upon actual delivery, whichever first occurs.

**Sec. 11. Indemnification.** To the maximum extent allowed by law, the Contractor shall defend, indemnify, and save harmless the Town of Knightdale, its agents, officers, and employees, from and against all charges that arise in any manner from, in connection with, or out of this contract to the extent proximately caused by the negligent acts, errors or omissions of the Contractor or subcontractors or anyone directly or indirectly employed by any of them. In performing its duties under this section, the Contractor shall at its sole expense defend the Town of Knightdale, its agents, officers, and employees with legal counsel reasonably acceptable to the Town. As used in this subsection – “Charges” means claims, judgments, costs, damages, losses, demands, liabilities, duties, obligations, fines, penalties, royalties, settlements, expenses, interest, reasonable attorney’s fees, and amounts for alleged violations of North Carolina law or federal law, including but not limited to, sedimentation pollution, erosion control, pollution, or other environmental laws, regulations, ordinances, rules, or orders. Nothing in this section shall affect any warranties in favor of the Town that are otherwise provided in or arise out of this contract. Nothing in this section shall require the Contractor to defend the Town of Knightdale if the Contractor is a “design professional” as defined in N.C.G.S. § 22B-1(f)(4), or if this Contract includes “design professional services” as defined in N.C.G.S. § 22B-1(f)(6). This section is in addition to and shall be construed separately from any other indemnification provisions that may be in this contract. This section shall remain in force despite termination of this contract (whether by expiration of the term or otherwise) and termination of the services of the Contractor under this contract.

**Sec. 12 Miscellaneous.**

- (a) **Choice of Law and Forum.** This contract shall be deemed made in Wake County, North Carolina. This contract shall be governed by and construed in accordance with the laws of North Carolina. The exclusive forum and venue for all actions arising out of this contract shall be the appropriate division of the North Carolina General Court of Justice, in Wake County. Such actions shall neither be commenced in nor removed to federal court. This section shall not apply to subsequent actions to enforce a judgment entered in actions heard pursuant to this section.
- (b) **Waiver.** No action or failure to act by the Town shall constitute a waiver of any of its rights or remedies that arise out this contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed in writing.
- (c) **Performance of Government Functions:** Nothing contained in this contract shall be deemed or construed so as to in any way stop, limit, or impair the Town from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
- (d) **Severability.** If any provision of this contract shall be unenforceable, the remainder of this contract shall be enforceable to the extent permitted by law.
- (e) **Assignment, Successors and Assigns.** Without the Town’s written consent, the Contractor shall not assign (which includes to delegate) any of its rights (including the right to payment) or duties that arise out this contract. Unless the Town otherwise agrees in writing, the Contractor and all assigns shall be subject to all of the Town’s defenses and shall be liable for all of the Contractor’s duties that arise out of this contract and all of the Town’s claims that arise out of this contract. Without granting the Contractor the right to assign, it is agreed that the duties of the Contractor that arise out of this contract shall be binding upon it and its heirs, personal representatives, successors, and assigns.
- (f) **Compliance with Law.** In performing all of the Work or Services contained herein, the Contractor and Contractors Employees shall comply with all applicable laws and regulations of the State of North Carolina pertaining to such Work or Services including Occupational Safety & Health laws.

- (g) **Town Policy.** THE TOWN OPPOSES DISCRIMINATION ON THE BASIS OF RACE AND SEX AND URGES ALL OF ITS CONTRACTORS TO PROVIDE A FAIR OPPORTUNITY FOR MINORITIES AND WOMEN TO PARTICIPATE IN THEIR WORK FORCE AND AS SUBCONTRACTORS AND VENDORS UNDER TOWN CONTRACTS.
- (h) **EEO Provisions.** During the performance of this Contract the Contractor agrees as follows:
1. The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated equally during employment, without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Contractor shall post in conspicuous places available to employees and applicants for employment, notices setting forth these EEO provisions.
  2. The Contractor in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap.
- (i) **No Third Party Right Created.** This contract is intended for the benefit of the Town and the Contractor and not any other person.
- (j) **Principles of Interpretation.** In this contract, unless the context requires otherwise the singular includes the plural and the plural the singular. The pronouns "it" and "its" include the masculine and feminine. Reference to statutes or regulations include all statutory or regulatory provisions consolidating, amending, or replacing the statute or regulation. References to contracts and agreements shall be deemed to include all amendments to them. The word "person" includes natural persons, firms, companies, associations, partnerships, trusts, corporations, governmental agencies and units, and any other legal entities.
- (k) **Modifications, Construction Change Directives (CCD), Entire Agreement.** A modification, or construction change directive per the AIA standards, of this Contract is not valid unless signed by both parties and otherwise in accordance with requirements of law. This Contract contains the entire agreement between the parties pertaining to the subject matter of this Contract. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in this Contract. Construction change directives to unit priced contracts will be paid at the unit price and non-unit priced contracts will be paid at the contractor's cost as defined by the AIA plus the reasonable allowance for overhead and profit which shall be agreed to between the contractor and Town.

**Sec. 13 E-Verify.** Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if Contractor utilizes a subcontractor, Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

**Sec. 14 Attorney's Fees.** Should either party deem it necessary to retain an attorney or other counsel to defend and/or pursue the enforcement of this Contract, the prevailing party shall be entitled to recover reasonable attorney's fees and costs.

**Sec. 15 Electronic Signature.** This Contract may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-358.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Contract by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

IN WITNESS WHEREOF, the Town of Knightdale and the Contractor have caused this Contract to be executed under seal by their respective duly authorized agents or officers.

**TOWN OF KNIGHTDALE:**

By: \_\_\_\_\_  
Authorized Town Official

ATTEST BY:

\_\_\_\_\_  
Town Clerk

SEAL:

*This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.*

Alice DeGaetano

Town Finance Officer

7/3/25

Date

SMARTER SYSTEMS LLC:

By:

Neil Cohen III  
CEO

, Manager/Managing Member

6/26/25

Forsyth COUNTY, NORTH CAROLINA

I certify that the following person(s) personally appeared before me this day, each  
acknowledging to me that he or she signed the foregoing  
document:

Public Works Contract

Date: June 26, 20 25



[Signature]  
[Notary's signature as name appears on seal]

Allison Campbell Jennings, Notary Public  
[Notary's printed name as name appears on seal]

My commission expires: May 19, 20 29

[Affix Official Seal in Space Above]

**BILL TO**

**Company:** Town of Knightdale  
**Address:** 979 Steeple Square Court  
Knightdale, NC 27545  
**Contact:** Phillip Bunton  
**Phone:** (919) 217 2259

**Sales Rep:** MARIA CLINE

**Phone:**

**Valid Until:** 7/13/2025

**JOB LOCATION**

**Company:** Town of Knightdale  
**Address:** 979 Steeple Square Court  
Knightdale, NC 27545  
**Contact:** Phillip Bunton  
**Phone:** (919) 217 2259

**Date:** 6/6/2025

**Email:** maria.cline@smartersys.com

**Terms:** NET 15

**TITLE**

Proj\_2760 Town of Knightdale - Police Department Call Center & Training

**SCOPE OF WORK**

### Audio/Visual Systems Design and Installation Proposal

#### Project Overview (Basic Summary)

Project Location: Town of Knightdale - Call Center & Training Facility

979 Steeple Square Court, Knightdale, NC, 27545

Smarter Systems is pleased to provide the following use case proposal for your facility. In this proposal, you will find solutions organized by room type and/or meeting space that represent our recommendations for your customized audio-visual system. Please review each system carefully to ensure we have met your requirements.

You will also find listed below the requirements necessary to ensure a project can be completed successfully. Please take a moment to review. We look forward to your feedback on this proposed statement of work.

#### Statement of Work Summary

##### Scope of Work - Town of Knightdale - Training Room

##### Functional Description -

This design is based on the client's desire to add an audio-video system to the Training Room. The room is approximately 30' by 30' with 9' - 10' 6" ceilings. This design will use a series of AVoIP encoders and decoders to allow for a customizable and expandable system. The room is divisible and can operate as one large space or two smaller spaces.

The East Side of the Training Room will have two 85" displays on the North wall, a 2x2 video wall made up of 55" displays on the East wall and a 65" display on an articulating arm mounted to the East wall. The West Side of the Training Room will have two 85" displays on the West wall, two 65" displays on articulating arms mounted in the corners of the West wall, a 65" display on an articulating arm

mounted to the North wall and a 65" display ceiling mounted in the center of the room.

In each side of the Training Room a HDMI wall plate will be installed to connect a computer into the system to display onto the screens. In addition, a camera will be installed in each side of the Training Room. The computers and cameras will be connected to AVoIP encoders to enable the video and audio to be routed through the space.

A new audio system will be installed in the Training Room. Each side of the room will have 6 ceiling speakers and a Shure ceiling array microphone. A new Biamp audio processor and amplifier will be programmed to mix the audio in the rooms and drive the ceiling speakers.

Each room will have a USB wall plate located next to the HDMI wall plate to enable a computer to connect to the audio system and use the room's camera as a webcam. This will enable BYOD conferencing within the space.

A Crestron control system will be installed in the classroom. Each side of the Training Room will have a 7" wall mounted touch panel to control that room's equipment. The control system and touch panels will allow the end-users to control the room through an easy to navigate graphical user interface (GUI). The exact controls and touch panel layout will be coordinated with the client, however a basic overview of the functionality is: Display Power On/Off, Source Selection, Camera Controls, Audio Volume and Audio Mute controls.

Each display will require a 120VAC 15A duplex outlet and plywood backing. The AV equipment will be housed in an Audio Visual rack. The rack will require a 120VAC 15A duplex outlet.

The following is a summary of the equipment used in this system:

#### Video -



- 4 Samsung 85" Displays with Wall Mounts
- 4 Samsung 55" Video Wall Displays with Wall Mounts
- 4 Samsung 65" Displays with Articulating Wall Mounts
- 1 Samsung 65" Display with Ceiling Pole Mount

#### Media Source(s) -

- 2 HDMI Guest Laptop Connections
- 2 Aver PTZ Cameras
- Crestron DM-NVX Encoders & Decoders

#### Audio -

- 12 Biamp Ceiling Speakers
- 2 Shure Ceiling Array Microphones
- Biamp TesiraForte X400 Audio Processor

- Crestron AMP-X300 Audio Amplifier

Control -

- Crestron CP4N Control Processor
- 2 Crestron TSW-770 Wall Mounted Touch Panels
- Netgear 8-Port Managed PoE+ Network Switch

#### Client Responsibilities

- Client is responsible for electrical installation as required for the AV system.
- Client is responsible for network connectivity and data port installation and configuration.
- Client provides cable chases for routing of all AV cables.
- Client to provide floor interface with sufficient space for AV connectivity.
- Client is responsible for any dry-wall, floor, and ceiling tile re-finish/painting that may be required as a result of installation of AV components.
- Client is responsible for configuration and support of OFE PC

#### Smarter Systems' Responsibilities

- Smarter Systems will install all equipment in accordance with the manufacturers' specifications, national and local regulation ordinances and codes.
- All equipment will be installed with provisions for the safety of the operator, with all controls accessible as specified under the Americans with Disabilities Act (ADA) guidelines.
- All Smarter Systems staff will conduct themselves in a professional, courteous manner, maintaining a clean-cut appearance and acceptable dress. All Smarter Systems staff is expected to check in and out with the client or an assigned contact upon arrival and departure from site.
- Smarter Systems staff will maintain a clean and safe work environment. All unused materials, containers, tools and equipment will be removed when possible. Smarter Systems will take precautions to protect all floors, walls, windows and other surfaces from stains, marring or other damage.
- Smarter Systems lists all equipment to be installed as part of the proposal. Unless specifically stated, Smarter Systems does not intend to install equipment other than that show in the proposal. If the product is not installed or supplied by Smarter Systems, Smarter Systems will not be held responsible for warranty of those products.

QTY	MANUFACTURER	ITEM	UNIT PRICE	TOTAL PRICE
<b>Other Items</b>				
<b>Other Items</b>				
1	Windy City Wire	16-02P-WHT-500 16-02 UNS STR CMP Wht Jkt BR, 500'	\$154.06	\$154.06
1	Windy City Wire	22-02SP-BLK 22-02 OAS STR CMP Blk Jkt BR	\$152.70	\$152.70
2	Windy City Wire	CAT6P-BLK 23-4P UNS SOL CMP C6 Blk Jkt, 1000'	\$409.46	\$818.92
1	Windy City Wire	CAT6P-BLK-500 23-4P UNS SOL CMP C6 Blk Jkt, 500'	\$204.74	\$204.74
4	Samsung	VH55C-E 55IN 700Nit 1920x1080 Resolution Narrow Bezel Commercial LED LCD Display	\$2,541.25	\$10,165.00
<b>Other Items Total:</b>				\$11,495.42

### Classroom

#### Projection, Screen Display, and Display Mounting E

1	CHIEF	CMS0305 3' - 5' Adjustable extension column, black	\$144.64	\$144.64
5	Samsung	QB65C 65" UHD 4K LED display. Dynamic Crystal Color with Quantum Processor 4K	\$1,263.38	\$6,316.90
1	CHIEF	CMA330 8" Offset fixed ceiling plate	\$52.01	\$52.01
4	Samsung	QB85C 85" QBC Series 4K UHD Display	\$3,038.75	\$12,155.00
4	Chief	LVSXU ConnexSys video wall landscape mounting system without rail	\$718.20	\$2,872.80
4	CHIEF	TS525TU Large THINSTALL Dual Swing Arm Wall Mount	\$506.59	\$2,026.36
1	CHIEF	MCM1U SINGLE CEILING MOUNT MEDIUM BLACK	\$252.23	\$252.23
4	CHIEF	XTM1U X-Large fusion micro-adjustable tilt wall mount	\$324.19	\$1,296.76

#### Input Media, Control & Signal Switching

1	Crestron Electronics	CP4N 4-Series Control System	\$1,925.00	\$1,925.00
6	Crestron Electronics	DM-NVX-E30 DM NVX 4K60 4:4:4 HDR Network AV Encoder	\$893.75	\$5,362.50
6	Extron	70-1053-03 Extron WPD 101 C, One XTP DTP 24 Coupler	\$51.25	\$307.50
2	AVER	COMCAM570 4K Dual Lens Audio Tracking Camera for Medium and Large Rooms	\$2,163.34	\$4,326.68
2	Crestron Electronics	TSW-770-B-S 7 in. Wall Mount Touch Screen, Black Smooth	\$1,237.50	\$2,475.00
2	Crestron Electronics	DM-NUX-R2 DM NUX USB over Network with Routing, Remote	\$412.50	\$825.00
4	Crestron Electronics	DM-NVX-E20-2G-W-T DM NVX 4K60 4:2:0 Network AV Encoder, Wall Plate, White Textured	\$750.00	\$3,000.00
2	Crestron Electronics	DM-NVX-D30 DM NVX 4K60 4:4:4 HDR Network AV Decoder	\$893.75	\$1,787.50



QTY	MANUFACTURER	ITEM	UNIT PRICE	TOTAL PRICE
<b>Classroom</b>				
<b>Input Media, Control &amp; Signal Switching</b>				
13	Creston Electronics	DM-NVX-D200 DM-NVX-D200 DM NVX 4K60 4:2:0 Network AV Decoder with Scaler	\$750.00	\$9,750.00
2	Creston Electronics	HD-CONV-USB-300 USB Converter with HDMI and Analog Audio Input	\$618.75	\$1,237.50
2	Creston Electronics	DM-NUX-L2-1G-W USB over Category Cable Extender Wall Plate, Local, White	\$585.00	\$1,170.00
<b>Audio</b>				
12	Biamp Systems	DX-IC6LP-W White 6.5" In-Ceiling, Low Profile coaxial loudspeaker, 60W, 8 ohms, 70V/100V transformer, White (priced individually, but sold in pairs)	\$181.25	\$2,175.00
2	Shure	MXA920W-S Ceiling Array Microphone with Shure IntelliMix DSP Suite, White	\$3,938.75	\$7,877.50
1	Biamp Systems	Tesira EX-UBT Expander supports up to 8 channels of configurable USB audio	\$625.00	\$625.00
1	Biamp Systems	TesiraFORTE X 400 Meeting Room DSP with 4 integrated PoE+ ports. AVB & Dante, 2x2 analog I/O, Stereo USB and 4 channels of AEC. Includes Biamp Launch automatic discovery and tuning	\$3,093.75	\$3,093.75
1	Creston Electronics	AMP-X300 X-Series Amplifier	\$550.00	\$550.00
<b>IT System</b>				
1	Netgear	GSM4248PX-100NAS 40x1G PoE+ 960W and 8xSFP+ Managed Switch (Americas)	\$2,757.50	\$2,757.50
<b>Misc Hardware, Cables and Cable Management</b>				
2	Liberty AV Solutions	E-USBAB-10 10' Economy molded USB 2.0 A Male to B Male cable	\$4.06	\$8.12
1	MIDDLE ATLANTIC	ERK-4425-AV 44Space /25D Configured Av Rack	\$1,794.94	\$1,794.94
4	Liberty AV Solutions	E-USBAB-6 6' Economy molded USB 2.0 A Male to B Male cable	\$4.45	\$17.80
17	Liberty AV Solutions	HDPMM06F 6' Liberty Premium High Speed HDMI Cables with Ethernet - 18 Gig 4K@60Hz	\$14.25	\$242.25
8	Liberty AV Solutions	ZG-H03M 9.84' Zero-G Series Super Flexible 18G High Speed HDMI Cable Series	\$38.20	\$305.60
1	MIDDLE ATLANTIC	CBS-ERK-25 CASTER BASE FOR ERK 25DP	\$189.56	\$189.56
93	Sentinel	111S08080016C34 Category 5e Shielded 8P8C RJ45 Plug Bag	\$1.03	\$95.79
13	Liberty AV Solutions	PC6B007BK LAN solution category 6 U/UTP pre-made patch cable, 7', Black	\$4.27	\$55.51
1	Smarter Systems	MISC-EXPENSE Miscellaneous Parts and Equipment	\$875.00	\$875.00
<b>Shipping</b>				
1	Smarter Systems	Shipping/Freight Shipping Estimate Costs	\$7,193.71	\$7,193.71
<b>Labor</b>				

QTY	MANUFACTURER	ITEM	UNIT PRICE	TOTAL PRICE
<b>Classroom</b>				
		Installation Services		\$40,422.88
<b>Other Items</b>				
1	Windy City Wire	CAT6P-BLK 23-4P UNS SOL CMP C6 Blk Jkt, 1000'	\$409.46	\$409.46
1	Windy City Wire	CAT6P-BLK-250 23-4P UNS SOL CMP C6 Blk Jkt, 250'	\$102.31	\$102.31
1		B0D31PWFTH Perlegear Electric Ceiling TV Mount with Remote for 32-70 inch Flat and Curved Screen TVs, Motorized TV Ceiling Mount Flip Down for Flat Roof, Drop Down Ceiling Mount	\$199.97	\$199.97
<b>Classroom Total:</b>				\$126,275.03
<b>Subtotal:</b>				\$137,770.45
<b>Tax:</b>				\$9,988.36
<b>Total:</b>				\$147,758.81

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## General Terms and Conditions

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This quotation for the equipment and services named is valid for 30 days from issuance and subject to the following terms and conditions:

### **Client Responsibilities**

- Client is responsible for electrical infrastructure as required for the AV system.
- Client is responsible for network connectivity and data port infrastructure and configuration.
- Client provides cable chases for routing of all AV cables.
- Client to provide floor interface with sufficient space for AV connectivity.
- Client is responsible for any dry-wall, floor, and ceiling tile re-finish/painting that may be required as a result of installation of AV components.
- Client is responsible for configuration and support of an owner furnished computer.

### **Smarter Systems' Responsibilities**

- Smarter Systems will install all equipment in accordance with the manufacturers' specifications, national and local regulation ordinances and codes.
- All equipment will be installed with provisions for the safety of the operator, with all controls accessible as specified under the Americans with Disabilities Act (ADA) guidelines.
- All Smarter Systems staff will conduct themselves in a professional, courteous manner, maintaining a clean-cut appearance and acceptable dress. All Smarter Systems staff is expected to check in and out with the client or an assigned contact upon arrival and departure from site.
- Smarter Systems staff will maintain a clean and safe work environment. All unused materials, containers, tools and equipment will be removed when possible. Smarter Systems will take precautions to protect all floors, walls, windows and other surfaces from stains, marring or other damage.
- Smarter Systems lists all equipment to be installed as part of the proposal. Unless specifically stated, Smarter Systems does not intend to install equipment other than that shown in the proposal. If any product is added to the proposed solution, but not installed or supplied by Smarter Systems, Smarter Systems will not be held responsible for warranty of those products.

### **Warranty**

- Installation and commissioning work is warranted by Smarter Systems for a period of one year. This warranty covers any issues resulting from installation of stated solution. If it is found that the issue is not resulting from the installation, and there is no service contract in place, Smarter Systems will troubleshoot the issue as a standard service call.
- Hardware and equipment shall be warranted in accordance with the manufacturer's stated warranty. Smarter Systems will assist the customer with the repair or replacement of warranted equipment. This work will be done under a standard service call or applied to a service contract as equipment failure is not considered a part of the installation warranty.

## Payment Terms and Conditions

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### Purchasing

- Quoted tax calculations are estimated and subject to adjustment upon invoicing.
- A signed quotation will serve as an authorized purchase order from the client.
- Additional equipment or scope adjustments that increase labor hours beyond what is outlined in this quote must be amended in the quote and quote resigned, or a purchase order must be amended or added to.

### Invoicing

- Equipment is invoiced at the time of shipment.
- Professional services (including installation) are invoiced at time of delivery (completion of install). This will not apply if a progress billing plan is in place.
- Progress or milestone billing may be implemented based on the size and scope of the project, or as outlined in a contract when working with General Contractors. This may include multiple invoices depending on equipment delivery. and professional services schedules.
- All past due invoices will be subject to a 1.5% monthly service charge (18% annual).
- A 3% recovery charge will apply to any Credit Card payments.

### Returns

- All sales are final. Returns are not accepted.
- Exchanges and/or account credits may be offered under separate terms, and must be approved by Smarter Systems management.

By signing this quote or issuing a purchase order, I agree that I intend to purchase and receive all Smarter Systems' goods and services named in this quotation. I am an authorized representative for my company or organization and have the authority to purchase goods and services on behalf of my company or organization.

I understand that any needs discovery information provided that proves inaccurate which results in additional equipment purchases or increased labor above the quoted amount above, will result in a Customer Change Order and be added to the invoice.

I have read and agree to the general and payment terms and conditions.

IF YOU WISH TO ACCEPT THIS PROPOSAL AND RELATED STATEMENT OF WORK, PLEASE SIGN AND RETURN

BUYER: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Print Name)



# Town of Knightdale

## Staff Report Cover Sheet

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Title: Knightdale Law Enforcement Center Security Vendor Contract Award

Staff: Phillip Bunton, Public Works Director

Date: July 16, 2025

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### PURPOSE

- To award/approve the services contract for the Knightdale LEC Security Vendor

### STRATEGIC PLAN PRIORITY AREA(S)

- Safe
- Organizational Excellence

### GENERAL STATUTE REFERENCE(S), if applicable

- N.C.G.S 143-129.6 and .8

### TYPE OF PUBLIC HEARING, if applicable

- N/A

### FUNDING SOURCE(S), if applicable

- Funded as part of the LEC Overall Project Budget Ordinance

### ATTACHMENT(S)

- Staff Report
- Law Enforcement Center Security Vendor Contract

### STAFF RECOMMENDATION

- Award the Knightdale Law Enforcement Center Security Vendor to BFPE Inc. and authorize the Town Manager to execute the contract in the amount of \$199,383.00 with an additional \$15,000 contingency amount.

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*Knightdale Strategic Priorities*



Safe



Connected &  
Inclusive



Sustainable



Active & Healthy



Organizational  
Excellence



# Town of Knightdale

## Staff Report

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Title: Knightdale LEC Security Vendor  
Contract Award

Staff : Phillip Bunton, PW Director

Date: July 16, 2025

Asst. Town Manger Signature: DMT

Town Manager Signature: WRS

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### BACKGROUND INFORMATION

- To best protect the officers and maintain accreditation standards, the Town of Knightdale Law Enforcement Center project requires a significant investment in security infrastructure. This infrastructure includes cameras, both surveillance and security, badging, and other devices. This technology must also integrate with existing Town infrastructure to provide seamless access to Town Staff. Town Staff met with our current security vendor BFPE to scope out hardware, software and installation services that meet the Town's needs. This contract was accounted for in the overall project budget.

### SUMMARY

- The Applicable NC GS is 143- 129.6 and .8
  - Purchases of apparatus, supplies, materials, or equipment when: (i) performance or price competition for a product are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration. Notwithstanding any other provision of this section, the governing board of a political subdivision of the State shall approve the purchases listed in the preceding sentence prior to the award of the contract.
  - Purchase of information technology goods and services. (a) In recognition of the complex and innovative nature of information technology goods and services and of the desirability of a single point of responsibility for contracts that include combinations of purchase of goods, design, installation, training, operation, maintenance, and related services, a political subdivision of the State may contract for information technology, as defined in G.S. 143B- 1320, using the procedure set forth in this section, in addition to or instead of any other procedure available under North Carolina law. (b) Contracts for information technology may be entered into under a request for proposals procedure that satisfies the following minimum requirements: (1) Notice of the request for proposals shall be given in accordance with G.S. 143- 129(b). (2) (c) Contracts shall be awarded to the person or entity that submits the best overall proposal as determined by the awarding authority. Factors to be considered in awarding contracts shall be identified in the request for proposals. The awarding authority may use procurement methods set forth in G.S. 143- 135.9 in developing and evaluating requests for proposals under this section. The awarding authority may negotiate with any proposer in



# Town of Knightdale

## *Staff Report*

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order to obtain a final contract that best meets the needs of the awarding authority. Negotiations allowed under this section shall not alter the contract beyond the scope of the original request for proposals in a manner that: (i) deprives the proposers or potential proposers of a fair opportunity to compete for the contract; and (ii) would have resulted in the award of the contract to a different person or entity if the alterations had been included in the request for proposals.

- The Town of Knightdale has met the requirements for these general statutes.

### **RECOMMENDED ACTION**

- Award the Knightdale Law Enforcement Center Security Vendor contract to BFPE Inc. and authorize the Town Manager to execute the contract in the amount of \$199,383.00 with an additional \$15,000 contingency amount.



**PUBLIC WORKS CONTRACT FORM  
TOWN OF KNIGHTDALE**

**CONTRACT FOR:** Knightdale Law Enforcement Center Building Security (hereinafter "Project"), as defined and set forth in detail in Proposal #24-792 Rev\_2 dated July 1, 2025 (hereinafter "Attachment A"). Attachment A is incorporated herein by reference and the description of the work is made a part of this Contract.

This Contract is made and entered into as of the \_\_\_\_ day of July 2025, by the Town of Knightdale ("Town") and BFPE International Inc. (hereinafter "Contractor"), (X) a corporation, ( ) a professional corporation, ( ) a professional association, ( ) a limited partnership, ( ) a sole proprietorship, or ( ) a general partnership; organized and existing under the laws of the State of North Carolina. The contract shall continue for an initial term of one (1) year unless earlier terminated pursuant to Section 8. The initial term may be renewed for consecutive one (1) year periods (each an "Additional Term") upon mutual agreement of both parties in writing.

**Sec. 1. Title and Purpose.** Contractor shall install building security system at the Knightdale Law Enforcement Center in accordance with Attachment A.

**Sec. 2. Scope and Services to be Performed.** The Contractor shall perform Work in accordance with Attachment A at the direction of the Town. Contractor will render its Services in accordance with the standard of care, skill and diligence exercised by members of the same profession providing similar services under similar conditions at the locale of the Project and at the time the Services are to be performed. In this contract, "Work" means the services that the Contractor is required to perform pursuant to this contract and all of the Contractor's duties to the Town that arise out of this contract. Any modifications, corrections, or change orders by either party must be made in writing signed in the same manner as the original. The Town reserves the right to refuse payment for any work outside that authorized herein or pursuant to a duly approved amendment or change order.

**Sec. 3. Complete Work without Extra Cost.** Unless otherwise provided, the Contractor shall obtain and provide, without additional cost to the Town, all labor, materials, equipment, transportation, facilities, services, permits, and licenses necessary to perform the Work.

**Sec. 4. Compensation.** The Town agrees to pay the Contractor for the work completed and for services performed within the scope of this contract for no more than **\$199,383.00**. Payments for additional work completed or services performed under this contract must be approved in writing by the town prior to the commencement of such work or service. The Town shall not be obligated to pay the Contractor any payments, fees, expenses, or compensation other than those authorized by this contract.

**Sec. 5. Contractor's Billings to the Town.** Contractors shall submit their invoice to the Town's project manager for the work or portion of the work completed or services performed as well as provide a Contractor Sales Tax Report when applicable or requested. The Town's project manager prior to submitting the invoice to the Finance Department will verify the charges for quantities of work completed or services performed.

**Sec. 6. Insurance.** Contractor shall maintain insurance policies at all times with minimum limits as follows:

Coverage	Minimum Limits
Commercial General Liability	\$5,000,000 per occurrence (\$5,000,000 aggregate)
Automobile Liability	\$1,000,000
Professional Liability (E & O)	\$1,000,000 per occurrence (\$2,000,000 aggregate)
Workers' Compensation and Employer's Liability	Statutory Limits and must include \$1,000,000 Each Accident, \$1,000,000 Disease (Each Employee, \$1M Disease-Policy Limit)

Upon acceptance of the contract by the Town the contractor shall provide the Town with a **Certificate of Insurance** for review prior to the issuance of any contract or Purchase Order. All Certificates of Insurance will require thirty (30) days written notice by the insurer or contractor's agent in the event of cancellation, reduction or other modifications of coverage. In addition to the notice requirement above, the Contractor shall provide the Town with immediate written notice of cancellation, reduction, or other modification of coverage of insurance. Upon failure of the Contractor to provide such notice, the Contractor assumes sole responsibility for all losses incurred by the Town for which insurance would have provided coverage.

The Town shall be named as an **additional insured** under the general liability and automobile liability policies required hereunder and the statement should read "Town of Knightdale is to be added as an additional insured as evidenced by an endorsement attached to this certificate." In the event the contractor fails to maintain and keep in force the insurance herein required, the Town reserves the right to cancel and terminate the contract without notice.

The Principal Officer of the Contractor's firm shall, upon request of the Town, provide a statement of proof indicating that a **Drug-Free Workplace Program** is in place and that where required by law, company drivers meet **the DOT/CDL licensing** requirements.

**Sec. 7. Performance of Work by Town.** If the Contractor fails to perform the Work in accordance with the schedule referred to in Sec. 2 above, the Town may, in its discretion, in order to bring the project closer to schedule, perform or cause to be performed some or all of the Work, and doing so shall not waive any of the Town's rights and remedies. Before doing so, the Town shall give the Contractor reasonable notice of its intention. The Contractor shall reimburse the Town for all costs incurred by the Town in exercising its right to perform or cause to be performed some or all of the Work pursuant to this section.

**Sec. 8. Termination.**

- (a) The Town may terminate this contract in whole or, from time to time, in part, for the Town's convenience or because of failure of the Contractor to fulfill the Contract obligations. The Town shall terminate by delivering to the Contractor a Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, the Contractor shall – (1) Immediately discontinue all services affected (unless the notice directs otherwise);
- (b) If the termination is for the convenience of the Town, the Town shall make an equitable adjustment in the contract price but shall allow no anticipated profit on unperformed services.
- (c) If, after termination for failure to fulfill contract obligations, it is determined that the Contractor had not failed, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the Town.
- (d) The rights and remedies of the Town provided in this clause are in addition to any other rights and remedies provided by law or under this contract.

**Sec. 9. Attachments.** The following attachments are made a part of this contract and incorporated herein by reference:

Attachment A – Proposal # 24-792 Rev\_2 dated July 1, 2025

In case of conflict between an attachment and the text of this contract excluding the attachment, the text of this contract shall control. Any attachment, which materially alters the Standard Terms contained herein, must be reviewed pursuant to the Town's Contract Review Procedure.

**Sec. 10. Notice.**

- (a) All notices and other communications required or permitted by this contract shall be in writing and shall be given either by personal delivery, electronic delivery, fax, or certified United States mail, return receipt requested, addressed as follows:

To the Town:

Attn: Phillip Bunton  
Town of Knightdale  
950 Steeple Square Ct.  
Knightdale, NC 27545  
Phone Number: 919-217-2250  
Email: [Phillip.bunton@knightdalenc.gov](mailto:Phillip.bunton@knightdalenc.gov)

To the Contractor:

Attn: Mark Womack  
BFPE International Inc  
7512 Connelley Dr.  
Hanover, MD 21076  
Phone Number: 410-768-2200  
Email: [mwomack@bfpe.com](mailto:mwomack@bfpe.com)

- (b) Change of Address, Date Notice Deemed Given: A change of address, fax number, or person to receive notice may be made by either party by notice given to the other party. Any notice or other communication under this contract shall be deemed given at the time of actual delivery, if it is personally delivered or sent by fax. If the notice or other communication is sent by US Mail, it shall be deemed given upon the third calendar day following the day on which such notice or other communication is deposited with the US Postal Service or upon actual delivery, whichever first occurs.

**Sec. 11. Indemnification.** To the maximum extent allowed by law, the Contractor shall defend, indemnify, and save harmless the Town of Knightdale, its agents, officers, and employees, from and against all charges that arise in any manner from, in connection with, or out of this contract to the extent proximately caused by the negligent acts, errors or omissions of the Contractor or subcontractors or anyone directly or indirectly employed by any of them. In performing its duties under this section, the Contractor shall at its sole expense defend the Town of Knightdale, its agents, officers, and employees with legal counsel reasonably acceptable to the Town. As used in this subsection – “Charges” means claims, judgments, costs, damages, losses, demands, liabilities, duties, obligations, fines, penalties, royalties, settlements, expenses, interest, reasonable attorney’s fees, and amounts for alleged violations of North Carolina law or federal law, including but not limited to, sedimentation pollution, erosion control, pollution, or other environmental laws, regulations, ordinances, rules, or orders. Nothing in this section shall affect any warranties in favor of the Town that are otherwise provided in or arise out of this contract. Nothing in this section shall require the Contractor to defend the Town of Knightdale if the Contractor is a “design professional” as defined in N.C.G.S. § 22B-1(f)(4), or if this Contract includes “design professional services” as defined in N.C.G.S. § 22B-1(f)(6). This section is in addition to and shall be construed separately from any other indemnification provisions that may be in this contract. This section shall remain in force despite termination of this contract (whether by expiration of the term or otherwise) and termination of the services of the Contractor under this contract.

**Sec. 12 Miscellaneous.**

- (a) **Choice of Law and Forum.** This contract shall be deemed made in Wake County, North Carolina. This contract shall be governed by and construed in accordance with the laws of North Carolina. The exclusive forum and venue for all actions arising out of this contract shall be the appropriate division of the North Carolina General Court of Justice, in Wake County. Such actions shall neither be commenced nor removed from federal court. This section shall not apply to subsequent actions to enforce a judgment entered in actions heard pursuant to this section.
- (b) **Waiver.** No action or failure to act by the Town shall constitute a waiver of any of its rights or remedies that arise out of this contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed in writing.
- (c) **Performance of Government Functions:** Nothing contained in this contract shall be deemed or construed so as to in any way stop, limit, or impair the Town from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
- (d) **Severability.** If any provision of this contract shall be unenforceable, the remainder of this contract shall be enforceable to the extent permitted by law.

- (e) **Assignment, Successors and Assigns.** Without the Town's written consent, the Contractor shall not assign (which includes delegating) any of its rights (including the right to payment) or duties that arise out of this contract. Unless the Town otherwise agrees in writing, the Contractor and all assigns shall be subject to all of the Town's defenses and shall be liable for all of the Contractor's duties that arise out of this contract and all of the Town's claims that arise out of this contract. Without granting the Contractor the right to assign, it is agreed that the duties of the Contractor that arise out of this contract shall be binding upon it and its heirs, personal representatives, successors, and assigns.
- (f) **Compliance with Law.** In performing all of the Work or Services contained herein, the Contractor and Contractors Employees shall comply with all applicable laws and regulations of the State of North Carolina pertaining to such Work or Services including Occupational Safety & Health laws.
- (g) **Town Policy.** THE TOWN OPPOSES DISCRIMINATION ON THE BASIS OF RACE AND SEX AND URGES ALL OF ITS CONTRACTORS TO PROVIDE A FAIR OPPORTUNITY FOR MINORITIES AND WOMEN TO PARTICIPATE IN THEIR WORK FORCE AND AS SUBCONTRACTORS AND VENDORS UNDER TOWN CONTRACTS.
- (h) **EEO Provisions.** During the performance of this Contract the Contractor agrees as follows:
  1. The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated equally during employment, without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Contractor shall post in conspicuous places available to employees and applicants for employment, notices setting forth these EEO provisions.
  2. The Contractor in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap.
- (i) **No Third Party Right Created.** This contract is intended for the benefit of the Town and the Contractor and not any other person.
- (j) **Principles of Interpretation.** In this contract, unless the context requires otherwise the singular includes the plural and the plural the singular. The pronouns "it" and "its" include the masculine and feminine. Reference to statutes or regulations include all statutory or regulatory provisions consolidating, amending, or replacing the statute or regulation. References to contracts and agreements shall be deemed to include all amendments to them. The word "person" includes natural persons, firms, companies, associations, partnerships, trusts, corporations, governmental agencies and units, and any other legal entities.
- (k) **Modifications, Construction Change Directives (CCD), Entire Agreement.** A modification, or construction change directive per the AIA standards, of this Contract is not valid unless signed by both parties and otherwise in accordance with requirements of law. This Contract contains the entire agreement between the parties pertaining to the subject matter of this Contract. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in this Contract. Construction change directives to unit priced contracts will be paid at the unit price and non-unit priced contracts will be paid at the contractor's cost as defined by the AIA plus the reasonable allowance for overhead and profit which shall be agreed to between the contractor and Town.

**Sec. 13 E-Verify.** Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if Contractor utilizes a subcontractor, Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

**Sec. 14 Attorney's Fees.** Should either party deem it necessary to retain an attorney or other counsel to defend and/or pursue the enforcement of this Contract, the prevailing party shall be entitled to recover reasonable attorney's fees and costs.

**Sec. 15 Electronic Signature.** This Contract may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-358.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Contract by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

IN WITNESS WHEREOF, the Town of Knightdale and the Contractor have caused this Contract to be executed under seal by their respective duly authorized agents or officers.

**TOWN OF KNIGHTDALE:**

By: \_\_\_\_\_  
Authorized Town Official

**ATTEST BY:**

\_\_\_\_\_  
Town Clerk

**SEAL:**

*This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.*

 _____ Town Finance Officer	7/3/25 _____ Date
--	-------------------------

**BFPE INTERNATIONAL INC:**

By: **Mark Womack**  Digitally signed by Mark Womack  
DN: cn=Mark Womack, o, ou,  
email=mwomack@bfpe.com, c=US  
Date: 2025.07.02 07:30:38 -04'00'

Corporate Officer Name/Title: Mark Womack Security Operations Manager

**ATTEST BY:**

\_\_\_\_\_  
Corporate Officer Name/Title: \_\_\_\_\_

**CORPORATE SEAL:**



115 Bestwood Drive  
Clayton, NC 27520  
Phone (919) 550-2699  
Fax (919) 550-0719

# Proposal

July 1, 2025

**To: Town of Knightdale**

**Attn: Phillip Bunton**

**From: Mark Womack**

**Project: 24-792 Rev\_2 Knightdale Public Safety Building Security**

Unless specifically excluded below, BFPE International will furnish the work described herein, including equipment, installation labor, installation materials, start-up, and owner training. Prices quoted include sales tax and freight. Turnkey and supervised projects include a 90-day warranty against defects in materials and workmanship provided by BFPE International. The warranty on equipment is limited to that provided by the manufacturer. The quotation is valid for thirty (30) days and is contingent upon mutually acceptable contract terms.

## SCOPE OF WORK

### Access Control – LenelS2 Netbox

- Provide an upgrade from the existing Netbox Extreme to Enterprise 50, expanding the portal capacity.
- Provide [100] windshield tags for the town vehicles to enter the gate via a long-range reader.
- Provide and install [3] video door intercom stations and [2] master stations.
- Provide and install [3] access/power integration enclosures with mercury controllers and lock power supplies. These enclosures will have battery backup.
- Provide and install access control cabling to [41] card reader locations, including two dual-height pedestals and long-range readers for the vehicle gates.
- Provide and install pedestals and card readers. The Division 08 contractor will provide the locking hardware, request-to-exit devices, and door contacts. BFPE International will provide terminations between the Div.08 hardware and the access control system.

### Video Surveillance – Hanwha Wisenet SKY

- Provide and install [4] Wisenet SKY Bridges to transmit the video from the cameras to the cloud.
- Provide and install one video decoder and 24” LED monitor to view the live views from the security cameras.
- Provide and install a UPS battery backup and three 24-port PoE switches.
- Provide and install Category 6 cabling from the head-end location to the security cameras.
- Provide and install [4] covert interview cameras with omnidirectional microphones in the interview rooms.
- Provide and install [25] 2MP dome cameras with flush mounts.
- Provide and install [5] 2MPx4 dome cameras with mounts.
- This proposal includes one year of cloud recording for 57 sensors.

### Panic Devices – DMP (Digital Monitoring Products)

- Provide and install a control panel with a network dialer, battery backup, and a keypad for programming.
- Provide and install two panic buttons.
- This proposal includes the first year of monitoring.

North Carolina Alarm Systems Licensing Board  
4901 Glenwood Avenue Suite 200  
Raleigh, NC 27612  
NC Alarm Systems License # 2172-CSA



115 Bestwood Drive  
Clayton, NC 27520  
Phone (919) 550-2699  
Fax (919) 550-0719

## PRICING

BFPE International proposes the installation of the above scope of work for:

**Access Control: \$ 117,476.00**  
**Video Surveillance: \$ 79,310.00**  
**Panic Buttons: \$ 2,597.00**  
**Total: \$ 199,383.00**

## NOTES, CLARIFICATIONS & EXCEPTIONS

- BFPE International standard Terms and Conditions apply.
- This proposal **includes** taxes.
- This proposal does not include any conduit, raceways, category or fiber-optic cable, or power. These items are assumed to be in place before any work is performed.
- The electrical contractor will furnish and install all the 120V power and raceways.

## TERMS AND CONDITIONS

BFPE International's standard Terms and Conditions of Sale will apply to any purchase order from our proposal. Any deviations or modifications from this will result in an amendment to our proposal. Terms of payment are net 30 days, subject to BFPE International approval. All pricing will remain valid for 30 days from the date of this proposal.

I sincerely appreciate the opportunity to submit this proposal and hope this information satisfies your request. Please call me if you have any questions or require further details.

Respectfully,

*Mark Womack*

Security Operations & Business Development

BFPE International  
115 Bestwood Drive  
Clayton, NC 27520

Accepted by: \_\_\_\_\_

Date: \_\_\_\_\_

Purchase Order Number: \_\_\_\_\_

North Carolina Alarm Systems Licensing Board  
4901 Glenwood Avenue Suite 200  
Raleigh, NC 27612  
NC Alarm Systems License # 2172-CSA



# Town of Knightdale

## *Staff Report Cover Sheet*

---

Title: Lyndon Oaks Street & Subdivision Name Application

Staff: Gideon Smith – Senior Planner, Current

Date: July 16, 2025

---

### **PURPOSE**

- Adopt a resolution to approve the proposed development and street names for the Lyndon Oaks neighborhood

### **BACKGROUND INFORMATION**

- Construction Drawings for the Lyndon Oaks development are nearing completion
- Development and street names are required to be reviewed and approved by Town Council
- The proposed names have been approved by Wake County Geographic Information Services (GIS)

### **APPLICABLE REGULATIONS & ORDINANCES**

- UDO Section 12.2.C.1

### **ATTACHMENT(S)**

- Approved Street Name Application
- Site Plan w/ Street Names
- Resolution #25-07-16-001

### **STAFF RECOMMENDATION**

- Review and approve the proposed subdivision and street names and
- Adopt Resolution #25-07-16-001

---

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## STREET NAME APPROVAL APPLICATION

For emergency purposes, it is important that names for streets be unique to both the Town of Knightdale and Wake County. Rarely will all submitted names be approved. Therefore, it is general practice to submit twice as many names as will be needed. The Town of Knightdale and Wake County will determine whether the names selected are acceptable. The Street Name web search tool checks for existing street names in Wake County. This can help you select unique names for submission.

<http://services.wakegov.com/realestate/streetnamelookup/>

### GUIDELINES FOR THE SELECTION OF NAMES:

1. Names duplicating or sounding similar to existing names are not allowed.
2. Do not use names of individuals.
3. Limit names to 14 characters in length, due to sign space restrictions.
4. Names utilizing a direction (e.g. north, south, east, west) are not allowed.
5. Punctuation (e.g. hyphens, apostrophes, periods) are not allowed.
6. Names must include an acceptable street type (e.g. street, avenue, lane, court).
7. Street types should be indicative of the type of street they will be assigned to (e.g. a cul-de-sac should be of the types: court, place).
8. Avoid the use of double types/suffixes (e.g. Deer Path Lane).
9. A cul-de-sac with an opening that is wider than the specified street design width (a "bubble-sac" / "eyebrow") shall not have a separate street name, but shall bear the name of the main street of which it is a part.

### GENERAL INFORMATION

SUBDIVISION NAME/PROPERTY OWNER: Lyndon Oaks

WAKE COUNTY PIN(s): 1743953683, 1743971085, 1753071583, 1743976575, 1743989384, 1743986356, 1753152116

TOWNSHIP: Knightdale

INTERSECTION ROAD NAME: Old Faison Rd and Bethlehem Road STATE ROAD#: 2515

TOTAL # STREET NAMES REQUIRED: ~~43~~ 17

### APPLICANT INFORMATION

☐ Developer ☐ Property Owner

NAME: Reese Bridges

ADDRESS: 7208 Falls of Neuse Road Suite 201

DAYTIME PHONE: (984) 247-9614 EMAIL: Trbridges@drhorton.com

Street names **must** be placed on all development plans (e.g. master plans, site plans, subdivision plans, construction drawings) prior to final plat approval. Only plans reflecting acceptable street names placed on the particular streets they represent will receive final approval. A copy of the approved application will be returned to you indicating the names accepted.

Wake County Field Services will install signs in the unincorporated areas.

### **THIS SPACE FOR KNIGHTDALE/WAKE COUNTY STAFF ONLY**

Wake County GIS certifies that 17 names indicated by a check mark ☒ on the following page are approved.

Comments:

zip code = 27545 okay

PROPOSED NAMES: (e.g. "Maple Street")

11 streets, 6 alleys

← changed per discussion  
1 May 2025

<input checked="" type="checkbox"/>	1.	Lyndon Oaks Drive	<input checked="" type="checkbox"/>	26.	Lyn Green Path	
<input checked="" type="checkbox"/>	2.	Harper Vista Lane	<input checked="" type="checkbox"/>	27.	Poppy Grove Way	
<input type="checkbox"/>	3.	<del>Tart Farm Road</del> Already in use	<input checked="" type="checkbox"/>	28.	Red Petunia Lane	
<input checked="" type="checkbox"/>	4.	Faison Forest Lane	<input checked="" type="checkbox"/>	29.	Blue Gardenia Path	
<input checked="" type="checkbox"/>	5.	Ferrell House Drive	<input type="checkbox"/>	30.	Mingo Creek Parkway	
<input type="checkbox"/>	6.	<del>Widewater Parkway</del> Already in use	<input checked="" type="checkbox"/>	31.	Bennett Wall Parkway	
<input checked="" type="checkbox"/>	7.	Alford Run Court	<input checked="" type="checkbox"/>	32.	<del>Oaky Grove Parkway</del>	
<input checked="" type="checkbox"/>	8.	<del>Stream View Path</del> Too similar to existing	<input checked="" type="checkbox"/>	33.	Milliken Bonds Parkway	
<input checked="" type="checkbox"/>	9.	<del>Stream Trail Loop</del> Double street type	<input checked="" type="checkbox"/>	34.	Haywood Knight Parkway	
<input checked="" type="checkbox"/>	10.	Pond Pointe Court	<input checked="" type="checkbox"/>	35.	<del>House Creek Parkway</del>	
<input checked="" type="checkbox"/>	11.	Short Oak Alley	<input checked="" type="checkbox"/>	36.	<del>New Lyndon Parkway</del>	
<input checked="" type="checkbox"/>	12.	Blue Glen Alley	<input checked="" type="checkbox"/>	37.	Lyndon Stream Parkway	
<input checked="" type="checkbox"/>	13.	<del>Lyn Grove Alley</del> Too similar to existing	<input checked="" type="checkbox"/>	38.	Natures View Parkway	
<input checked="" type="checkbox"/>	14.	<del>Forest View Alley</del> Too similar to existing	<input checked="" type="checkbox"/>	39.	Round Oaks Parkway	
<input checked="" type="checkbox"/>	15.	Wide Stream Alley	<input type="checkbox"/>	40.		
<input checked="" type="checkbox"/>	16.	Low Farm Alley	<input type="checkbox"/>	41.		
<input checked="" type="checkbox"/>	17.	Top Run Alley	<input type="checkbox"/>	42.		
<input checked="" type="checkbox"/>	18.	Light Vista Alley	<input type="checkbox"/>	43.		
<input checked="" type="checkbox"/>	19.	<del>Round House Alley</del>	<input type="checkbox"/>	44.		
<input checked="" type="checkbox"/>	20.	Safe Pond Alley	<input type="checkbox"/>	45.		
<input checked="" type="checkbox"/>	21.	<del>Clear Water Alley</del>	<input type="checkbox"/>	46.		
<input checked="" type="checkbox"/>	22.	Fun Walk Alley	<input type="checkbox"/>	47.		
<input checked="" type="checkbox"/>	23.	Nature View Alley	<input type="checkbox"/>	48.		
<input checked="" type="checkbox"/>	24.	<del>Meadow Run Alley</del>	<input type="checkbox"/>	49.		
<input checked="" type="checkbox"/>	25.	Tan Harvest Alley	<input type="checkbox"/>	50.		

Additional names from email message:

WIDEWATERS PARKWAY – NAME REPLACEMENT

- ✓ 1.) Mingo Creek Parkway
- ✗ 2.) Green Brooke Parkway (too similar to Greenbrook in Wendell 27591)
- ✗ 3.) Berretta Parkway (too similar to Barreto in Wendell 27591)

FIVE ADDITIONAL ALLEY NAMES IN PREFERENCE ORDER

- ✗ 1.) Clear Water Alley
- ✓ 2.) Nature View Alley
- ✓ 3.) Fun Walk Alley
- ✗ 4.) Meadow Run Alley
- ✓ 5.) Tan Harvest Alley

FIVE ADDITIONAL STANDARD ROAD NAMES IN PREFERENCE ORDER:

- ✓ 1.) Lyn Green Path
- ✗ 2.) Woodlee Lane
- ✓ 3.) Poppy Grove Way
- ✓ 4.) Red Petunia Lane
- ✓ 5.) Blue Gardenia Path





PUBLIC ALLEY TABLE	
NAME	TYPE
TOP RUN ALLEY	PUBLIC ALLEY
BLUE GLEN ALLEY	PUBLIC ALLEY
NATURE VIEW ALLEY	PUBLIC ALLEY
LIGHT VISTA ALLEY	PUBLIC ALLEY
WIDE STREAM ALLEY	PUBLIC ALLEY
TAN HARVEST ALLEY	PUBLIC ALLEY
FUN WALK ALLEY	PUBLIC ALLEY
LOW FARM ALLEY	PUBLIC ALLEY
SAFE POND ALLEY	PUBLIC ALLEY
SHORT OAK ALLEY	PUBLIC ALLEY

PUBLIC ALLEY TABLE	
NAME	TYPE
TOP RUN ALLEY	PUBLIC ALLEY
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TAN HARVEST ALLEY	PUBLIC ALLEY
FUN WALK ALLEY	PUBLIC ALLEY
LOW FARM ALLEY	PUBLIC ALLEY
SAFE POND ALLEY	PUBLIC ALLEY
SHORT OAK ALLEY	PUBLIC ALLEY



Old Faison Road  
Knightdale, NC 27545

# Overall Street Names Plan

ZMA-2-23

Drawing Number

# 1

Sheet

of

1

1

Project Number

**39510.05**





## TOWN OF KNIGHTDALE

950 Steeple Square Court  
Knightdale, NC 27545  
KnightdaleNC.gov

### **RESOLUTION #25-07-16-001 RESOLUTION APPROVING SUBDIVISION AND STREET NAMES FOR LYNDON OAKS**

**WHEREAS**, the Town Council has the authority to name streets and subdivisions in the corporate limits and the extraterritorial planning jurisdiction of the Town of Knightdale; and

**WHEREAS**, these names have been reviewed and approved by Wake County Geographic Information Services (GIS).

**NOW, THEREFORE, BE IT RESOLVED**, that the Knightdale Town Council hereby approves the following street names for the residential development referred to as Lyndon Oaks, which consists of an assemblage of parcels totaling approximately 171.88-acres between Old Faison Road and Bethlehem Road (Wake County PINs 1743953683, 1743971085, 1753071583, 1743976575, 1753152116, 1743989384, and 1743986356):

Subdivision Name: Lyndon Oaks		
Lyndon Stream Parkway	Alford Run Court	Blue Glen Alley
Natures View Parkway	Pond Pointe Court	Wide Stream Alley
Haywood Knight Parkway	Lyndon Oaks Drive	Short Oak Alley
Milliken Bonds Parkway	Ferrell House Drive	Low Farm Alley
Bennett Wall Parkway	Harper Vista Lane	Top Run Alley
	Faison Forest Lane	Light Vista Alley
	Lyn Green Path	Nature View Alley
	Poppy Grove Way	Fun Walk Alley
	Blue Gardenia Path	Tan Harvest Alley
	Red Petunia Lane	Safe Pond Alley

This the 16<sup>th</sup> day of July 2025.

BY: \_\_\_\_\_  
Jessica Day, Mayor

ATTEST: \_\_\_\_\_  
Heather Smith, Town Clerk



# Town of Knightdale

## Staff Report Cover Sheet

---

Title: AN-5-25: Haven at Griffith Meadows

Staff: Gideon Smith – Senior Planner, Current

Date: July 16, 2025

---

### PURPOSE

- Adopt a resolution to set the public hearing date for AN-5-25 Haven at Griffith Meadows for August 20, 2025 and direct the Town Clerk to investigate the sufficiency of the petition.

### STRATEGIC PLAN PRIORITY AREA(S)

- Connected & Inclusive
- Sustainable

### GENERAL STATUTE REFERENCE(S), *if applicable*

- NCGS 160A-58.1 “Petition for annexation; standards”

### TYPE OF PUBLIC HEARING, *if applicable*

- N/A

### FUNDING SOURCE(S), *if applicable*

- N/A

### ATTACHMENT(S)

- Staff Report with Maps
- Certificate of Sufficiency
- Resolution # 25-07-16-002

### STAFF RECOMMENDATION

- Direct Town Clerk to Investigate the Sufficiency of the Petition
- Adopt Resolution # 25-07-16-002
- Set the Public Hearing for August 20, 2025

---

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# Town of Knightdale

## *Staff Report*

---

Title: AN-5-25: Haven at Griffith Meadows  
Annexation Set Public Hearing

Staff: Gideon Smith – Senior Planner, Current

Date: July 16, 2025

Director Signature: JB

Asst. Town Manager Signature: DMT

Town Manager Signature: WRS

---

### **BACKGROUND INFORMATION**

- Staff received an annexation petition for an assemblage of parcels totaling approximately 60.15-acres located at 8613 Poole Road, 8629 Poole Road, and 1620 Single K Lane, and further identified by Wake County PINs 1752-59-7507, 1752-69-3494, and 1752-59-9261.
- The property is part of an approved development that features a total of 180 residential lots, consisting of a mix of single-family lots and townhomes (ZMA-12-22; ORD #23-11-15-002).
- The current property owners are TPG AG EHC III (MTH) Multi State 4, LLC.
- The petitioner is Parker Poe Adams & Bernstein, LLP.

### **SUMMARY**

- NCGS §160A-58.1 permits the annexation of noncontiguous areas upon receipt of a valid petition signed by all the owners. The Town Clerk will investigate the sufficiency of the petition and provide the statement of sufficiency. The below recommended actions will set a public hearing date for August 20, 2025. Staff will procure a legal advertisement to publicize the public hearing as required by statute.

### **RECOMMENDED ACTION**

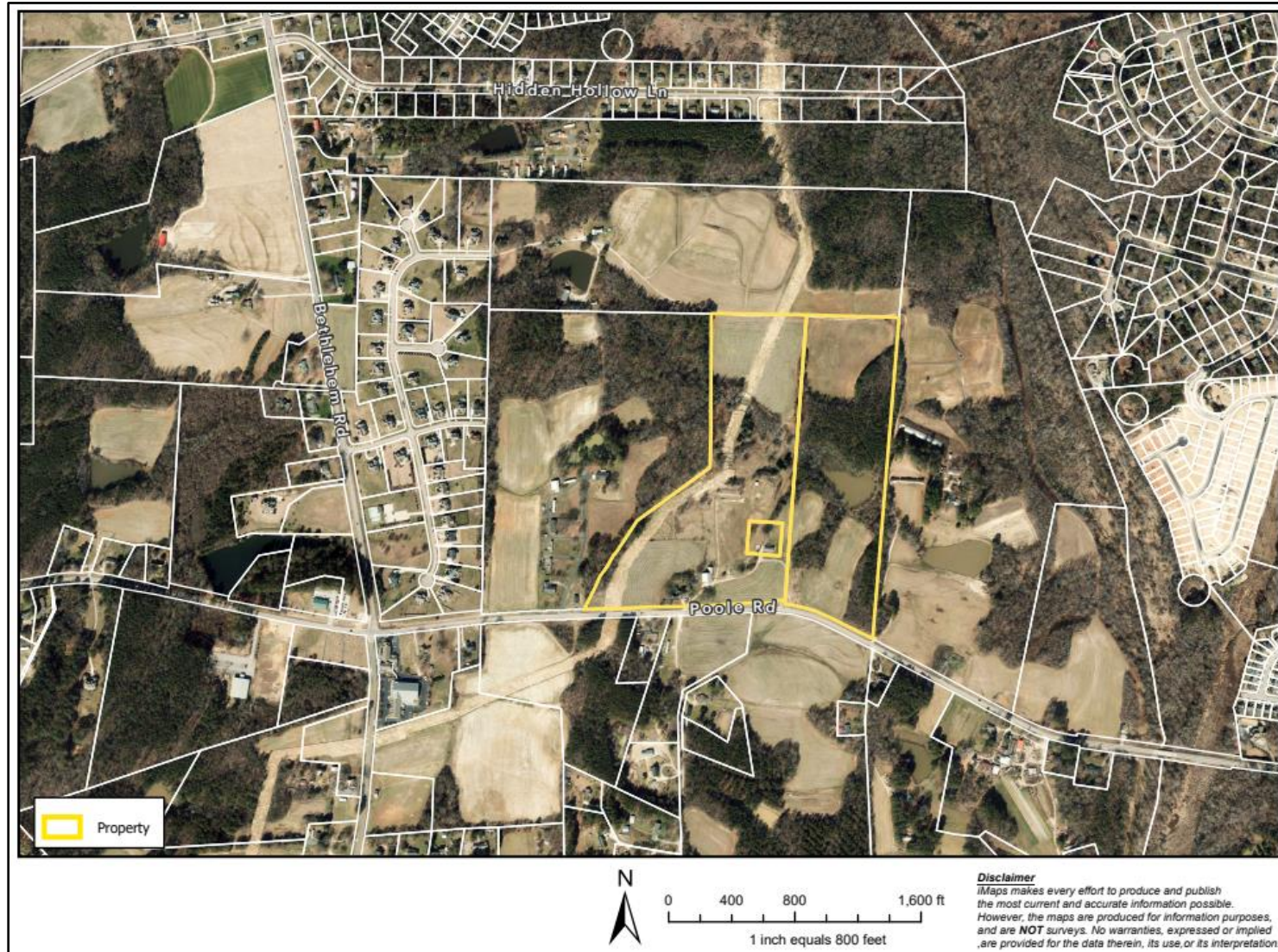
- Direct Town Clerk to Investigate the Sufficiency of the Petition
- Adopt Resolution # 25-07-16-002
- Set the Public Hearing for August 20, 2025



# Town of Knightdale

## Staff Report

### Vicinity Map





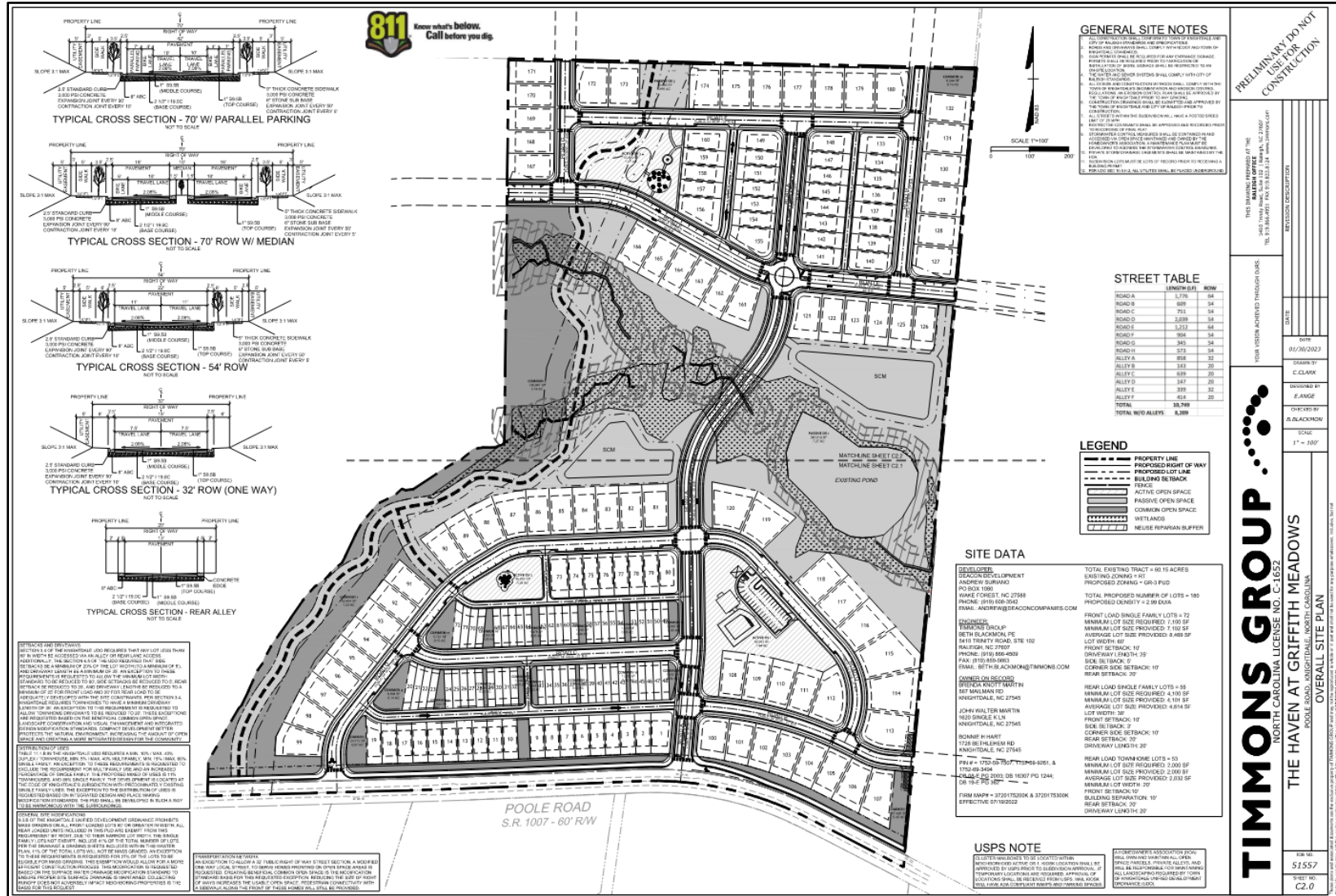
[illegible]



# Town of Knightdale

## Staff Report

### Approved Master Plan (ZMA-12-22)



# **CERTIFICATE OF SUFFICIENCY**

**AN-5-25: Haven at Griffith Meadows**

**60.15 ± Acres**

---

To the Town Council of the Town of Knightdale, North Carolina,

I, \_\_\_\_\_, Town Clerk, do hereby certify that I have investigated the petition attached and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with NCGS § 160A-58.1 as amended.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Knightdale, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

(SEAL)

\_\_\_\_\_  
Heather Smith, Town Clerk



## TOWN OF KNIGHTDALE

950 Steeple Square Court  
Knightdale, NC 27545  
KnightdaleNC.gov

### **RESOLUTION #25-07-16-002** **RESOLUTION FIXING A DATE OF PUBLIC HEARING ON QUESTION OF** **ANNEXATION PURSUANT TO NCGS §160A-58.1**

**WHEREAS**, a petition requesting annexation of the area described herein has been received, and

**WHEREAS**, the Town Council has directed the Town Clerk to certify sufficiency of said petition;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Knightdale, North Carolina:

**Section 1.** A public hearing on the question of annexation of the area described herein will be held at 7:00 pm on the 20<sup>th</sup> day of August 2025.

**Section 2.** The area proposed for annexation is described as follows:

#### **Legal Description**

Commencing at an existing iron rod at the northeast corner of a right of way dedication for Poole Road, depicted in Book of Maps 2013, Page 428, and having a North Carolina State Plane Coordinate value of North 728815.32 feet, East 2156091.99 feet. Thence S4° 15' 58"W, 50.84' to a nail set in the centerline of Poole Road (S.R.1007), the Point of Beginning; Thence with the centerline of the aforesaid road with a curve to the left having a radius of 879.26', a length of 140.83, and a chord bearing and distance of N87° 51' 30"W, 140.68' to a point; thence S87° 33' 11"W, 389.92' to a point; thence with a curve to the right having a radius of 13481.20', a length of 200.00', and a chord bearing and distance of S87° 58' 41"W, 199.99' to a point; thence S88° 24' 11"W, 525.62' to a nail set; thence leaving the centerline of Poole Road N1° 17' 20"E, 89.89' to a 5/8" capped iron rod set; thence N29° 50' 45"E, 107.54' to a 5/8" capped iron rod set; thence with the centerline of a branch the following bearings and distances: N29° 50' 45"E, 50.00'; N44° 17' 46"E, 11.60'; N25° 12' 29"E, 40.64'; N23° 43' 27"E, 36.58'; N25° 05' 45"E, 21.94'; N34° 57' 25"E, 26.45'; N20° 44' 03"E, 13.07'; N27° 22' 45"E, 30.00'; N34° 44' 58"E, 37.92'; N35° 09' 00"E, 52.52'; N34° 13' 18"E, 55.93'; N40° 39' 49"E, 45.66'; N56° 48' 42"E, 29.46'; N40° 54' 30"E, 23.24'; N44° 37' 33"E, 19.89'; N51° 19' 39"E, 21.88'; N27° 15' 23"E, 17.81'; N24° 56' 48"E, 61.80'; N28° 28' 49"E, 35.72'; N40° 15' 00"E, 65.69'; N63° 45' 14"E, 49.02'; N46° 07' 14"E, 23.10'; S72° 43' 53"E, 11.72'; N81° 25' 25"E, 19.71'; N56° 28' 14"E, 77.33'; N57° 31' 52"E, 38.89'; N64° 48' 50"E, 28.15'; N49° 32' 21"E, 28.75'; N43° 51' 27"E, 7.24'; N64° 58' 47"E, 11.49'; N80° 43' 56"E, 18.60'; N89° 33' 03"E, 31.63'; N69° 06' 17"E, 26.58'; thence leaving the branch N0° 36' 35"E, 50.00' to a 5/8" capped iron rod set; thence continuing N0° 36' 35"E, 924.13' to an existing iron rod; thence continuing N0° 36' 35"E, 20.60' to a 5/8" capped iron rod set; thence S88° 53' 25"E, 616.37' to a 5/8" capped iron rod set; ; thence S88° 53' 25"E, 594.26' to an existing concrete monument; thence S5° 14' 19"W, 2024.94' to an existing iron rod; thence continuing S5° 14' 19"W, 48.14' to a nail set in the centerline of Poole Road (S.R. 1007); thence with the centerline of Poole Road N62° 50'

22"W, 275.64' to a point; thence with a curve to the left having a radius of 879.26', a length of 313.52', and a chord bearing and distance of N73° 03' 17"W, 311.86' to the Beginning, containing 60.15 acres more, or less.

**Section 3.** Notice of said public hearing shall be published in the Wake Weekly, a newspaper having general circulation in the Town of Knightdale, at least ten (10) days prior to the date of said public hearing.

This the 16<sup>th</sup> day of July 2025

BY: \_\_\_\_\_  
Jessica Day, Mayor

ATTEST: \_\_\_\_\_  
Heather Smith, Town Clerk



# Town of Knightdale

## Staff Report Cover Sheet

---

Title: AN-4-25: Lyndon Oaks Annexation

Staff: Gideon Smith, Senior Planner – Current

Date: July 16, 2025

---

### PURPOSE

- Inform Town Council that the applicant of this voluntary annexation petition is requesting Town Council continue the public hearing for the Lyndon Oaks Annexation Petition so that it can be acted upon alongside the Lyndon Oaks Development Agreement. A continuance for said Development Agreement is also being requested for Public Hearings Item 8.b of this July 16, 2025 agenda.

### STRATEGIC PLAN PRIORITY AREA(S)

- Connected & Inclusive

### GENERAL STATUTE REFERENCE(S), *if applicable*

- NCGS 160A-58.1 “Petition for annexation; standards”

### TYPE OF PUBLIC HEARING, *if applicable*

- Legislative

### FUNDING SOURCE(S), *if applicable*

- N/A

### ATTACHMENT(S)

- N/A

### STAFF RECOMMENDATION

- Open the public hearing
- After receiving public comment, continue AN-4-25 to the August 20, 2025 Town Council meeting

---

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# Town of Knightdale

## Staff Report Cover Sheet

---

Title: ZMA-2-23 Lyndon Oaks Development Agreement

Staff: Gideon Smith, Senior Planner

Date: July 16, 2025

---

### PURPOSE

- Inform Town Council that the applicant is requesting a continuation of the public hearing for the Lyndon Oaks Development Agreement so that the off-site roadway improvements phasing study exhibit can be finalized and incorporated into said Development Agreement. A continuance for the applicant's voluntary annexation petition is also being requested for Public Hearing Item 8.a of this July 16, 2025 agenda.

### STRATEGIC PLAN PRIORITY AREA(S)

- Sustainable

### GENERAL STATUTE REFERENCE(S), if applicable

- N.C.G.S. 160A-1001

### TYPE OF PUBLIC HEARING, if applicable

- Legislative

### FUNDING SOURCE(S), if applicable

- N/A

### ATTACHMENT(S)

- N/A

### STAFF RECOMMENDATION

- Open the public hearing
- After receiving public comment, continue the Lyndon Oaks Development Agreement to the August 20, 2025 Town Council meeting

---

*Knightdale Strategic Priorities*



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# Town of Knightdale

## Staff Report Cover Sheet

---

Title: AN-3-25: Hinton Oaks Industrial Park Lot 10 Annexation

Staff: Kevin Lewis - Senior Planner - Current

Date: July 16, 2025

---

### PURPOSE

- Hold a public hearing for AN-3-25: Hinton Oaks Industrial Park Lot 10 Annexation

### STRATEGIC PLAN PRIORITY AREA(S)

- Connected & Inclusive

### GENERAL STATUTE REFERENCE(S), *if applicable*

- NCGS 160A-31 “Annexation by petition”

### TYPE OF PUBLIC HEARING, *if applicable*

- Legislative

### FUNDING SOURCE(S), *if applicable*

- N/A

### ATTACHMENT(S)

- Staff Report with Maps
- Clerk’s Certificate of Sufficiency
- Ordinance #25-07-16-003

### STAFF RECOMMENDATION

- Close the public hearing
- Adopt Ordinance #25-07-16-003

---

*Knightdale Strategic Priorities*



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# Town of Knightdale

## Staff Report

Title: AN-3-25: Hinton Oaks Industrial Park  
Lot 10

Staff: Kevin Lewis, Senior Planner – Current

Date: July 16, 2025

Director Signature: JB

Asst. Town Manager Signature: DT

Town Manager Signature: WRS

### BACKGROUND INFORMATION

Staff received an annexation petition for the parcel at 561 Hinton Oaks Blvd, Wake County PIN 1745-50-1546, totaling approximately 59.60 acres. The property is the final parcel of a multi-building industrial park featuring a 213,000 square foot warehouse building. The petitioner is Wake Stone Property Company. The Town Clerk has investigated the sufficiency of the petition, and the statement of sufficiency is included in this staff report.

### SUMMARY

Staff performed an annexation impact analysis for the parcel that outlines the service commitments and revenue projections for the annexed area based upon the proposed development.

### Development Proposal

The Master Plan and Planned Unit Development for the final two parcels of the Hinton Oaks Industrial Park was approved by Town Council on February 15, 2023. The following analysis looks at departmental service provisions for the development.

#### Planning & Development Services

- Zoning & Code Enforcement: All other lots of the industrial park have already been annexed into Town Limits, and this final parcel will be annexed from the ETJ to an in-town patrol area.
  - A slight increase in calls for code enforcement is anticipated in this area based on the development.
- Permitting & Inspections: Area is already within Knightdale's planning and inspection jurisdiction.
  - The proposed development will require a minimal number building permits, with the corresponding zoning and infrastructure inspections.

#### Public Works & Utilities

- No increase of solid waste accounts and residential leaf/yard waste pick-up
- Infrastructure Maintenance:
  - A minimal amount of new public infrastructure will be constructed at the end of Hinton Oaks Blvd, with little impact to the overall maintenance schedule

#### Emergency Services/Police Patrol & Response:

- An "event" is any logged activity that requires dedicated time, personnel, and police resources. This includes **all** activities such as 9-1-1 calls, security checks, proactive patrols, false alarm responses, traffic accidents, traffic stops, community outreach, reported crimes, follow up investigations, etc.
- According to the analysis conducted by the Knightdale Police Department, lot 10 of Hinton Oaks Industrial Park will create an estimated additional 10 events per year.



# Town of Knightdale

## Staff Report

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- \$269.61: average cost per call
- \$2,696: total estimated annual cost for call/response

### Fire & Emergency Medical Response:

- 10: estimated call volume/responses per year
- \$1,300: average cost per call
- \$13,000: total estimated annual cost for call/response

### Parks, Recreation, & Cultural Resources

- No impact is anticipated; annexed area will not directly add any households

### Finance and Budget

- Revenue
  - \$134/square foot: average assessed value of comparable developments recently constructed in the area
  - \$598,689: current assessed value of parcels
    - \$0: corresponding annual Knightdale tax revenue
  - \$28,568,800: estimated future assessed value of annexed area
    - \$128,560: estimated future annual tax revenue (at 0.45 cent rate)
  - Stormwater Utility: 10 acres of impervious surface charged a monthly rate of \$6.75 (one ERU)
    - \$1,337: monthly stormwater utility
    - \$16,038: annual stormwater utility fee at completion
    - Impervious surface associated with nonresidential portion of the development will generate additional revenue
  - \$168: increase to Powell Bill

## **COST-BENEFIT ANALYSIS SUMMARY**

<b>Projected Revenues/Expenditures</b>	
<b>REVENUES (annual)</b>	
Property Tax	\$128,560
Powell Bill	\$168
Stormwater Utility Fund	\$16,038
<b>Total Revenues</b>	<b>\$144,766</b>
<b>EXPENDITURES (annual)</b>	
Police	\$2,696
Fire	\$13,000
Street Maintenance & Curb Replacement	\$0
Parks and Recreation	\$0
<b>Total Expenditures</b>	<b>\$15,696</b>
<b>PROJECTED NET REVENUES</b>	<b>\$129,070</b>



# Town of Knightdale

## *Staff Report*

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### **RECOMMENDED ACTION**

- Close the Public Hearing
- Adopt Ordinance #25-07-16-003 effectively annexing the area

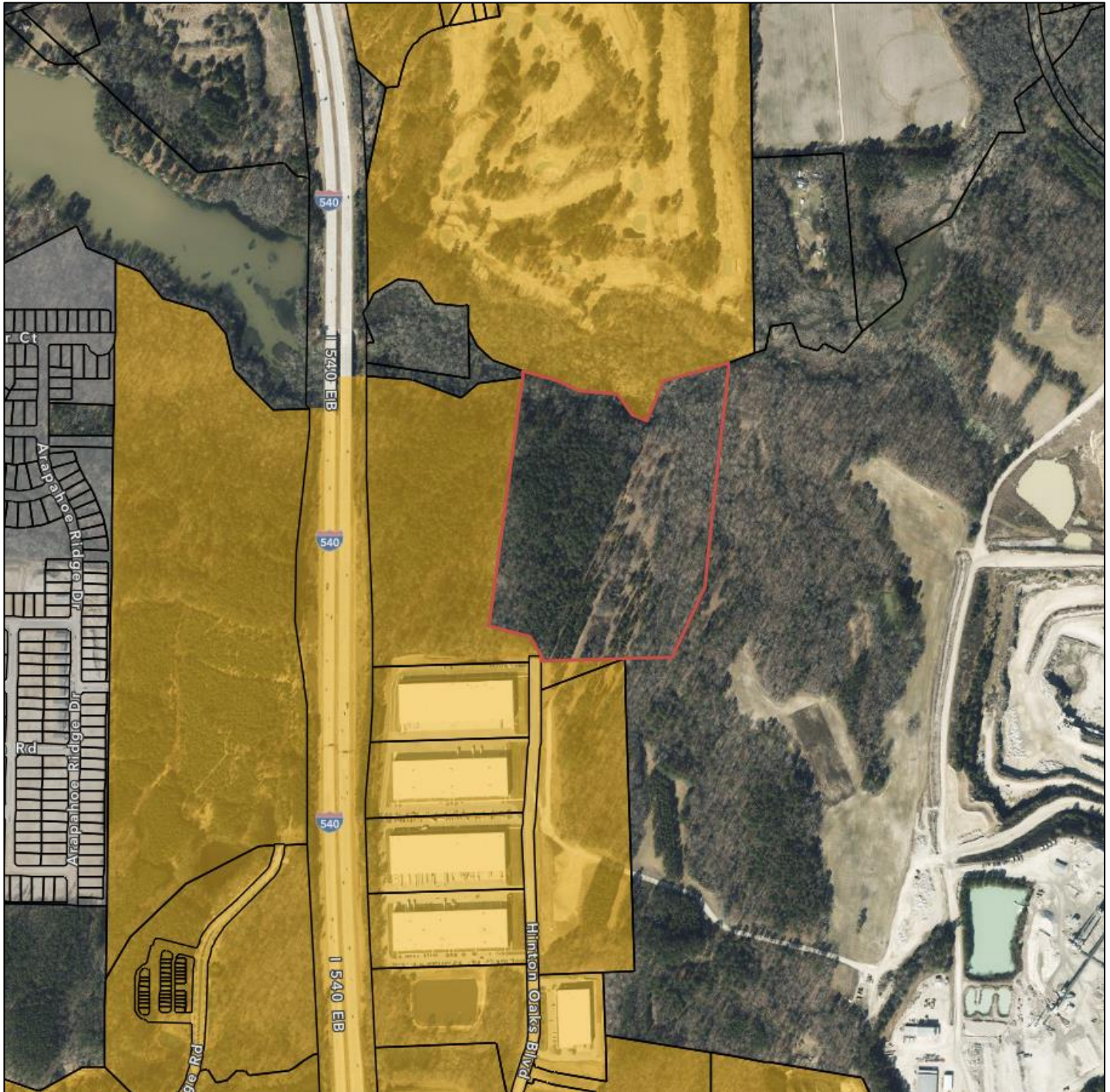


# Town of Knightdale

## Staff Report

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### Vicinity Map





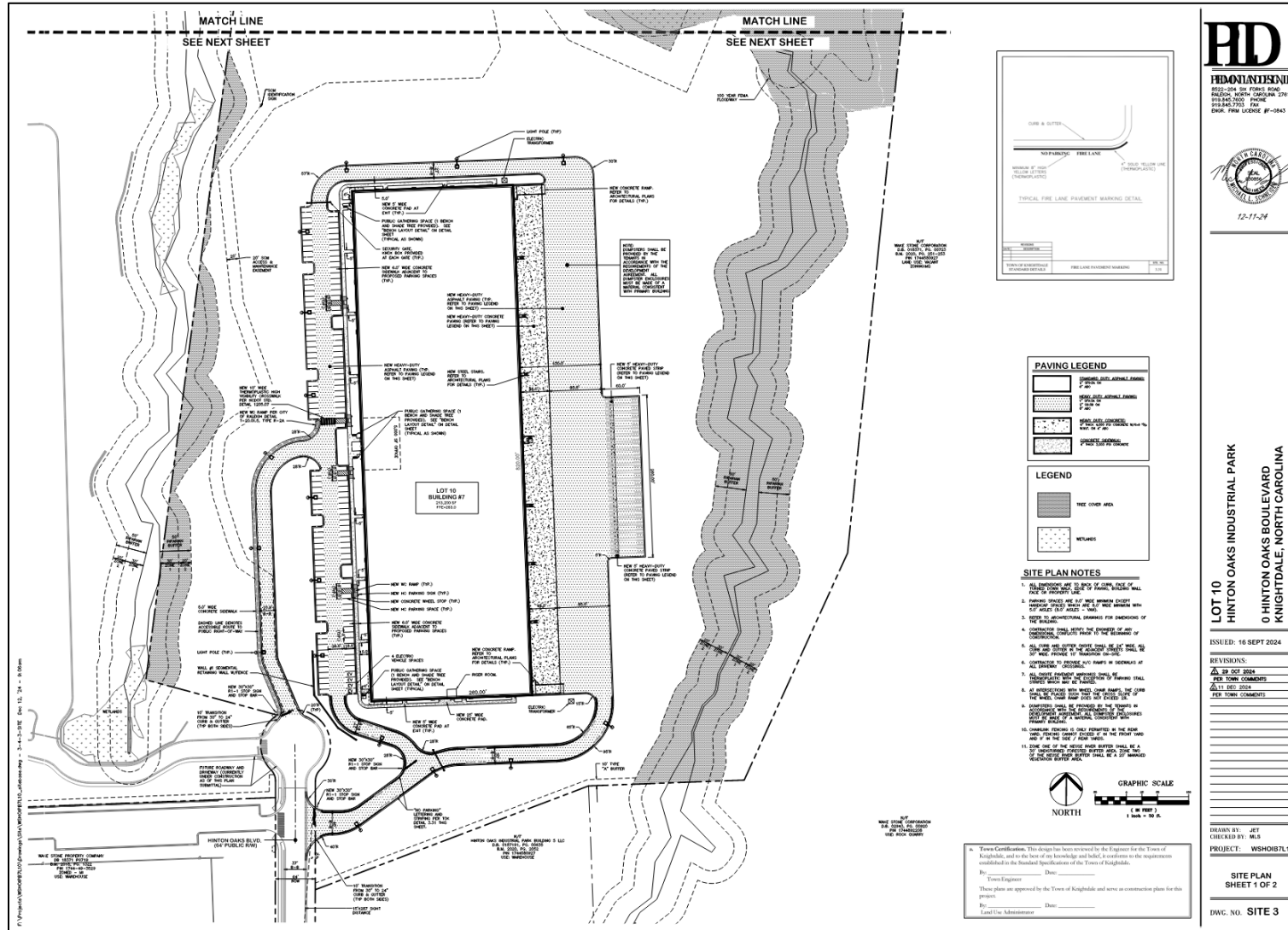




# Town of Knightdale

## Staff Report

### Master Plan



# CERTIFICATE OF SUFFICIENCY

AN-3-25: Hinton Oaks Industrial Park Lot 10

59.60 ± Acres

To the Town Council of the Town of Knightdale, North Carolina,

I, Heather M Smith, Town Clerk, do hereby certify that I have investigated the petition attached and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with NCGS § 160A-31 as amended.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Knightdale, this 30<sup>th</sup> day of June, 2025.



Heather M Smith

Heather Smith, Town Clerk



## TOWN OF KNIGHTDALE

After recording, return to:

950 Steeple Square Court  
Knightdale, NC 27545  
KnightdaleNC.gov

### ORDINANCE # 25-07-16-003

#### AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE TOWN OF KNIGHTDALE, NORTH CAROLINA AN-3-25: HINTON OAKS INDUSTRIAL PARK LOT 10

**WHEREAS**, the Knightdale Town Council has been petitioned under NCGS §160A-31, as amended, to annex the area described below; and

**WHEREAS**, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was opened at the Knightdale Town Hall at 7:00 pm on the 16<sup>th</sup> day of July 2025, after due notice by publication in the Wake Weekly on the 4<sup>th</sup> and 11<sup>th</sup> days of July 2025; and

**WHEREAS**, the Town Council hereby finds that the petition meets the requirements of NCGS §160A-31;

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of Knightdale, North Carolina that:

**Section 1.** By virtue of the authority granted by NCGS §160A-31, as amended, the following described territory, is hereby annexed and made part of the Town of Knightdale as of the 16<sup>th</sup> day of July 2025:

#### **Legal Description**

Meets and bounds description of Lot 9R and Lot 10R Hinton Oaks Industrial Park, Knightdale, NC, property of Wake Stone Property Company.

Beginning at a point, said point being an existing iron PIN marking the northeast corner of Lot 5 Hinton Oaks Industrial Park (PIN 1744493529) (BM 2018 PG 1322, Wake County



Registry) in the western right of way line of Hinton Oaks Boulevard, thence leaving said point of beginning and said western right of way line of Hinton Oaks Boulevard along the northern line of said Lot 5 S 87-50-53 W for a distance of 820.93' to an existing iron pin (northwest corner of said Lot 5) in the eastern right of way line of Interstate 540, thence leaving the said northern lot line of Lot 5 Hinton Oaks Industrial Park in a northerly direction along said eastern right of way line of Interstate 540 N 00-03-37 W for a distance of 249.49' to an existing concrete right of way monument, thence N 03-02-12 W for a distance of 746.00' to an existing concrete right of way monument, thence N 00-06-49 E for a distance of 525.46' to an existing concrete right of way monument and corner with Grace D. Ramsey (PIN 1745222467) (DB 12885 PG 2144, BM 1981 PG 367), thence leaving said eastern right of way line of Interstate 540 and with the line of said Grace D. Ramsey the following courses and distances, S 84-52-39 E for a distance of 241.02' to an existing iron pin, thence S 69-44-02 E for a distance of 269.36' to an existing iron pin, thence N 47-42-50 E for a distance of 119.95' to an existing iron pin, thence N 82-16-51 E for a distance of 241.95' to an existing iron pin, thence N 07-43-13 W for a distance of 32.00' to a computed point 1 (not set) near the centerline of Beaverdam Creek, said computed point 1 being a common corner with Grace D. Ramsey and Allen Park, LLC (PIN 1745520716) (DB 18861 PG 2614, BM 2021 PG 2326) and a traverse line along the southern edge of said Beaverdam Creek, thence leaving the Grace D. Ramsey property as said traverse line along the southern edge of Beaverdam Creek (see BM 2023 PG 1416 Wake County Registry) in an easterly direction the following directions and distances, S 75-00-00 E for a distance of 193.00', thence S 65-00-00 E for a distance of 117.00', thence S 85-00-00 E for a distance of 205.00', thence S 36-40-14 E for a distance of 133.74', thence S 66-13-39 E for a distance of 80.00', thence N 23-02-43 E for a distance of 225.00', thence N 74-21-37 E for a distance of 357.16' to a point in the western property line of Wake Stone Corporation (PIN 1744799279) (DB 12601 PG 1144, BM 2022 PG 2094 Wake County Registry) thence leaving said traverse line along the southern edge of said Beaverdam Creek and Allen Park, LLC and with the western property line of said Wake Stone Corporation the following directions and distances, S 05-57-52 W for a distance of 232.90' to an existing iron pin, thence S 05-57-52 W for a distance of 447.11' to an existing iron pin, thence S 05-49-08 W for a distance of 500.00' to an existing iron pin, thence S 24-30-35 W for 400.00' to an existing iron pin, thence S 87-51-47 W for a distance of 250.00' to an existing iron pin, said existing iron pin being the northeast corner of Lot 8 Hinton Oaks Industrial Park (PIN 1744580924) (BM 2020 PG 2033, Wake County Registry), thence leaving the western property line of said Wake Stone Corporation along the northern line of said Lot 8 S 69-14-08 W for a distance of 469.25' to an existing iron pin, the northwest corner of said Lot 8 in the eastern right of way line of Hinton Oaks Boulevard, thence leaving the northern property line of Lot 8 Hinton Oaks Industrial Park along said eastern right of way line of Hinton Oaks Boulevard the following directions and distances, N 00-06-03 E for a distance of 150.00' to an existing iron pin, N 00-05-29 E for a distance of 24.35' to an existing iron pin, thence along a curve to the right having a chord bearing of N 22-43-44 E, chord distance of 19.24', radius of 25.00', arc length of 19.75' and delta angle of 45-16-30 to a new iron pin, thence along a curve to the left having a chord bearing of N 00-05-29 E, chord distance of 79.58', radius of 56.00', arc length of 88.50', delta angle of 90-33-00 to a new iron pin, thence along a curve to the left having a chord bearing of N 83-14-18 W, chord distance of 69.04', radius of 56.00', arc length of 74.39', and delta angle of 76-06-54 to a concrete nail set in the sidewalk, thence along a curve to the left having a chord bearing of S 06-45-32 W, chord distance of 88.19', radius

of 56.00', arc length of 101.54', delta angle of 103-53-27 to a new iron pin, thence along a curve to the right having a chord bearing of S 22-32-46 E, chord distance of 19.24', radius of 25.00', arc length of 19.75', delta angle of 45-16-30 to an existing iron pin, thence S 00-05-29 W for a distance of 26.77' to an existing iron pin, the point of beginning containing 59.60 acres +/-.

Note: as shown in BM 2023 PG 1416 Wake County Registry, the actual property line between Allen Park, LLC and Wake Stone Property Company (Lot 10R) in the area of the traverse line on the southern edge of Beaverdam Creek, the centerline of Beaverdam Creek is the property line as shown on said BM 2023 PG 1416.

**Section 2.** Upon and after the 16<sup>th</sup> day of July 2025, the above-described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Knightdale and shall be entitled to the same privileges and benefits as other parts of the Town of Knightdale. Said territory shall be subject to municipal taxes according to NCGS §160A-31.

**Section 3.** The Mayor of the Town of Knightdale shall cause to be recorded in the office of the Register of Deeds of Wake County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 hereof, together with a duly certified copy of this ordinance. Such map shall also be delivered to the Wake County Board of Elections, as required by NCGS §163-288.1.

The survey plat that describes the annexed territory is recorded in Book of Maps Book Number \_\_\_\_\_, Page Number \_\_\_\_\_, Wake County Registry.

Adopted this 16<sup>th</sup> day of July 2025.

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Jessica Day, Mayor

ATTEST & SEAL:

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Heather Smith, Town Clerk



# Town of Knightdale

## Staff Report Cover Sheet

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Title: ZMA-8-24 - Clifton Road Conservation Neighborhood Planned Unit Development

Staff: Kevin Lewis, Senior Planner - Current

Date: July 16, 2025

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### PURPOSE

- The purpose of this staff report is to provide an overview of a Zoning Map Amendment for the proposed Clifton Road Conservation Neighborhood Planned Unit Development.

### STRATEGIC PLAN PRIORITY AREA(S)

- Connected & Inclusive
- Sustainable

### GENERAL STATUTE REFERENCE(S), *if applicable*

- N.C.G.S. 160D-605

### TYPE OF PUBLIC HEARING, *if applicable*

- Legislative

### FUNDING SOURCE(S), *if applicable*

- N/A

### ATTACHMENT(S)

- Staff Report
- Master Plan
- PUD Document
- Ordinance #25-07-16-004

### STAFF RECOMMENDATION

- Approve ZMA-8-24 and adopt the Staff recommended advisory statement describing plan consistency and reasonableness of action
- Adopt Ordinance #25-07-16-004

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*Knightdale Strategic Priorities*



Safe



Connected &  
Inclusive



Sustainable



Active & Healthy



Organizational  
Excellence



# Town of Knightdale

## Staff Report

Title: ZMA-8-24 - Clifton Road  
Conservation Subdivision

Staff: Kevin Lewis, Senior Planner

Date: July 16, 2025

Director Signature: JB

Asst. Town Manager Signature: DT

Town Manager Signature: WRS

### **I. REQUEST:**

Duncan Land Consultants, on behalf of DR Horton, Inc, has submitted a petition requesting a Zoning Map Amendment to rezone approximately 32 acres, located on Clifton Road and identified by Wake County PIN 1743-73-8469 from Rural Residential-1 to General Residential-3 Planned Unit Development to allow for the construction of 95 residential lots.

### **II. PROJECT PROFILE:**

PROPERTY LOCATION:	Clifton Road
WAKE COUNTY PIN:	1743738469
CURRENT ZONING DISTRICT:	Rural Residential-1
MAXIMUM DENSITY:	One unit per acre
PROPOSED ZONING DISTRICT:	General Residential-3 Planned Unit Development
DENSITY PERMITTED:	Three units per acre
NAME OF PROJECT:	Clifton Road Conservation Subdivision
APPLICANT:	Duncan Land Consultants
PROPERTY OWNER:	David Jonathan Adams
DEVELOPER:	DR Horton
PROPERTY SIZE:	32.05 acres
CURRENT LAND USE:	Agriculture
PROPOSED LAND USE:	95 residential units
PROPOSED DENSITY:	2.96 units per acre
PROPOSED OPEN SPACE:	4.41 acres

### **III. BACKGROUND INFORMATION:**

The Planned Unit Development District (PUD) is a rezoning process which is designed to encourage master planning of development and to coordinate such development so as to manage the impacts of the development on the provision of Town Services and infrastructure. The PUD encourages creativity and innovation in the design of developments, but in return for this flexibility the expectation is for communities to provide exceptional design, character, and quality; provide high quality community amenities; incorporate creative design in the layout of buildings; ensure compatibility with surrounding land uses and neighborhood character; encourage the creation of mixed-density neighborhoods, neighborhood nodes, and mixed-use centers; further the goals of the KnightdaleNext V.2 2035 Comprehensive Plan including the Urban Small Town and Future Place Type maps; and provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure.

There are several provisions which are required to be addressed by the applicant in the PUD, including, but not limited to design guidelines, proposed alternative means of compliance, dimensional standards, public facilities, recreational open space, and Comprehensive Plan consistency. The applicant's specific exceptions are detailed in **Section VI** of this staff report.



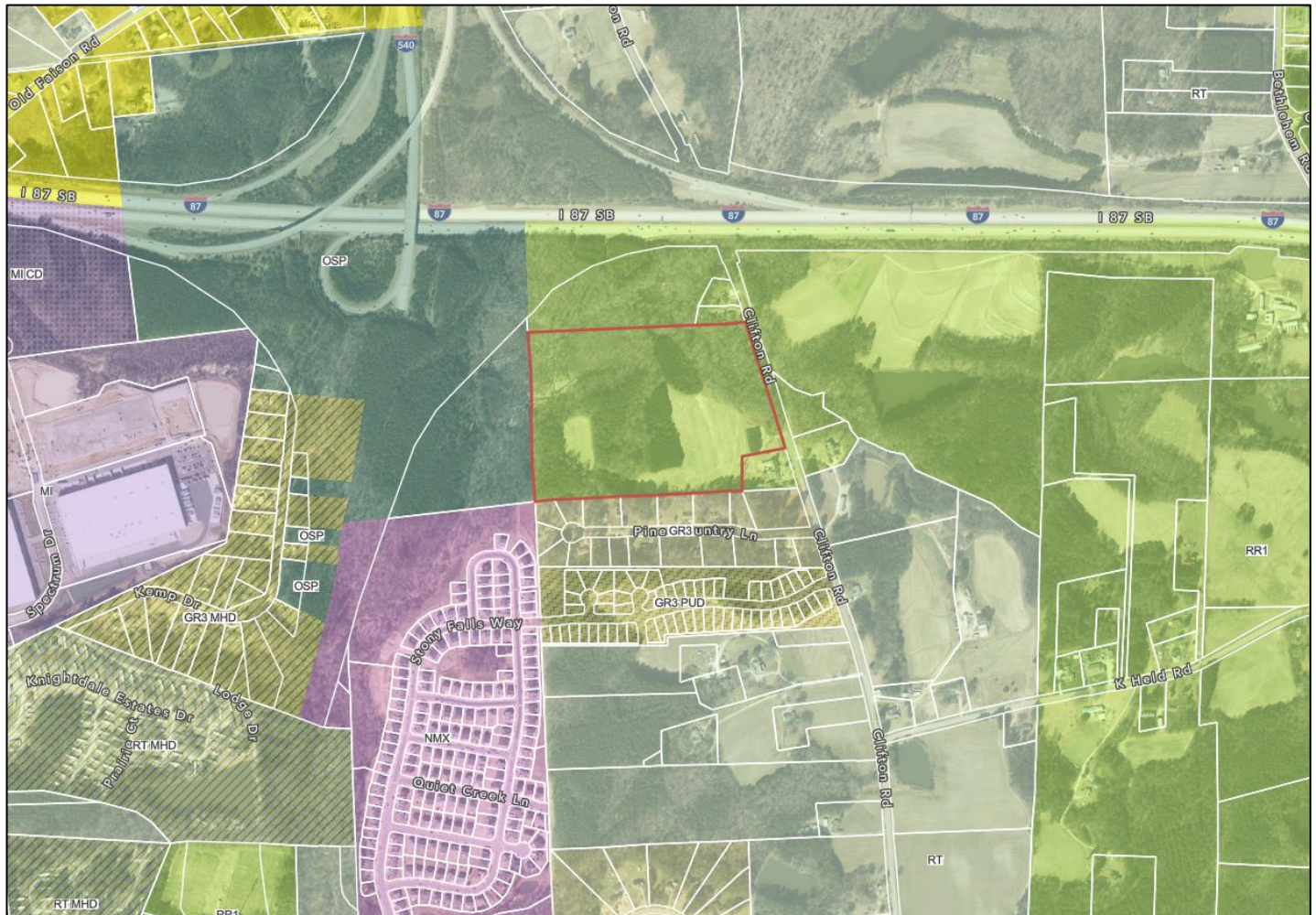
# Town of Knightdale

## Staff Report

### **IV. PROJECT SETTING – SURROUNDING ZONING DISTRICTS AND LAND USES:**

The proposed rezoning features a single parcel on Clifton Road. This parcel is located within the Town's Extra Territorial Jurisdiction and, if approved, would require annexation into Corporate Limits

DIRECTION	LAND USE	ZONING
North	Residential	RR1
South	Pine Country Estates	GR3
East	Agricultural	RR1
West	Future 540	OSP







# Town of Knightdale

*Staff Report*

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# Town of Knightdale

## Staff Report

### **V. PROPOSED MASTER PLAN:**

The applicant has submitted a full Master Plan in accordance with Section 12.3.F of the UDO. The applicant is proposing a residential development featuring 27 single-family front-loaded lots and 68 cottage units. The developer and Staff met multiple times early in the process as the plan evolved. Further analysis of the site plan is detailed below.





# Town of Knightdale

## Staff Report

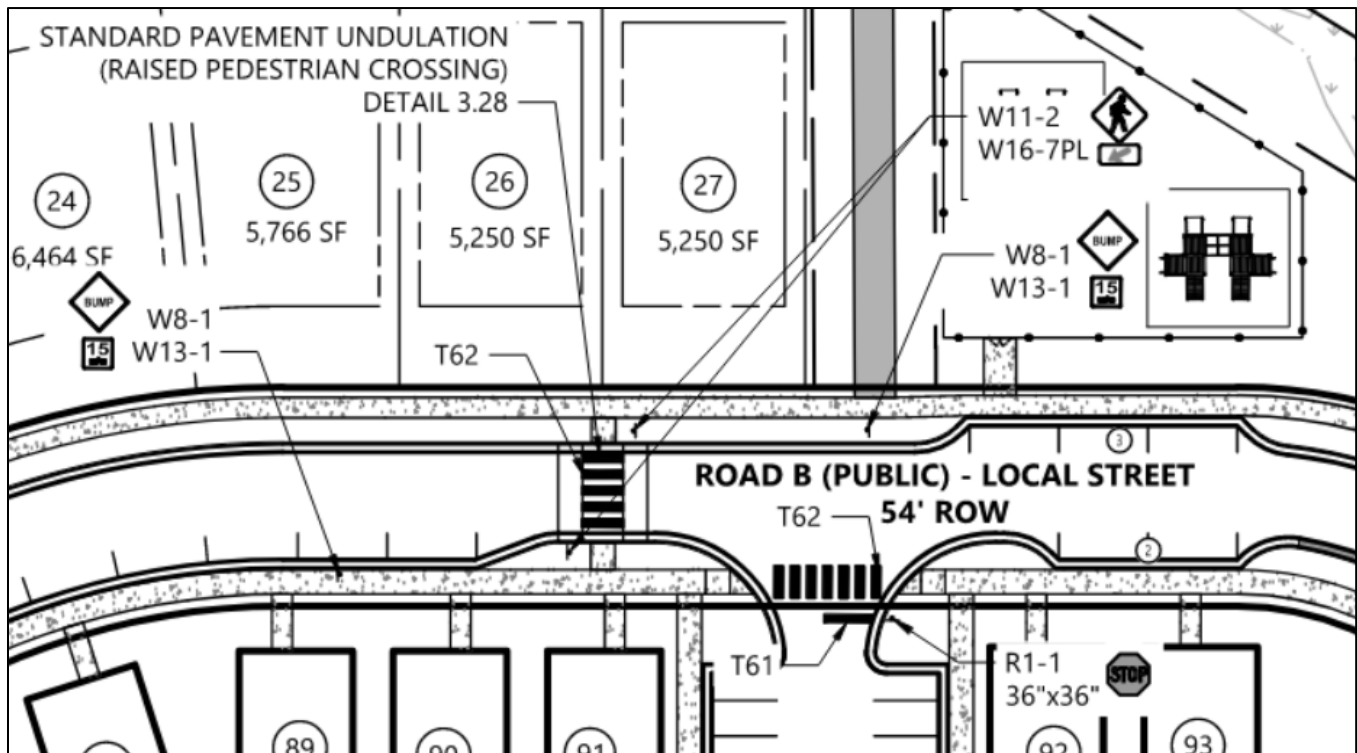
### **STAFF SITE PLAN ANALYSIS:**

Staff has reviewed the plan for UDO consistency and found the site plan to generally be in compliance with the required provisions. The following items are being highlighted for Council review and further consideration.

#### **Master Plan Updates**

The following items were discussed at the Joint Public Hearing and Land Use Review Board meetings. The updated Master Plan and Planned Unit Development documents have been attached to this staff report.

1. **Parking:** A desire for more parking was expressed by both Council and LURB members. Since the initial presentation of this proposal, additional parking spaces have been added. There are now two parking spaces provided for each residential unit, including all cottages. Previously, about 1.8 parking spaces were provided per cottage unit.
2. **Housing Type:** While the 50-foot-wide lots are narrower than what has traditionally been approved in the past, a smaller lot provides additional housing variety as noted in the Comprehensive Plan and the Affordable Knightdale Plan. The smaller lots also promote a more equitable neighborhood, where housing opportunities are complimentary to each other.
3. **Traffic Calming:** The reduced centerline radius remains, however raised midblock crosswalks have been placed throughout the neighborhood. In addition to creating safer pedestrian crossings, they are a form of traffic calming which, along with on-street parking spaces, help to naturally slow down cars.







# Town of Knightdale

## Staff Report

### Housing Type

The proposal contains two different types of housing on the site, front-loaded 50-foot-wide lots and cottage units. A 50-foot-wide lot is generally narrower than what has typically been approved (60-foot-wide), however provides more variety to housing types for current and future residents.

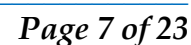
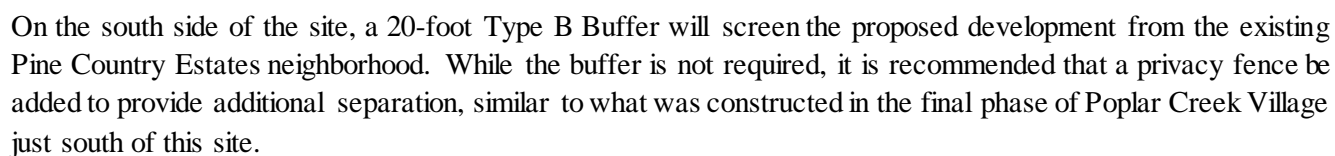
The cottage units are a newer housing type compared to the more common single-family and townhomes. The 68 units range in size, from 1,045 square feet to 1,245 square feet, and are primarily arranged around courtyards providing recreational open space within walking distance. The units will be individually owned, and on a common lot maintained by the Homeowners Association.







Approximately 8.42 acres of the site, or 26%, is located within environmental features such as floodplains, wetlands, or stream buffers. According to the proposed plan, these areas will remain undisturbed and in their current state. In total, more than 10 acres of land on the site will be conserved.





# Town of Knightdale

## *Staff Report*

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### **Design Standards**

The design standards below outline the requirements for residential units. Example elevations are provided in the attached PUD document. Additional standards are recommended to become consistent with previously approved projects elsewhere in Knightdale. Upon submission of building permits, should elevations be inconsistent with previous approvals, permits may not be issued.

### **Proposed Architectural Design Standards for All Homes**

1. All homes will have a combination of two or more of the following materials on the front facade (not including foundation) unless the home is only stone or brick:
  - a. stone
  - b. brick
  - c. lap siding
  - d. shakes
  - e. board and batten
  - f. window pediments
  - g. recessed windows
  - h. side and/or front window box bays
  - i. roof gables
  - j. roof dormers
  - k. roofline cornices
  - l. metal roofing as accent
  - m. column
  - n. shutters
  - o. fiber cement siding
2. The exterior siding material on the side and rear facades will be fiber cement. When two materials are used, the materials shall be different but complimentary colors.
3. Vinyl is prohibited except for window trim, soffits, fascia, and/or corner boards.
4. Main roof pitches (excluding porches) will be at least 6:12.
5. For every 30 feet (or fraction) of continuous side elevation (calculated on a per floor basis), there shall be one window or door added to the side elevations. Any siding break on the side of the home such as a fireplace, side porch, wall offsets could be used as an alternative to windows.
6. Each front entrance shall contain a covered stoop or porch.
7. Foundation shall be raised to a minimum height of 18 inches above finished yard grade in the front and shall contain a minimum of 2 stair risers up to the front porch.
8. Foundations will be wrapped in brick or stone on all sides. Areas under front porches may be enclosed with lattice or other decorative form of screening to match architectural style.

### **Proposed Architectural Design Standards for Single-Family Detached Front-Loaded Homes**

9. All homes shall have a minimum 100 square foot patio, deck, terrace, or courtyard.
10. Eaves shall project a minimum of eight inches from building facade
11. A minimum of 33% of homes shall include stone or brick as a front façade material.





# Town of Knightdale

## Staff Report

12. Front-facing garage doors shall have one of the following: windows, decorative details, or carriage-style adornments.



**SAMPLE COTTAGE PRODUCT**  
2 BEDROOMS, 2 BATHS, 1,045 SQUARE FEET



**SAMPLE COTTAGE PRODUCT**  
3 BEDROOMS, 2 BATHS, 1,245 SQUARE FEET



**SAMPLE SINGLE FAMILY PRODUCT**

### Open Spaces

A variety of recreational open space amenities are provided throughout the development, including active open spaces such as a public greenway trail, playground, pickleball courts, and recreation play field. Additional passive spaces include gathering areas with covered seating, a dog park, enhanced landscaping, butterfly and rain gardens, and more. In total, approximately 4.41 acres of active and passive open space are dedicated to recreational activities, which exceeds the requirements of the UDO.



#### **Pollinator Garden**

A proposed pollinator garden situated adjacent to main courtyard will create a habitat for pollinators in the community.



#### **EV Charging Stations**

Standalone EV charging stations are proposed in every parking lot throughout the community.



#### **Masonry Sitting Walls**

Half moon masonry sitting walls are proposed north and south of the pollinator garden for observation and additional seating adjacent to the central courtyard.



#### **Benches**

Numerous benches are proposed throughout the community and along the public greenway.



#### **Covered Pavilion**

A covered pavilion is proposed adjacent to the central courtyard to provide shade and a place of gathering.



#### **Cottage Courtyards**

Six Cottage Courtyards are proposed throughout the community to provide additional local areas for resident gatherings and play. The shared green spaces replace the traditional backyard for cottages and promote a more intimate sense of community.



# Town of Knightdale

## Staff Report

### **Conservation Neighborhood Place Type**

A new place type category introduced in the Comprehensive Plan is a Conservation Neighborhood, which “preserves and protects environmental features, tree stands, meadows, steep topography, water bodies, or outstanding viewsheds by closely clustering development together of varying lot sizes and densities. Conservation Neighborhood design should respond to specific features on the site; however, goals to reallocate gross allowable densities into compact development areas that minimize infrastructure investments and maximize large, meaningful and continuous areas for permanent open space are encouraged.”

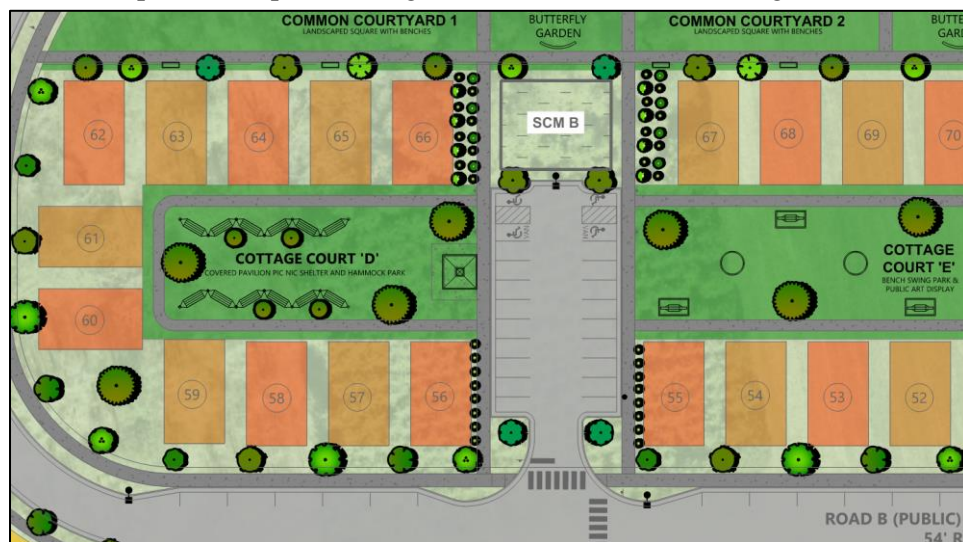
The proposal contains a number of features promoting this place type, including multiple green stormwater infrastructure devices, conservation of environmental features mentioned previously, rain gardens, and Electric Vehicle Charging Stations.



**Bioretention Example**

### **Parking**

All single-family lots will have off-street parking in the form of private driveways and garages. Each cottage unit will have access to off-street parking lots where an additional 89 spaces are provided within walking distance. Finally, 44 on-street spaces are spread throughout the site to accommodate guests and multi-vehicle households.





# Town of Knightdale

## *Staff Report*

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### **VII. LEGISLATIVE CASE PROCEDURES:**

Following the withdrawal of the previous submittal, staff met with the development team numerous times during the making of the Comprehensive Plan update to discuss the Town's vision for Knightdale's future in this area. Upon adoption of the updated Comprehensive Plan, the applicant resubmitted a new sketch plan and started the process from the beginning once again. A Planned Unit Development rezoning is a legislative public hearing, which requires certain application procedures including having a pre-application meeting with staff and holding a neighborhood meeting with any property owners within 200 feet of the outer boundaries of the subject development. Below is a timeline of the required elements.

- Pre-application meeting: May 7, 2024
- Neighborhood Meeting: February 27, 2025

The neighborhood meeting was held February 27, 2025, at the Hampton Inn & Suites at 405 Hinton Oaks Blvd. Five neighbors attended the meeting. Topics discussed included the housing product, environmental protections, buffers, and the impacts to Clifton Road. A copy of the mailed notice and list of recipients are attached as part of the application packet.

Following the formal submittal and review of the proposed Master Plan and PUD document, the applicant met with the Development Review Committee (DRC) on April 10, 2025, to discuss the technical comments and details associated with the proposed plan. Staff discussed with the applicant concerns involving Comprehensive Plan consistency, environmental protections, topography of the site, dimensional requirements, pedestrian connectivity, and recreational open space. The DRC voted unanimously to **continue** the proposal pending the applicant addressing the review comments and Town Council approving the Rezoning request.

Additionally, the Town of Knightdale followed public hearing notice requirements as prescribed in the North Carolina state statutes.

- First Class Letters Mailed: May 2, 2025
- Sign Posted on Property: May 2, 2025
- Legal Ad Published in the Wake Weekly: May 2 and 9, 2025

### **VI. PROPOSED PLANNED UNIT DEVELOPMENT:**

In support of their Master Plan, the applicant submitted a PUD document that includes a vision for their proposed development, statements of plan consistency, architectural design standards, proposed site development allowances, and open space information.

Staff has reviewed the submittal in accordance with UDO Sections 12.2.F.3.g and 12.3.F and found that all submittal requirements have been met. Staff also reviewed the plans for conformance with the GR3 zoning district and other applicable UDO sections. The applicants' requested alternative standards are listed in the section below.





# Town of Knightdale

## Staff Report

**Public Utilities/Water Allocation Policy:** The applicant is proposing to connect to public water and sewer. In accordance with Section 12.3.F.16 of the UDO, the applicant is proposing achieve the required 50 points with the following features:

	Point Total
Major Subdivision	15
<b>Bonus Point Item</b>	
Conservation of Natural Habitat	10
Construct a fountain with the SCM	4
Outdoor Display of Public Art	5
IPEMA Certified Playground Equipment	4
Pickleball Courts	5
Underground Capture Stormwater System	5
Deck/Patio – More than 1,000 square feet	1
Enhanced Roadside Landscaping & Hardscaping	2
<b>Total Water Allocation Policy Points</b>	<b>50</b>

**Site Development Allowances:** In accordance with UDO Section 12.2.F.3.g, a PUD allows the applicant to request exceptions to certain standards identified in the base zoning district (GR3). These requests should be fair and reasonable, and the proposed alternate means of compliance should meet the spirit and intent of the UDO. The applicant's allowance requests are as follows:

1. **One Principal Building Per Lot** (Section 3.2.C):

- **Required:** In accordance with UDO Section 3.2.C, only one principle building (house or cottage) is permitted per lot.
- **Requested:** The 95 cottage units shall be located on HOA owned lots, but shall be made available for individual sale.



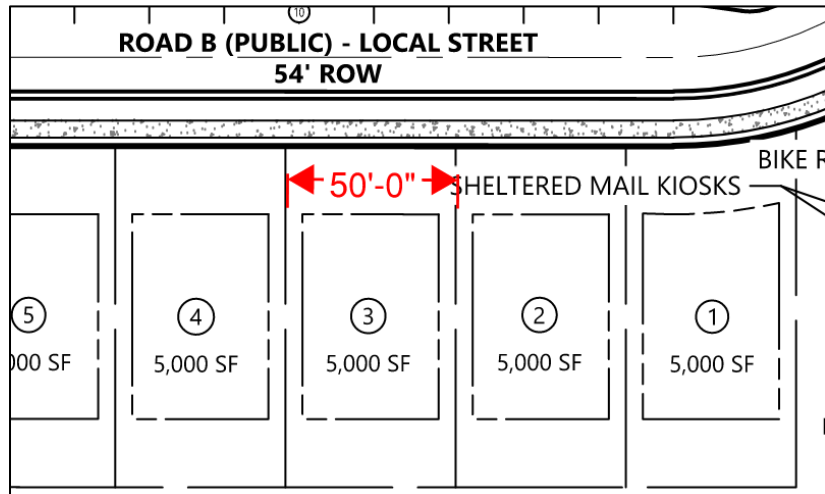


# Town of Knightdale

## Staff Report

### 2. Dimensional Standards (Section 3.4):

- **Required:** In accordance with UDO Section 3.4, all driveways shall be a minimum of 35-feet in length. Additionally, all front-loaded lots shall be a minimum of 80 feet in width.
- **Requested:** The applicant proposes a minimum driveway length of 25 feet for all front-loaded residential lots. The applicant proposes building single-family front-loaded lots at a minimum of 50 feet wide.



### 3. Setback Standards (Section 6.5):

- **Required:** In accordance with UDO Section 6.5, the following setbacks shall apply to single-family dwellings.

Yard Setbacks	
Front Minimum	10 ft
Front Maximum	n/a
Corner Side Minimum	10 ft
Side Minimum	20% lot width*
Rear Minimum	25 ft
*Side setback shall be calculated as an aggregate. Lots greater than or equal to 60 feet in width shall have minimum setback of 5 feet. Lots less than 60 feet in width shall have a minimum setback of 3 feet. Side yards of corner lots shall be a minimum of 10 feet.	

- **Requested:** The applicant is proposing a modification to a minimum 20-foot front setback, 15-foot rear setback, and a five-foot side setback. Cottage units shall be separated by at least six feet from each other and the right-of-way.





# Town of Knightdale

## Staff Report

### 4. Motorized Vehicle Parking (Section 7.1.G.2.a.v):

- **Required:** In accordance with UDO Section 7.1.G.2.a.v, all single-family residential units shall have two off-street parking spaces.
- **Requested:** While the Master Plan currently shows two spaces per cottage unit, the applicant may adjust the minimum number of spaces to 1.95 per unit with Land Use Administrator approval. On-street parking spaces may count towards this requirement.

### 5. Residential Clearing and Grading (Section 9.3.B):

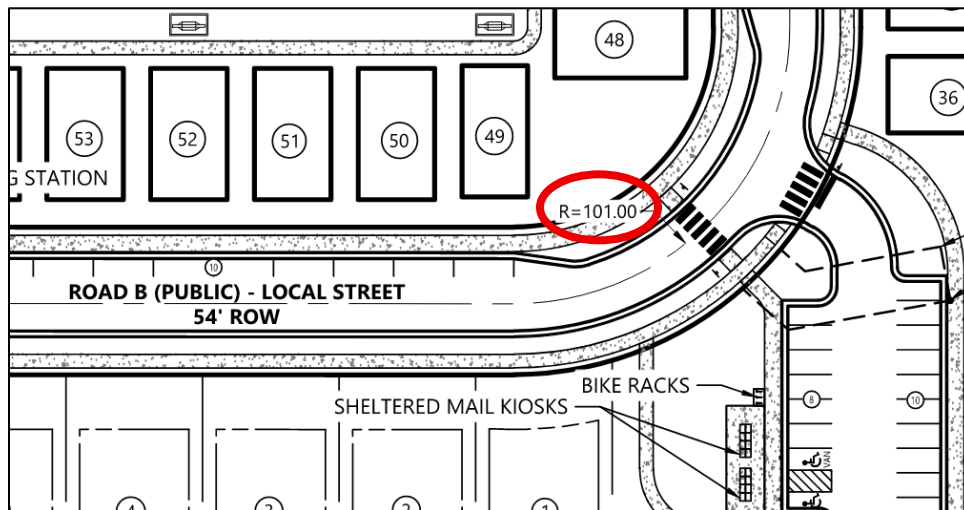
- **Required:** In accordance with UDO Section 9.3.B, all front-loaded lots are not permitted to be mass graded.
- **Requested:** The applicant requests the ability to mass grade all single-family lots.

### 6. Horizontal Curve Street Design Criteria (Section 10.5.A):

- **Required:** In accordance with UDO Section 10.4.5, local streets shall have a minimum centerline radius of 150-feet.

Table 10.1(D)(2)(a): Horizontal Curve Street Design Criteria								
Standards	Street Type							
	Alley	Street	Main Street	Urban Main Street	Avenue	Urban Avenue	Boulevard (4 lane)	Boulevard (6 lane)
<i>Design Standards (Maximum)</i>								
Speed (mph)	10	20	20-25	20-25	30-35	20-25	35-45	35-45
(ft/ft)	n/a	n/a	n/a	n/a	0.04	n/a	0.06	0.06
<i>Design Standards (Minimum)</i>								
Min. Centerline Radius (ft)	50	150	300	300	533	300	833	833
Min. Tangent Distance Between Reverse Curves (ft)	0	0	0	100	250	100	250	400

- **Requested:** A minimum centerline radius of 100 feet on Road B.





# Town of Knightdale

## Staff Report

### 7. Connectivity Index (Section 11.3.E.7):

- **Required:** In accordance with UDO Section 11.3.E.7, a minimum index score of 1.40 is required between street links (road sections) and street nodes (intersections).

Table 11.3(E)(3): Connectivity Index												
Standards	All Buildings											
	OSP	RT	RR	GR3	GR8	UR12	RMX	NMX	TC	HB	BP	MI
Connectivity Index (Min.)												
Index Score	n/a	1.30	1.30	1.40	1.40	1.40	1.40	1.50	1.60	n/a	n/a	n/a

Figure 11.5: Connectivity Index



- **Requested:** A connectivity index of 1.0 is proposed, due to environmental conditions and constraints on adjacent land.

### 8. Nonconforming Street Frontages (Section 13.10.A):

- **Required:** In accordance with UDO Section 13.10.A, new developments are required to improve their street frontage with the addition of curb, gutter, sidewalk, street trees, and additional elements as outlined in UDO Section 10.4.
- **Requested:** A portion of the site's frontage on Clifton Road would require a stream crossing. To limit the impact of this stream, the developer is required to pay a fee-in-lieu of this widening.





# Town of Knightdale

## *Staff Report*

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### **Zoning Conditions**

The developer has proposed the following zoning conditions in addition to the Master Plan, PUD, and Site Development Allowances.

1. The Property owner shall construct at its own cost a 10-foot-wide paved greenway trail on the property currently owned by the North Carolina Department of Transportation at 4917 Old Faison Road (PIN 1743-55-3294) (the “DOT Property”) connecting the greenway on the subject Property to the existing greenway located at 0 Stony Falls Way (PIN 1743-62-5541) if it is able to obtain, with the use of Transportation Fee credits or other fees, all necessary right-of-way and easement rights, including temporary construction easements, necessary to construct a 10-foot-wide paved greenway trail connection on the DOT Property within
  - a. One hundred twenty (120) days of the date of approval of this rezoning (Case ZMA-8-24), or
  - b. Thirty days (30) of the first submission of Construction Drawings/Preliminary Plat for the development set out in the Master Plan, whichever is later. The Town shall assist the Property owner in obtaining such easement rights by working with NDOT and the Turnpike Authority but is not obligated or required by this zoning condition to obtain any right-of-way or easement for the greenway trail connection.
2. Consistent with UDO 12.2(G)(3), the Property shall be developed in substantial accordance with the associated Master Plan (ZMA-8-24).
3. The Land Use Administrator may review and approve Site Development Allowances pursuant to UDO Sections 12.2.G.3.f.ii and 12.2.G.3.f.ii.b. Site Development Allowances shall not result in a net increase to the number of homes, but may increase the number of lots on which the Cottage Buildings are located. Site Development Allowances include, but are not limited to:
  - a. The project will integrate two green stormwater infrastructure devices (SCM A and SCM B) consistent with the Planned Unit Development.
  - b. The Master Plan provides for two off-street spaces per Cottage Unit. The location and relative size of parking areas may be modified to ensure an arrangement that is safe and convenient and, insofar as feasible, does not detract from the design of proposed buildings and structures. The number of off-street parking spaces for Cottage Units may be modified no more than 2.5%.
  - c. Specific open space locations may be modified so long as the Land Use Administrator determines such modifications are consistent with applicable UDO standards, do not alter the basic development concept and are consistent the spirit and intent of the adopted Master Plan.

### **VII. TRANSPORTATION ANALYSIS**

A Trip Generation Report indicated that the number of vehicular trips generated by this site will not exceed 150 during the morning and evening peak travel times. Because of this, as well as the remote location of this site and nearby improvements being made by NCDOT and other developments, a Transportation Impact Analysis was not required.

While this site is removed from much development activity happening in Knightdale, it is close to the Poplar Creek Village neighborhood. That development has constructed public greenway trails and sidewalks, stubbing close to this proposal. Staff recommends connecting to this infrastructure through off-site greenway and sidewalk construction on Clifton Road to provide recreational opportunities to existing and future residents.












# Town of Knightdale

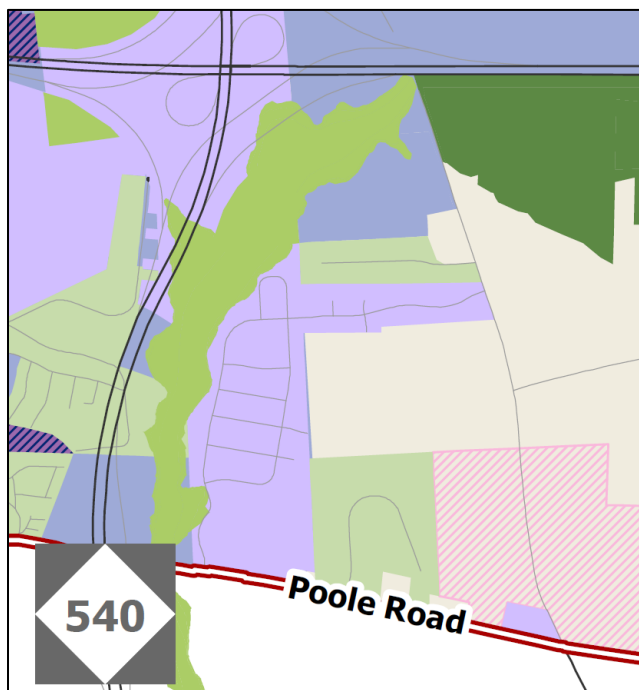
## Staff Report

### **VIII. COMPREHENSIVE PLAN:**

The recently updated KnightdaleNext V.2 2035 Comprehensive Plan has added new tools and enhanced guidance for development proposals going through the rezoning process. This includes the introduction of the Three Map Series, refined Guiding Principles, more well-defined Future Place Types, and additional Focus Area Concepts.

A. **Intentional Growth Areas Map:** The first map in the series offers a means to efficiently organize and illustrate a hierarchy of growth and conservation priorities for town leaders. Adherence to this Map will facilitate the convergence of public and private decision-making processes, leverage town resources with other investment dollars, manage the amount and timing of new infrastructure required to support future development while avoiding sprawl, implement a town-wide strategy for identifying and securing open space, and enhance the town's influence in future development decisions that directly impact the quality-of-life for all residents in the area.

 Preserved Open Space	 Rural Neighborhoods	 Target Growth Area
 Rural Preserve Area	 Secondary Growth Area	 Activity Center in Growth Reserve Area
 Growth Reserve Area	 Primary Growth Area	 Water Bodies



**Secondary Growth Area:** Secondary growth areas include land contiguous to town limits that could help accommodate growth projected for an eleven-year planning horizon, 2024 to 2035, assuming annual growth rates similar to the last decade (i.e., 4.21% per year). Some areas on the map include smaller parcels anticipated to infill in a manner that complements existing buildings and their surrounding environment. Other areas on the map include large, undeveloped parcels that provide opportunities to be forward-thinking about a vision for conservation and development that includes a mix of uses or densities that create new, energized centers, corridors, or neighborhoods in the community.

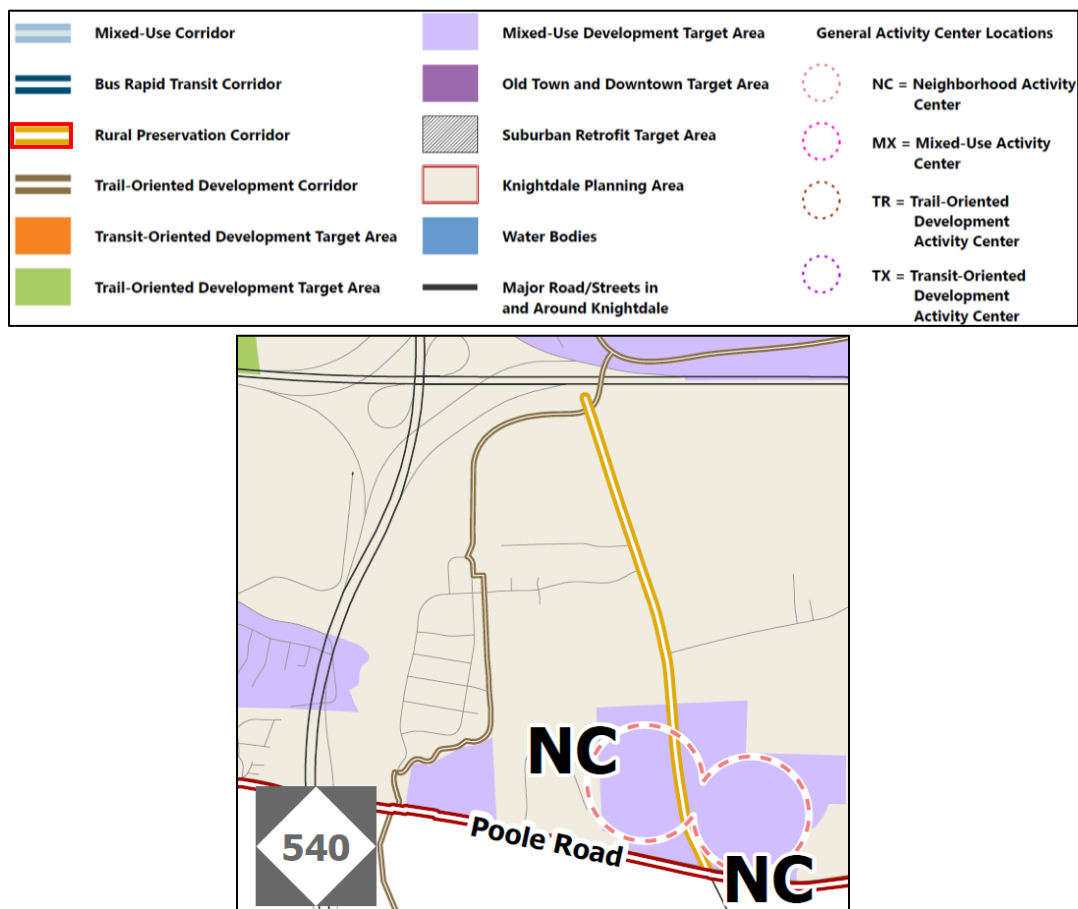


# Town of Knightdale

## Staff Report

A portion of the secondary growth area is inside existing or planned utility service areas. These areas should be targeted for small- to large-scale infrastructure investments that keep properties economically-viable in the future. Town officials should advocate for new infrastructure projects that upsize for additional capacity and fill-in missing segments for important street, water, or sewer connections. Continued investment in these areas should maximize return on-investment potential for the town by 1) minimizing utility expansion costs and 2) maximizing land productivity for private property owners that increases tax revenues for the town. Infrastructure investments that support economic development — new jobs or new sales tax revenue — in the secondary growth area should be a high priority.

**B. Urban Small Town Framework Map:** The next map in the series provides descriptions establishing general expectations regarding desired characteristics for different geographic areas in the community, including the general objective of each category, important considerations based on location, and targeted treatments to facilitate progress.



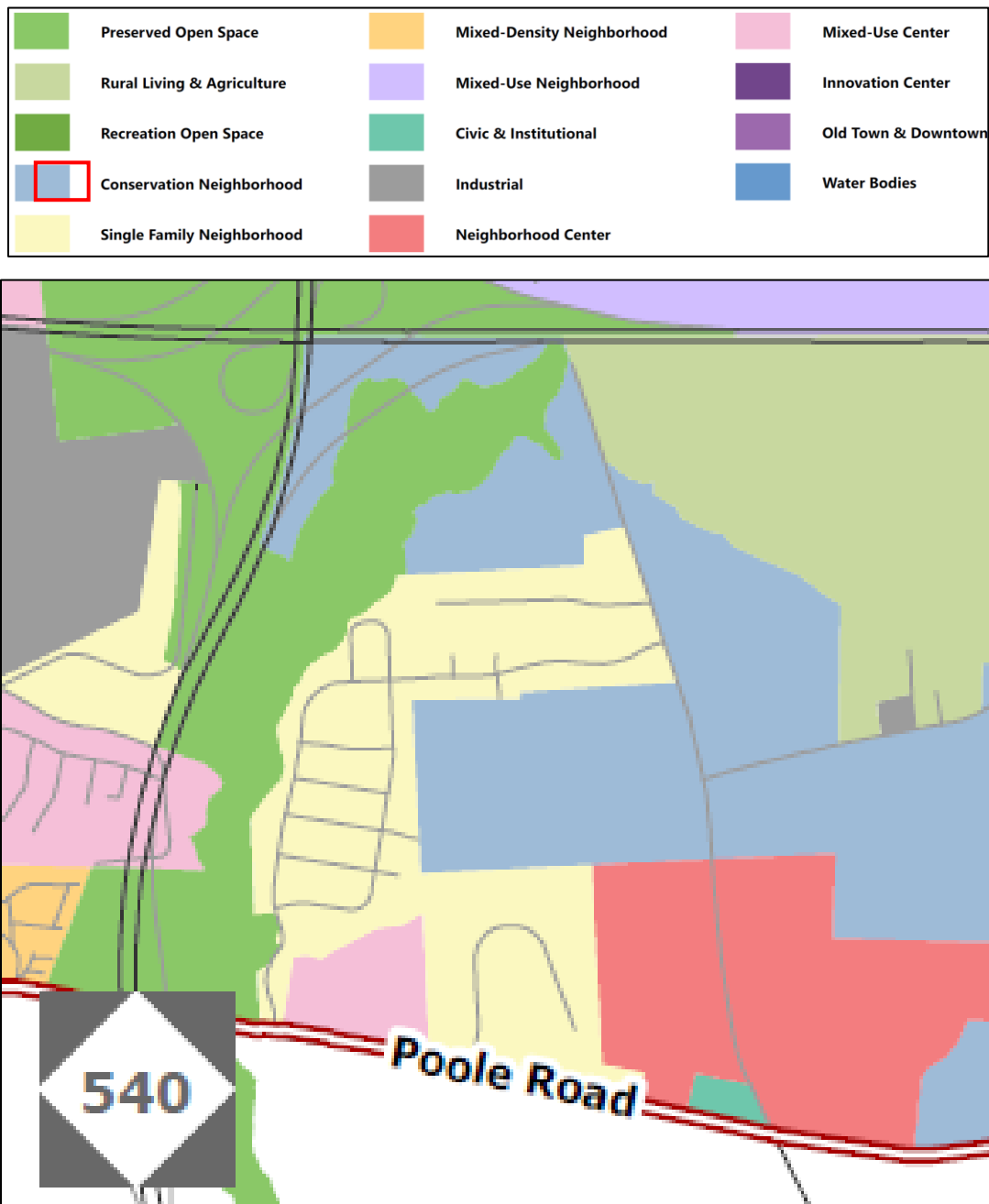
**Rural Preservation Corridor:** Rural Preservation Corridors are found along major transportation routes in Knightdale, and aim to protect historic buildings, historic resources, or a certain rural heritage that still exists for some portions of the town's planning area. Rural heritage may be influenced by physical, cultural, or environmental characteristics observed along the corridor. Land use limitations, exaggerated building setbacks, tree-save areas, and fence style or material requirements should be considered to protect the rural character, and safeguard critical viewsheds, along the corridors.



# Town of Knightdale

## Staff Report

- C. **Future Place Type Map:** The final map in this series depicts preferred development types, locations, patterns, styles, and intensities for the planning jurisdiction assuming full build-out of the community. It also provides a physical framework to more effectively realize the community vision statement and guiding principles presented in the comprehensive plan. These recommendations set a long-term vision for a more diverse development portfolio in Knightdale that is forward-thinking, focused on new or improved development activity centers, promotes economic development via strategic place-making investments, mindful of supporting infrastructure, aware of residents' quality-of-life, and economically-viable and financially sustainable for the town.







# Town of Knightdale

## Staff Report

### Conservation Neighborhood

A Conservation Neighborhood preserves and protects environmental features, tree stands, meadows, steep topography, water bodies, or outstanding viewsheds by closely clustering development together of varying lot sizes and densities. Conservation Neighborhood design should respond to specific features on the site; however, goals to reallocate gross allowable densities into compact development areas that minimize infrastructure investments and maximize large, meaningful and continuous areas for permanent open space are encouraged. Conservation Neighborhoods are primarily residential, but may include limited civic, farm, or other non-residential (commercial) uses.



#### Street & Block Pattern

- Curvilinear roads are generally used leading into a neighborhood to avoid identified open space or environmentally-sensitive areas.
- A grid street network is used near the identified center of the neighborhood. Blocks may vary in size, increasing in area or dimension radiating out from the center of activity.
- Off-street parking should be accommodated at the side or rear of the lot to minimize the presence of parked automobiles on driveways along residential streets (with parking access to lots for townhomes from rear alleys).
- Cul-de-sacs on a site should be limited to areas with environmental concerns or steep slopes.



#### Building Types & Massing

- Building types include residential, civic, farm, and non-residential. Density and mixed-uses should be clustered in areas that are currently cleared to promote additional conservation.



#### Transportation

- Roads internal to neighborhoods should be designed to include green infrastructure elements, including meandering sidewalks and greenways.
- Streets are designed with curb and gutter drainage.
- Residential areas in the neighborhood should be walkable with sidewalks, bicycle facilities, paths and trails, connecting to open space regularly.



#### Sustainability

- Low-impact landscape design techniques and sustainable stormwater practices should be incorporated.
- Individual lots sizes and shapes may provide opportunities for rain gardens or other on-site stormwater control measures.
- Public electric vehicle charging stations should be considered in the activity center of a larger neighborhood.
- Solar panels on rooftops in public areas or private lots should be considered to promote renewable energy.
- Developed areas should take advantage of orientation, massing, tree cover, and other elements to reduce heat islands, promote natural cooling, and reduce heating and cooling demands.



#### Open Spaces & Natural Resources

- Permanent open space should be substantial in size, interconnected, functional in nature, and accessible to residents and visitors.
- Natural resource areas and ecologically sensitive areas on a site should remain more informal and accessible via greenways.
- A significant portion of a development, typically 30-60%, should be preserved as open space, with amounts varying depending on features present on the site.
- In an activity center or residential area, open spaces may be more formal and include parks, greenways, squares, or neighborhood gardens.
- Development in the neighborhood should be sensitive to existing natural conditions and avoid mass-grading or tree-clearing for larger lots (i.e., greater than 60 feet in width).



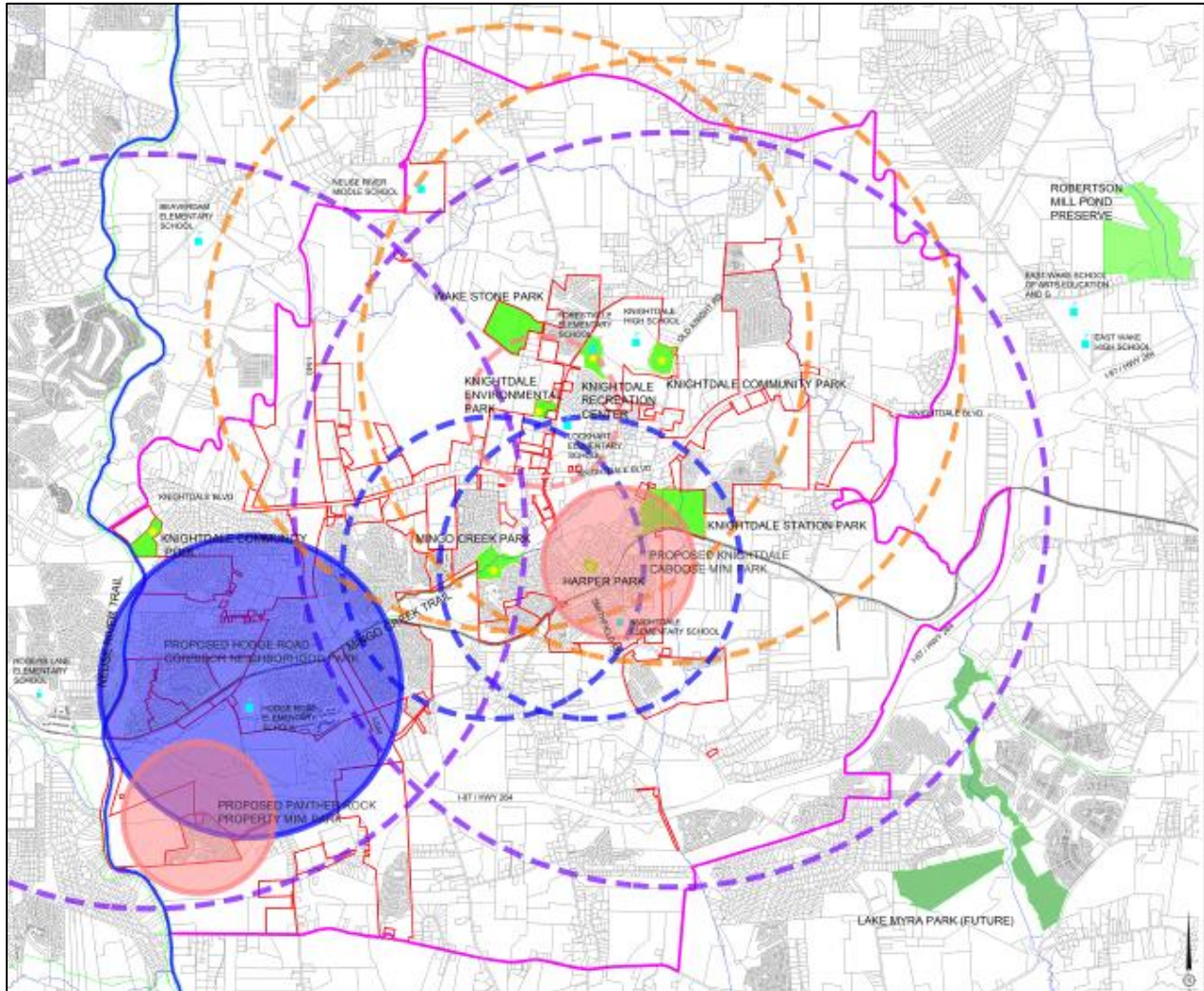


# Town of Knightdale

## Staff Report

### **CONSISTENCY WITH THE COMPREHENSIVE PARKS AND RECREATION MASTER PLAN:**

The Knightdale Town Council adopted the Town's first ever Comprehensive Parks and Recreation Master Plan in April 2022. This plan includes recommendations for future park facilities based on community needs and existing conditions. The plan indicates that this proposal is not within the service areas any current or planned Knightdale facility.



### **CONSISTENCY WITH THE COMPREHENSIVE PLAN:**

North Carolina General Statute 160D-605 requires that prior to adoption or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action to be reasonable and in the public interest.

The KnightdaleNext V.2 2035 Comprehensive Plan contains eight guiding principles categories developed by the community. These guiding principles should be embraced by development proposals to enhance quality-of-life and economic prosperity across town. The principles embody the core philosophy and Town vision expressed by the community.





# Town of Knightdale

## Staff Report

Of the eight guiding principles detailed in the Comprehensive Plan, a plan of this scope with these features should promote the following:



### Home and Neighborhood Choices

Dynamic neighborhoods in Knightdale should be places that provide exceptional quality-of-life, attainable and diverse housing options, and connections to neighborhood-serving uses like community gardens, parks, schools, neighborhood commercial areas, or mixed-use activity centers. New neighborhoods should continue to mix two or more home choices in the same development, including “missing middle” home choices such as single dwelling homes on small lots, townhomes, duplexes, triplexes, quadplexes, and accessory dwelling units. Neighborhoods should also organize lots around a continuous and connected system of open space that represents a prominent feature of the development.

Neighborhoods in the town should be treated as the “connective tissue” between destinations, and provide a place for social interaction, and foster connections between residents, that together create a source of pride and belonging in the community. Positive actions, routines, or experiences in a Knightdale neighborhood should lead to a willingness of residents to stay and put down roots in the community.

Residents in neighborhoods provide regular and loyal customers for nearby businesses and should be connected to them in meaningful ways. Physical connections may include new street connections or greenways that strengthen the relationship between origin and destination. Visual connections may include special paving treatments, street lighting, landscaping, or coordinated signage that reinforce a connection between homes and businesses. Social connections may include district names or special events held to present the activity center and nearby neighborhoods as a unified and desirable location.



### Inclusive, Livable Town

Promote a welcoming, inclusive, and diverse town for residents, business owners, and visitors that recognizes not everyone starts from the same place and that intentional and unintentional barriers exist in peoples’ daily lives. Plan for, and regulate, different aspects of growth and development with the interests and needs of all town residents in mind, and recognize the entire community benefits when it helps those most vulnerable to challenges. Wealth is shared more equitably, economies are more sustainable, homes are more attainable, tax base expands, skilled workforce expands, and more local businesses are added to the community. The town should address future land use decisions, investment opportunities, or the rising costs-of-living in Knightdale as potential barriers to being a more inclusive and livable town.



### Townwide Place-Making

Celebrate a distinct brand and sense of place for the town that is uniquely Knightdale, while still tapping into the talent and creativity of the people that shape it — residents, business owners, property owners, town officials, developers, and planning and design professionals — to keep things relevant and authentic. Emphasize community character and high-quality design ideas for buildings, streets, public spaces, parking lots, signs, landscaping, etc. that make Knightdale distinct from surrounding communities. Remember the interplay between land use, transportation, open space, housing, economic, and infrastructure decisions for making the town a more livable and memorable place.

Prioritize the spaces around and between buildings for different place-making initiatives, which adds visual interest to an area, attracts outdoor activities, and creates emotional connections between people and places. Ensure place-making initiatives in Knightdale emphasize walkable environments, open spaces, and active-living. Use town investments in public spaces to leverage greater private investment nearby in terms of building use, scale, placement, materials, and indoor/outdoor activation.



### Environmental Stewardship and Sustainability

Create a comprehensive, continuous, and coordinated open space network for the town that promotes new parks and recreation centers, provides greater access to both active or passive uses, and provides interesting gathering places for residents, employees, and visitors in different parts of the community. The size, location, and design of open space in the community should support a resource hierarchy — town-wide parks, community parks, neighborhood parks, and public spaces in different activity centers designed as plazas, cafes, or attractive streets for walking. In the built environment, orient buildings to minimize energy use and maximize solar gain; consider land use mix, development intensity, and street connectivity principles to reduce the number and length of automobile trips; and reduce household water consumption using, in part, reclaimed water strategies.

Safeguard the town’s natural resources as critical elements of the open space network; including lakes, streams, wetlands, woodlands, trails, agricultural lands, and tree canopy. Protect natural open space as a means to manage stormwater runoff, provide trail linkages, protect water quality, reduce heat islands, and celebrate nature as a centerpiece of the town’s unique identity and sense of place.

A livable town should also embrace the tenants of sustainable development, including increased interests in environmental stewardship, financial responsibility, and renewable resources, and actions aimed at climate change, energy independence, natural infrastructure, and greenhouse gas emissions.



# Town of Knightdale

## Staff Report

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### **X. JOINT PUBLIC HEARING SUMMARY:**

A joint public hearing with the Land Use Review Board and Town Council was held at the May 15, 2025, Town Council meeting. At that meeting, the discussion included the Conservation Neighborhood place type, housing products, greenway connectivity, parking, and landscaping.

### **XI. LAND USE REVIEW BOARD MEETING SUMMARY:**

The revised plans were presented to the Land Use Review Board at their June 9, 2025, meeting. An overview of the proposal's consistency with the Comprehensive Plan, housing types, parking, and environmental impacts were discussed. A motion was made to recommend denial of ZMA-8-24 and forward the following advisory statement to Town Council, which was approved unanimously:

*The proposed Zoning Map Amendment is inconsistent with the KnightdaleNext V.2 2035 Comprehensive Plan's International Growth Areas Map Secondary Growth Area and future land use designation as a Conservation Neighborhood Place Type. The request is not reasonable nor in the public interest as it fails to support the guiding principles of the KnightdaleNext Comprehensive Plan.*

### **XII. STAFF RECOMMENDATION:**

It is staff's recommendation that Town Council approve the request to rezone the ±32 acres on Clifton Road, identified by Wake County PIN 1743-73-8469, to General Residential 3-Planned Unit Development, adopts the following staff recommended advisory statement regarding Comprehensive Plan consistency, and adopts Ordinance #25-07-16-004.

*The proposed Zoning Map Amendment is consistent with the KnightdaleNext V.2 2035 Comprehensive Plan as it addresses several of the guiding principles such as embracing and promoting the elements of an inclusive, livable Town via placemaking and expanding home choices, while creating a sustainable and environmentally sensitive neighborhood. When implementing the Playbook Approach, the proposal is consistent with the Intentional Growth Areas Map as pedestrian and utility infrastructure improvements proposed allow a reclassification to a Primary Growth Area. Furthermore, the proposal creates a Rural Preservation Corridor and includes elements of the Conservation Neighborhood Future Place Type. The request is reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people not only desire to visit, but to also live, work, and play.*

If Town Council determines that the proposal is inconsistent with the Comprehensive Plan, the following example advisory statement may be used along with a vote to deny the rezoning request.

*The proposed Zoning Map Amendment is inconsistent with the KnightdaleNext V.2 2035 Comprehensive Plan's International Growth Areas Map Secondary Growth Area and future land use designation as a Conservation Neighborhood Place Type. The request is not reasonable nor in the public interest as it fails to support the guiding principles of the KnightdaleNext Comprehensive Plan.*



# Master Plan

Issued for	Review
Date Issued	March 24, 2025
Latest Issue	July 1, 2025

## Clifton Road Conservation Subdivision

(ZMA-8-24)

0 Pine Country Ln  
Knightdale, NC

### Owner

David Jonathan Adams  
6000 Mal Weathers Road  
Raleigh, NC 27603-7831

### Developer

DR Horton  
7208 Falls of Neuse Rd Suite 201  
Raleigh, NC 27615

Contact: Reese Bridges  
Telephone: 984.247.9614  
Email: Trbridges@drhorton.com

### Applicant

VHB Engineering NC, P.C.  
940 Main Campus Drive Suite 500  
Raleigh, NC 27606  
Contact: Charles Townsend, PE  
Telephone: 919.741.5567  
Email: ctownsend@vhb.com

### Surveyor

CMP Professional Land Surveyors  
333 White Street  
P.O. Box 1253  
Wake Forest , NC 27588  
Telephone: 919.556.3148

### Consultant

Duncan Land Consultants  
5204 Blakenban Trail  
Fuquay Varina , NC 27526  
Telephone: 919.422.2691  
Email: brian@duncanlc.com



### Sheet Index

No.	Drawing Title	Latest Issue
C0.01	Legend and General Notes	June 4, 2025
C1.00	Illustrative Master Plan	July 1, 2025
C1.01	Open Space Plan	July 1, 2025
C2.00	Site Plan	July 1, 2025
C2.01	Pavement Marking and Signage Plan	July 1, 2025
C3.00	Stormwater Management Plan	July 1, 2025
C4.00	Utility Plan	July 1, 2025
L1.00	Landscape and Lighting Plan	July 1, 2025
L2.00	Landscape and Lighting Details	June 4, 2025

### Reference Drawings

No.	Drawing Title	Latest Issue
C-FIRE	Apparatus Access Plan	July 1, 2025
1 of 1	Topographic Survey	November 11, 2024
1 of 1	Tree Survey	February 27, 2025

### Architectural Design Standards

#### STANDARDS FOR ALL HOMES

- ALL HOMES WILL HAVE A COMBINATION OF TWO OR MORE OF THE FOLLOWING MATERIALS ON THE FRONT FACADE (NOT INCLUDING FOUNDATION) UNLESS THE HOME IS ONLY STONE OR BRICK.
  - STONE
  - BRICK
  - CAP SIDING
  - SHAKES
  - KNICKED AND BATTEN
  - WINDOW PEDIMENTS
  - RECESSED WINDOWS
  - SIDE AND/OR FRONT WINDOW BOX BAYS
  - ROOF DORMERS
  - ROOFLINE CORNERS
  - METAL ROOFING AS ACCENT
  - COLUMN
  - SHUTTERS
  - FIBER CEMENT SIDING
- THE EXTERIOR SIDING MATERIAL ON THE SIDE AND REAR FACADES WILL BE FIBER CEMENT. WHEN TWO MATERIALS ARE USED, THE MATERIALS SHALL BE DIFFERENT BUT COMPLEMENTARY COLORS.
- VINYL IS PROHIBITED EXCEPT FOR WINDOW TRIM, SOFFITS, FASCIA, AND/OR CORNER BOARDS.
- MAIN ROOF PITCHES (EXCLUDING PORCHES) WILL BE AT LEAST 6:12.
- FOR EVERY 30 FEET OR FRACTION OF CONTINUOUS SIDE ELEVATION (CALCULATED ON A PER FLOOR BASIS), THERE SHALL BE ONE WINDOW OR DOOR ADDED TO THE SIDE ELEVATIONS. ANY SIDING BREAK ON THE SIDE OF THE HOME SHALL AS A FIREPLACE, SIDE PORCH, WALL OFFSETS COULD BE USED AS AN ALTERNATIVE TO WINDOWS.
- EACH FRONT ENTRANCE SHALL CONTAIN A COVERED STOOP OR PORCH.
- FOUNDATION SHALL BE RAISED TO A MINIMUM HEIGHT OF 18 INCHES ABOVE FINISHED YARD GRADE IN THE FRONT AND SHALL CONTAIN A MINIMUM OF 2 STAIR RISERS UP TO THE FRONT PORCH.

FOUNDATIONS WILL BE WRAPPED IN BRICK OR STONE ON ALL SIDES. AREAS UNDER FRONT PORCHES MAY BE ENCLOSED WITH LATTICE OR OTHER DECORATIVE FORM OF SCREENING TO MATCH ARCHITECTURAL STYLE.

#### STANDARDS FOR SINGLE-FAMILY DETACHED FRONT-LOADED HOMES

- ALL HOMES SHALL HAVE A MINIMUM 100 SQUARE FOOT PATIO, DECK, TERRACE, OR COURTYARD.
- EAVES SHALL PROJECT A MINIMUM OF 8" FROM BUILDING FACADE.
- A MINIMUM OF 33% OF HOMES SHALL INCLUDE STONE OR BRICK AS A FRONT FACADE MATERIAL.
- FRONT-FACING GARAGE DOORS SHALL HAVE ONE OF THE FOLLOWING: WINDOWS, DECORATIVE DETAILS, OR CARRIAGE-STYLE ADORNMENTS.

#### RALEIGH WATER CONDITIONS OF APPROVAL:

- \*ALL WATER, SANITARY SEWER AND REUSE FACILITIES SHALL BE INSTALLED, INSPECTED, TESTED, AND ACCEPTED BY THE CITY OF RALEIGH PUBLIC UTILITIES DEPARTMENT FOR OPERATIONS AND MAINTENANCE PRIOR TO 1ST CO
- \*A PETITION FOR ANNEXATION INTO THE CITY LIMITS SHALL BE SUBMITTED IN ACCORDANCE WITH CITY COUNCIL POLICY FOR EXTENSION OF UTILITY SERVICE TO PROPERTIES CURRENTLY OUTSIDE OF THE CITY LIMITS PRIOR TO PLAT RECORDATION
- \*CONSTRUCTION DRAWINGS MUST BE APPROVED BY THE CITY OF RALEIGH PUBLIC UTILITIES DEPARTMENT FOR ALL PUBLIC WATER, PUBLIC SEWER AND/OR PRIVATE SEWER EXTENSIONS PRIOR TO PLAT RECORDATION.
- \*A PLAT MUST BE RECORDED AT THE WAKE COUNTY REGISTER OF DEEDS OFFICE FOR ALL UTILITY EASEMENT DEDICATIONS PRIOR TO BUILDING PERMIT ISSUANCE+A DOWNSTREAM SEWER CAPACITY STUDY IN COMPLIANCE WITH THE RALEIGH WATER PUBLIC UTILITY DESIGN MANUAL SHALL BE SUBMITTED VIA THE COR PERMIT & DEVELOPMENT PORTAL BY THE PROJECT ENGINEER FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION DRAWING APPROVAL
- \*A WATER MODEL IN COMPLIANCE WITH THE RALEIGH WATER PUBLIC UTILITY DESIGN MANUAL MAY BE REQUIRED TO BE SUBMITTED BY THE PROJECT ENGINEER FOR REVIEW AND APPROVAL PRIOR TO CD APPROVAL
- \*THREE-PARTY DOT ENCRoACHMENT AGREEMENT REQUIRED PRIOR TO START OF CONSTRUCTION. SUBMIT TO COR TRANSPORTATION. LINWOOD "LENNY" WALLACE ENGINEER DEVELOPMENT SERVICES, LAND DEVELOPMENT 919-996-2493 LINWOOD.WALLACE@RALEIGHNC.GOV MAILING ADDRESS: ATTN: LINWOOD WALLACE CITY OF RALEIGH 1 EXCHANGE PLAZA, SUITE 500 RALEIGH, NC 27601

### Development Allowances

THE APPROVED SITE DEVELOPMENT ALLOWANCES FROM THE UNDERLYING PROVISIONS OF GRZ ZONING ARE AS FOLLOWS. THE SITE DEVELOPMENT ALLOWANCES ARE COMPATIBLE WITH SURROUNDING DEVELOPMENT. IN FURTHERANCE OF THE STATED OBJECTIVES OF THE UDO, AND NECESSARY FOR PROPER DEVELOPMENT OF THE SITE AND PRIMARILY TO ENVIRONMENTAL AND OTHER SITE CONSTRAINTS, THE SITE DEVELOPMENT ALLOWANCES ARE PROVIDED IN ORDER TO PROVIDE MORE LANDSCAPE CONSERVATION AND BENEFICIAL COMMON OPEN SPACE FOR AN OVERALL BETTER-INTEGRATED DESIGN.

#### LOT WIDTH / DU - STREET LOADED (UDO TABLE 3.4)

IN ORDER TO CREATE A VARIETY OF HOUSING TYPES AND PRICE POINTS, THE LOT WIDTH FOR SINGLE FAMILY DETACHED FRONT-LOADED HOMES SET OUT IN UDO TABLE 3.4 IS MODIFIED TO REDUCE THE MINIMUM LOT WIDTH FROM 80' TO 50'. THE 50' LOT WIDTH FOR SINGLE FAMILY DETACHED HOMES IS COMPATIBLE WITH SURROUNDING DEVELOPMENT THAT HAVE A SITE DEVELOPMENT ALLOWANCE PERMITTING STREET LOADED SINGLE FAMILY HOME LOT WIDTHS WILL BE BELOW THE UDO STANDARD. THE MODIFICATION IS IN FURTHERANCE OF THE UDO'S PURPOSE TO CREATE A CONVENIENT, ATTRACTIVE, AND HARMONIOUS COMMUNITY AND ENSURING AVAILABILITY OF WELL-ENGINEERED, WELL-BUILT, AND HIGH-QUALITY HOUSING. REDUCED LOT SIZE ALLOWS FOR MORE CONSERVATION AREA IN THE DEVELOPMENT. IN FURTHERANCE OF THE UDO'S PURPOSE TO PRESERVE ECOLOGICALLY SENSITIVE AREAS.

#### MINIMUM RESIDENTIAL DRIVEWAY LENGTH (UDO TABLE 3.4)

FOR SINGLE FAMILY DETACHED HOMES, THE MINIMUM RESIDENTIAL DRIVEWAY LENGTH SET OUT IN UDO TABLE 3.4 IS MODIFIED TO REDUCE MINIMUM DRIVEWAY LENGTH FROM 15' TO 20'. THE REDUCTION OF THE MINIMUM RESIDENTIAL DRIVEWAY LENGTH FOR A MINORITY OF HOMES IN THE DEVELOPMENT IS COMPATIBLE WITH SURROUNDING DEVELOPMENT. WHERE THE MINIMUM DRIVEWAY LENGTH IS 20', THE 25' MINIMUM DRIVEWAY LENGTH IS CONSISTENT WITH THE OBJECTIVE OF THE UDO'S MINIMUM DRIVEWAY LENGTH IN THAT IT ENSURES THAT RESIDENTS OF THE SINGLE-FAMILY DETACHED HOMES CAN PARK VEHICLES IN THE DRIVEWAY WITHOUT BLOCKING THE SIDEWALK OR STREET. THERE WILL BE AMPLE ON-STREET GUEST PARKING.

#### YARD SETBACKS FOR HOUSE BUILDING TYPE (UDO 6.5)

FOR THE HOUSE BUILDING TYPE LOCATED ON FRONT-LOADED SINGLE FAMILY LOTS, THE YARD SETBACKS SET OUT IN UDO 6.5 ARE MODIFIED AS FOLLOWS:

#### Yard Setbacks

FRONT MINIMUM:	20'
FRONT MAXIMUM:	N/A
CORNER SIDE MINIMUM:	N/A
SIDE MINIMUM:	5'
REAR MINIMUM:	15'

THESE MODIFICATIONS CONSTITUTE AN INCREASE IN THE MINIMUM FRONT YARD SETBACK FROM 10' TO 20'. ELIMINATION OF THE MINIMUM CORNER SIDE YARD SETBACK BECAUSE THERE ARE NO CORNER FRONT-LOADED SINGLE-FAMILY LOTS IN THE DEVELOPMENT. A MODIFICATION OF THE MINIMUM SIDE YARD SETBACK FROM 20% OF THE LOT WIDTH (5' MINIMUM) TO 5', AND A REDUCTION OF THE MINIMUM REAR YARD SETBACK FROM 25' TO 15'.

#### COTTAGE STANDARDS (UDO 6.3(A) AND 6.3)

THE COTTAGE BUILDING TYPE IS A NEW BUILDING TYPE NOT CURRENTLY ADDRESSED IN THE UDO. BUILDINGS IDENTIFIED ON THE MASTER PLAN AS "COTTAGE PRODUCT STYLE A" AND "COTTAGE PRODUCT STYLE B" ARE THE COTTAGE BUILDING TYPE. THE COTTAGE BUILDINGS ARE SINGLE-FAMILY HOMES BUILT ON THEIR OWN LOT OR A SHARED LOT WITH OTHER COTTAGE BUILDINGS. AS A RESULT OF THE CLUSTERING OF COTTAGE BUILDINGS, SUCH COTTAGE BUILDINGS WILL TYPICALLY ONLY HAVE ONE (1) YARD IN THE FRONT. UNITS MAY BE RENTED OR SOLD. CONSISTENT WITH UDO 6.3(A) STANDARDS FOR COTTAGE BUILDINGS ARE BASED ON THE HOME BUILDING TYPE STANDARDS IN UDO 6.5. FOR COTTAGES, THE YARD SETBACKS SET OUT IN UDO 6.5 ARE MODIFIED AS FOLLOWS:

#### Yard Setbacks

FRONT MINIMUM:	10'
FRONT MAXIMUM:	N/A
CORNER SIDE MINIMUM:	N/A
SIDE MINIMUM:	N/A
REAR MINIMUM:	N/A
BUILDING SEPARATION MINIMUM:	6' FROM OTHER COTTAGES

THESE MODIFICATIONS CONSTITUTE AN ELIMINATION OF THE MINIMUM CORNER SIDE YARD SETBACK, MINIMUM SIDE YARD SETBACK, AND THE MINIMUM REAR YARD SETBACK BECAUSE COTTAGES WILL BE CLUSTERED. THESE MODIFICATIONS ALSO ADD OF A 6' MINIMUM BUILDING SEPARATION REQUIREMENT FOR COTTAGES TO ENSURE APPROPRIATE SPACING CONSISTENT WITH OTHERWISE APPLICABLE SIDE SETBACK REQUIREMENTS.

COTTAGE BUILDINGS ARE PERMITTED TO HAVE MORE THAN ONE PRINCIPAL BUILDING PER LOT. THE COTTAGE BUILDING TYPE SHALL SATISFY THE DISTRIBUTION OF USE REQUIREMENT OF THE COMPREHENSIVE PLAN.

#### ROADWAY DESIGN-MINIMUM CENTERLINE RADIUS (UDO 10.5.A AND TABLE 10.10(D)(2)(a))

THE MINIMUM CENTERLINE RADIUS FOR THE "STREET" STREET TYPE SET OUT IN UDO TABLE 10.10(D)(2)(a), WHICH IS CONTAINED IN UDO 10.5(A), IS REDUCED FROM 150' TO 100'. AS DEMONSTRATED IN THE MASTER PLAN, THE ROADWAY DESIGN, AS MODIFIED, PROVIDES ADEQUATE EMERGENCY VEHICLE ACCESS AND MANEUVERABILITY IS NOT COMPROMISED.

#### RESIDENTIAL CLEARING & GRADING (UDO 9.3(B))

THE RESIDENTIAL CLEARING AND GRADING REQUIREMENTS SET OUT IN UDO 9.3(B) IS MODIFIED TO PERMIT MASS GRADING OF RESIDENTIAL LOTS AND INFRASTRUCTURE IMPROVEMENTS IN A SINGLE PHASE. MASS GRADING IS NECESSARY TO INSTALL UTILITY INFRASTRUCTURE AND INSURE EFFECTIVE STORMWATER DESIGN. THE REQUESTED MODIFICATION IS CONSISTENT WITH THE UDO 9.3(B)(3), WHICH EXEMPTS RESIDENTIAL SUBDIVISIONS WITH LOTS LESS THAN SIXTY (60) FEET FROM THE CLEARING AND GRADING LIMITATION SET OUT IN UDO 9.3(B). THIS MODIFICATION IS IN FURTHERANCE OF THE UDO'S PURPOSE OF ENSURING AVAILABILITY OF WELL-ENGINEERED, WELL-BUILT, AND HIGH-QUALITY HOUSING.

### Site Data Table

PROJECT:	CLIFTON ROAD CONSERVATION SUBDIVISION
OWNER:	DAVID ADAMS 6000 MAL WEATHERS ROAD RALEIGH, NC 27603
SITE ADDRESS:	0 PINE COUNTRY LANE KNIGHTDALE, NC 27545
PIN:	1743-73-8469
WATERSHED:	NEUSE RIVER
TOWNSHIP:	ST MATTHEWS
PARCEL AREA:	32.05 AC
CURRENT ZONING:	RR1
PROPOSED ZONING:	GR3 PUD

CURRENT USE:	VACANT
PROPOSED USE:	RESIDENTIAL

SINGLE FAMILY SETBACKS:	
FRONT:	20'
SIDE:	5'
REAR:	15'

COTTAGE SETBACKS:	
FRONT:	10'

BUILDING SEPARATION:	
MINIMUM:	6'

#### CONNECTIVITY INDEX (UDO 11.3(E)(7) AND UDO TABLE 11.3(E)(3))

THE MINIMUM CONNECTIVITY INDEX REQUIREMENT SET OUT IN UDO 11.3(E)(7) AND UDO TABLE 11.3(E)(3) IS MODIFIED TO REDUCE THE MINIMUM REQUIRED CONNECTIVITY INDEX SCORE FROM 1.40 TO 1.00, ACHIEVING A HIGHER CONNECTIVITY INDEX SCORE ON THIS SITE WOULD REQUIRE THE CONSTRUCTION OF ROAD CONNECTIONS THROUGH ENVIRONMENTALLY SENSITIVE AREAS OR AS A RESULT OF THE CLUSTERING OF COTTAGE BUILDINGS. THE SCORE ALLOWS DEVELOPMENT ON THE PROPERTY WITH LIMITED DISTURBANCE TO ENVIRONMENTALLY SENSITIVE AREAS. CONSISTENT WITH THE UDO'S STATED PURPOSE OF PRESERVING ECOLOGICALLY SENSITIVE AREAS, PROVIDING FOR ADEQUATE OPEN SPACE, CREATING ATTRACTIVE AND HARMONIOUS COMMUNITIES, FACILITATING ECONOMIC GROWTH, AND ENSURING THE AVAILABILITY OF WELL-ENGINEERED, WELL-BUILT, AND HIGH-QUALITY HOUSING, THE PROPOSED MODIFICATION WILL ENSURE COMPATIBILITY WITH SURROUNDING AREAS WHILE PROVIDING A PEDESTRIAN CONNECTION TO THE SURROUNDING AREAS.

#### OFF-STREET PARKING REQUIREMENT (UDO 9.3.3)

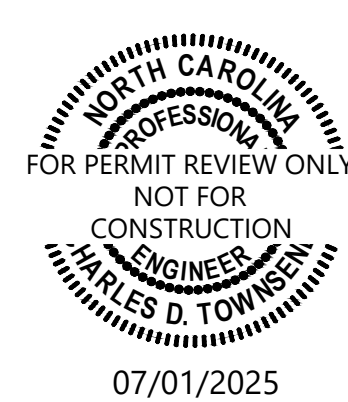
THE COTTAGE DWELLING USE IS NOT CURRENTLY LISTED IN THE TABLE OF PARKING REQUIREMENTS IN UDO 9.3.3. CONSISTENT WITH ZONING CONDITIONS, THE MINIMUM NUMBER OF PARKING SPACES FOR COTTAGE DWELLINGS SHALL BE 1 PER SPACE PER DWELLING UNIT AND THE MAXIMUM NUMBER OF PARKING SPACES FOR COTTAGE DWELLINGS SHALL BE 2.05 SPACES PER DWELLING UNIT.

#### PAYMENT IN LIEU OF CERTAIN CLIFTON ROAD RIGHT-OF-WAY IMPROVEMENTS (UDO 10.3.10.4)

THE REQUIREMENT SET OUT IN UDO 10.3.10.4 TO BRING THE CLIFTON ROAD RIGHT-OF-WAY ADJACENT TO THE DEVELOPMENT UP TO THE STANDARD OF UDO 10.4 IS MODIFIED SO THAT STREET IMPROVEMENTS (CURB & GUTTER, SIDEWALKS, ETC.) DO NOT HAVE TO BE MADE ON THE PORTIONS OF THE ADJACENT CLIFTON ROAD RIGHT-OF-WAY IMPROVEMENT LOCATED WITHIN OR NORTH OF THE FIFTY (50) FOOT RIPARIAN BUFFER ON EITHER SIDE OF THE EAST-TO-WEST JURISDICTIONAL STREAM THAT RUNS THROUGH THE PROJECT PROPERTY AND BIOCETS CLIFTON ROAD NORTH OF THE ROAD LABELED "ROAD A" IN THE MASTER PLAN. FURTHER DEVELOPMENT NORTH OF THE PROJECT IS UNLIKELY AND CREATING POTENTIALLY UNNECESSARY ENVIRONMENTAL IMPACTS TO JURISDICTIONAL WETLANDS AND STREAMS DOES NOT ALIGN WITH THE OVERALL THEME OF CONSERVATION. TO THE EXTENT NECESSARY, UDO 10.3 IS MODIFIED TO PROVIDE THAT THE TOWN WILL ACCEPT PAYMENT IN LIEU OF THE ABOVE-LISTED CLIFTON RIGHT-OF-WAY IMPROVEMENTS. THE DEVELOPER SHALL PAY THE PAYMENT IN LIEU OF THE ABOVE-LISTED STREET RIGHT-OF-WAY IMPROVEMENTS IN A SINGLE LUMP SUM PRIOR TO APPROVAL OF THE FINAL PLAT. THE AMOUNT WILL BE ESTIMATED BY A PROFESSIONAL ENGINEER AND REVIEWED BY THE TOWN OF KNIGHTDALE.



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Legend

Exist.	Prop.		Exist.	Prop.	
		PROPERTY LINE			CONCRETE
		PROJECT LIMIT LINE			HEAVY DUTY PAVEMENT
		RIGHT-OF-WAY/PROPERTY LINE			BUILDINGS
		EASEMENT			RIPRAP
		BUILDING SETBACK			CONSTRUCTION EXIT
		PARKING SETBACK			TOP OF CURB ELEVATION
		BASELINE			BOTTOM OF CURB ELEVATION
		CONSTRUCTION LAYOUT			SPOT ELEVATION
		ZONING LINE			TOP & BOTTOM OF WALL ELEVATION
		TOWN LINE			BORING LOCATION
		LIMIT OF DISTURBANCE			TEST PIT LOCATION
		WETLAND LINE WITH FLAG			MONITORING WELL
		FLOODPLAIN			UNDERDRAIN
		BORDERING LAND SUBJECT TO FLOODING			DRAIN
		WETLAND BUFFER ZONE			ROOF DRAIN
		NO DISTURB ZONE			SEWER
		200' RIVERFRONT AREA			FORCE MAIN
		GRAVEL ROAD			OVERHEAD WIRE
		EDGE OF PAVEMENT			WATER
		BITUMINOUS BERM			FIRE PROTECTION
		BITUMINOUS CURB			DOMESTIC WATER
		CONCRETE CURB			GAS
		CURB AND GUTTER			ELECTRIC
		EXTRUDED CONCRETE CURB			STEAM
		MONOLITHIC CONCRETE CURB			TELEPHONE
		PRECAST CONC. CURB			FIRE ALARM
		SLOPED GRAN. EDGING			CABLE TV
		VERT. GRAN. CURB			CATCH BASIN CONCENTRIC
		LIMIT OF CURB TYPE			CATCH BASIN ECCENTRIC
		SAWCUT			DOUBLE CATCH BASIN CONCENTRIC
		BUILDING			DOUBLE CATCH BASIN ECCENTRIC
		BUILDING ENTRANCE			GUTTER INLET
		LOADING DOCK			DRAIN MANHOLE CONCENTRIC
		BOLLARD			DRAIN MANHOLE ECCENTRIC
		DUMPSTER PAD			TRENCH DRAIN
		SIGN			PLUG OR CAP
		DOUBLE SIGN			CLEANOUT
		STEEL GUARDRAIL			FLARED END SECTION
		WOOD GUARDRAIL			HEADWALL
		PATH			SEWER MANHOLE CONCENTRIC
		TREE LINE			SEWER MANHOLE ECCENTRIC
		WIRE FENCE			CURB STOP & BOX
		FENCE			WATER VALVE & BOX
		STOCKADE FENCE			TAPPING SLEEVE, VALVE & BOX
		STONE WALL			FIRE DEPARTMENT CONNECTION
		RETAINING WALL			FIRE HYDRANT
		STREAM / POND / WATER COURSE			WATER METER
		DETENTION BASIN			POST INDICATOR VALVE
		HAY BALES			WATER WELL
		SILT FENCE			GAS GATE
		SILT SOCK / STRAW WATTLE			GAS METER
		MINOR CONTOUR			ELECTRIC MANHOLE
		MAJOR CONTOUR			ELECTRIC METER
		PARKING COUNT			LIGHT POLE
		COMPACT PARKING STALLS			TELEPHONE MANHOLE
		DOUBLE YELLOW LINE			TRANSFORMER PAD
		STOP LINE			UTILITY POLE
		CROSSWALK			GUY POLE
		ACCESSIBLE CURB RAMP			GUY WIRE & ANCHOR
		ACCESSIBLE PARKING			HAND HOLE
		VAN-ACCESSIBLE PARKING			PULL BOX
		MATCHLINE			

Abbreviations

General	
ABAN	ABANDON
ACR	ACCESSIBLE CURB RAMP
ADJ	ADJUST
APPROX	APPROXIMATE
BIT	BITUMINOUS
BS	BOTTOM OF SLOPE
BWLL	BROKEN WHITE LANE LINE
CONC	CONCRETE
DYCL	DOUBLE YELLOW CENTER LINE
EL	ELEVATION
ELEV	ELEVATION
EV	ELECTRIC VEHICLE CHARGING SPACE
EX	EXISTING
FDN	FOUNDATION
FFE	FIRST FLOOR ELEVATION
GRAN	GRANITE
GTD	GRADE TO DRAIN
LA	LANDSCAPE AREA
LOD	LIMIT OF DISTURBANCE
MAX	MAXIMUM
MIN	MINIMUM
NIC	NOT IN CONTRACT
NTS	NOT TO SCALE
PERF	PERFORATED
PROP	PROPOSED
REM	REMOVE
RET	RETAIN
R&D	REMOVE AND DISPOSE
R&R	REMOVE AND RESET
SWEL	SOLID WHITE EDGE LINE
SWLL	SOLID WHITE LANE LINE
TS	TOP OF SLOPE
TYP	TYPICAL
Utility	
CB	CATCH BASIN
CMP	CORRUGATED METAL PIPE
CO	CLEANOUT
DCB	DOUBLE CATCH BASIN
DMH	DRAIN MANHOLE
CIP	CAST IRON PIPE
COND	CONDUIT
DIP	DUCTILE IRON PIPE
FES	FLARED END SECTION
FM	FORCE MAIN
F&G	FRAME AND GRATE
G	GUTTER INLET
GT	GREASE TRAP
HDPE	HIGH DENSITY POLYETHYLENE PIPE
HH	HANDHOLE
HW	HEADWALL
HYD	HYDRANT
INV	INVERT ELEVATION
I=	INVERT ELEVATION
LP	LIGHT POLE
MES	METAL END SECTION
PIV	POST INDICATOR VALVE
PWW	PAVED WATER WAY
PVC	POLYVINYLCHLORIDE PIPE
RCP	REINFORCED CONCRETE PIPE
R=	RIM ELEVATION
RIM=	RIM ELEVATION
SMH	SEWER MANHOLE
TSV	TAPPING SLEEVE, VALVE AND BOX
UG	UNDERGROUND
UP	UTILITY POLE

Notes

- General**
- THE "NORTH CAROLINA 811 LAW" REQUIRES FOR THE CONTRACTOR TO CALL 811 AT LEAST 3 WORKING DAYS IN ADVANCE OF THE PLANNED WORK TO ALLOW TIME FOR MARKING. THAT THE MARKS BE RESPECTED AND PROTECTED, AND THAT EXCAVATION BE COMPLETED CAREFULLY.
  - CONTRACTOR SHALL BE RESPONSIBLE FOR SITE SECURITY AND JOB SAFETY. CONSTRUCTION ACTIVITIES SHALL BE IN ACCORDANCE WITH OSHA STANDARDS AND LOCAL REQUIREMENTS.
  - ACCESSIBLE ROUTES, PARKING SPACES, RAMPS, SIDEWALKS AND WALKWAYS SHALL BE CONSTRUCTED IN CONFORMANCE WITH THE FEDERAL AMERICANS WITH DISABILITIES ACT AND WITH STATE AND LOCAL LAWS AND REGULATIONS (WHICHEVER ARE MORE STRINGENT).
  - AREAS DISTURBED DURING CONSTRUCTION AND NOT RESTORED WITH IMPERVIOUS SURFACES (BUILDINGS, PAVEMENTS, WALKS, ETC.) SHALL FOLLOW THE NPDES SPECIFICATIONS FOR SITE SPECIFIC SEEDING MIXTURES.
  - WITHIN THE LIMITS OF THE BUILDING FOOTPRINT, THE SITE CONTRACTOR SHALL PERFORM EARTHWORK OPERATIONS REQUIRED UP TO SUBGRADE ELEVATIONS.
  - WORK WITHIN THE LOCAL RIGHTS-OF-WAY SHALL CONFORM TO LOCAL MUNICIPAL STANDARDS. WORK WITHIN STATE RIGHTS-OF-WAY SHALL CONFORM TO THE LATEST EDITION OF THE STATE HIGHWAY DEPARTMENTS STANDARD SPECIFICATIONS FOR HIGHWAYS AND BRIDGES.
  - UPON AWARD OF CONTRACT, CONTRACTOR SHALL MAKE NECESSARY CONSTRUCTION NOTIFICATIONS AND APPLY FOR AND OBTAIN NECESSARY PERMITS, PAY FEES, AND POST BONDS ASSOCIATED WITH THE WORK INDICATED ON THE DRAWINGS, IN THE SPECIFICATIONS, AND IN THE CONTRACT DOCUMENTS. DO NOT CLOSE OR OBSTRUCT ROADWAYS, SIDEWALKS, AND FIRE HYDRANTS, WITHOUT APPROPRIATE PERMITS.
  - TRAFFIC SIGNAGE AND PAVEMENT MARKINGS SHALL CONFORM TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
  - AREAS OUTSIDE THE LIMITS OF PROPOSED WORK DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED BY THE CONTRACTOR TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE.
  - IN THE EVENT THAT SUSPECTED CONTAMINATED SOIL, GROUNDWATER, AND OTHER MEDIA ARE ENCOUNTERED DURING EXCAVATION AND CONSTRUCTION ACTIVITIES BASED ON VISUAL, OLFACTORY, OR OTHER EVIDENCE, THE CONTRACTOR SHALL STOP WORK IN THE VICINITY OF THE SUSPECT MATERIAL TO AVOID FURTHER SPREADING OF THE MATERIAL, AND SHALL NOTIFY THE OWNER IMMEDIATELY SO THAT THE APPROPRIATE TESTING AND SUBSEQUENT ACTION CAN BE TAKEN.
  - CONTRACTOR SHALL PREVENT DUST, SEDIMENT, AND DEBRIS FROM EXITING THE SITE AND SHALL BE RESPONSIBLE FOR CLEANUP, REPAIRS AND CORRECTIVE ACTION IF SUCH OCCURS.
  - DAMAGE RESULTING FROM CONSTRUCTION LOADS SHALL BE REPAIRED BY THE CONTRACTOR AT NO ADDITIONAL COST TO OWNER.
  - CONTRACTOR SHALL CONTROL STORMWATER RUNOFF DURING CONSTRUCTION TO PREVENT ADVERSE IMPACTS TO OFF SITE AREAS, AND SHALL BE RESPONSIBLE TO REPAIR RESULTING DAMAGES, IF ANY, AT NO COST TO OWNER.
  - DESIGN OF THE ACCESS IMPROVEMENTS AT THE INTERSECTIONS OF THE SITE WITH BETHLEHEM ROAD AND OLD FAISON ROAD IS BY DRMP AND IS SHOWN HEREON FOR REFERENCE ONLY

Utilities

- THE LOCATIONS, SIZES, AND TYPES OF EXISTING UTILITIES ARE SHOWN AS AN APPROXIMATE REPRESENTATION ONLY. THE OWNER OR IT'S REPRESENTATIVE(S) HAVE NOT INDEPENDENTLY VERIFIED THIS INFORMATION AS SHOWN ON THE PLANS. THE UTILITY INFORMATION SHOWN DOES NOT GUARANTEE THE ACTUAL EXISTENCE, SERVICEABILITY, OR OTHER DATA CONCERNING THE UTILITIES, NOR DOES IT GUARANTEE AGAINST THE POSSIBILITY THAT ADDITIONAL UTILITIES MAY BE PRESENT THAT ARE NOT SHOWN ON THE PLANS. PRIOR TO ORDERING MATERIALS AND BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL VERIFY AND DETERMINE THE EXACT LOCATIONS, SIZES, AND ELEVATIONS OF THE POINTS OF CONNECTIONS TO EXISTING UTILITIES AND, SHALL CONFIRM THAT THERE ARE NO INTERFERENCES WITH EXISTING UTILITIES AND THE PROPOSED UTILITY ROUTES, INCLUDING ROUTES WITHIN THE PUBLIC RIGHTS OF WAY.
- WHERE AN EXISTING UTILITY IS FOUND TO CONFLICT WITH THE PROPOSED WORK, OR EXISTING CONDITIONS DIFFER FROM THOSE SHOWN SUCH THAT THE WORK CANNOT BE COMPLETED AS INTENDED, THE LOCATION, ELEVATION, AND SIZE OF THE UTILITY SHALL BE ACCURATELY DETERMINED WITHOUT DELAY BY THE CONTRACTOR, AND THE INFORMATION FURNISHED IN WRITING TO THE OWNER'S REPRESENTATIVE FOR THE RESOLUTION OF THE CONFLICT AND CONTRACTOR'S FAILURE TO NOTIFY PRIOR TO PERFORMING ADDITIONAL WORK RELEASES OWNER FROM OBLIGATIONS FOR ADDITIONAL PAYMENTS WHICH OTHERWISE MAY BE WARRANTED TO RESOLVE THE CONFLICT.
- SET CATCH BASIN RIMS, AND INVERTS OF SEWERS, DRAINS, AND DITCHES IN ACCORDANCE WITH ELEVATIONS ON THE GRADING AND UTILITY PLANS.
- RIM ELEVATIONS FOR DRAIN AND SEWER MANHOLES, WATER VALVE COVERS, GAS GATES, ELECTRIC AND TELEPHONE PULL BOXES, AND MANHOLES, AND OTHER SUCH ITEMS, ARE APPROXIMATE AND SHALL BE SET/RESET AS FOLLOWS:
  - PAVEMENTS AND CONCRETE SURFACES: FLUSH
  - ALL SURFACES ALONG ACCESSIBLE ROUTES: FLUSH
  - LANDSCAPE, TOPSOIL AND SEED, AND OTHER EARTH SURFACE AREAS: ONE INCH ABOVE SURROUNDING AREA AND TAPER EARTH TO THE RIM ELEVATION.
- THE LOCATION, SIZE, DEPTH, AND SPECIFICATIONS FOR CONSTRUCTION OF PROPOSED PRIVATE UTILITY SERVICES SHALL BE INSTALLED ACCORDING TO THE REQUIREMENTS PROVIDED BY AND APPROVED BY, THE RESPECTIVE UTILITY COMPANY (GAS, TELEPHONE, ELECTRIC, FIRE ALARM, ETC.). FINAL DESIGN LOADS AND LOCATIONS TO BE COORDINATED WITH OWNER AND ARCHITECT.
- CONTRACTOR SHALL MAKE ARRANGEMENTS FOR AND SHALL BE RESPONSIBLE FOR PAYING FEES FOR POLE RELOCATION AND FOR THE ALTERATION AND ADJUSTMENT OF GAS, ELECTRIC, TELEPHONE, FIRE ALARM, AND ANY OTHER PRIVATE UTILITIES, WHETHER WORK IS PERFORMED BY CONTRACTOR OR BY THE UTILITIES COMPANY.
- UTILITY PIPE MATERIALS SHALL BE AS FOLLOWS, UNLESS OTHERWISE NOTED ON THE PLAN:
  - WATER PIPES SHALL BE DUCTILE IRON PIPE (DIP).
  - SANITARY SEWER PIPES SHALL BE DUCTILE IRON PIPE (DIP) OR POLYVINYL CHLORIDE (PVC) SEWER PIPE.
  - STORM DRAINAGE PIPES SHALL BE REINFORCED CONCRETE PIPE (RCP) AND HIGH DENSITY POLYETHYLENE (HDPE), OR APPROVED EQUIVALENT. HDPE PIPE MAY BE USED WHEN COVER FROM SUBGRADE IS A MINIMUM OF TWO NOMINAL PIPE DIAMETERS.
- CONTRACTOR SHALL COORDINATE WITH ELECTRICAL CONTRACTOR AND SHALL FURNISH EXCAVATION, INSTALLATION, AND BACKFILL OF ELECTRICAL FURNISHED SITEWORK RELATED ITEMS SUCH AS PULL BOXES, CONDUITS, DUCT BANKS, LIGHT POLE BASES, AND CONCRETE PADS. CONTRACTOR SHALL FURNISH CONCRETE ENCASEMENT OF DUCT BANKS IF REQUIRED BY THE UTILITY COMPANY AND AS INDICATED ON THE DRAWINGS.
- CONTRACTOR SHALL EXCAVATE AND BACKFILL TRENCHES FOR GAS IN ACCORDANCE WITH GAS COMPANY'S REQUIREMENTS.
- ALL DRAINAGE AND SANITARY STRUCTURE INTERIOR DIAMETERS (4" MIN) SHALL BE DETERMINED BY THE MANUFACTURER BASED ON THE PIPE CONFIGURATIONS SHOWN ON THESE PLANS AND LOCAL MUNICIPAL STANDARDS. FOR MANHOLES THAT ARE 20 FEET IN DEPTH AND GREATER, THE MINIMUM DIAMETER SHALL BE 5 FEET.
- LOCATION OF FITTINGS SHOWN HEREON ARE APPROXIMATE ONLY. CONTRACTOR SHALL DETERMINE ALL FITTING REQUIREMENTS AND LOCATIONS FROM ACTUAL FIELD CONDITIONS.
- PIPE LENGTHS SHOWN HEREON ARE FROM CENTERLINE TO CENTERLINE OF STRUCTURE AND ARE APPROXIMATE. CONTRACTOR SHALL DETERMINE ACTUAL PIPE LENGTHS FROM FIELD CONDITIONS.
- INVERTS CONTROL ELEVATIONS AT ALL STRUCTURES, SLOPES AND LENGTHS ARE APPROXIMATE ONLY.
- REFER TO SHEET C4.00 FOR CITY OF RALEIGH UTILITY NOTES.

Layout and Materials

- DIMENSIONS ARE FROM THE FACE OF CURB, FACE OF BUILDING, FACE OF WALL, AND CENTER LINE OF PAVEMENT MARKINGS, UNLESS OTHERWISE NOTED.
- CURB RADII ARE 3 FEET TO FACE OF CURB UNLESS OTHERWISE NOTED.
- CURBING SHALL BE 30" CONCRETE CURB AND GUTTER. WITHIN THE SITE UNLESS OTHERWISE INDICATED ON THE PLANS.
- SEE ARCHITECTURAL DRAWINGS FOR EXACT BUILDING DIMENSIONS AND DETAILS CONTIGUOUS TO THE BUILDING, INCLUDING SIDEWALKS, RAMPS, BUILDING ENTRANCES, STAIRWAYS, UTILITY PENETRATIONS, CONCRETE DOOR PADS, COMPACTOR PAD, LOADING DOCKS, BOLLARDS, ETC.
- PROPOSED BOUNDS AND ANY EXISTING PROPERTY LINE MONUMENTATION DISTURBED DURING CONSTRUCTION SHALL BE SET OR RESET BY A PROFESSIONAL LAND SURVEYOR.
- PRIOR TO START OF CONSTRUCTION, CONTRACTOR SHALL VERIFY EXISTING PAVEMENT ELEVATIONS AT INTERFACE WITH PROPOSED PAVEMENTS, AND EXISTING GROUND ELEVATIONS ADJACENT TO DRAINAGE OUTLETS TO ASSURE PROPER TRANSITIONS BETWEEN EXISTING AND PROPOSED FACILITIES.
- SYMBOLS AND LEGENDS OF PROJECT FEATURES ARE GRAPHIC REPRESENTATIONS AND ARE NOT NECESSARILY

SCALED TO THEIR ACTUAL DIMENSIONS OR LOCATIONS ON THE DRAWINGS. THE CONTRACTOR SHALL REFER TO THE DETAIL SHEET DIMENSIONS, MANUFACTURERS' LITERATURE, SHOP DRAWINGS AND FIELD MEASUREMENTS OF SUPPLIED PRODUCTS FOR LAYOUT OF THE PROJECT FEATURES.

CONTRACTOR SHALL NOT RELY SOLELY ON ELECTRONIC VERSIONS OF PLANS, SPECIFICATIONS, AND DATA FILES THAT ARE OBTAINED FROM THE DESIGNERS, BUT SHALL VERIFY LOCATION OF PROJECT FEATURES IN ACCORDANCE WITH THE PAPER COPIES OF THE PLANS AND SPECIFICATIONS THAT ARE SUPPLIED AS PART OF THE CONTRACT DOCUMENTS.

Demolition

- CONTRACTOR SHALL REMOVE AND DISPOSE OF EXISTING MANMADE SURFACE FEATURES WITHIN THE LIMIT OF WORK INCLUDING BUILDINGS, STRUCTURES, PAVEMENTS, SLABS, CURBING, FENCES, UTILITY POLES, SIGNS, ETC. UNLESS INDICATED OTHERWISE ON THE DRAWINGS. REMOVE AND DISPOSE OF EXISTING UTILITIES, FOUNDATIONS AND UNSUITABLE MATERIAL BENEATH AND FOR A DISTANCE OF 10 FEET BEYOND THE PROPOSED BUILDING FOOTPRINT INCLUDING EXTERIOR COLUMNS.
- EXISTING UTILITIES SHALL BE TERMINATED, UNLESS OTHERWISE NOTED, IN CONFORMANCE WITH LOCAL, STATE AND INDIVIDUAL UTILITY COMPANY STANDARD SPECIFICATIONS AND DETAILS. THE CONTRACTOR SHALL COORDINATE UTILITY SERVICE DISCONNECTS WITH THE UTILITY REPRESENTATIVES.
- CONTRACTOR SHALL DISPOSE OF DEMOLITION DEBRIS IN ACCORDANCE WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS, ORDINANCES AND STATUTES.
- THE DEMOLITION LIMITS DEPICTED IN THE PLANS IS INTENDED TO AID THE CONTRACTOR DURING THE BIDDING AND CONSTRUCTION PROCESS AND IS NOT INTENDED TO DEPICT EACH AND EVERY ELEMENT OF DEMOLITION. THE CONTRACTOR IS RESPONSIBLE FOR IDENTIFYING THE DETAILED SCOPE OF DEMOLITION BEFORE SUBMITTING ITS BID/PROPOSAL TO PERFORM THE WORK AND SHALL MAKE NO CLAIMS AND SEEK NO ADDITIONAL COMPENSATION FOR CHANGED CONDITIONS OR UNFORESEEN OR LATENT SITE CONDITIONS RELATED TO ANY CONDITIONS DISCOVERED DURING EXECUTION OF THE WORK.
- UNLESS OTHERWISE SPECIFICALLY PROVIDED ON THE PLANS OR IN THE SPECIFICATIONS, THE ENGINEER HAS NOT PREPARED DESIGNS FOR AND SHALL HAVE NO RESPONSIBILITY FOR THE PRESENCE, DISCOVERY, REMOVAL, ABATEMENT OR DISPOSAL OF HAZARDOUS MATERIALS, TOXIC WASTES OR POLLUTANTS AT THE PROJECT SITE. THE ENGINEER SHALL NOT BE RESPONSIBLE FOR ANY CLAIMS OF LOSS, DAMAGE, EXPENSE, DELAY, INJURY OR DEATH ARISING FROM THE PRESENCE OF HAZARDOUS MATERIAL AND CONTRACTOR SHALL INDEMNIFY AND HOLD HARMLESS THE ENGINEER FROM ANY CLAIMS MADE IN CONNECTION THEREWITH. MOREOVER, THE ENGINEER SHALL HAVE NO ADMINISTRATIVE OBLIGATIONS OF ANY TYPE WITH REGARD TO ANY CONTRACTOR AMENDMENT INVOLVING THE ISSUES OF PRESENCE, DISCOVERY, REMOVAL, ABATEMENT OR DISPOSAL OF ASBESTOS OR OTHER HAZARDOUS MATERIALS.

Erosion Control

- PRIOR TO STARTING ANY OTHER WORK ON THE SITE, THE CONTRACTOR SHALL NOTIFY APPROPRIATE AGENCIES AND SHALL INSTALL EROSION CONTROL MEASURES AS SHOWN ON THE PLANS AND AS IDENTIFIED IN FEDERAL, STATE AND LOCAL APPROVAL DOCUMENTS PERTAINING TO THIS PROJECT.
- CONTRACTOR SHALL INSPECT AND MAINTAIN EROSION CONTROL MEASURES, AND REMOVE SEDIMENT THEREFROM ON A WEEKLY BASIS AND WITHIN TWELVE HOURS AFTER EACH STORM EVENT AND DISPOSE OF SEDIMENTS IN AN UPLAND AREA SUCH THAT THEY DO NOT ENCUMBER OTHER DRAINAGE STRUCTURES AND PROTECTED AREAS.
- CONTRACTOR SHALL BE FULLY RESPONSIBLE TO CONTROL CONSTRUCTION SUCH THAT SEDIMENTATION SHALL NOT AFFECT REGULATORY PROTECTED AREAS, WHETHER SUCH SEDIMENTATION IS CAUSED BY WATER, WIND OR DIRECT DEPOSIT.
- CONTRACTOR SHALL PERFORM CONSTRUCTION SEQUENCING SUCH THAT EARTH MATERIALS ARE EXPOSED FOR A MINIMUM OF TIME BEFORE THEY ARE COVERED, SEEDED OR OTHERWISE STABILIZED TO PREVENT EROSION.
- UPON COMPLETION OF CONSTRUCTION AND ESTABLISHMENT OF PERMANENT GROUND COVER, CONTRACTOR SHALL REMOVE AND DISPOSE OF EROSION CONTROL MEASURES AND CLEAN SEDIMENT AND DEBRIS FROM ENTIRE DRAINAGE AND SEWER SYSTEMS.

Existing Conditions Information

- THIS SURVEY MAP IS INTENDED TO REPRESENT THE EXISTING CONDITIONS/TOPOGRAPHY ON A PORTION OF THE PROPERTY AND ALL ENCUMBRANCES UPON THE PROPERTY MAY NOT BE SHOWN.
- HORIZONTAL DATUM IS NAD 83-2011 AND VERTICAL DATUM IS NAVD88.
- THIS DRAWING DOES NOT CONFORM TO N.C. GS47-30 AND THEREFORE IS NOT FOR RECORDATION.
- SURVEY INFORMATION BASED ON ALTA/NSPS SURVEY COMPLETED ON 11/14/2025 BY CMP PROFESSIONAL LAND SURVEYORS.
- TREES SHOWN HEREON MAY NOT REPRESENT ALL VEGETATION ON THE SUBJECT PROPERTY.
- THE SUBJECT PROPERTY LIES IN ZONES X (AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE AND FUTURE CONDITIONS 1% ANNUAL CHANCE FLOODPLAIN), BASED ON THE FLOOD INSURANCE RATE MAP COMMUNITY MAP NUMBERS 3720174300K AND 3720175300K DATED JULY 19, 2022.

Document Use

- THESE PLANS AND CORRESPONDING CADD DOCUMENTS ARE INSTRUMENTS OF PROFESSIONAL SERVICE, AND SHALL NOT BE USED, IN WHOLE OR IN PART, FOR ANY PURPOSE OTHER THAN FOR WHICH IT WAS CREATED WITHOUT THE EXPRESSED, WRITTEN CONSENT OF VHB. ANY UNAUTHORIZED USE, REUSE, MODIFICATION OR ALTERATION, INCLUDING AUTOMATED CONVERSION OF THIS DOCUMENT SHALL BE AT THE USER'S SOLE RISK WITHOUT LIABILITY OR LEGAL EXPOSURE TO VHB.
- CONTRACTOR SHALL NOT RELY SOLELY ON ELECTRONIC VERSIONS OF PLANS, SPECIFICATIONS, AND DATA FILES THAT ARE OBTAINED FROM THE DESIGNERS, BUT SHALL VERIFY LOCATION OF PROJECT FEATURES IN ACCORDANCE WITH THE PAPER COPIES OF THE PLANS AND SPECIFICATIONS THAT ARE SUPPLIED AS PART OF THE CONTRACT DOCUMENTS.
- SYMBOLS AND LEGENDS OF PROJECT FEATURES ARE GRAPHIC REPRESENTATIONS AND ARE NOT NECESSARILY SCALED TO THEIR ACTUAL DIMENSIONS OR LOCATIONS ON THE DRAWINGS. THE CONTRACTOR SHALL REFER TO THE DETAIL SHEET DIMENSIONS, MANUFACTURERS' LITERATURE, SHOP DRAWINGS AND FIELD MEASUREMENTS OF SUPPLIED PRODUCTS FOR LAYOUT OF THE PROJECT FEATURES.



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Clifton Road  
Conservation Subdivision  
0 Pine Country Lane  
Knightdale, NC

No.	Revision	Date	Appr'd.
1	TOWN OF KNIGHTDALE	04/25/2025	CDT
2	TOWN OF KNIGHTDALE	06/04/2025	CDT
3	TOWN OF KNIGHTDALE	07/01/2025	CDT

Designed by	DDH	Checked by	CDT
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Master Plan Review  
March 24, 2025

Legend and General Notes

Know what's below.  
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ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CURRENT TOWN OF KNIGHTDALE AND CITY OF RALEIGH STANDARDS AND SPECIFICATIONS AND NCDOT, IF APPLICABLE

Project Number  
39510.03

07/01/2025



PRELIMINARY DEVELOPMENT SUMMARY

PROJECT: CLIFTON RD CONSERVATION SUBDIVISION

OWNER : DAVID ADAMS  
6000 MAL WEATHERS RD  
RALEIGH, NC 27603

DEVELOPER: DR HORTON, INC  
7208 FALLS OF NEUSE RD, STE 201  
RALEIGH, NC 27615

PIN: 1743-73-8469

SITE ADDRESS: 0 PINE COUNTRY LN

WATERSHED: NEUSE RIVER - C\_NSW

TOWNSHIP: ST MATTHEWS  
TRACT AREA: 32.05  
EX ZONING: RR1 (RURAL RESIDENTIAL 1)  
PROPOSED ZONING: GR3 PUD  
EX USE: VACANT  
PROPOSED USE: RESIDENTIAL  
EX STRUCTURES: N/A  
RES UNITS PROPOSED: 95  
TRADITIONAL SINGLE FAMILY DETACHED: 27  
COTTAGES: 68

DENSITY: 95 UNITS/32.05 AC= 2.96 UNITS/AC

RECREATIONAL OPEN SPACE CALCULATIONS

OPEN SPACE REQUIRED: 3.97 AC  
TOTAL BEDS OUTSIDE 1/2 MILE: 333 BEDS (95 UNITS\*3.5 UNITS/BED)  
OPEN SPACE CALC: 333 beds \* 520 SF= 173,160 SF (3.97 AC)  
OPEN SPACE PROVIDED: 4.00± AC MIN.

ACTIVE OPEN SPACE  
ACTIVE OPEN SPACE REQ'D: 1.98 AC (0.5\*3.97 AC)  
ACTIVE OPEN SPACE PROVIDED: 2.00± AC  
PASSIVE OPEN SPACE  
PASSIVE OPEN SPACE REQ'D: 1.98 AC (0.5\*3.97 AC)  
PASSIVE OPEN SPACE PROVIDED: 2.52± AC  
UNDISTURBED OPEN SPACE:  
10± ACRES (REFER TO OPEN SPACE PLAN)  
WETLAND IMPACT: NO IMPACTS PLANNED

PARKING  
TRADITIONAL SF UNITS: (2/UNIT \* 27) = 54 SPACES  
COTTAGE UNITS: (2/UNIT \* 68 UNITS) = 136 SPACES  
TOTAL PROVIDED: 178 SPACES

CONNECTIVITY INDEX: 2 LINKS/ 2 NODES= 1.0 (DEV ALLOWANCE)



DEVELOPMENT SUMMARY

- 50' TRADITIONAL SINGLE FAMILY LOT**  
(ADDITIONAL ANTI-MONOTONY PROVISIONS  
SEE PUD REPORT)
- COTTAGE PRODUCT STYLE A**  
ADDITIONAL ANTI-MONOTONY PROVISIONS  
SEE PUD REPORT
- COTTAGE PRODUCT STYLE B**  
ADDITIONAL ANTI-MONOTONY PROVISIONS  
SEE PUD REPORT
- COTTAGE COURTS, PASSIVE OPEN SPACE**  
ADDITIONAL ANTI-MONOTONY PROVISIONS  
SEE PUD REPORT
- ACTIVE OPEN SPACE**  
(ADDITIONAL ANTI-MONOTONY PROVISIONS  
SEE PUD REPORT)



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Site Legend

- WETLANDS
- 50' NEUSE RIVER BUFFER
- PROPERTY LINE
- BUILDING SETBACK
- CONCRETE SIDEWALK
- GREENWAY
- GREENWAY EASEMENT
- LOT LINE

Clifton Road  
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Designed by DDH  
Checked by CDT  
Issued for  
Date  
March 24, 2025  
Master Plan  
Review

Drawing Title  
Illustrative Master Plan

Drawing Number  
C1.00  
Sheet 3 of 11  
Project Number  
39510.03  
07/01/2025



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PASSIVE OPEN SPACE

Open Space A = 11,200 SF (0.26 AC)  
Open Space B = 5,240 SF (0.12 AC)  
Open Space C = 23,580 SF (0.54 AC)  
Open Space D = 11,000 SF (0.25 AC)  
Open Space E = 19,000 SF (0.44 AC)  
Open Space F = 9,000 SF (0.21 AC)  
Open Space G = 11,895 SF (0.27 AC)  
Open Space H = 13,340 SF (0.30 AC)  
Open Space I = 5,615 SF (0.13 AC)

Total Passive Open Space: 109,870 SF (2.52 AC)

ACTIVE OPEN SPACE

Total Active Open Space: 87,250 SF (2.00 AC)

TOTAL PROGRAMMED OPEN SPACE

197,120 SF (4.52 ACRES)\*

\*REFER TO PUD DOCUMENT FOR ACTIVATION INFORMATION

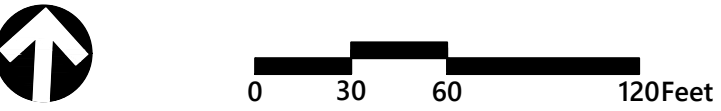
UNDISTURBED OPEN SPACE  
435,600 (10 ACRES)

LEGEND

- Active Open Space
- Passive Open Space
- Undisturbed Open Space

Site Legend

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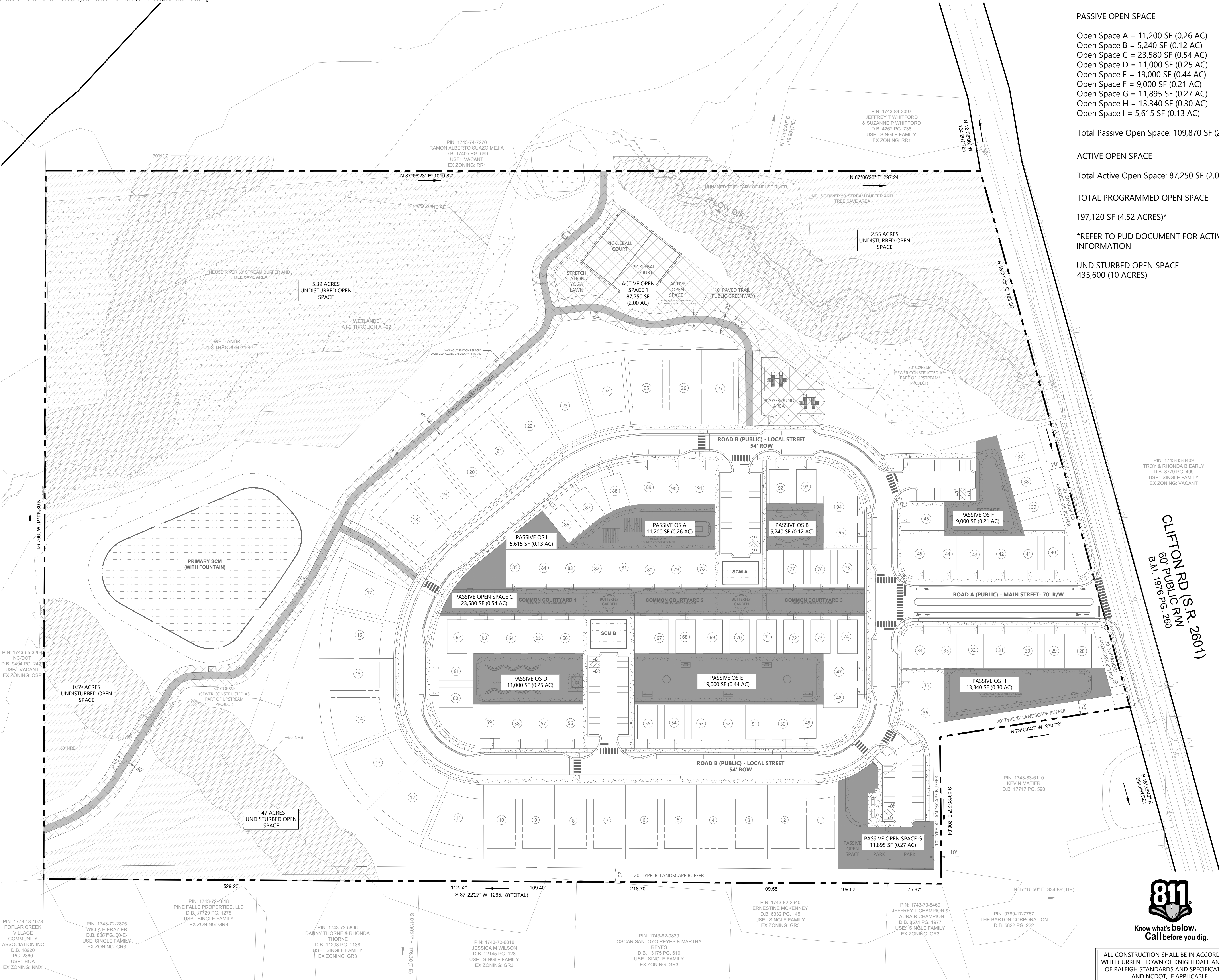
Open Space Plan

811 Know what's below. Call before you dig.

ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CURRENT TOWN OF KNIGHTDALE AND CITY OF RALEIGH STANDARDS AND SPECIFICATIONS AND NCDOT, IF APPLICABLE

North Carolina Professional Engineer  
NOT FOR CONSTRUCTION  
WALTERS D. TOWNS  
07/01/2025

C1.01  
Sheet 4 of 11  
Project Number 39510.03



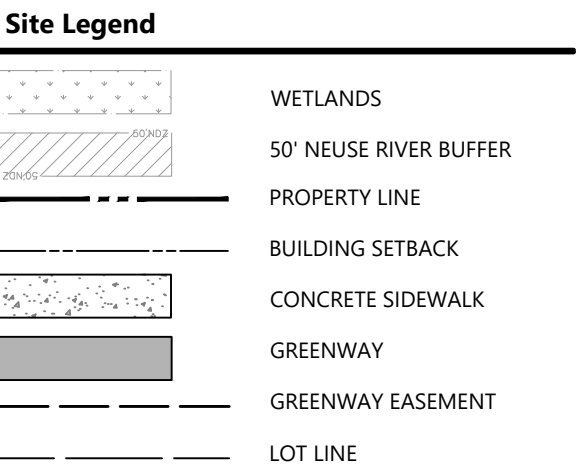
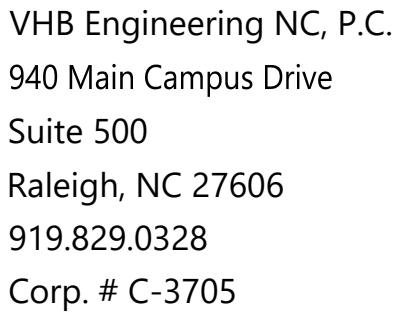




STREET TABLE					
STREET NAME	TYPE	ROW (LF)	LENGTH (LF)	POSTED SPEED LIMIT (MPH)	DESIGN SPEED LIMIT (MPH)
ROAD A (PUBLIC)	LOCAL STREET - ON STREET PARKING	54	305	15 MPH	20 MPH
ROAD B (PUBLIC)	MAIN STREET	70	1,960	15 MPH	20 MPH
		TOTAL	2,265		

AN EXCEPTION TO SECTION 10.5A OF THE UDO, TO ALLOW A MINIMUM CENTERLINE RADIUS OF 100 FEET FOR ROAD A (PUBLIC) LOCAL STREET - ON STREET PARKING.

1. CONSTRUCTION DRAWINGS SHALL BE SUBMITTED AND APPROVED BY THE TOWN OF KNIGHTDALE PRIOR TO CONSTRUCTION.
2. PERMANENT AND TEMPORARY SINGLE REQUIRE AN APPROVED SIGN PERMIT PRIOR TO INSTALLATION. SIGNAGE IS A SEPARATE SUBMITTAL, REVIEW, AND APPROVAL.
3. SUBDIVISION LOTS MUST BE LOT OF RECORD PRIOR TO RECEIVING A BUILDING PERMIT.
4. PRIOR TO OBTAINING BUILDING PERMITS, CONTRACTOR TO SCHEDULE PRECONSTRUCTION MEETING THROUGH TOWN OF KNIGHTDALE.
5. TOWN OF KNIGHTDALE WILL BE RESPONSIBLE FOR PAYMENT OF THE MONTHLY COSTS FOR PUBLIC STREET LIGHTING AND THE DEVELOPER WILL BE RESPONSIBLE FOR ALL INITIAL FEES CHARGED WITH THE LIGHT INSTALLATION. ALL INSTALLATION FEES ARE REQUIRED TO BE PAID UP FRONT AT THE TIME OF INSTALLATION.
6. PUBLIC STREET LIGHTING WILL BE REQUIRED FOR ALL PUBLIC STREETS.
7. PARALLEL PARKING SPACES ALONG PROPOSED PUBLIC STREET WILL BE PRIVATELY MAINTAINED.
8. ALL RETAINING WALLS AND AREA OUTSIDE OF THE LOTS WILL BE MAINTAINED BY THE COMMUNITY H.O.A.
9. PRIOR TO RELEASE OF THE CERTIFICATE OF OCCUPANCY, THE OWNER/ BUILDER MUST SUPPLY THE TOWN WITH A FINAL LETTER OF CERTIFICATION FROM LIGHTING ENGINEER, LIGHTING MANUFACTURER.
10. TREE PROTECTION FENCE AND SILT FENCE CANNOT SHARE THE SAME POLE.
11. IF THE RETAINING WALL IS GREATER THAN 4' IN HEIGHT, A SEPARATE BUILDING PERMIT WILL BE REQUIRED.
12. IF RETAINING WALL(S) ARE GREATER THAN 3' IN HEIGHT THEY MUST HAVE SAFETY RAIL.
13. MAIL KIOSK PARKING INSIDE PUBLIC RIGHTS OF WAY ARE NOT MAINTAINED BY THE TOWN OF KNIGHTDALE. ANY PARKING SPACES ALONG A PUBLIC STREET SHALL BE SEPARATED BY A 2' WIDE X 5' DEEP CONCRETE BAND TO SEPARATE PUBLIC STREET FROM PRIVATE PARKING MAINTENANCE.
14. CLUSTER MAILBOXES TO BE LOCATED WITHIN NEIGHBORHOOD PHASE 1 OPEN SPACE VILLAGE GREEN. SHELTERED KIOSK LOCATION SHALL BE APPROVED BY USPS PRIOR TO SUBDIVISION APPROVAL. IF TEMPORARY LOCATION IS REQUIRED, APPROVAL LOCATIONS SHALL BE RECEIVED FROM USPS. MAIL KIOSK WILL HAVE ADA COMPLIANT RAMPS AND PARKING SPACES.
15. A HOMEOWNER'S ASSOCIATION (HOA) WILL OWN AND MAINTAIN ALL OPEN SPACE PARCELS, PRIVATE ALLEYS, AND WILL BE RESPONSIBLE FOR MAINTAINING ALL LANDSCAPING REQUIRED BY TOWN OF KNIGHTDALE UNIFIED DEVELOPMENT ORDINANCE (UDO)
16. PER UDO CH 10.5.H.2. ALL UTILITIES SHALL BE PLACED UNDERGROUND



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Designed by <b>DDH</b>	Checked by <b>CDT</b>
Issued for	Date
<b>Master Plan</b>	<b>March 24, 2025</b>

# Site Plan

OR PERMIT REVIEW ONLY

# C2.00

5 11

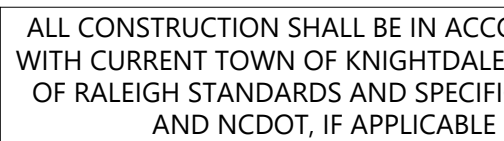
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**9510.03**



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Symbol	Description	Material
T61	WHITE STOPBAR (24" 90 MIL)	THERMO
T62	WHITE CROSSWALK LINE (24" 90 MIL)	THERMO
T90	BICYCLE SYMBOL, HEATED-IN-PLACE (90 MIL)	THERMO
T91	BICYCLE STRAIGHT AROUND, HEATED-IN-PLACE (90 MIL)	THERMO
T101	HANDICAP PARKING (90 MIL)	THERMO

PIN: 1743-83-8409  
TROY & RHONDA S EARLY  
D.B. 8/779 PG. 498  
USE: SINGLE FAMILY  
EX ZONING: VACANT

**Site Legend**

	WETLANDS
	50' NEUSE RIVER BUFFER
	PROPERTY LINE
	BUILDING SETBACK
	CONCRETE SIDEWALK
	GREENWAY
	GREENWAY EASEMENT
	LOT LINE



**Clifton Road  
Conservation Subdivision**  
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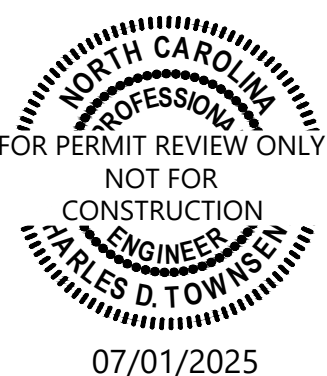
# Pavement Marking and Signage Plan

Drawing Number

# C2.01

6 of 11

Project Number  
**39510.03**



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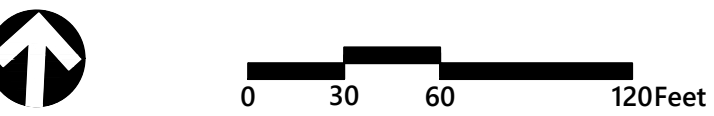


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- Site Notes**
- SEE SHEET C0.01 FOR FOR GENERAL AND GRADING NOTES.
  - THE STORM DRAINAGE LAYOUT IS CONCEPTUAL AND SUBJECT TO CHANGE. APPROVAL BY TOWN STAFF IS REQUIRED.
  - THE STORM DRAINAGE SYSTEM SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH TOWN OF KNIGHTDALE UDO AND ENGINEERING STANDARDS AND SPECIFICATIONS.
  - THE STORMWATER PLAN SHALL PROVIDE FOR ADEQUATE NITROGEN REDUCTION AND ATTENUATION OF STORMWATER RUNOFF.
  - FENCING AND LANDSCAPING FOR PROPOSED STORMWATER CONTROL MEASURES SHALL MEET TOWN OF KNIGHTDALE REQUIREMENTS FOR EACH TYPE OF MEASURE PROPOSED.
  - STORMWATER CONTROL MEASURES SHALL BE LOCATED IN OPEN SPACE AREAS DEDICATED TO AND MAINTAINED BY THE HOMEOWNER'S ASSOCIATION (HOA).
  - A MAINTENANCE PLAN ALONG WITH MEMORANDUM OF AGREEMENT MUST BE DEVELOPED FOR ALL STORMWATER CONTROL MEASURES (SCMS) INSTALLED TO ACHIEVE NITROGEN LOADING AND/OR FLOW ATTENUATING REQUIREMENTS AS PART OF THIS PROJECT. THIS MAINTENANCE PLAN IS REQUIRED TO BE RECORDED AT THE WAKE COUNTY REGISTER OF DEEDS PRIOR TO PLAT RECORDATION. PROOF OF SAID RECORDING WILL BE REQUIRED AT THE TIME OF PLAT RECORDATION.
  - MAINTENANCE AND ACCESS EASEMENTS ARE REQUIRED FOR ALL SCMS.
  - AT THE CONCLUSION OF THE PROJECT ALL SCMS INSTALLED ON-SITE MUST BE CERTIFIED BY A DESIGN PROFESSIONAL AND THE TOWN OF KNIGHTDALE ENGINEERING DIVISION MUST RECEIVE ALL AS-BUILT DRAWINGS PRIOR TO RECEIVING THE CERTIFICATE OF OCCUPANCY.
  - ALL SLOPES TO BE VEGETATED WITH GRASS SHALL BE A MAXIMUM OF 3:1. ANY SLOPES STEEPER THAN 3:1 SHALL BE STABILIZED WITH MATTING AND A MAINTENANCE FREE VEGETATION.
  - ALL ROOF DRAINS SHALL BE DIRECTED TO THE STORM DRAIN SYSTEM.
  - AT THE CONCLUSION OF THE PROJECT ALL SCMS INSTALLED ON-SITE MUST BE CERTIFIED BY A DESIGN PROFESSIONAL AND THE TOWN OF KNIGHTDALE ENGINEERING DIVISION MUST RECEIVE ALL AS-BUILT DRAWINGS PRIOR TO RECEIVING THE PROJECT CLOSEOUT.

**Site Legend**

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- 50' NEUSE RIVER BUFFER
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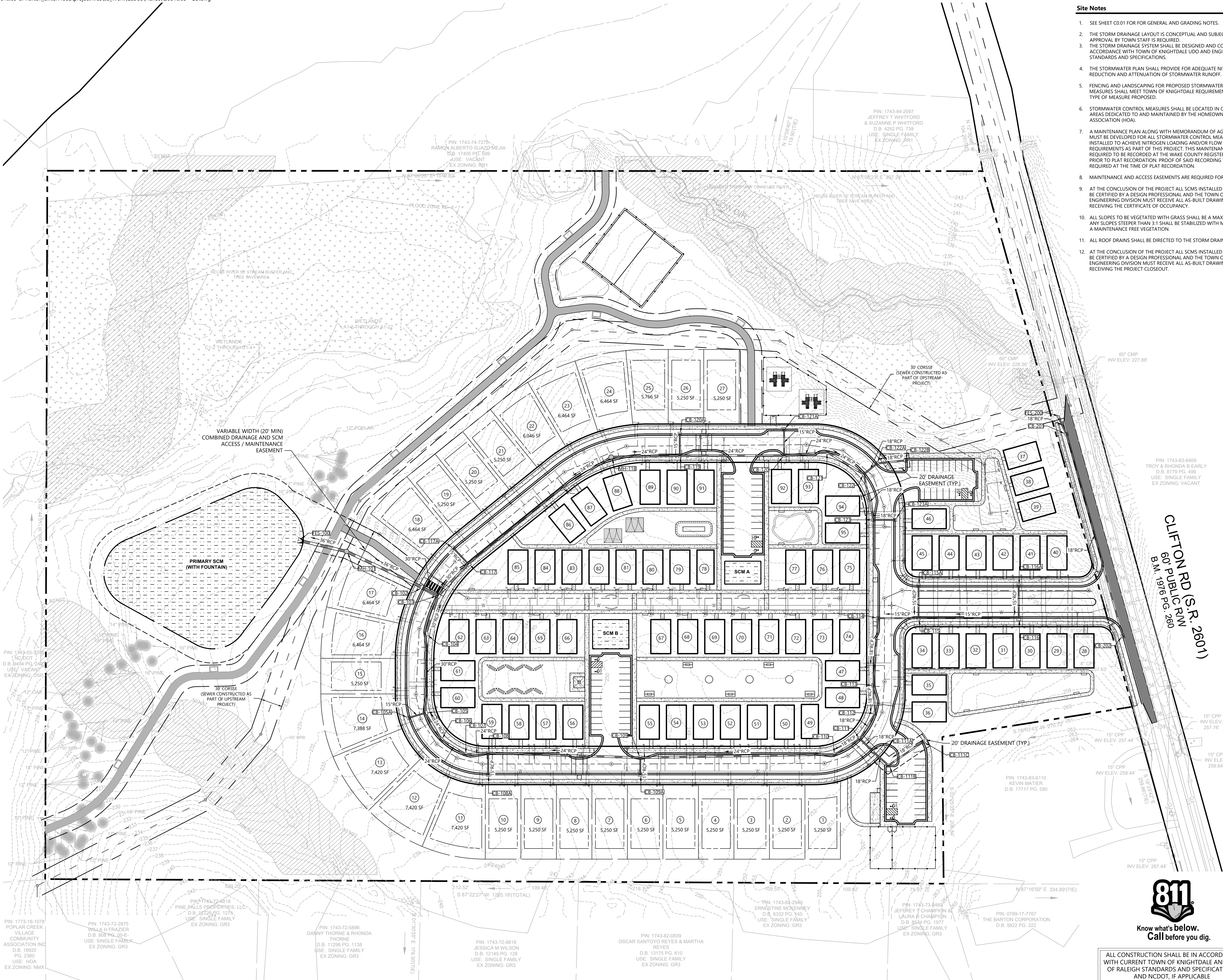
Designed by **DDH** Checked by **CDT**  
Issued for \_\_\_\_\_ Date \_\_\_\_\_  
**Master Plan Review**  
March 24, 2025

**Stormwater Management Plan**

Drawing Number \_\_\_\_\_  
**C3.00**  
Sheet 7 of 11  
Project Number 39510.03  
07/01/2025

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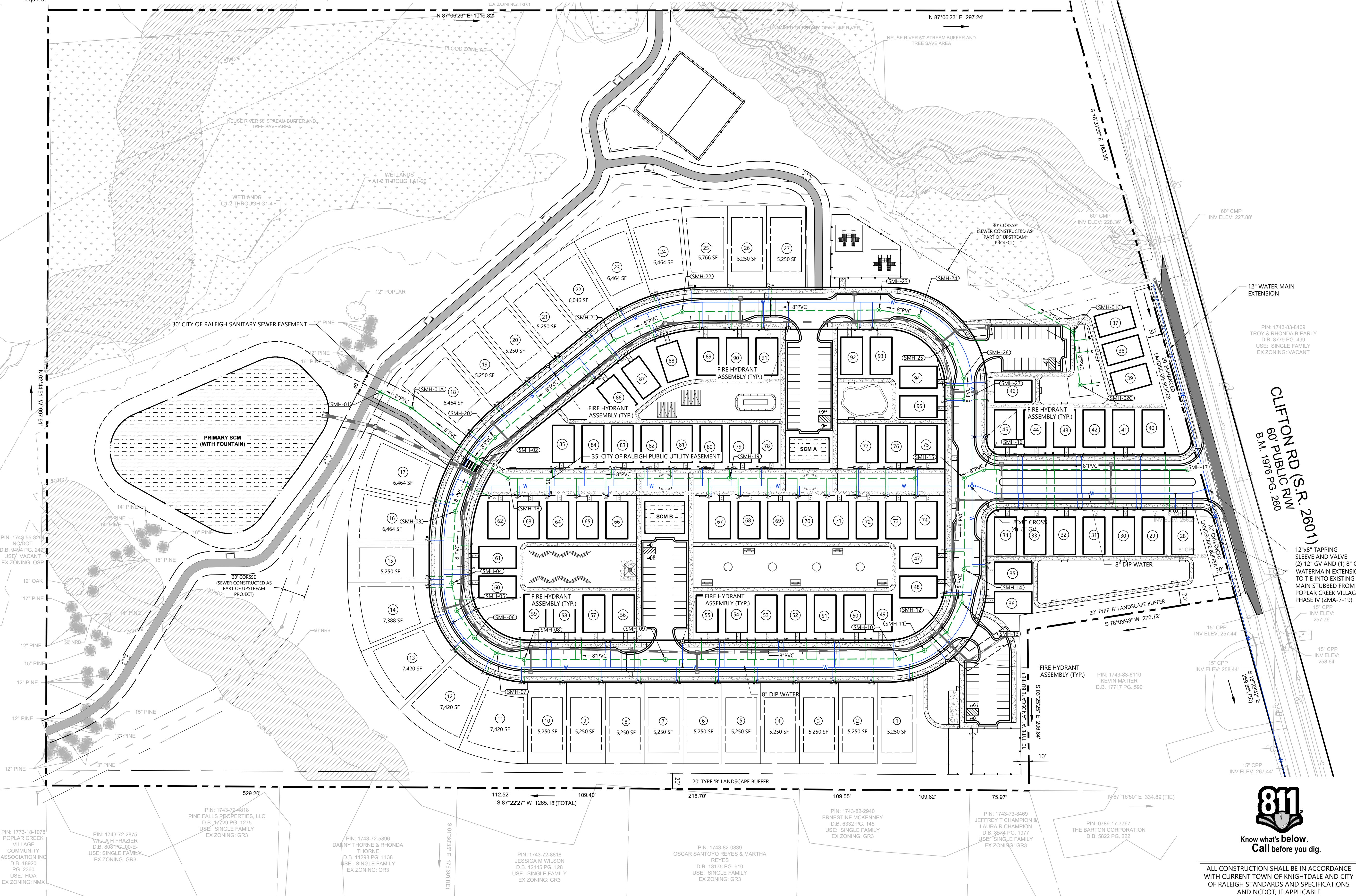
Utility Notes

1. All materials & construction methods shall be in accordance with City of Raleigh design standards, details & specifications (reference: CORPUD Handbook, current edition)
2. Utility separation requirements:
  - a) A distance of 100' shall be maintained between sanitary sewer & any private or public water supply source such as an impounded reservoir used as a source of drinking water. If adequate lateral separation cannot be achieved, ferrous sanitary sewer pipe shall be specified & installed to wateline specifications. However, the minimum separation shall not be less than 25' from a private well or 50' from a public well.
  - b) When installing water &/or sewer mains, the horizontal separation between utilities shall be 10'. If this separation cannot be maintained due to existing conditions, the variation allowed is the water main in a separate trench with the elevation of the water main at least 18" above the top of the sewer & must be approved by the Public Utilities Director. All distances are measured from outside diameter to outside diameter.
  - c) Where it is impossible to obtain proper separation, or anytime a sanitary sewer passes over a watermain, DIP materials or steel encasement extended 10' on each side of crossing must be specified & installed to wateline specifications.
  - d) 5.0' minimum horizontal separation is required between all sanitary sewer & storm sewer facilities, unless DIP material is specified for sanitary sewer
  - e) Maintain 18" min. vertical separation at all watermain & RCP storm drain crossings; maintain 18" min. vertical separation at all sanitary sewer & RCP storm drain crossings. Where adequate separations cannot be achieved, specify DIP materials & a concrete cradle having 6" min. clearance (per CORPUD details W- 41 & S-49).
  - f) All other underground utilities shall cross water & sewer facilities with 18" min. vertical separation required.
3. Any necessary field revisions are subject to review & approval of an amended plan &/or profile by the City of Raleigh Public Utilities Department prior to construction.
4. Developer shall provide 30 days advance written notice to owner for any work required within an existing City of Raleigh Utility Easement traversing private property.
5. Contractor shall maintain continuous water & sewer service to existing residences & businesses throughout construction of project. Any necessary service interruptions shall be preceded by a 24-hour advance notice to the City of Raleigh Public Utilities Department.
6. SEWER BYPASS PUMPING - A bypass plan sealed by an NC Professional Engineer shall be provided to Raleigh Water prior to pumping operations for approval. The operations and equipment shall comply with the Public Utilities Handbook.
7. 3.0' minimum cover is required on all water mains & sewer force mains. 4.0' minimum cover is required on all reuse mains.
8. It is the developer's responsibility to abandon or remove existing water & sewer services not being used in redevelopment of a site unless otherwise directed by the City of Raleigh Public Utilities Department. This includes abandoning tap at main & removal of service from ROW or easement per CORPUD Handbook procedure.
9. Install water services with meters located at ROW or within a 2x2' Waterline Easement immediately adjacent. NOTE: it is the applicant's responsibility to properly size the water service for each connection to provide adequate flow & pressure.

10. Inspections of 4" and larger water mains of the private distribution system will be inspected as part of the infrastructure permit.
11. Private sewer mains as part of a collection system are permitted and inspected under the private Infrastructure permit for sewer.
12. Any water or sewer services on private property that will be installed under Construction Drawings may require a Plumbing Utility Permit in the City of Raleigh. Consult with the Engineering Inspection Coordinator during the pre-construction meeting on the necessary permits.
13. Install sewer services with cleanouts located at ROW or easement line & spaced per the current NC Plumbing code.
14. Pressure reducing valves are required on all water services exceeding 80 psi; backwater valves are required on all sanitary sewer services having building drains lower than 1.0' above the next upstream manhole.
15. All environmental permits applicable to the project must be obtained from NCDWQ, USACE &/or FEMA for any riparian buffer, wetland &/or floodplain impacts (respectively) prior to construction.
16. NCDOT / Railroad Encroachment Agreements are required for any utility work (including main extensions & service taps) within state or railroad ROW prior to construction.
17. Grease Interceptor / Oil Water Separator sizing calculations & installation specifications shall be approved by the RW FOG Program Coordinator prior to issuance of a UC and/or Building Permit. Contact (919) 996-4516 or fog@raleighnc.gov for more information.
18. Cross-connection control protection devices are required based on the degree of health hazard involved as listed in Appendix B of the Rules Governing Public Water Systems in North Carolina.
19. The devices shall meet the American Society of Sanitary Engineering (ASSE) standards and be on the University of Southern California approval list.
20. The device and installation shall meet the guidelines of Appendix A - Guidelines and Requirements for the Cross Connection Program in Raleigh's Service Area.
21. The devices shall be installed and tested (both, initial and periodic testing thereafter) in accordance with the manufacturer's recommendations or the local cross connection control program, whichever is more stringent. Contact Cross.connection@raleighnc.gov for more information.
22. NOTICE for projects that involve an oversized main or urban main replacement. Any City reimbursement greater than \$250,000.00 must undergo the public bidding process.
23. Private sub-metering - No resale of water shall occur without approval of the North Carolina Utility Commission. Sub-metering shall be in accordance with Section 1400 of the "SAFE DRINKING WATER ACT".

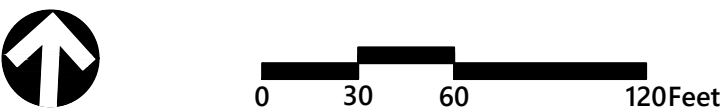
Water Allocation Compliance

Major Subdivision	
Major Subdivision (Base Points)	15
Conservation of Natural Habitat (Public Greenway)	10
Construct a fountain within the SCM	4
Outdoor Display of Public Art	4
Pickleball Courts	5
IPBMA Certified Playground Equipment	4
Stormwater- Underground Capture System	5
Deck/Patio- More than 1,000 square feet	1
Enhanced Roadside Landscaping and Hardscaping	2
Total Required	50
Total Provided	50



Site Legend

	WETLANDS
	50' NEUSE RIVER BUFFER
	PROPERTY LINE
	BUILDING SETBACK
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2	TOWN OF KNIGHTDALE	06/04/2025	CDT
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Designed by	DDH	Checked by	CDT
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Issued for  
Master Plan Review  
March 24, 2025

Utility Plan



C4.00

Sheet 8 of 11

Project Number  
39510.03

ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CURRENT TOWN OF KNIGHTDALE AND CITY OF RALEIGH STANDARDS AND SPECIFICATIONS AND NCDOT, IF APPLICABLE





NOTES

1. STREET TREES SHALL BE LOCATED WITHIN THE RIGHT OF WAY.
2. STREET TREES SHALL BE PLANTED BY EACH BUILDER PRIOR TO RECEIVING C.O. FOR HOUSE.
3. ALL LANDSCAPING SHOULD BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE TOWN OF KNIGHTDALE'S UDO.
4. ALL PLANT MATERIALS TO COMPLY WITH AMERICAN STANDARD FOR NURSERY STOCK ANSI Z60.
5. CONTRACTOR ENGAGED IN LANDSCAPE IMPLEMENTATION SHALL BE A LANDSCAPE CONTRACTOR REGISTERED IN THE STATE OF NORTH CAROLINA.
6. SUBSTITUTIONS OF PLANT MATERIALS SPECIFIED CAN ONLY OCCUR WITH PRIOR APPROVAL BY LANDSCAPE ARCHITECT.
7. ALL NEW TREES TO HAVE A 5" DIAMETER SHREDDED HARDWOOD MULCH RING AT 4" DEEP UNLESS OTHERWISE NOTED OR LOCATED IN A PLANT BED PER SITE PLAN.
8. LANDSCAPE CONTRACTOR TO GUARANTEE PLANT MATERIALS FOR A ONE YEAR PERIOD FOLLOWING SUBSTANTIAL COMPLETION.
9. AREAS DAMAGED BY LANDSCAPE CONTRACTOR TO BE REPAIRED TO PRE-CONSTRUCTION CONDITION AT NO ADDITIONAL COST TO THE OWNER.
10. ALL LANDSCAPE ISLANDS SHALL BE GRADED FOR POSITIVE DRAINAGE WITH NO LOW SPOTS ALLOWING WATER TO BE TRAPPED.
11. ALL ABOVE GROUND UTILITIES MUST BE SCREENED.

100' SECTION OF 10' WIDE TYPE A BUFFER YARD

SYMBOL	CODE	BOTANICAL / COMMON NAME	CONT	MATURE WIDTH / HEIGHT	QTY
TREES					
	CA	CANOPY - Cornus x Rubra / Aurora Flowering Dogwood	2 1/2" Cal. Min.	20'00'	3
	MG	UNDERSTORY - Magnolia grandiflora / Southern Magnolia	2 1/2" Cal. Min.	10'10'	2
SHRUBS					
	IV	Ilex vomitoria / Yucca Holly	15 Gal. 5' Ht.	12'00" / 2'10"	6
	IE	Ilex x 'Emily Bruner' / Emily Bruner Holly	15 Gal. 5' Ht.	10'00" / 8'12"	7
	IX	Ilex x 'Magdalen' / Oakland™ Holly	15 Gal. 5' Ht.	10'00" / 6'10"	7

100' SECTION OF 20' WIDE TYPE B BUFFER YARD

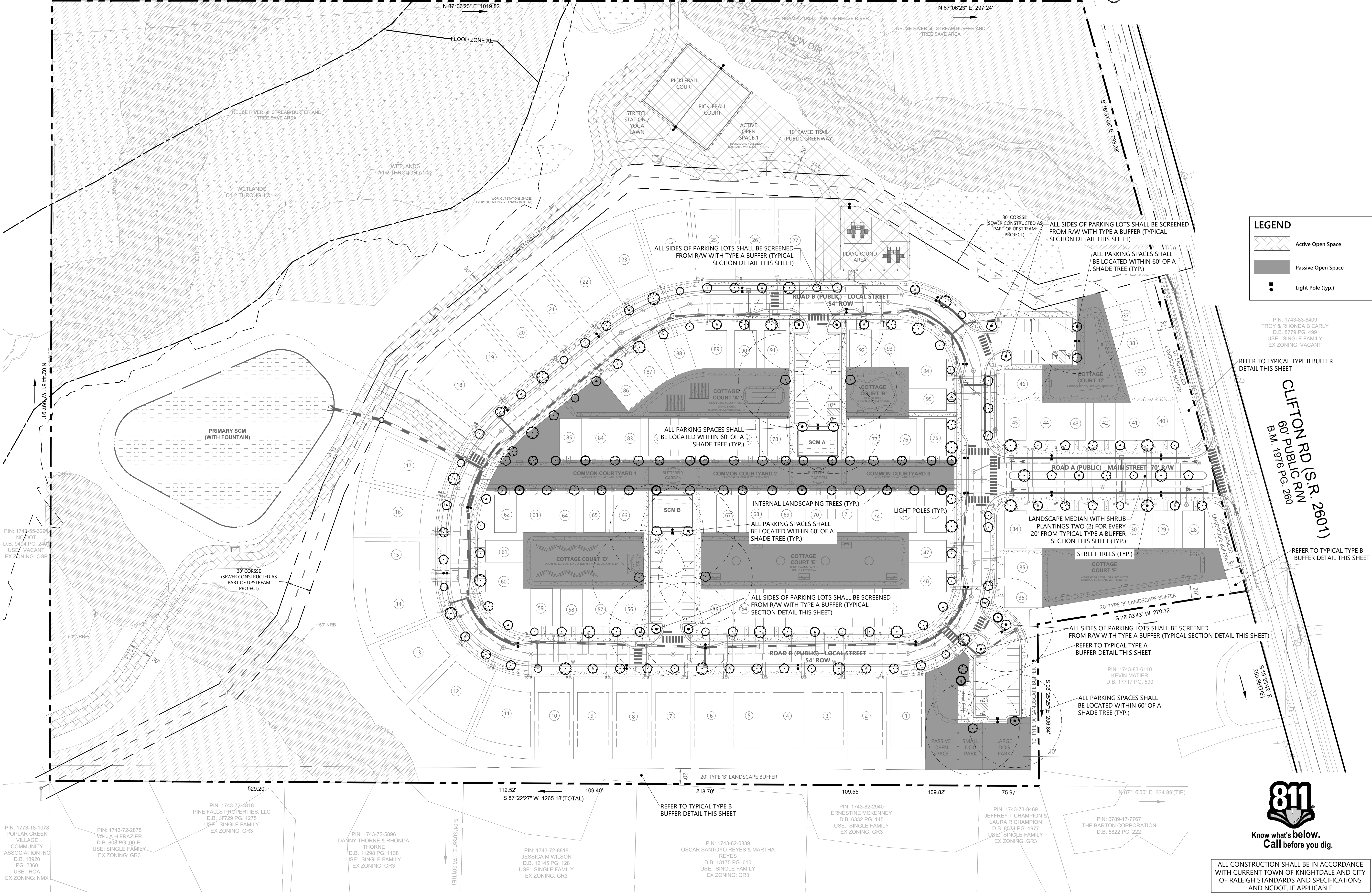
SYMBOL	CODE	BOTANICAL / COMMON NAME	CONT	MATURE WIDTH / HEIGHT	QTY
TREES					
	CA	CANOPY - Cornus x Rubra / Aurora Flowering Dogwood	2 1/2" Cal. Min.	20'00'	5
	MG	UNDERSTORY - Magnolia grandiflora / Southern Magnolia	2 1/2" Cal. Min.	10'10'	3
SHRUBS					
	IV	Ilex vomitoria / Yucca Holly	15 Gal. 5' Ht.	12'00" / 2'10"	6
	IE	Ilex x 'Emily Bruner' / Emily Bruner Holly	15 Gal. 5' Ht.	10'00" / 8'12"	7
	IX	Ilex x 'Magdalen' / Oakland™ Holly	15 Gal. 5' Ht.	10'00" / 6'10"	7

TREE CHART

SYMBOL	CODE	BOTANICAL / COMMON NAME	ROOT	MIN INSTALLED SIZE	TYPE	NOTES
	AS	Acer buergerianum / Trident Maple	8-88	2.5" Caliper, 12' Min.	Street Tree	Single Straight Leader - Full and Heavy
	AS	Acer saccharum / Sugar Maple	8-88	2.5" Caliper, 12' Min.	Street Tree	Single Straight Leader - Full and Heavy
	AA	Amelanchier arborea / Downy Serviceberry	8-88	2.5" Caliper, 12' Min.	Internal	Single Straight Leader - Full and Heavy
	HC	Halesia carolina / Silverbell	8-88	2.5" Caliper, 12' Min.	Internal	Single Straight Leader - Full and Heavy
	LJ	Lagerstroemia indica / Crape Myrtle	8-88	2.5" Caliper, 12' Min.	Street Tree	Single Straight Leader - Full and Heavy
	ML	Magnolia grandiflora 'Little Gem' / Little Gem Dwarf Southern Magnolia	8-88	2.5" Caliper, 12' Min.	Street Tree	Single Straight Leader - Full and Heavy
	PA	Prunus angustifolia / Chickadee Plum	8-88	2.5" Caliper, 12' Min.	Internal	Single Straight Leader - Full and Heavy
	PC	Prunus caroliniana / Carolina Cherry Laurel	8-88	2.5" Caliper, 12' Min.	Internal	Single Straight Leader - Full and Heavy
	QA	Quercus acutifolia / Sawtooth Oak	8-88	2.5" Caliper, 12' Min.	Street Tree	Single Straight Leader - Full and Heavy
	SA	Sassafras albidum / Sassafras	8-88	2.5" Caliper, 12' Min.	Internal	Single Straight Leader - Full and Heavy



VHB Engineering NC, P.C.  
940 Main Campus Drive  
Suite 500  
Raleigh, NC 27606  
919.829.0328  
Corp. # C-3705

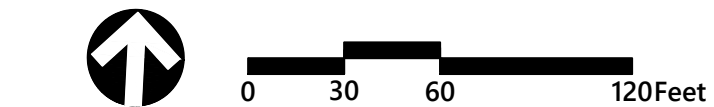


LEGEND

- Active Open Space
- Passive Open Space
- Light Pole (typ.)

Site Legend

- WETLANDS
- 50' NEUSE RIVER BUFFER
- PROPERTY LINE
- BUILDING SETBACK
- CONCRETE SIDEWALK
- GREENWAY
- GREENWAY EASEMENT
- LOT LINE



Clifton Road  
Conservation Subdivision  
0 Pine Country Lane  
Knightdale, NC

No.	Revision	Date	Appr.
1	TOWN OF KNIGHTDALE	04/25/2025	CDT
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Designed by DDH  
Checked by CDT  
March 24, 2025

Master Plan  
Review

Landscape Plan

811 Know what's below. Call before you dig.

ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CURRENT TOWN OF KNIGHTDALE AND CITY OF RALEIGH STANDARDS AND SPECIFICATIONS AND NCDOT, IF APPLICABLE

Project Number 39510.03

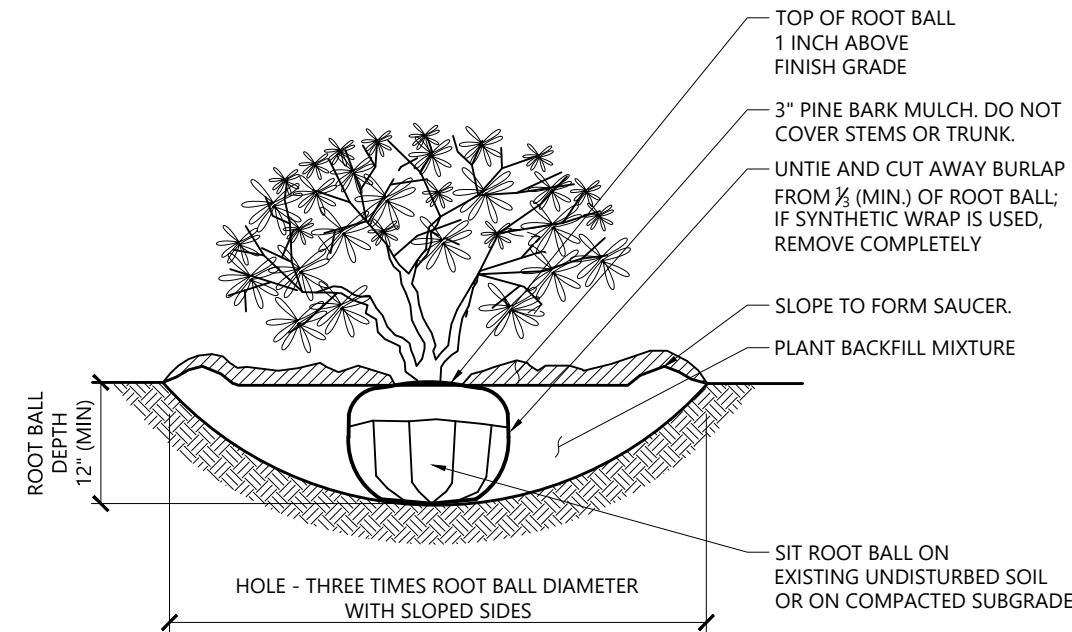
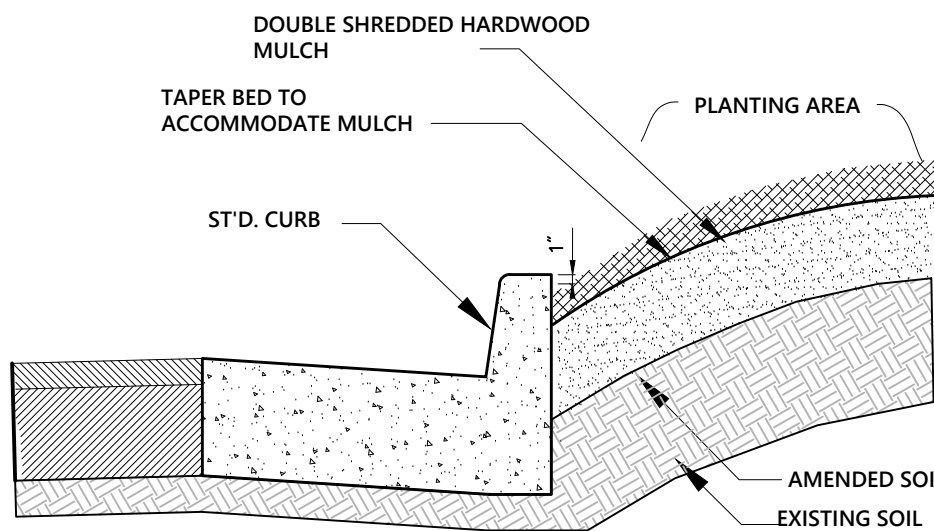
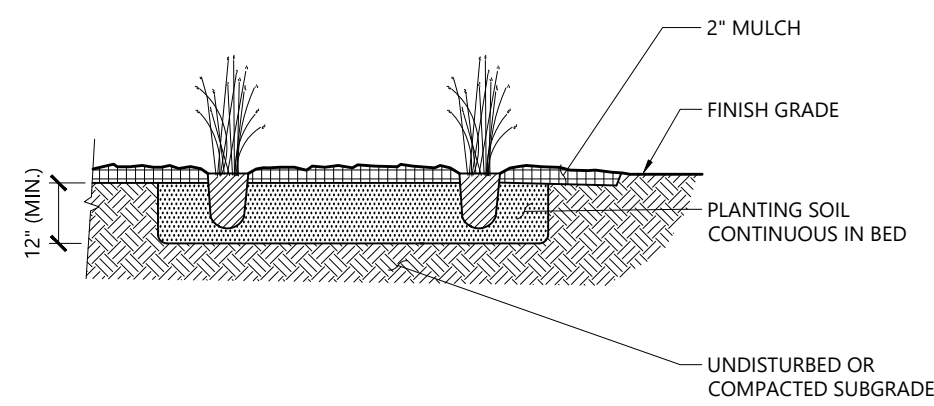
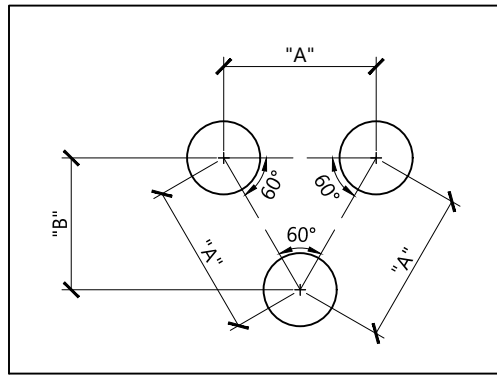
07/01/2025

Sheet 9 of 11

L1.00

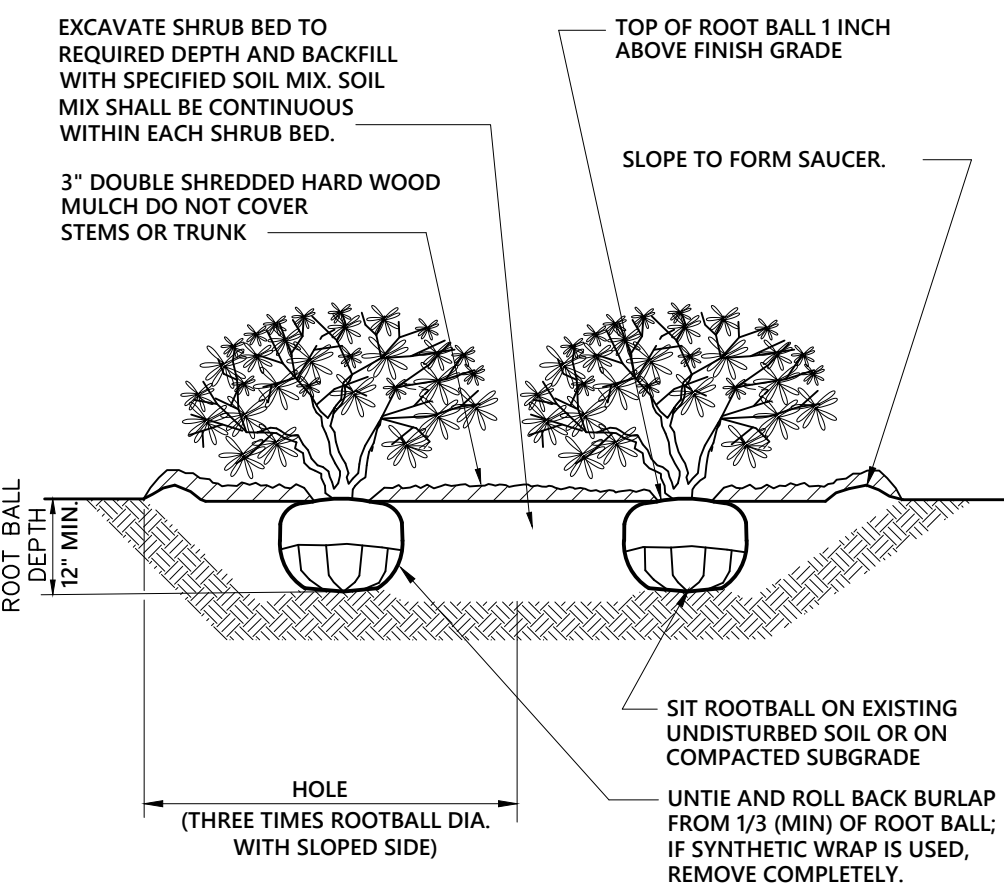
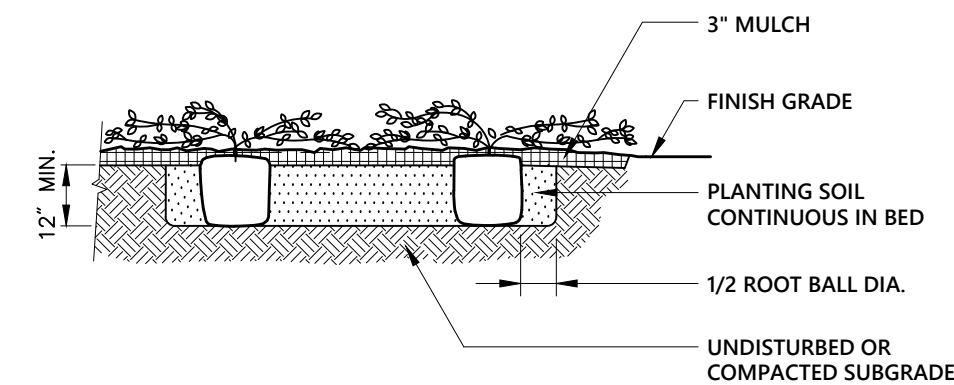
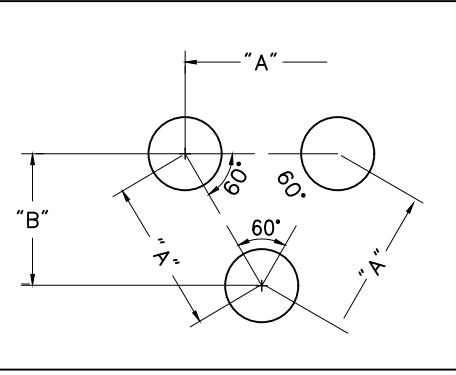


PLANT SPACING	
PLANT SPACING("A")	ROW SPACING("B")
6 IN. O.C.	5 IN. O.C.
8 IN. O.C.	7 IN. O.C.
10 IN. O.C.	8 $\frac{1}{2}$ IN. O.C.
12 IN. O.C.	10 $\frac{1}{2}$ IN. O.C.
15 IN. O.C.	13 IN. O.C.
18 IN. O.C.	16 IN. O.C.
24 IN. O.C.	21 IN. O.C.
30 IN. O.C.	26 IN. O.C.
36 IN. O.C.	30 IN. O.C.
48 IN. O.C.	42 IN. O.C.
54 IN. O.C.	48 IN. O.C.
60 IN. O.C.	54 IN. O.C.



- NOTES**
1. LOOSEN ROOTS AT THE OUTER EDGE OF ROOTBALL OF CONTAINER GROWN SHRUBS.

PLANT SPACING ("A")	ROW SPACING ("B")
6 IN. O.C.	5 IN. O.C.
8 IN. O.C.	7 IN. O.C.
10 IN. O.C.	8-1/2 IN. O.C.
12 IN. O.C.	10-1/2 IN. O.C.
15 IN. O.C.	13 IN. O.C.
18 IN. O.C.	16 IN. O.C.
24 IN. O.C.	21 IN. O.C.



- Notes:**
1. LOOSEN ROOTS AT THE OUTER EDGE OF ROOTBALL OF CONTAINER GROWN SHRUBS.

## Perennial and Ornamental Grass Planting

N.T.S. Source: VHB LD\_618

### 3 Curb-Bed Edging Detail

N.T.S. Source: VMD REV

## Shrub Planting

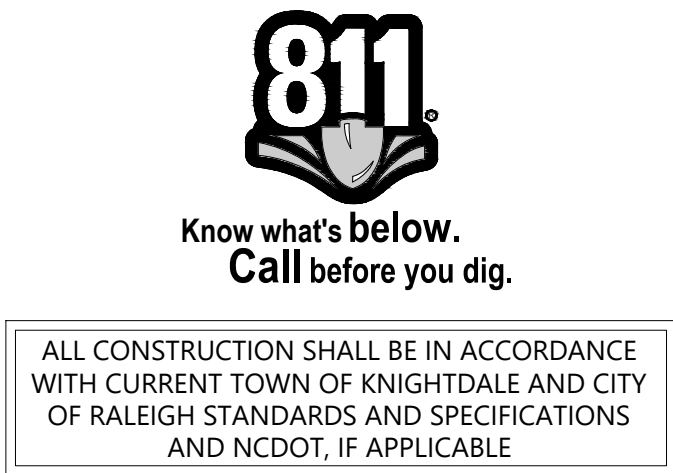
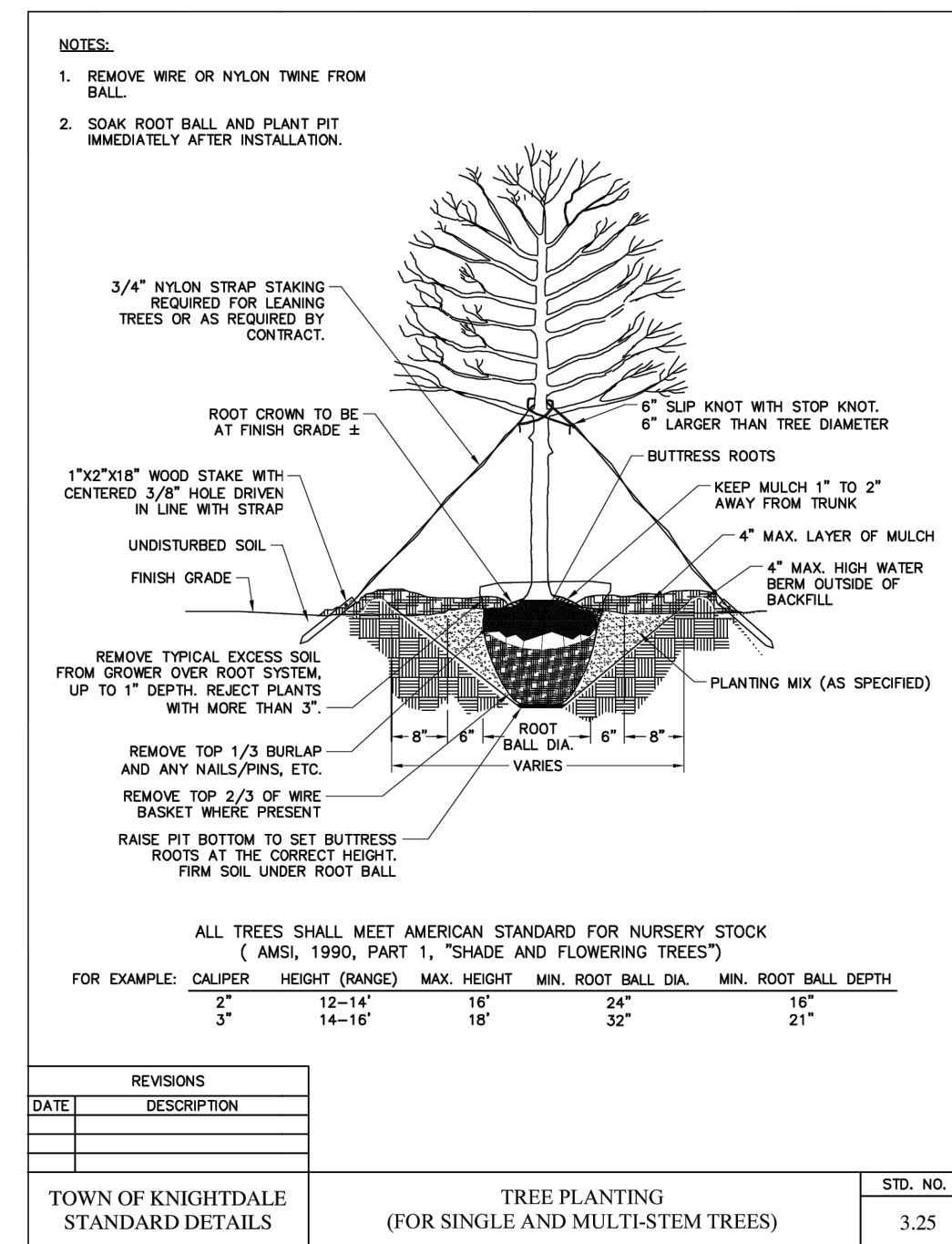
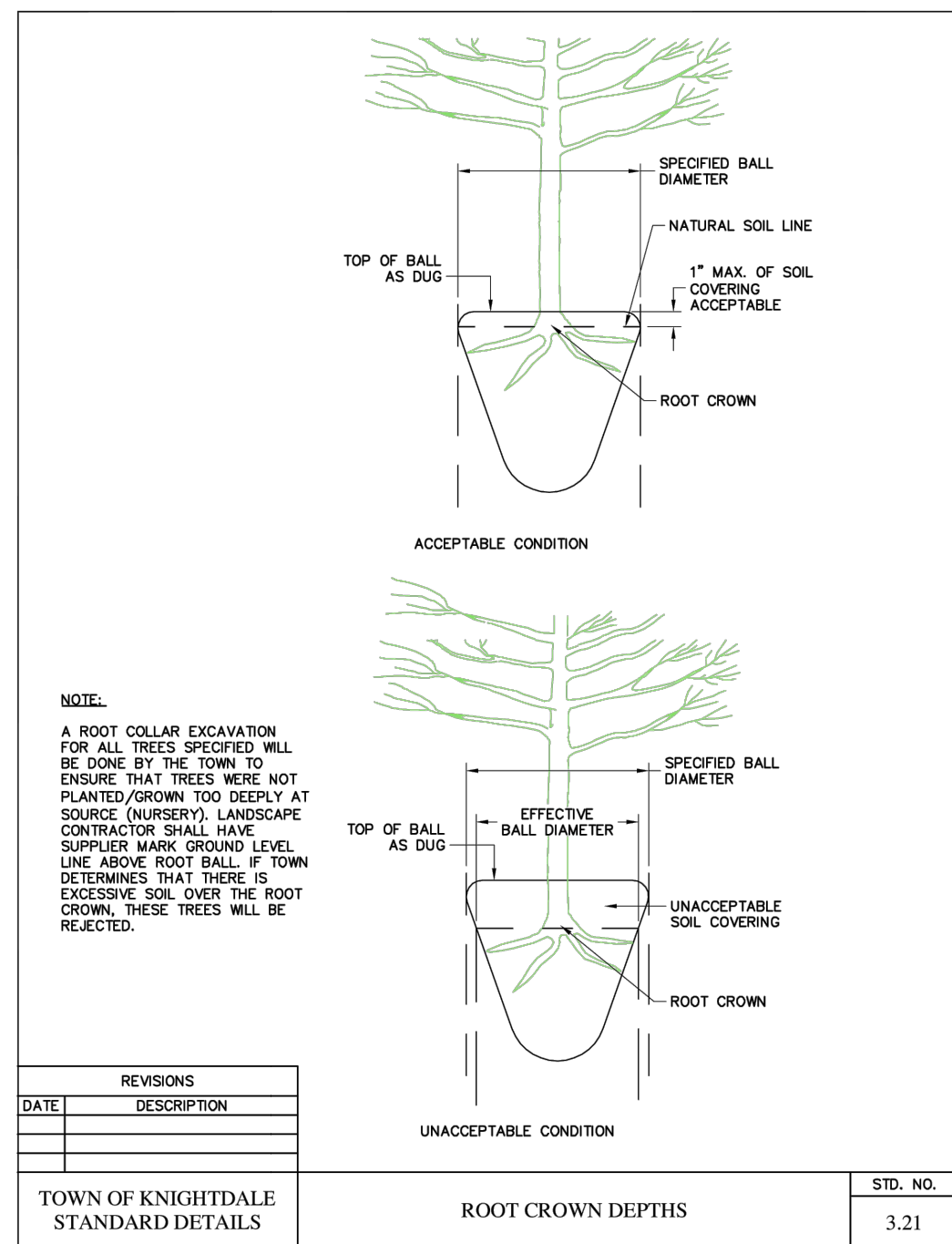
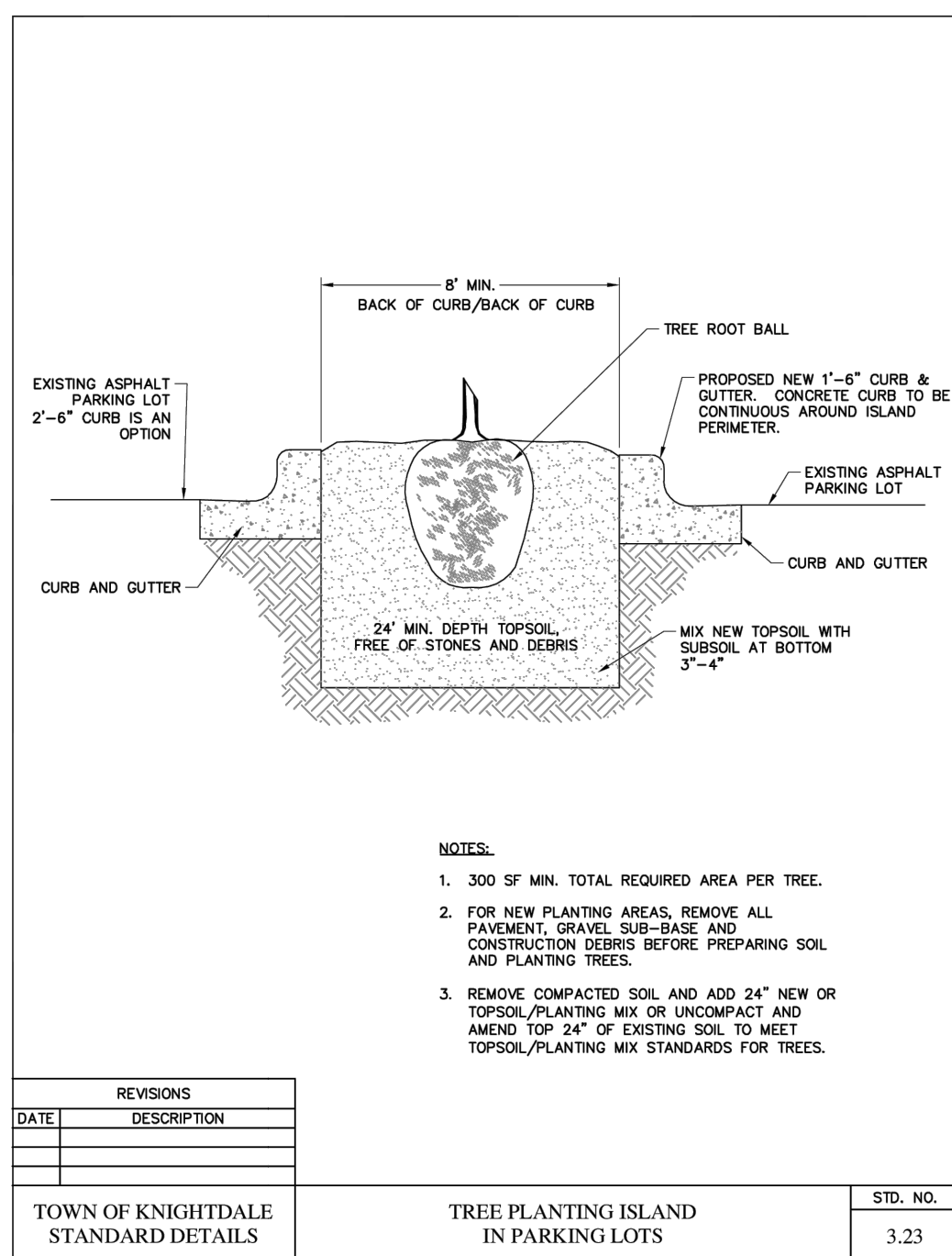
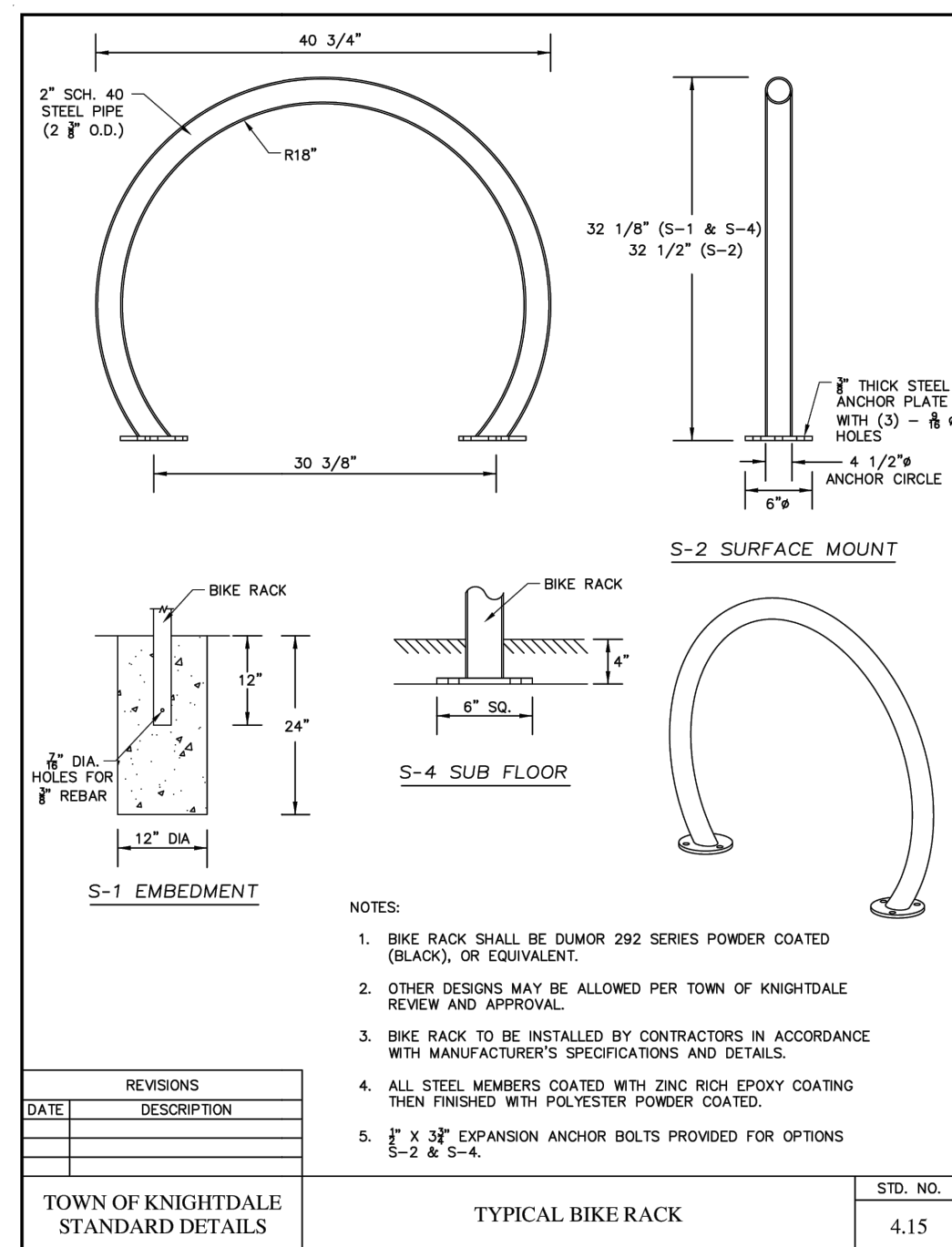
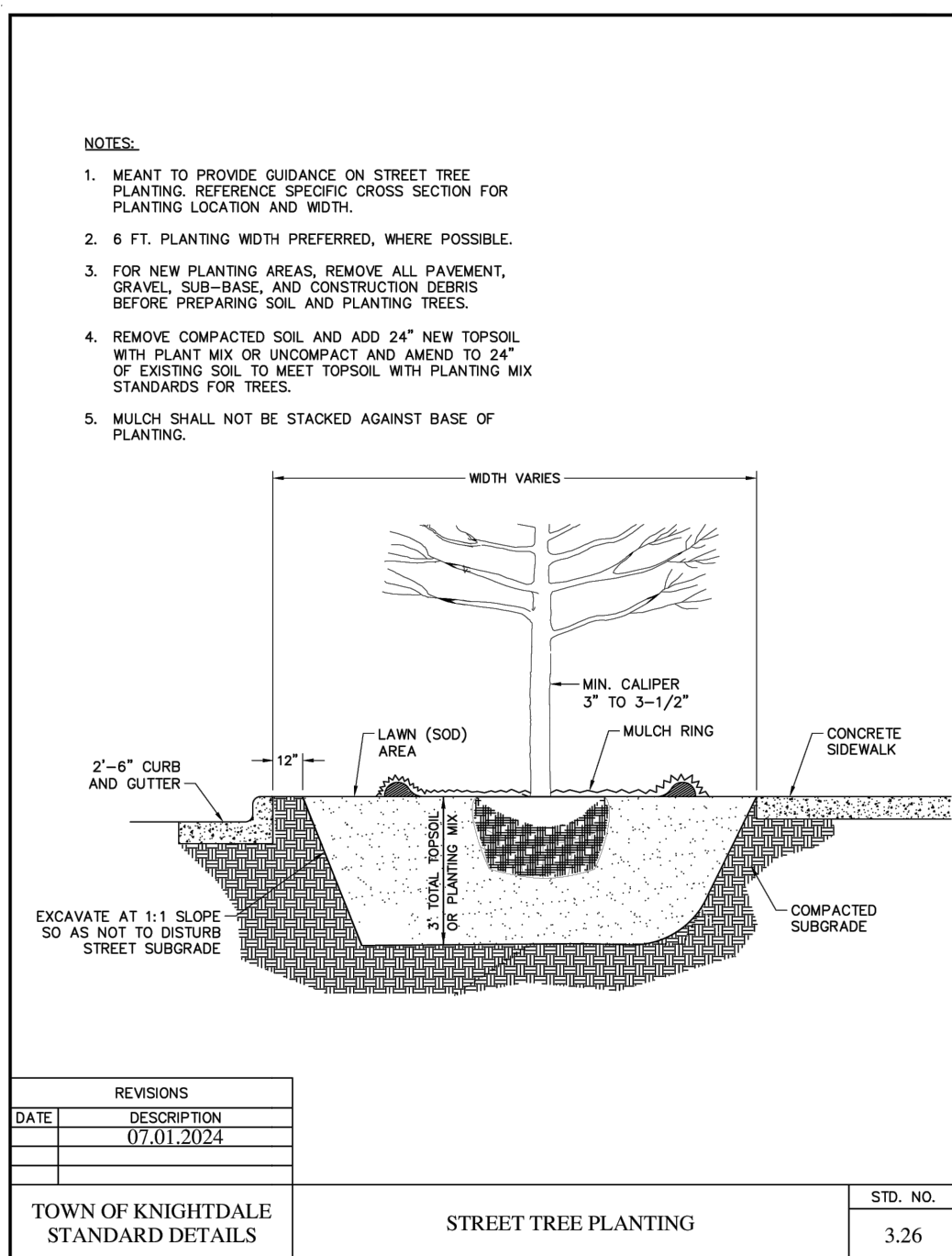
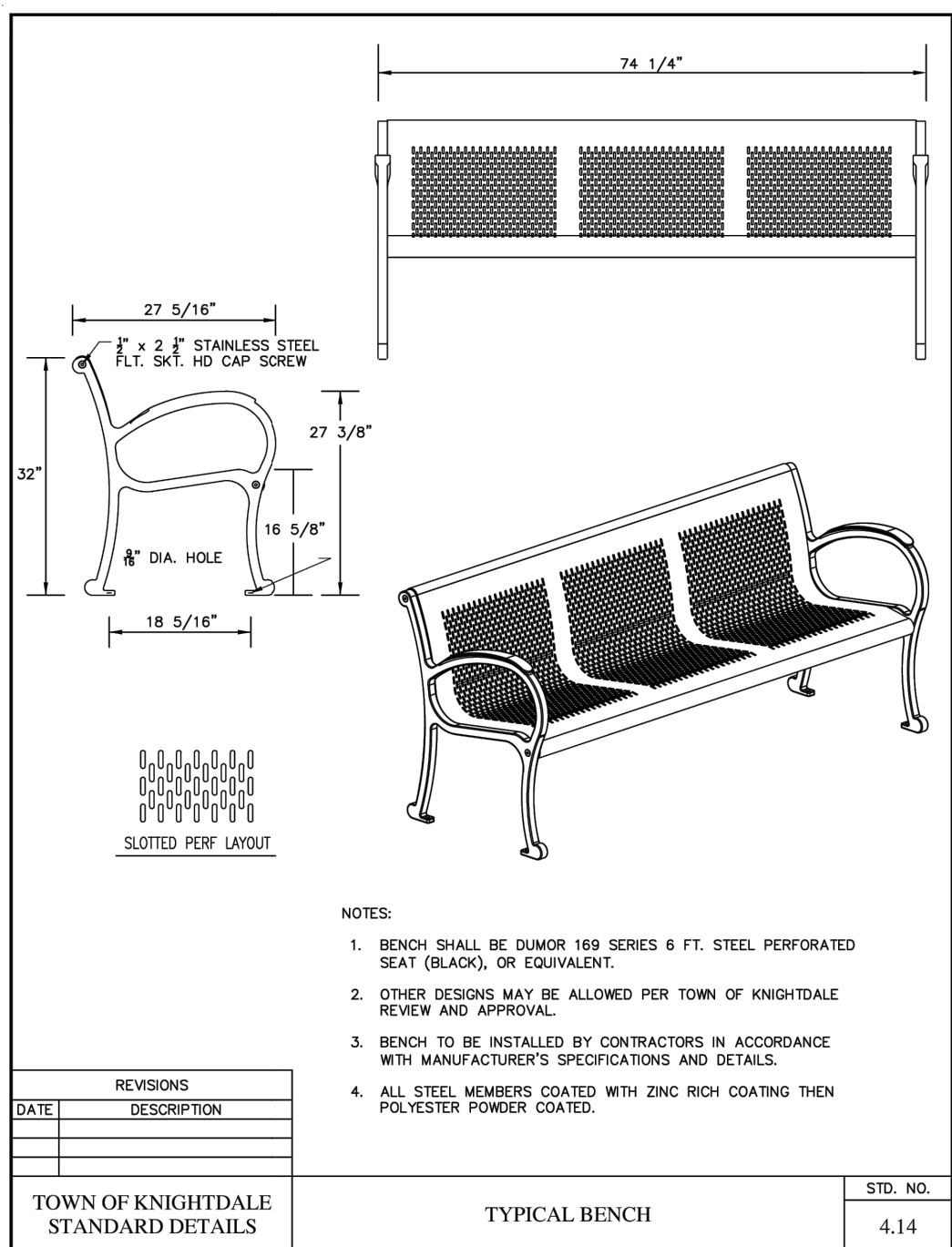
N.T.S. Source: VHB LD 600

## 5 Ground Cover Planting

N.T.S. Source: VHD LP\_615

## 6 Shrub Bed Planting

N.T.S. Source: VTP REV LP 60



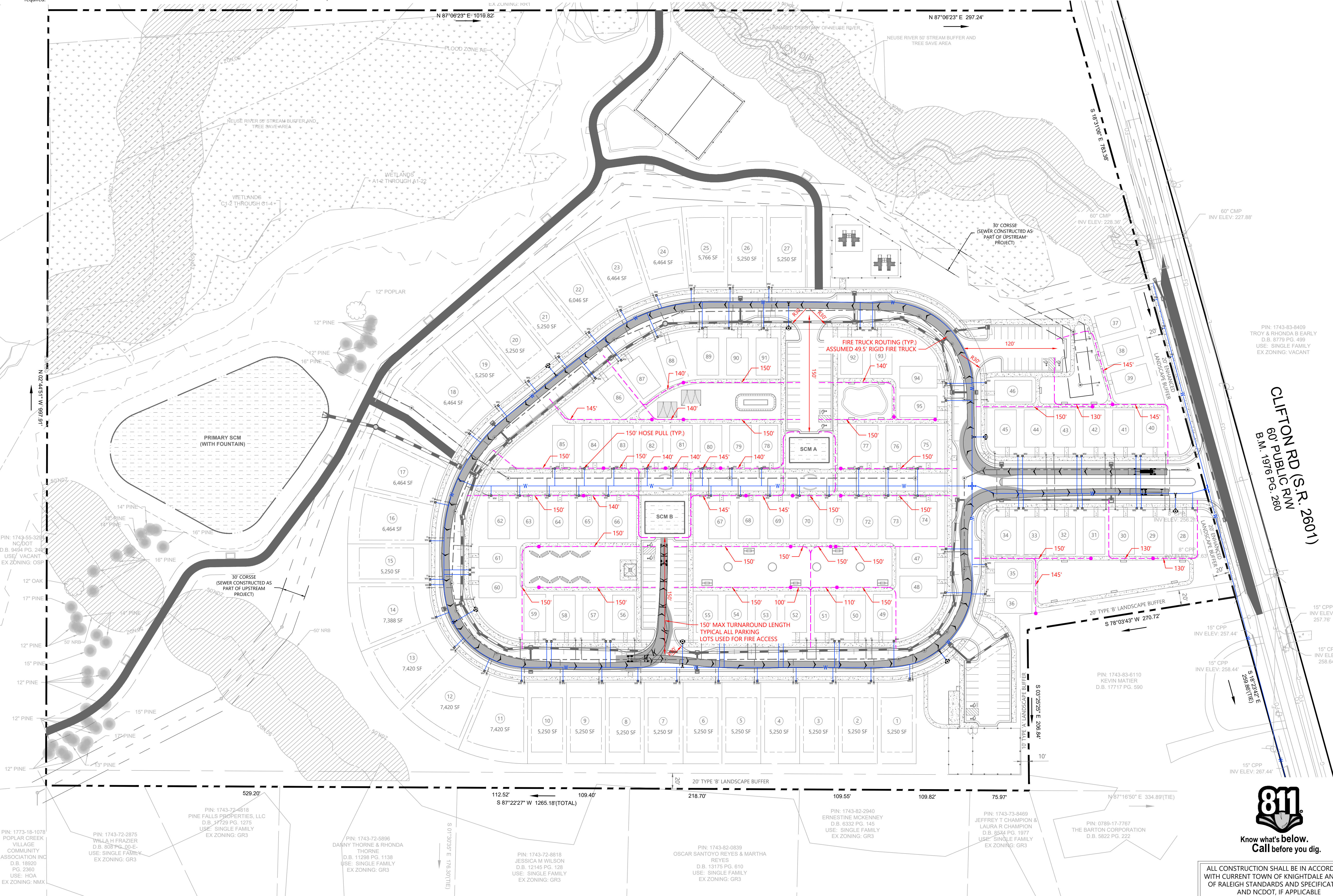


Utility Notes

1. All materials & construction methods shall be in accordance with City of Raleigh design standards, details & specifications (reference: CORPUD Handbook, current edition)
2. Utility separation requirements:
  - a) A distance of 100' shall be maintained between sanitary sewer & any private or public water supply source such as an impounded reservoir used as a source of drinking water. If adequate lateral separation cannot be achieved, ferrous sanitary sewer pipe shall be specified & installed to wateline specifications. However, the minimum separation shall not be less than 25' from a private well or 50' from a public well.
  - b) When installing water &/or sewer mains, the horizontal separation between utilities shall be 10'. If this separation cannot be maintained due to existing conditions, the variation allowed is the water main in a separate trench with the elevation of the water main at least 18" above the top of the sewer & must be approved by the Public Utilities Director. All distances are measured from outside diameter to outside diameter.
  - c) Where it is impossible to obtain proper separation, or anytime a sanitary sewer passes over a watermain, DIP materials or steel encasement extended 10' on each side of crossing must be specified & installed to wateline specifications.
  - d) 5.0' minimum horizontal separation is required between all sanitary sewer & storm sewer facilities, unless DIP material is specified for sanitary sewer
  - e) Maintain 18" min. vertical separation at all watermain & RCP storm drain crossings; maintain 18" min. vertical separation at all sanitary sewer & RCP storm drain crossings. Where adequate separations cannot be achieved, specify DIP materials & a concrete cradle having 6" min. clearance (per CORPUD details W- 41 & S-49).
  - f) All other underground utilities shall cross water & sewer facilities with 18" min. vertical separation required.
3. Any necessary field revisions are subject to review & approval of an amended plan &/or profile by the City of Raleigh Public Utilities Department prior to construction.
4. Developer shall provide 30 days advance written notice to owner for any work required within an existing City of Raleigh Utility Easement traversing private property.
5. Contractor shall maintain continuous water & sewer service to existing residences & businesses throughout construction of project. Any necessary service interruptions shall be preceded by a 24-hour advance notice to the City of Raleigh Public Utilities Department.
6. SEWER BYPASS PUMPING – A bypass plan sealed by an NC Professional Engineer shall be provided to Raleigh Water prior to pumping operations for approval. The operations and equipment shall comply with the Public Utilities Handbook.
7. 3.0' minimum cover is required on all water mains & sewer force mains. 4.0' minimum cover is required on all reuse mains.
8. It is the developer's responsibility to abandon or remove existing water & sewer services not being used in redevelopment of a site unless otherwise directed by the City of Raleigh Public Utilities Department. This includes abandoning tap at main & removal of service from ROW or easement per CORPUD Handbook procedure.
9. Install water services with meters located at ROW or within a 2x2' Waterline Easement immediately adjacent. NOTE: it is the applicant's responsibility to properly size the water service for each connection to provide adequate flow & pressure.

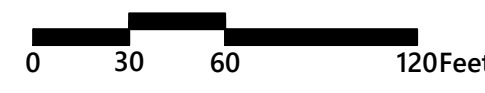
10. Inspections of 4" and larger water mains of the private distribution system will be inspected as part of the infrastructure permit.
11. Private sewer mains as part of a collection system are permitted and inspected under the private Infrastructure permit for sewer.
12. Any water or sewer services on private property that will be installed under Construction Drawings may require a Plumbing Utility Permit in the City of Raleigh. Consult with the Engineering Inspection Coordinator during the pre-construction meeting on the necessary permits.
13. Install sewer services with cleanouts located at ROW or easement line & spaced per the current NC Plumbing code.
14. Pressure reducing valves are required on all water services exceeding 80 psi; backwater valves are required on all sanitary sewer services having building drains lower than 1.0' above the next upstream manhole.
15. All environmental permits applicable to the project must be obtained from NCDWQ, USACE &/or FEMA for any riparian buffer, wetland &/or floodplain impacts (respectively) prior to construction.
16. NCDOT / Railroad Encroachment Agreements are required for any utility work (including main extensions & service taps) within state or railroad ROW prior to construction.
17. Grease Interceptor / Oil Water Separator sizing calculations & installation specifications shall be approved by the RW FOG Program Coordinator prior to issuance of a UC and/or Building Permit. Contact (919) 996-4516 or fog@raleighnc.gov for more information.

18. Cross-connection control protection devices are required based on the degree of health hazard involved as listed in Appendix B of the Rules Governing Public Water Systems in North Carolina.
19. The devices shall meet the American Society of Sanitary Engineering (ASSE) standards and be on the University of Southern California approval list.
20. The device and installation shall meet the guidelines of Appendix A – Guidelines and Requirements for the Cross Connection Program in Raleigh's Service Area.
21. The devices shall be installed and tested (both, initial and periodic testing thereafter) in accordance with the manufacturer's recommendations or the local cross connection control program, whichever is more stringent. Contact Cross.connection@raleighnc.gov for more information.
22. NOTICE for projects that involve an oversized main or urban main replacement. Any City reimbursement greater than \$250,000.00 must undergo the public bidding process.
23. Private sub-metering - No resale of water shall occur without approval of the North Carolina Utility Commission. Sub-metering shall be in accordance with Section 1400 of the "SAFE DRINKING WATER ACT".



Site Legend

- WETLANDS
- 50' NEUSE RIVER BUFFER
- PROPERTY LINE
- BUILDING SETBACK
- CONCRETE SIDEWALK
- GREENWAY
- GREENWAY EASEMENT
- LOT LINE



Clifton Road  
Conservation Subdivision  
0 Pine Country Lane  
Knightdale, NC

No.	Revision	Date	Appr'd.
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2	TOWN OF KNIGHTDALE	06/04/2025	CDT
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Designed by DDH  
Checked by CDT  
Issued for  
Date  
March 24, 2025

Master Plan  
Review

Drawing Title  
APPERATUS ACCESS PLAN

811  
Know what's below.  
Call before you dig.

ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CURRENT TOWN OF KNIGHTDALE AND CITY OF RALEIGH STANDARDS AND SPECIFICATIONS AND NCDOT, IF APPLICABLE

North Carolina Professional Engineer  
NOT FOR CONSTRUCTION  
WARRINGTON, D. TOWNSHIP  
07/01/2025

C-FIRE  
Sheet 11 of 11  
Project Number 39510.03



I, L. JORDAN PARKER, JR. CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY PERFORMED UNDER MY SUPERVISION FROM REFERENCES AS NOTED HERE ON; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION SHOWN IN THE REFERENCES; THAT THE RATIO OF PRECISION AS CALCULATED IS GREATER THAN 1:10000; THAT THE GLOBAL POSITIONING SYSTEM (GPS) SURVEY AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE GPS/GNSS SURVEY;

CLASS OF SURVEY: AA  
POSITIONAL ACCURACY: HORIZONTAL 0.05 US SURVEY FEET  
TYPE OF GPS FIELD PROCEDURE: REAL TIME KINEMATICS NETWORK (VRS)  
DATES OF SURVEY:  
DATUM/EPOCH: NAD 83(2011) 2010.00  
PUBLISHED/FIXED CONTROL USE: RALEIGH DOT CORRS ARP  
LAT: 35°45'49.50795"  
LONG: 78°34'44.39448"

GEIOD MODEL: GEOID12B  
COMBINED GRID FACTORS: 1.00009392886225  
UNITS: US SURVEY FOOT

THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED, WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL

THIS IS THE DAY OF NOVEMBER A.D. 2024  
**PRELIMINARY**

FOR REVIEW PURPOSES ONLY

PROFESSIONAL LAND SURVEYOR LICENSE NUMBER

#### FLOOD HAZARD STATEMENT

THE SUBJECT PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD ZONE. IT IS LOCATED IN ZONE "AE" AS DEFINED BY F.I.R.M. COMMUNITY PANEL NUMBER 3720-1743-00K WITH AN EFFECTIVE DATE OF 07/19/2022.

LINE TABLE		
LINE	BEARING	DISTANCE
L-1	N 22°31'27" W	529.63'
L-2	S 77°54'21" W	269.92'
L-3	S 03°24'02" E	206.37'
L-4	N 87°09'50" E	28.92'
L-5	S 11°42'59" E	264.78'
L-6	S 11°42'59" E	507.09'
L-7	N 10°09'38" E	119.75'
L-8	S 17°46'28" E	270.76'
L-9	S 17°46'28" E	509.58'



VICINITY MAP  
(NOT TO SCALE)

#### LEGEND:

EIP - EXISTING IRON PIPE  
EIB - EXISTING IRON BAR  
BEIP - BENT IRON PIPE  
BEIB - BENT IRON BAR  
CM - CONCRETE MONUMENT  
EPK - EXISTING PK NAIL  
SPK - SET PK NAIL  
NIP - NEW IRON PIPE SET  
R/W - RIGHT OF WAY  
CATV - CABLE TV BOX  
EB - ELECTRIC BOX  
TEL - TELEPHONE PEDESTAL  
PP - POWER POLE  
OHL - OVERHEAD LINE  
LP - LIGHT POLE  
WM - WATER METER  
WV - WATER VALVE  
CO - SEWER CLEAN-OUT  
CC - CONCRETE  
CB - CATCH BASIN  
MH - MANHOLE  
FH - FIRE HYDRANT

#### LINE TYPE LEGEND

PROPERTY LINE - LINE SURVEYED  
RIGHT-OF-WAY  
ADJOINING LINE - LINE NOT SURVEYED  
OVERHEAD LINE  
BUILDING SETBACK  
EASEMENT  
BUFFER  
FLOOD HAZARD SOILS  
E - E - E - ELECTRIC LINE  
G - G - G - GAS LINE  
C - C - C - COMMUNICATION

#### NOTES:

1. THIS PLAT SUBJECT TO ALL EASEMENTS, AGREEMENTS AND RIGHTS OF WAY OF RECORD PRIOR TO THE DATE OF THIS PLAT.
2. UNDERGROUND UTILITIES HAVE BEEN MARKED OR LOCATED FOR THIS PLAT BY GC MAPPING, PLLC (919) 901-5641.
3. ALL BEARINGS AND DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS
4. ALL ELEVATIONS ARE BASED ON NAVD 88
5. ALL CONTOURS ARE AT 1' INTERVALS HIGHLIGHTED EVERY 5'.
6. THIS PROPERTY MAY BE SUBJECT TO NEUSE RIVER RIPARIAN BUFFER RULES. CALL N.C. DIVISION OF WATER QUALITY TO VERIFY (919-791-4200).

#### TOPOGRAPHIC SURVEY FOR

#### D.R. HORTON

CLIFTON ROAD  
GREATER PORTION FARM LOT 12, THE OAKS

OWNER: DAVID JONATHAN ADAMS

REF: D.B. 17295 PAGE 42

REF: B.M. 1885 PAGE 146

ST. MATTHEWS TOWNSHIP

WAKE COUNTY, NORTH CAROLINA

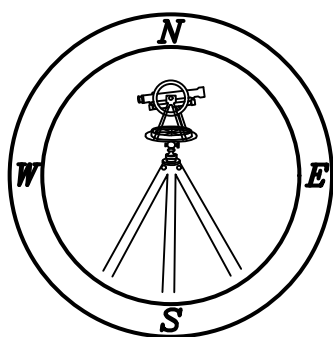
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SCALE 1"=200'

NOVEMBER 11, 2024

ZONED RR1

PIN #1743.04-73-8469



**CMP**

PROFESSIONAL LAND SURVEYORS, C-1525, 333 S. WHITE STREET, P.O. BOX 1253, WAKE FOREST N.C., 27588, (919) 556-3148

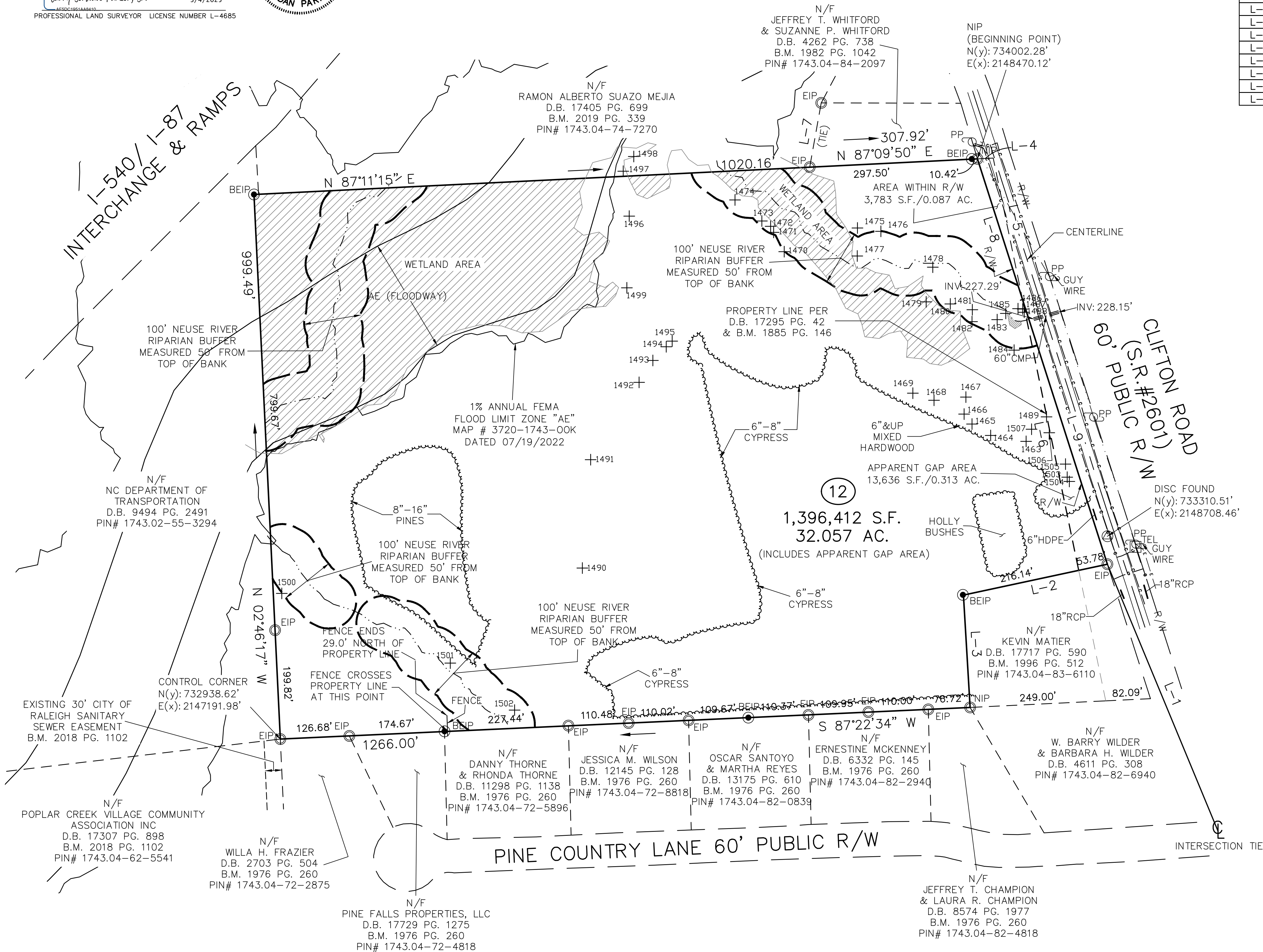


I, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY PERFORMED UNDER MY SUPERVISION FROM REFERENCES AS NOTED HERE ON; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION SHOWN IN THE REFERENCES; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS GREATER THAN 1:10000; THIS SURVEY IS NOT TO BE RECORDED WITHOUT THE WRITTEN CONSENT OF THE SURVEYOR.

Designed by  
Larry Jordan Parker, Jr.

3/4/2025

PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4685



FLOOD HAZARD STATEMENT

THE SUBJECT PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD ZONE. IT IS LOCATED IN ZONE "AE" AS DEFINED BY F.I.R.M. COMMUNITY PANEL NUMBER 3720-1743-00K WITH AN EFFECTIVE DATE OF 07/19/2022.

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(NOT TO SCALE)

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PP - POWER POLE  
OHL - OVERHEAD LINE  
LP - LIGHT POLE  
E - E - E  
EAS LINE (APPROXIMATE LOCATION)  
C - C - C  
COMMUNICATION (APPROXIMATE LOCATION)  
TREELINE

LINE TYPE LEGEND

PROPERTY LINE - LINE SURVEYED  
RIGHT-OF-WAY  
ADJOINING LINE - LINE NOT SURVEYED  
OVERHEAD LINE  
BUILDING SETBACK  
EASEMENT  
BUFFER  
FLOOD HAZARD SOILS  
E - E - E  
EAS LINE (APPROXIMATE LOCATION)  
C - C - C  
COMMUNICATION (APPROXIMATE LOCATION)  
TREELINE

TREE TABLE			
Point	Northing	Easting	SIZE/TREE TYPE
1463	733484.445	2148559.376	35" BLACKGUM
1464	733495.287	2148494.345	28" SWEETGUM
1465	733516.193	2148460.186	28" WHITEOAK
1466	733534.457	2148445.726	28" SWEETGUM
1467	733565.602	2148448.919	25" POPLAR
1468	733559.757	2148390.502	26" POPLAR
1469	733572.707	2148351.692	29" SWEETGUM
1470	733832.188	2148115.880	32" REDOAK
1471	733867.593	2148096.431	31" PINE
1472	733878.614	2148090.971	29" PINE
1473	733888.367	2148074.879	39" WILLOWOAK
1474	733927.006	2148025.580	32" REDOAK
1475	733875.574	2148250.108	24" POPLAR
1476	733869.456	2148293.088	45" POPLAR-UNHEALTHY
1477	733824.205	2148249.775	37" SWEETGUM
1478	733803.743	2148388.273	46" DOUBLE-POPLAR-UNHEALTHY
1479	733740.136	2148376.084	24" MAPLE-UNHEALTHY
1480	733736.328	2148420.362	33" SWEETGUM
1481	733725.699	2148460.810	31" POPLAR-UNHEALTHY
1482	733703.870	2148460.159	28" MAPLE
1483	733707.540	2148506.310	27" POPLAR
1484	733651.674	2148537.334	28" DOUBLE-POPLAR
1485	733718.971	2148522.113	28" PINE
1486	733727.628	2148544.551	25" POPLAR
1487	733727.015	2148553.048	28" POPLAR
1488	733721.054	2148555.876	30" POPLAR
1489	733529.356	2148596.753	44" TRIPLE-POPLAR
1490	733252.206	2147745.754	27" PINE
1491	733450.821	2147760.941	32" REDOAK
1492	733592.574	2147849.738	39" TRIPLE-WHITEOAK
1493	733632.783	2147874.981	25" SWEETGUM
1494	733657.863	2147899.553	29" PINE
1495	733668.193	2147910.405	24" WHITEOAK
1496	733897.310	2147831.695	24" POPLAR
1497	733979.629	2147820.691	25" PINE
1498	734006.625	2147839.998	25" PINE
1499	733765.929	2147827.369	31" MAPLE
1500	733205.706	2147194.643	26" DOUBLE-RED OAK
1501	733077.905	2147503.630	25" SWEETGUM
1502	732991.760	2147621.551	24" PINE
1503	733418.744	2148634.695	25" SWEETGUM
1504	733410.941	2148638.636	24" SWEETGUM
1505	733442.724	2148631.568	27" SWEETGUM
1506	733500.243	2148601.803	26" POPLAR
1507	733506.709	2148569.323	25" POPLAR

TREE SURVEY FOR

D.R. HORTON, INC.

CLIFTON ROAD  
GREATER PORTION FARM LOT 12, THE OAKS

OWNER: DAVID JONATHAN ADAMS

REF: D.B. 17295 PAGE 42

REF: B.M. 1885 PAGE 146

ST. MATTHEWS TOWNSHIP  
WAKE COUNTY, NORTH CAROLINA



SCALE 1"=100'

NOVEMBER 11, 2024

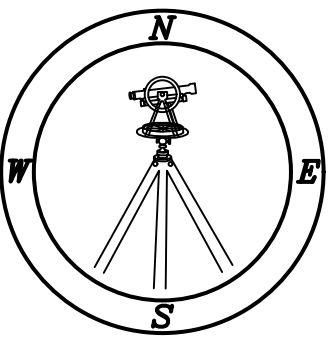
REVISED FEBRUARY 27, 2025

ZONED RR1

PIN #1743.04-73-8469

NOTES:

1. BASIS OF BEARINGS IS NORTH CAROLINA GEODETIC SURVEY NAD '83 ADJUSTMENT.
2. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES. VERTICAL DATUM IS NAVD '88.
3. HORIZONTAL AND VERTICAL DATUM WAS ACQUIRED BY USE OF NCGS VRS GPS.
4. THIS PROPERTY MAY BE SUBJECT TO NEUSE RIVER RIPARIAN BUFFER RULES. CALL N.C. DIVISION OF WATER QUALITY TO VERIFY (919-791-4200).
5. UNDERGROUND UTILITIES HAVE BEEN MARKED OR LOCATED FOR THIS PLAT BY GC MAPPING, PLLC (919) 901-5641.



PROFESSIONAL LAND SURVEYORS, C-1525, 333 S. WHITE STREET, P.O. BOX 1253, WAKE FOREST N.C., 27588, (919) 556-3148



# CLIFTON ROAD CONSERVATION SUBDIVISION

## PLANNED UNIT DEVELOPMENT

**1st Submittal- 03-24-2025**  
**2nd Submittal- 04-24-2025**  
**3rd Submittal- 06-03-2025**  
**4th Submittal- 07-07-2025**

**CASE: ZMA-8-24**

### **DEVELOPER**

DR Horton Inc  
7208 Falls of Neuse, Ste #201  
Raleigh, NC 27615

### **CIVIL ENGINEER, TRAFFIC ENGINEER AND LANDSCAPE ARCHITECT**

VHB  
940 Main Campus Drive, #500  
Raleigh, NC 27606

### **SURVEYOR**

CMP Professional Land Surveyors  
333 S. White Street  
Wake Forest, NC 27587

### **ENVIRONMENTAL**

Sage Ecological Services

### **CONSULTANT**

Duncan Land Consultants  
5204 Blakenbran Trail  
Fuquay-Varina, NC 27526

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5. Guiding Principles
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12. Master Plan Concepts
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19. Architectural Design Standards
20. Zoning Conditions
21. Development Allowances

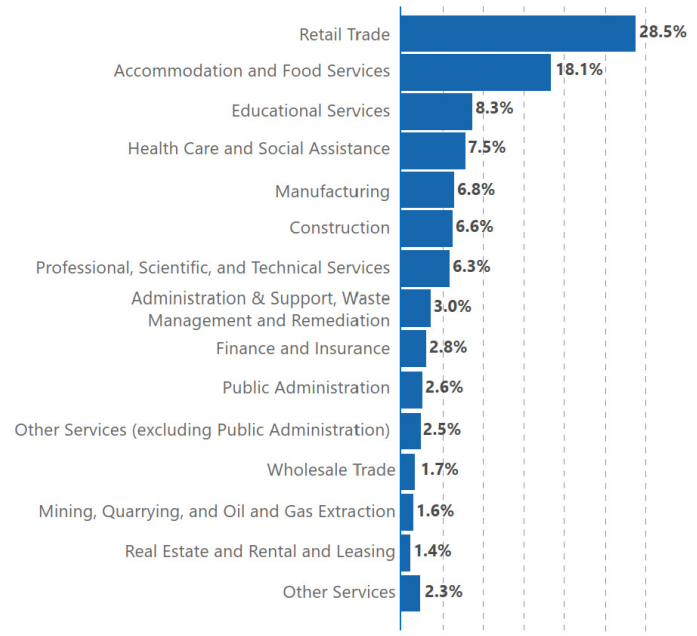
## COMMUNITY VISION

The Clifton Road Conservation Subdivision is envisioned as an inclusive space for community and preservation. Through quality placemaking, a mix of uses and a variety of housing options, will arise a place of creativity and diversity that will reveal a vibrant and active community. The neighborhood will be a community that both embraces and engages nature by providing a network of trails and open space that encourages social interactions and physical activity.





**JOBS BY INDUSTRY IN KNIGHTDALE**



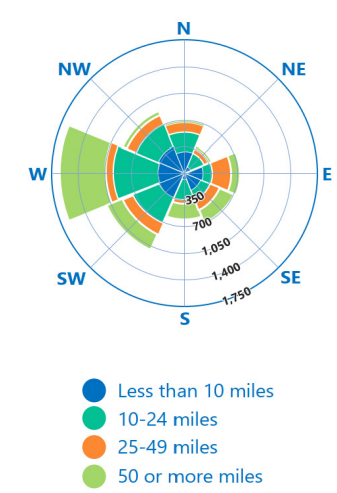
Source: US Census Bureau, ON THE MAP 2021

Recent US Census data suggest the retail/food service and healthcare industries make up a vast majority of the employment sector in the Town of Knightdale. The Clifton Road Conservation PUD aims to meet one of the Town's primary goals by broadening neighborhood and home choice options within the Town's limits. Additionally, the development aims to be more inclusive of a variety of income ranges.

Only 5% of Knightdale employees live within the Town's jurisdictional limits. The Clifton Rd Conservation PUD will broaden opportunities to keep more of the workforce in Town by offering a larger variety of home choices and price points to pick from.

**Town Vision** Knightdale is, and will continue to be, an inclusive and connected urban small town with unique gathering places that foster a sense of community.

**WHERE KNIGHTDALE EMPLOYEES LIVE**



	Count	Share
Raleigh	1,334	20%
Knightdale*	335	5%
Cary	210	3%
Wake Forest	162	2%
Durham	137	2%
Apex	106	2%
Garner	103	2%
Clayton	95	1%
Wendell	91	1%
Charlotte	76	1%
Other Wake County	1,315	20%
Other	2,692	40%
All Places (Total)	6,656	100%

## GUIDING PRINCIPLES

### Town Vision

Knightdale is, and will continue to be, an inclusive and connected urban small town with unique gathering places that foster a sense of community.

#### Growth Framework

The proposed Clifton Rd Conservation Subdivision PUD property is located directly south of I-87 near the southern termination of Clifton Rd. The property is directly adjacent to Pine Country Estates and Poplar Creek to the south. The development group is proposing a rezoning from RT to GR3 PUD in an effort to align with several of the desired guiding principles laid out in the KnightdaleNext2035 Comprehensive Plan. The plan aligns with the Town's overall guiding vision of creating an inclusive and connected urban small town with unique gathering places that foster a sense of community.



### Home and Neighborhood Choices

The Clifton Rd Conservation Subdivision PUD aims to create an exceptional quality of life for future residents by providing new affordable and diverse housing options. The cottage product proposed in this development is not currently available within the Town's jurisdiction. Multiple cottage products are proposed with a variety of available architectural treatments for each product. Furthermore, traditional single family homes will be offered along the perimeter of the development to further expand housing choice. Aging grandparents who want to downsize will have the ability to live in the same neighborhood as their children with expanding families.



### Inclusive, Livable Town

The rising cost of living in Knightdale and surrounding communities has made the dream of home ownership less attainable for a vast majority of the population. The Clifton Rd Conservation Subdivision PUD aims to be a welcoming and inclusive neighborhood by offering new products and pricepoints seldom seen within the Town's jurisdiction. Everyone doesn't start from the same place, and intentional and unintentional barriers exist everyone's daily life. The development will work to bridge gaps in home choice and affordability. Numerous voluntary site and architectural conditions offered by the developer will ensure quality is not sacrificed to achieve this goal.



### Environmental Stewardship and Sustainability

The Clifton Rd Conservation PUD will create a vast network of interconnected active and passive open spaces for residents and visitors to enjoy. Greenways will meander along established tree canopies with a focus on permanently preserving environmental features along with vast areas of undisturbed open spaces. Mass grading is primarily proposed in areas that are already cleared.

The overall impervious area will be substantially reduced through the utilization of smaller cottage footprints surrounded by pervious courts and green spaces. The central courtyard will be a grand focal point for the community and highly visible as you enter the neighborhood. The courtyard will be adorned with shade trees, decorative lighting, sitting areas, a pollinator garden and pavilion for residents to enjoy. Smaller regional stormwater control devices will be placed at the ends of the 2 internal parking lots with educational signage for residents.

## COMMUNITY INTENT

Section 2.4.C. of the Town of Knightdale Unified Development Ordinance states that, “the Planned Unit Development Overlay District process encourages creativity and innovation in the design of developments through a master planning process that allows for flexibility from underlying zoning as approved by the Town Council.” These developments bring tangible benefits to the Town, including “exceptional amenities, outstanding environmental, landscape, architectural, or site design, or conservation of special man-made or natural features of the site.” The Clifton Rd Subdivision meets the intent of the Planned Unit Development Overlay District requirements per Town of Knightdale UDO through the following findings:

### » **Comprehensive Plan**

The Clifton Rd Conservation Subdivision conforms to the planning policies of the Town as laid out in the KnightdaleNext2035 Comprehensive Plan. The site is designated as a Secondary Growth Area with a Conservation Neighborhood place type. The planned variety of residential products with reduced impervious footprints and varying densities meet several of the Town's objectives. Furthermore, vast areas of preservation are proposed along with numerous pervious courtyards and densities. The Clifton Rd Conservation PUD is a neighborhood that exemplifies many of the Guiding Principles for growth and development in Knightdale.

### » **Public Welfare and Impact to Surrounding Property**

- The Clifton Rd Subdivision is maintaining riparian buffers and sensitive environmental areas that adorn the site primarily to the north and west. These natural features will not only be preserved, but amenitized through greenways for the permanent enjoyment of residents and visitors alike. The supply of light and air to adjacent properties will not be negatively impacted due to the tree preservation, preserved open space, and buffer plantings around the perimeter of the developed portion of the site. All units will be accessible via a public roadway or fire-rated subsurface for quicker emergency vehicle response times. As a result, there will be no increased danger of fire to current or future residents in the area. The public health, safety, and welfare will be protected through new pedestrian and vehicular connectivity and numerous interconnected paths situated in a manner that aims to keep cyclists and pedestrians separated from the vehicular travel way. A fountain in the primary SCM will help keep the water aerated for safety and attractiveness. Furthermore, new public infrastructure will be extended to and through the project.

### » **Impact on Public Facilities & Resources**

- The Clifton Rd Subdivision will provide adequate public utilities, road access, drainage, and other necessary facilities to properly serve residents of the site along with future residents upstream of the development. Public greenway facilities will be extended through the site with private paved connections to it.

### » **Archaeological, Historical, or Cultural Impact**

- No archaeological, historical or cultural resources will be adversely impacted as a result of the proposed development. The Clifton Rd Subdivision will preserve and enhance large amounts of existing natural resources on site for the benefit of the residents and surrounding community that utilize the public greenway.

### » **Parking & Traffic**

- The Clifton Rd Subdivision is a pedestrian-friendly community. The mix of housing types paired with a highly interconnected pedestrian layout alongside courtyards minimizes conflicts between pedestrians and vehicles. The loop street is designed to be traffic calming through the integration of numerous turns that force drivers to reduce speeds and increase awareness. Proper sight distance is utilized throughout the development to prevent conflicts when performing turning movements. All street radii are adequate for emergency traffic. On-street parking options along the loop provide an additional traffic calming feature while supplying the development with ample visitor and cottage parking in closer to proximity to units.

### » **Buffering**

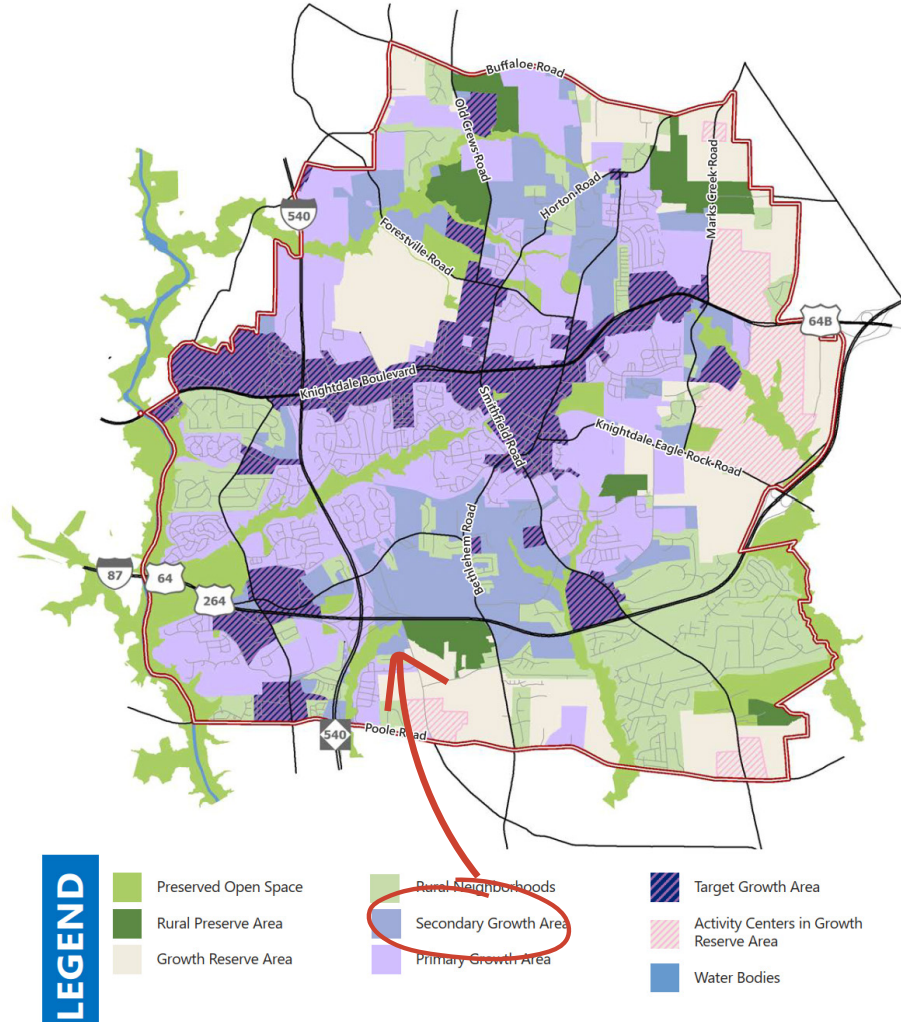
- A 20' Type B Buffer is proposed along the southern perimeter of the development adjacent to Pine Country Estates. The remainder of the site will be naturally buffered through preservation of existing stands of trees and environmental features along the northern and western property lines. Appropriate landscaping will be provided within all off-street parking lots to shield adjacent residents from headlight pollution. .
- A minimum 20' enhanced buffer with dense plantings and a 4' average height berm will be provided along Clifton Road to provide visual privacy for residents and commuters.

### » **Performance**

- D.R. Horton is America's largest homebuilder, and the local team who is proposing this project has a proven track record of building successful residential neighborhoods in surrounding communities, as well as in Knightdale, most recently with the Haywood Glen and Lyndon Oaks communities. The D.R. Horton team is excited to bring a new neighborhood to the Town that reflects the Town's plans and aligns with the Town's and D.R. Horton's shared vision for great neighborhoods.

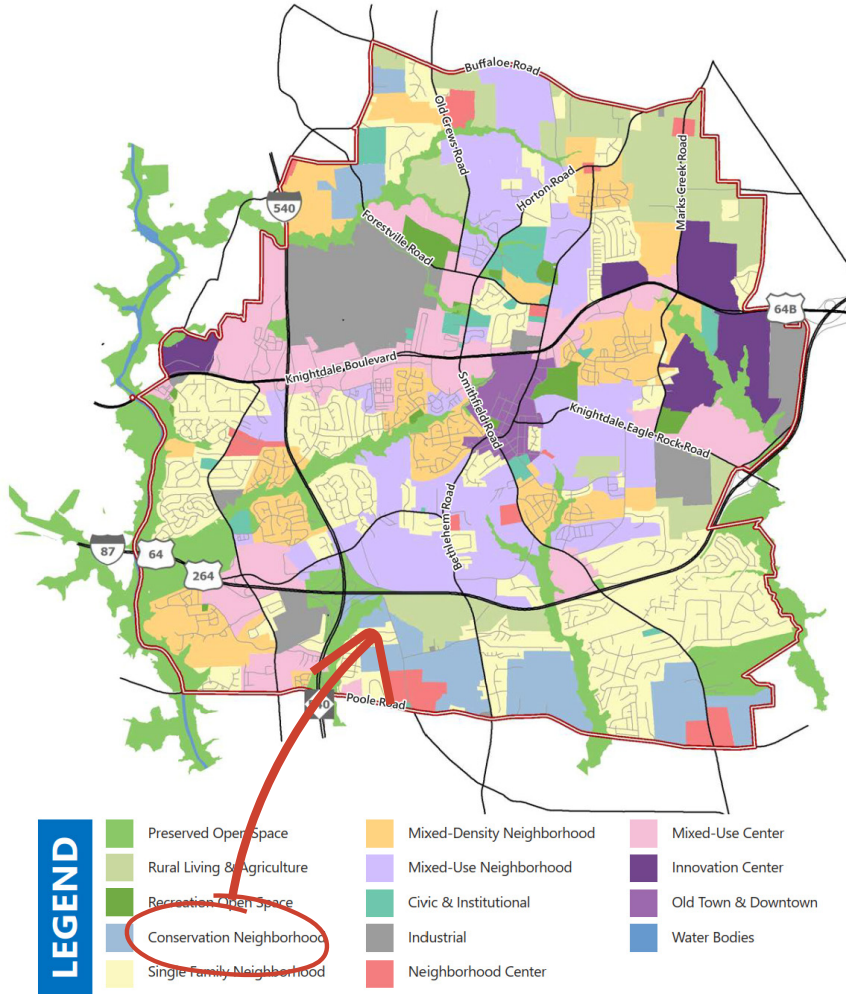


## INTENTIONAL GROWTH AREAS



The Clifton Rd Conservation PUD is located in a Secondary Growth Area within the newly adopted Intentional Growth Areas Map. The project presents an opportunity to be forward-thinking about the creation of areas for permanent conservation by preserving large areas of open space and exploring new approaches to housing to reduce impervious area. The project will provide a diverse mix of unit choices while keeping the overall density under 3 units per acre.

This project will expand the Town's infrastructure by filling in missing segments of public greenways, public water and sanitary sewer systems, a primary goal of secondary growth areas.



## Conservation Neighborhood

The Clifton Road Conservation PUD is designated as a Conservation Neighborhood place type on the Town's Future Place Type Map. The neighborhood aims to meet the intent of a conservation neighborhood while simultaneously meeting other town goals as outlined in this document. The development will protect vast stands of trees and environmental features by clustering development together with varying product offerings paired with smaller impervious footprints. Large and meaningful continuous areas of open space are provided.



### Sustainability

- Developed areas will take advantage of tree cover, both existing and proposed to promote natural cooling.
- Single family residences will provide pre-configured internal infrastructure to promote solar panel installation.
- Electric vehicle charging stations will be provided throughout the neighborhood.



### Open Spaces and Natural Areas

- Permanent open space is substantial in size, interconnected and functional in nature to residents and visitors.
- Natural resources will remain more informal and accessible via greenways.
- A large focal courtyard and pollinator garden is provided.



### Building Types and Massing

- Density is clustered in areas current or recently cleared areas to promote additional conservation.



### Transportation

- Streets are designed with curb and gutter drainage.
- Residential and open space areas are highly walkable and bikable throughout developed areas.
- Internal parking lots will provide green stormwater infrastructure. .



## TRAILS AND GREENWAYS

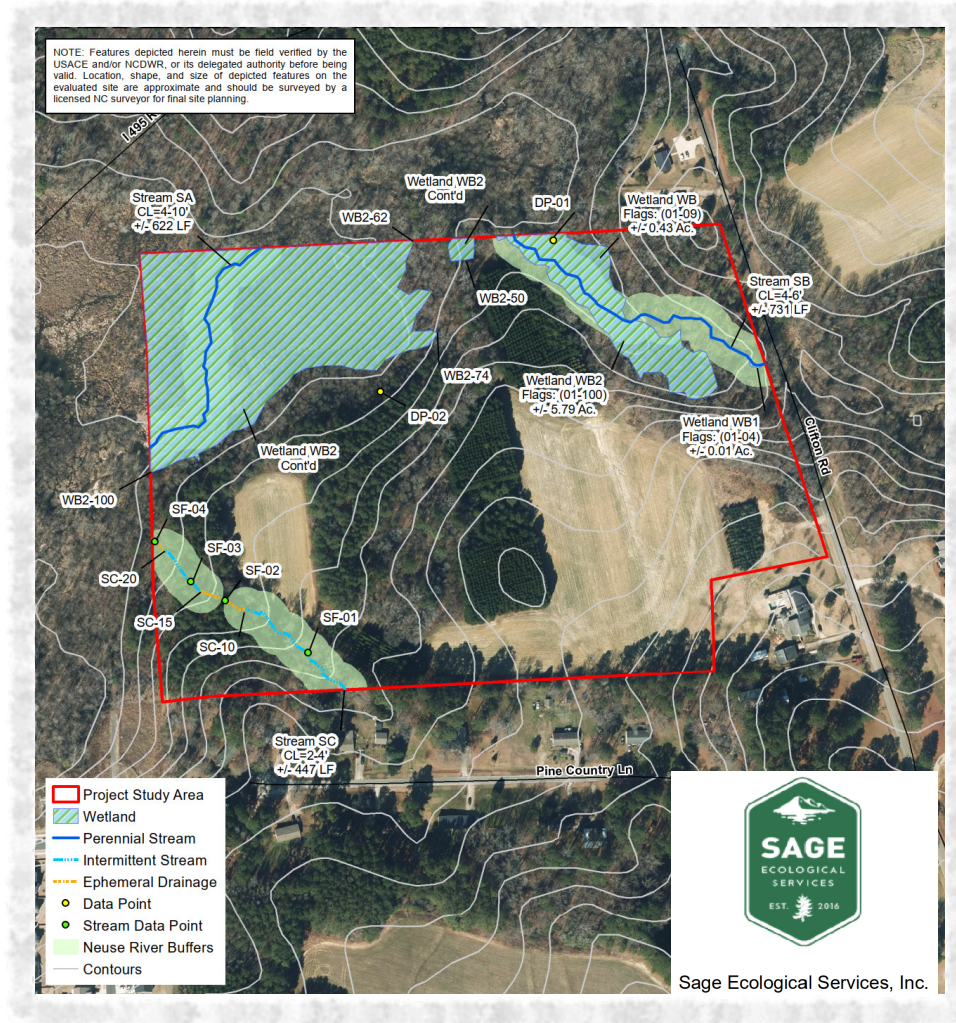


The Clifton Road conservation subdivision will provide a network of public greenways and private trails throughout the community. Public and private greenways will be paved and a minimum of 10' in width. Environmental features will be avoided as much as possible during construction for permanent preservation.

The proposed public greenway will bridge a ~1,600 LF gap of proposed infrastructure in accordance with the adopted Town of Knightdale Sidepaths and Greenways Plan. Signage will be provided where the 2 private greenways intersect the public greenway. At least 2 benches will be provided along the public portion of the trail. All designs will meet applicable Town of Knightdale Standards and Specifications.







### Current Use

The project site is currently vacant. A portion of the property is cleared and occasionally leased for agriculture.

### Topography

The property has very mild to moderate slopes generally flowing from the southeastern boundary to the north and southwest.

### Vegetation and Environmental Features

The project site presently consists of vacant farmland, wooded areas and environmentally sensitive features such as streams and wetlands primarily along the northern and western project boundaries. The neighborhood aims to permanently preserve as much of the aforementioned areas as possible.



**PRELIMINARY DEVELOPMENT SUMMARY**

PROJECT: CLIFTON RD CONSERVATION SUBDIVISION

OWNER: DAVID ADAMS  
6000 MAL WEATHERS RD  
RALEIGH, NC 27603

DEVELOPER: DR HORTON, INC  
7208 FALLS OF NEUSE RD, STE 201  
RALEIGH, NC 27615

PIN: 1743-73-8469

SITE ADDRESS: 0 PINE COUNTRY LN

WATERSHED: NEUSE RIVER - C.NSW

TOWNSHIP: ST MATTHEWS  
TRACT AREA: 32.05  
EX ZONING: RR1 (RURAL RESIDENTIAL 1)  
PROPOSED ZONING: GR3 PUD  
EX USE: VACANT  
PROPOSED USE: RESIDENTIAL  
EX STRUCTURES: N/A  
RES UNITS PROPOSED: 95  
TRADITIONAL SINGLE FAMILY DETACHED: 27  
COTTAGES: 68

DENSITY: 95 UNITS/32.05 AC = 2.96 UNITS/AC

**RECREATIONAL OPEN SPACE CALCULATIONS**

OPEN SPACE REQUIRED: 3.97 AC  
TOTAL BEDS OUTSIDE 1/2 MILE: 333 BEDS (95 UNITS \* 3.5 UNITS/BED)  
OPEN SPACE CALC: 333 beds \* 520 SF = 173,160 SF (3.97 AC)  
OPEN SPACE PROVIDED: 488+ AC MIN.

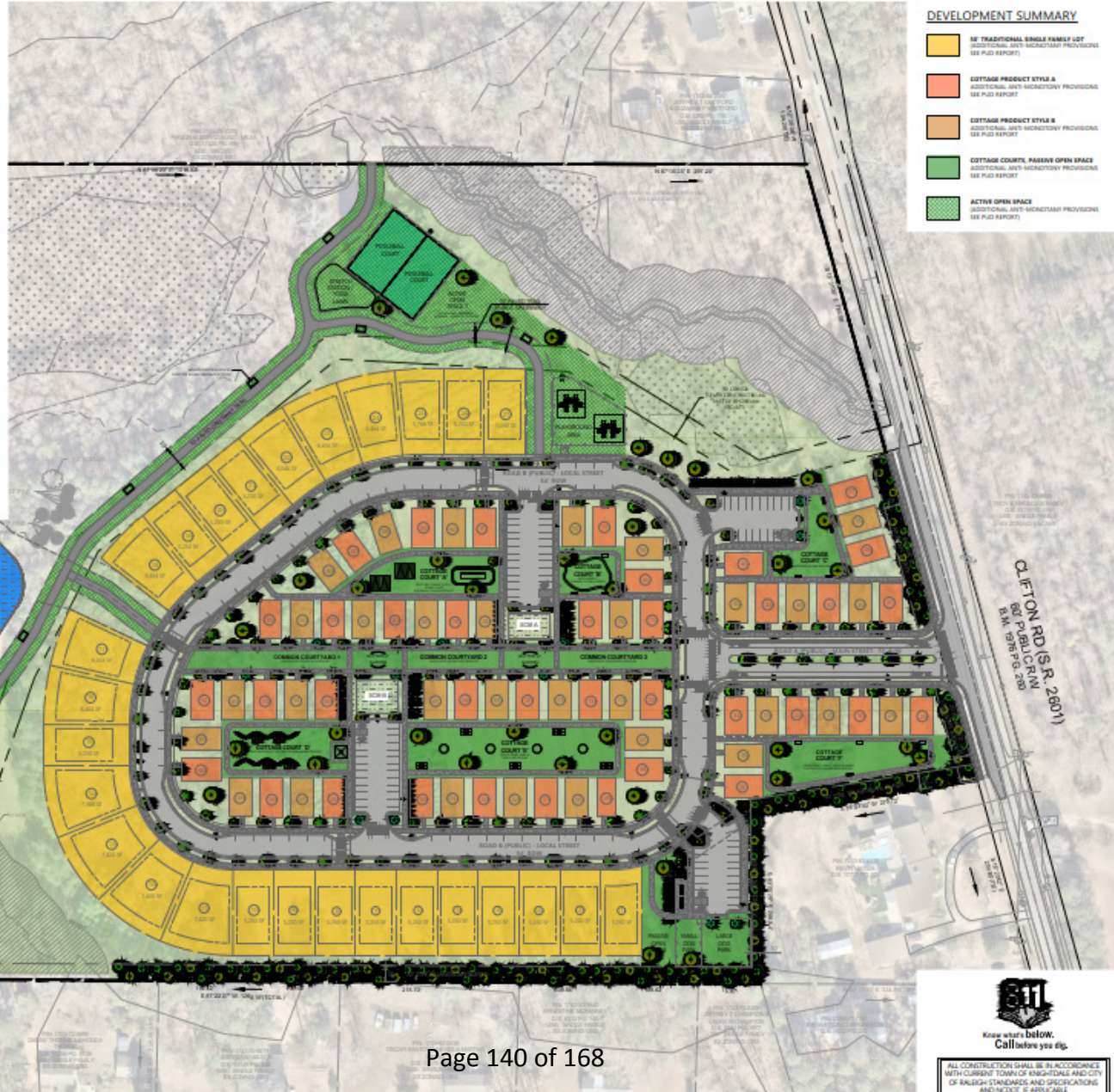
**ACTIVE OPEN SPACE**

ACTIVE OPEN SPACE REQ'D: 1.98 AC (0.5 \* 3.97 AC)  
ACTIVE OPEN SPACE PROVIDED: 280+ AC  
PASSIVE OPEN SPACE  
PASSIVE OPEN SPACE REQ'D: 1.98 AC (0.5 \* 3.97 AC)  
PASSIVE OPEN SPACE PROVIDED: 2.52+ AC  
UNDISTURBED OPEN SPACE  
10+ ACRES (REFER TO OPEN SPACE PLAN)  
WETLAND IMPACT: NO IMPACTS PLANNED

**PARKING**

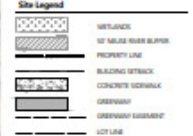
TRADITIONAL SF UNITS: (2/UNIT \* 27) = 54 SPACES  
COTTAGE UNITS: (2/UNIT \* 48 UNITS) = 96 SPACES  
TOTAL PROVIDED: 150 SPACES

CONNECTIVITY INDEX: 2 LINES/2 NODES = 1.0 (DEV ALLOWANCE)



**DEVELOPMENT SUMMARY**

- 10' TRADITIONAL SINGLE FAMILY LOT  
(ADDITIONAL: ANY VARIATION PROVISIONS  
SEE PUD REPORT)
- COTTAGE PRODUCT STYLE A  
(ADDITIONAL: ANY VARIATION PROVISIONS  
SEE PUD REPORT)
- COTTAGE PRODUCT STYLE B  
(ADDITIONAL: ANY VARIATION PROVISIONS  
SEE PUD REPORT)
- COTTAGE COURTS, PASSIVE OPEN SPACE  
(ADDITIONAL: ANY VARIATION PROVISIONS  
SEE PUD REPORT)
- ACTIVE OPEN SPACE  
(ADDITIONAL: ANY VARIATION PROVISIONS  
SEE PUD REPORT)



**Clifton Road Conservation Subdivision**  
0 Pine Country Lane  
Knightdale, NC

Project	2020	2020
Design	2020	2020
Construction	2020	2020
Operation	2020	2020

DDH	CDT
March 24, 2025	

Master Plan Review

**Illustrative Master Plan**

**C1.00**  
3 of 11  
07/01/2025  
29510.03



## Page 141 of 168

## **Distribution of Uses**

Use distribution shall meet the intent of the Town of Knightdale's UDO.

## **Street Plan**

The entrance to the Clifton Rd Conservation PUD shall greet residents with an attractive landscaped median-divided collector roadway. Ingress traffic will have a stunning view of the central tree-lined green courtyard upon entering which will act as a central focal point for the community. A local road with on-street parking will loop the outer perimeter of the neighborhood thus creating no cul-de-sacs. Maneuverable turns are proposed throughout the loop for traffic calming.

## **Pedestrian Circulation**

Clifton Rd subdivision is proposing a vast network of interconnected courtyards along with active and passive open spaces. 5' concrete sidewalks are proposed on both sides of all streets, along courtyards and throughout open space areas. Approximately 1,600 LF of 10' wide paved public and private greenway trails are proposed.

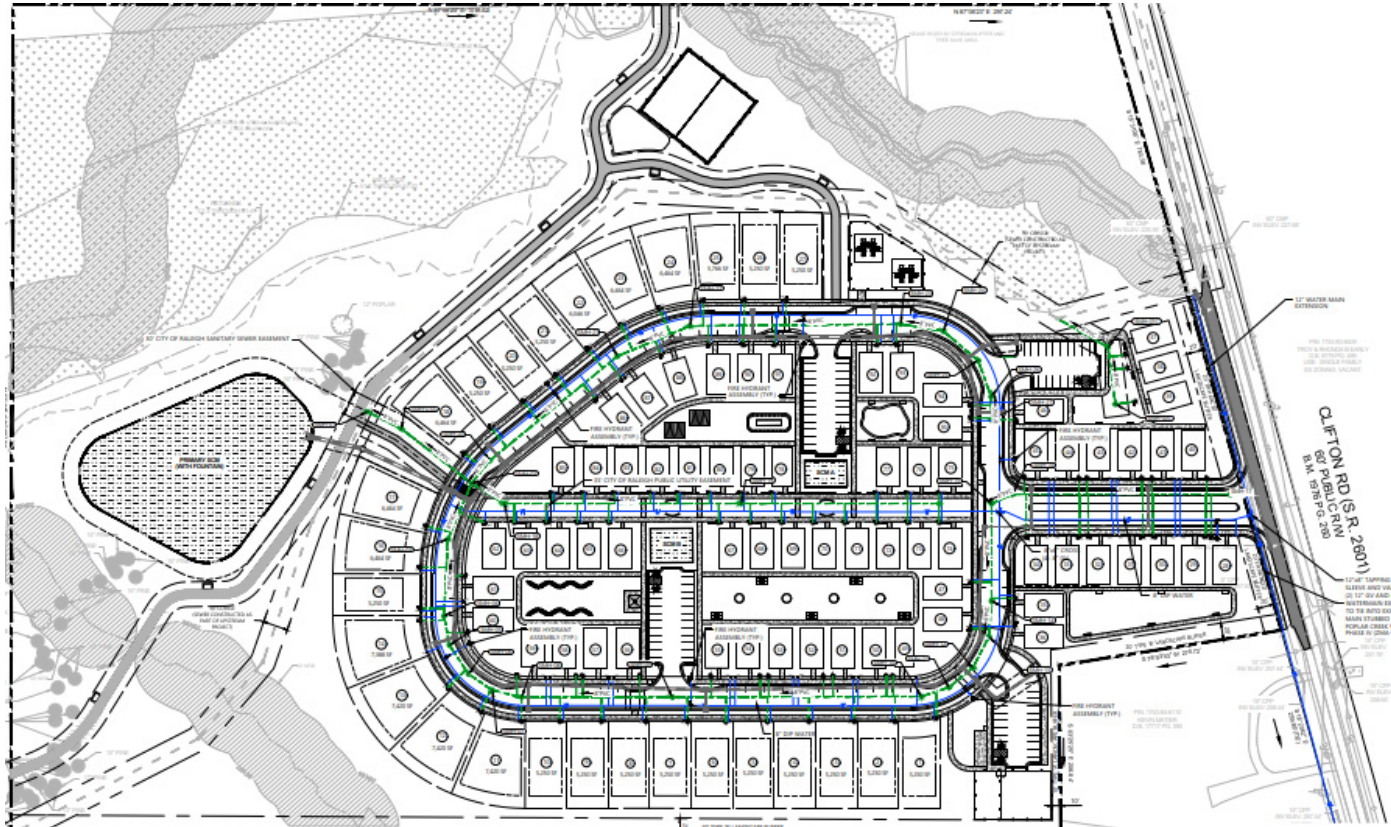
## **Refuse Collection**

Designated refuse collection areas will be provided in the Cottage sections with appropriate signage, etc.



## PRELIMINARY UTILITY OVERVIEW

### UTILITY PLAN



### Public Water

A 12" public waterline will be extended along Clifton Rd from the south and along a majority of the frontage. Once entering the project, public water will be extended in all public streets as well as the central courtyard to serve all units. Fire hydrants will be installed throughout the development. A water system analysis will be performed to demonstrate all fireflow requirements are met throughout the development.

### Public Sewer

All units will be served with public sanitary sewer via a previously acquired CORSE from the homeowner to the south. Sanitary sewer stubs will be provided for future development as directed by Raleigh Water. All public sewer will be designed and installed to meet Raleigh Water's standards and specifications.

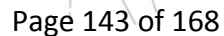
### Water Allocation Policy

Water allocation points will be met for the major subdivision through the utilization of site programming with points as described in the Town's Water Allocation policy. A minimum of 50 points will be achieved.

### Major Subdivision

Major Subdivision (Base Points)	15
Conservation of Natural Habitat (Public Greenway)	10
Construct a fountain within the SCM	4
Outdoor Display of Public Art	4
Pickleball Courts	5
IPEMA Certified Playground Equipment	4
Stormwater- Underground Capture System	5
Deck/Patio- More than 1,000 square feet	1
Enhanced Roadside Landscaping and Hardscaping	2
<b>Total Required</b>	<b>50</b>
<b>Total Provided</b>	<b>50</b>





The project is proposing 1 primary stormwater device with fountain and 2 smaller alternate stormwater devices at the north and south ends of the central parking areas for additional stormwater retention and treatment. The neighborhood will be designed to meet and exceed the Town's stormwater regulations.



The project will integrate 2 green stormwater infrastructure devices (A and B) along interior parking areas to further reduce runoff and enhance nutrient removal from the developed site. Examples include a bioretention, filterra, sand filter.





## AMENITIES

(Conceptual images)



### Playground

IPEMA certified playground equipment will be provided in an active open space area for families.



### Public Greenway & Fitness Trail

The project will construct ~1,300 linear feet of public greenway along mostly undeveloped areas.



### Covered Mail Kiosk

The mail kiosk will be covered for rainy days.



### Bicycle Racks

Bicycle racks will be provided at various points of interest.



### Central Courtyard

The tree-lined central courtyard will be a vibrant focal point for community with full visibility as you enter the neighborhood. The courtyard will be adorned with amenities such as benches, seating areas and decorative lighting. It will double as a large open space green which can be used for a variety of activities. Additionally, the courtyard will have a fire-rated substructure for emergency service access to the front of cottages.



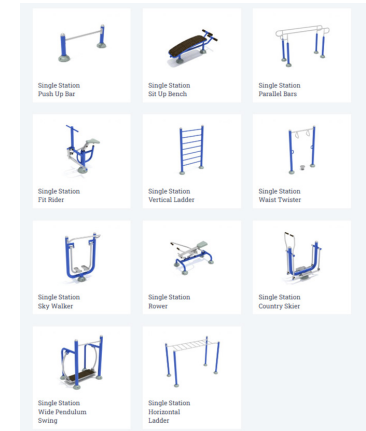
### Pickleball Courts

Two pickleball courts will be situated away from mass clearing areas to allow for private active recreation.



### Dog Park

The dog park will provide a place for large and small pets to run and play. This will be located in an area with distance from residential units with paired with partial shade.



### Workout Stations

Workout stations will be provided in an active open space area adjacent to the playground. The placement will give parents the opportunity to be active alongside their children.



## AMENITIES CONTINUED

(Conceptual images)



### **Pollinator Garden**

A proposed pollinator garden situated adjacent to main courtyard will create a habitat for pollinators in the community.



### **EV Charging Stations**

Standalone EV charging stations are proposed in every parking lot throughout the community.



### **Masonry Sitting Walls**

Half moon masonry sitting walls are proposed north and south of the pollinator garden for observation and additional seating adjacent to the central courtyard.



### **Covered Pavilion**

A covered pavilion is proposed adjacent to the central courtyard to provide shade and a place of gathering.



### **Benches**

Numerous benches are proposed throughout the community and along the public greenway.



### **Cottage Courtyards**

Six Cottage Courtyards are proposed throughout the community to provide additional local areas for resident gatherings and play. The shared green spaces replace the traditional backyard for cottages and promote a more intimate sense of community.

Note: Similar or like products will be provided at time of construction and meet all Town passive and active open space requirements



# COTTAGE COURT ACTIVATION

(Conceptual images)

## SITE PROGRAMMING



Hammock Park



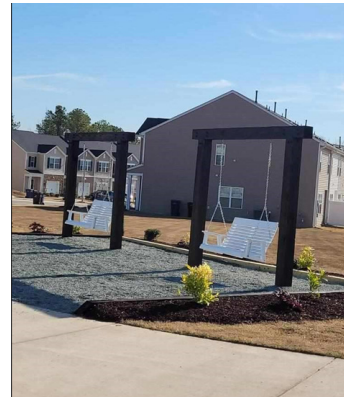
Yoga Lawn



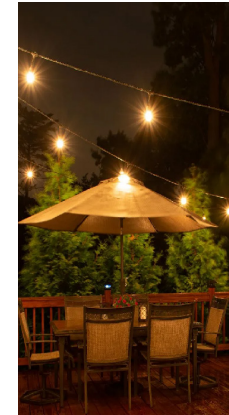
Multi-Use Play Lawn  
(with benches)



Sunken Conversation Pit



Bench Swing Park & Public Art  
Display



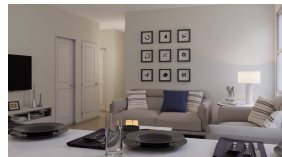
Raised deck with Sting Lights

Note: Similar or like products will be provided at time of construction and meet all Town passive and active open space requirements



# SAMPLE ARCHITECTURAL ELEVATIONS

ARCHITECTURAL DESIGN STANDARDS



**SAMPLE COTTAGE PRODUCT**  
2 BEDROOMS, 2 BATHS, 1,045 SQUARE FEET



**SAMPLE COTTAGE PRODUCT**  
3 BEDROOMS, 2 BATHS, 1,245 SQUARE FEET



**SAMPLE SINGLE FAMILY PRODUCT**



# ARCHITECTURAL DESIGN STANDARDS

## **STANDARDS FOR ALL HOMES**

1. ALL HOMES WILL HAVE A COMBINATION OF TWO OR MORE OF THE FOLLOWING MATERIALS ON THE FRONT FACADE (NOT INCLUDING FOUNDATION) UNLESS THE HOME IS ONLY STONE OR BRICK:

- A. STONE
- B. BRICK
- C. LAP SIDING
- D. SHAKES
- E. BOARD AND BATTEN
- F. WINDOW PEDIMENTS
- G. RECESSED WINDOWS
- H. SIDE AND/OR FRONT WINDOW BOX BAYS
- I. ROOF GABLES
- J. ROOF DORMERS
- K. ROOFLINE CORNICES
- L. METAL ROOFING AS ACCENT
- M. COLUMN
- N. SHUTTERS
- O. FIBER CEMENT SIDING

2. THE EXTERIOR SIDING MATERIAL ON THE SIDE AND REAR FACADES WILL BE FIBER CEMENT. WHEN TWO MATERIALS ARE USED, THE MATERIALS SHALL BE DIFFERENT BUT COMPLIMENTARY COLORS.

3. VINYL IS PROHIBITED EXCEPT FOR WINDOW TRIM, SOFFITS, FASCIA, AND/OR CORNER BOARDS.

4. MAIN ROOF PITCHES (EXCLUDING PORCHES) WILL BE AT LEAST 6:12.

5. FOR EVERY 30 FEET (OR FRACTION) OF CONTINUOUS SIDE ELEVATION (CALCULATED ON A PER FLOOR BASIS), THERE SHALL BE ONE WINDOW OR DOOR ADDED TO THE SIDE ELEVATIONS. ANY SIDING BREAK ON THE SIDE OF THE HOME SUCH AS A FIREPLACE, SIDE PORCH, WALL OFFSETS COULD BE USED AS AN ALTERNATIVE TO WINDOWS.

6. EACH FRONT ENTRANCE SHALL CONTAIN A COVERED STOOP OR PORCH.

7. FOUNDATION SHALL BE RAISED TO A MINIMUM HEIGHT OF 18 INCHES ABOVE FINISHED YARD GRADE IN THE FRONT AND SHALL CONTAIN A MINIMUM OF 2 STAIR RISERS UP TO THE FRONT PORCH.

FOUNDATIONS WILL BE WRAPPED IN BRICK OR STONE ON ALL SIDES. AREAS UNDER FRONT PORCHES MAY BE ENCLOSED WITH LATTICE OR OTHER DECORATIVE FORM OF SCREENING TO MATCH ARCHITECTURAL STYLE.

## **STANDARDS FOR SINGLE-FAMILY DETACHED FRONT-LOADED HOMES**

8. ALL HOMES SHALL HAVE A MINIMUM 100 SQUARE FOOT PATIO, DECK, TERRACE, OR COURTYARD.

9. EAVES SHALL PROJECT A MINIMUM OF 8" FROM BUILDING FACADE.

10. A MINIMUM OF 33% OF HOMES SHALL INCLUDE STONE OR BRICK AS A FRONT FAÇADE MATERIAL.

11. FRONT-FACING GARAGE DOORS SHALL HAVE ONE OF THE FOLLOWING: WINDOWS, DECORATIVE DETAILS, OR CARRIAGE-STYLE ADORNMENTS.

## ZONING CONDITIONS

### OFFSITE GREENWAY IMPROVEMENT

1. The Property owner shall construct at its own cost a 10' paved greenway trail on the property currently owned by the North Carolina Department of Transportation at 4917 Old Faison Road (PIN 1743553294) (the "DOT Property") connecting the greenway on the subject Property to the existing greenway located at O Stony Falls Way (PIN 1743625541) if the following preconditions are satisfied:
  - a. The Town obtains all necessary right-of-way and easement rights, including temporary construction easements, necessary to construct a 10' wide paved greenway trail connection on the DOT Property; and
  - b. The Town provides the Property owner a survey and metes and bounds description of the right-of-way and easement areas obtained for the inclusion in the Property owner's Construction Plans for the Property ("Owner's Construction Plans") within (i) one hundred twenty (120) days of the date of approval of this rezoning (Case ZMA-8-24), or (ii) thirty days (30) of the first submission of Construction Drawings/Preliminary Plat for the development set out in the Master Plan, whichever is later.

The Property owner shall be responsible for all costs necessary to construct said greenway on the DOT Property, except that the Property owner shall not be responsible for the following costs: (x) costs of constructing greenway improvements that are not shown in the approved Construction Drawings/Preliminary Plat for the development set out in the Master Plan, and (y) costs of correcting any defects in the greenway that are the result of defective or incomplete information provided by the Town.

### MASTER PLAN

2. Consistent with UDO 12.2(G)(3), the Property shall be developed in substantial accordance with the associated Master Plan (ZMA-8-24).
3. The Land Use Administrator may review and approve Site Development Allowances pursuant to 12.2(G)(3)(f)(ii) and 12.2(G)(3)(f)(ii)(b). Site Development Allowances shall not result in a net increase to the number of homes, but may increase the number of lots on which the Cottage Buildings are located. Site Development Allowances include, but are not limited to:
  - a. The project will integrate 2 green stormwater infrastructure devices (SCM A and SCM B) consistent with the Planned Development District Plan..
  - b. The Master Plan provides for 2 offstreet spaces per Cottage Unit. The location and relative size of parking areas may be modified to ensure an arrangement that is safe and convenient and, insofar as feasible, does not detract from the design of proposed buildings and structures. The number of offstreet parking spaces for Cottage Units may be modified no more than 2.5%.
  - c. Specific open space locations may be modified so long as the Land Use Administrator determines such modifications are consistent with applicable UDO standards, do not alter the basic development concept and are consistent the spirit and intent of the adopted Master Plan.

# DEVELOPMENT ALLOWANCES

THE APPROVED SITE DEVELOPMENT ALLOWANCES FROM THE UNDERLYING PROVISIONS OF GR3 ZONING ARE AS FOLLOWS. THE SITE DEVELOPMENT ALLOWANCES ARE COMPATIBLE WITH SURROUNDING DEVELOPMENT, IN FURTHERANCE OF THE STATED OBJECTIVES OF THE UDO, AND NECESSARY FOR PROPER DEVELOPMENT OF THE SITE DUE PRIMARILY TO ENVIRONMENTAL AND OTHER SITE CONSTRAINTS. THE SITE DEVELOPMENT ALLOWANCES ARE PROVIDED IN ORDER TO PROVIDE MORE LANDSCAPE CONSERVATION AND BENEFICIAL COMMON OPEN SPACE FOR AN OVERALL BETTER-INTEGRATED DESIGN.

**LOT WIDTH / DU – STREET LOADED (UDO TABLE 3.4)**

IN ORDER TO CREATE A VARIETY OF HOUSING TYPES AND PRICE POINTS, THE LOT WIDTH FOR SINGLE FAMILY DETACHED FRONT-LOADED HOMES SET OUT IN UDO TABLE 3.4 IS MODIFIED TO REDUCE THE MINIMUM LOT WIDTH FROM 80' TO 50'. THE 50' LOT WIDTH FOR SINGLE FAMILY DETACHED HOMES IS COMPATIBLE WITH SURROUNDING DEVELOPMENT THAT HAVE A SITE DEVELOPMENT ALLOWANCE PERMITTING STREET LOADED SINGLE FAMILY HOME LOT WIDTHS WELL BELOW THE UDO STANDARD. THE MODIFICATION IS IN FURTHERANCE OF THE UDO'S PURPOSE TO CREATE A CONVENIENT, ATTRACTIVE, AND HARMONIOUS COMMUNITY AND ENSURING AVAILABILITY OF WELL-ENGINEERED, WELL-BUILT, AND HIGH-QUALITY HOUSING. REDUCED LOT SIZE ALLOWS FOR MORE CONSERVATION AREA IN THE DEVELOPMENT, IN FURTHERANCE OF THE UDO'S PURPOSE TO PRESERVE ECOLOGICALLY SENSITIVE AREAS.

**MINIMUM RESIDENTIAL DRIVEWAY LENGTH (UDO TABLE 3.4)**

FOR SINGLE FAMILY DETACHED HOMES, THE MINIMUM RESIDENTIAL DRIVEWAY LENGTH SET OUT IN UDO TABLE 3.4 IS MODIFIED TO REDUCE MINIMUM DRIVEWAY LENGTH FROM 35' TO 25'. THE REDUCTION OF THE MINIMUM RESIDENTIAL DRIVEWAY LENGTH FOR A MINORITY OF HOMES IN THE DEVELOPMENT IS COMPATIBLE WITH SURROUNDING DEVELOPMENT, WHERE THE MINIMUM DRIVEWAY LENGTH IS 20'. THE 25' MINIMUM DRIVEWAY LENGTH IS CONSISTENT WITH THE OBJECTIVE OF THE UDO'S MINIMUM DRIVEWAY LENGTH IN THAT IT ENSURES THAT RESIDENTS OF THE SINGLE-FAMILY DETACHED HOMES CAN PARK VEHICLES IN THE DRIVEWAY WITHOUT BLOCKING THE SIDEWALK OR STREET. THERE WILL BE AMPLE ON-STREET GUEST PARKING.

**YARD SETBACKS FOR HOUSE BUILDING TYPE (UDO 6.5)**

FOR THE HOUSE BUILDING TYPE LOCATED ON FRONT-LOADED SINGLE FAMILY LOTS, THE YARD SETBACKS SET OUT IN UDO 6.5 ARE MODIFIED AS FOLLOWS:

***Yard Setbacks***

FRONT MINIMUM:	20'
FRONT MAXIMUM:	N/A
CORNER SIDE MINIMUM:	N/A
SIDE MINIMUM:	5'
REAR MINIMUM:	15'

THESE MODIFICATIONS CONSTITUTE AN INCREASE IN THE MINIMUM FRONT YARD SETBACK FROM 10' TO 20'. ELIMINATION OF THE MINIMUM CORNER SIDE YARD SETBACK BECAUSE THERE ARE NO CORNER FRONT-LOADED SINGLE FAMILY LOTS IN THE DEVELOPMENT, A MODIFICATION OF THE MINIMUM SIDE YARD SETBACK FROM 20% OF THE LOT WIDTH (3' MINIMUM) TO 5', AND A REDUCTION OF THE MINIMUM REAR YARD SETBACK FROM 25' TO 15'.

**COTTAGE STANDARDS (UDO 6.3(A) AND 6.5)**

THE COTTAGE BUILDING TYPE IS A NEW BUILDING TYPE NOT CURRENTLY ADDRESSED IN THE UDO. BUILDINGS IDENTIFIED ON THE MASTER PLAN AS "COTTAGE PRODUCT STYLE A" AND "COTTAGE PRODUCT STYLE B" ARE THE COTTAGE BUILDING TYPE. THE COTTAGE BUILDINGS ARE SINGLE FAMILY HOMES BUILT ON THEIR OWN LOT OR A SHARED LOT WITH OTHER COTTAGE BUILDINGS. AS A RESULT OF THE CLUSTERING OF COTTAGE BUILDINGS, SUCH COTTAGE BUILDINGS WILL TYPICALLY ONLY HAVE ONE (1) YARD IN THE FRONT. UNITS MAY BE RENTED OR SOLD. CONSISTENT WITH UDO 6.3(A), STANDARDS FOR COTTAGE BUILDINGS ARE BASED ON THE HOME BUILDING TYPE STANDARDS IN UDO 6.5. FOR COTTAGES, THE YARD SETBACKS SET OUT IN UDO 6.5 ARE MODIFIED AS FOLLOWS:

***Yard Setbacks***

FRONT MINIMUM	10'
FRONT MAXIMUM	N/A
CORNER SIDE MINIMUM	N/A
SIDE MINIMUM	N/A
REAR MINIMUM	N/A

BUILDING SEPARATION MINIMUM 6' FROM OTHER COTTAGES

THESE MODIFICATIONS CONSTITUTE AN ELIMINATION OF THE MINIMUM CORNER SIDE YARD SETBACK, MINIMUM SIDE YARD SETBACK, AND THE MINIMUM REAR YARD SETBACK BECAUSE COTTAGES WILL BE CLUSTERED. THESE MODIFICATIONS ALSO ADD OF A 6' MINIMUM BUILDING SEPARATION REQUIREMENT FOR COTTAGES TO ENSURE APPROPRIATE SPACING CONSISTENT WITH OTHERWISE APPLICABLE SIDE SETBACK REQUIREMENTS. COTTAGE BUILDINGS ARE PERMITTED TO HAVE MORE THAN ONE PRINCIPAL BUILDING PER LOT.

THE COTTAGE BUILDING TYP SHALL SATISFY THE DISTRIBUTION OF USES REQUIREMENT OF THE COMPREHENSIVE PLAN.

**ROADWAY DESIGN – MINIMUM CENTERLINE RADIUS (UDO 10.5.A AND TABLE 10.1(D)(2)(a))**

THE MINIMUM CENTERLINE RADIUS FOR THE "STREET" STREET TYPE SET OUT IN UDO TABLE 10.1(D)(2)(a), WHICH IS CONTAINED IN UDO 10.5(A), IS REDUCED FROM 150' TO 100'. AS DEMONSTRATED IN THE MASTER PLAN, THE ROADWAY DESIGN, AS MODIFIED, PROVIDES ADEQUATE EMERGENCY VEHICLE ACCESS AND MANEUVERABILITY IS NOT COMPROMISED.

**RESIDENTIAL CLEARING & GRADING (UDO 9.3(B))**

THE RESIDENTIAL CLEARING AND GRADING REQUIREMENTS SET OUT IN UDO 9.3(B) IS MODIFIED TO PERMIT MASS GRADING OF RESIDENTIAL LOTS AND INFRASTRUCTURE IMPROVEMENTS IN A SINGLE PHASE. MASS GRADING IS NECESSARY TO INSTALL UTILITY INFRASTRUCTURE AND ENSURE EFFECTIVE STORMWATER DESIGN. THE REQUESTED MODIFICATION IS CONSISTENT WITH THE UDO 9.3(B)(3), WHICH EXEMPTS RESIDENTIAL SUBDIVISIONS WITH LOTS LESS THAN SIXTY (60) FEET FROM THE CLEARING AND GRADING LIMITATION SET OUT IN UDO 9.3(B). THIS MODIFICATION IS IN FURTHERANCE OF THE UDO'S PURPOSE OF ENSURING AVAILABILITY OF WELL-ENGINEERED, WELL-BUILT, AND HIGH-QUALITY HOUSING

**CONNECTIVITY INDEX (UDO 11.3(E)(7) AND UDO TABLE 11.3(E)(3))**

THE MINIMUM CONNECTIVITY INDEX REQUIREMENT SET OUT IN UDO 11.3(E)(7) AND UDO TABLE 11.3(E)(3) IS MODIFIED TO REDUCE THE MINIMUM REQUIRED CONNECTIVITY INDEX SCORE FROM 1.40 TO 1.00. ACHIEVING A HIGHER CONNECTIVITY INDEX SCORE ON THIS SITE WOULD REQUIRE THE CONSTRUCTION OF ROAD CONNECTIONS THROUGH ENVIRONMENTALLY SENSITIVE AREAS OR EXISTING HOMES. THE MODIFIED INDEX CONNECTIVITY SCORE ALLOWS DEVELOPMENT ON THE PROPERTY WITH LIMITED DISTURBANCE TO ENVIRONMENTALLY SENSITIVE AREAS, CONSISTENT WITH THE UDO'S STATED PURPOSE OF PRESERVING ECOLOGICALLY SENSITIVE AREAS; PROVIDING FOR ADEQUATE OPEN SPACE; CREATING ATTRACTIVE AND HARMONIOUS COMMUNITIES; FACILITATING ECONOMIC GROWTH; AND ENSURING THE AVAILABILITY OF WELL-ENGINEERED, WELL-BUILT, AND HIGH-QUALITY HOUSING. THE PROPOSED MODIFICATION WILL ENSURE COMPATIBILITY WITH SURROUNDING AREAS WHILE PROVIDING A PEDESTRIAN CONNECTION TO THE SURROUNDING AREAS.

**OFF-STREET PARKING REQUIREMENT (UDO 9.3.5)**

THE COTTAGE DWELLING USE IS NOT CURRENTLY LISTED IN THE TABLE OF PARKING REQUIREMENTS IN UDO 9.3.5. CONSISTENT WITH ZONING CONDITIONS, THE MINIMUM NUMBER OF PARKING SPACES FOR COTTAGE DWELLINGS SHALL BE 1.95 SPACES PER DWELLING UNIT AND THE MAXIMUM NUMBER OF PARKING SPACES FOR COTTAGE DWELLINGS SHALL BE 2.05 SPACES PER DWELLING UNIT.

**PAYMENT IN LIEU OF CERTAIN CLIFTON ROAD RIGHT-OF-WAY IMPROVEMENTS (UDO 10.3, 10.4, 13.10(A))**

THE REQUIREMENT SET OUT IN UDO 13.10(A) TO BRING THE CLIFTON ROAD RIGHT-OF-WAY ADJACENT TO THE DEVELOPMENT UP TO THE STANDARDS OF UDO 10.4 IS MODIFIED SO THAT STREET IMPROVEMENTS (CURB & GUTTER, SIDEWALK ETC.) DO NOT HAVE TO BE MADE ON THE PORTIONS OF THE ADJACENT CLIFTON ROAD RIGHT-OF-WAY IMPROVEMENT LOCATED WITHIN OR NORTH OF THE FIFTY (50) FOOT RIPARIAN BUFFER ON EITHER SIDE OF THE EAST-TO-WEST JURISDICTIONAL STREAM THAT RUNS THROUGH THE PROJECT PROPERTY AND BISECTS CLIFTON ROAD NORTH OF THE ROAD LABELED "ROAD A" IN THE MASTER PLAN. FURTHER DEVELOPMENT NORTH OF THE PROJECT IS UNLIKELY, AND CREATING POTENTIALLY UNNECESSARY ENVIRONMENTAL IMPACTS TO JURISDICTIONAL WETLANDS AND STREAMS DOES NOT ALIGN WITH THE OVERALL THEME OF CONSERVATION. TO THE EXTENT NECESSARY, UDO 10.3 IS MODIFIED TO PROVIDE THAT THE TOWN WILL ACCEPT A PAYMENT IN LIEU OF THE ABOVE-LISTED CLIFTON RIGHT-OF-WAY IMPROVEMENTS. THE DEVELOPER SHALL PAY THE PAYMENT IN LIEU OF THE ABOVE-LISTED STREET RIGHT-OF-WAY IMPROVEMENTS IN A SINGLE LUMP SUM PRIOR TO APPROVAL OF THE FINAL PLAT. THE AMOUNT WILL BE ESTIMATED BY A PROFESSIONAL ENGINEER AND REVIEWED BY THE TOWN OF KNIGHTDALE.





## Memorandum

To: Reese Bridges, PE, AICP  
D.R. HORTON  
7208 Falls of Neuse Road., Suite 201  
Raleigh, NC 27615

Date: February 25, 2025  
Project #: 39510.03

From: Andrew Topp, PE, PTOE  
Senior Project Manager, VHB

Re: Clifton Road Residential Trip Generation -  
Clifton Road Residential; Knightdale, NC

This memorandum provides an assessment of trip generation (site-generated traffic volumes) projected by a proposed 95-lot single-family home development, located along the west side of Clifton Road (SR 2601), north of Pine Country Lane in Knightdale, NC.

### Project Background

The Clifton Road Residential development is proposed to be located northwest of the Clifton Road (SR 2601) and Pine Country Lane intersection. The Site Plan is included in the Appendix to this memo. The Clifton Road Residential development is planned to contain 95 single-family home lots and is expected to have a single full access driveway onto Clifton Road.

### Trip Generation

The trip generation for the proposed site was prepared using the *Institute of Traffic Engineers (ITE) Trip Generation Manual, 11<sup>th</sup> Edition*. The land use code (LUC) for Single-Family Detached Housing (LUC 210) was utilized to determine the future site trips generated by the development. The trip generation for the site is shown in Table 1.

**Table 1: Traffic Generation – Clifton Road Residential Development in Knightdale, NC**

Land Use Code <sup>1</sup>	Land Use	Unit	ADT	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
210	Single-Family Detached Housing	95 du	963	18	53	71	60	35	95

Notes:

1. Land Use Code and trip generation rates are determined based on *ITE Trip Generation, 11<sup>th</sup> Edition*
2. Total site trips are determined based on the suggested method in the NCDOT Rate vs Equation Spreadsheet

As shown in Table 1, the Clifton Road Residential development is expected to generate 71 trips during the AM peak hour, 95 peak hour trips during the PM peak hour, and a total of 963 daily trips. None of these values exceed the minimum required for a TIA for either the Knightdale UDO (150 peak hour trips), Wake County UDO (100 peak hour trips or 1,000 daily trips), or NCDOT TIA Checklist (3,000 daily trips).

### Trip Distribution

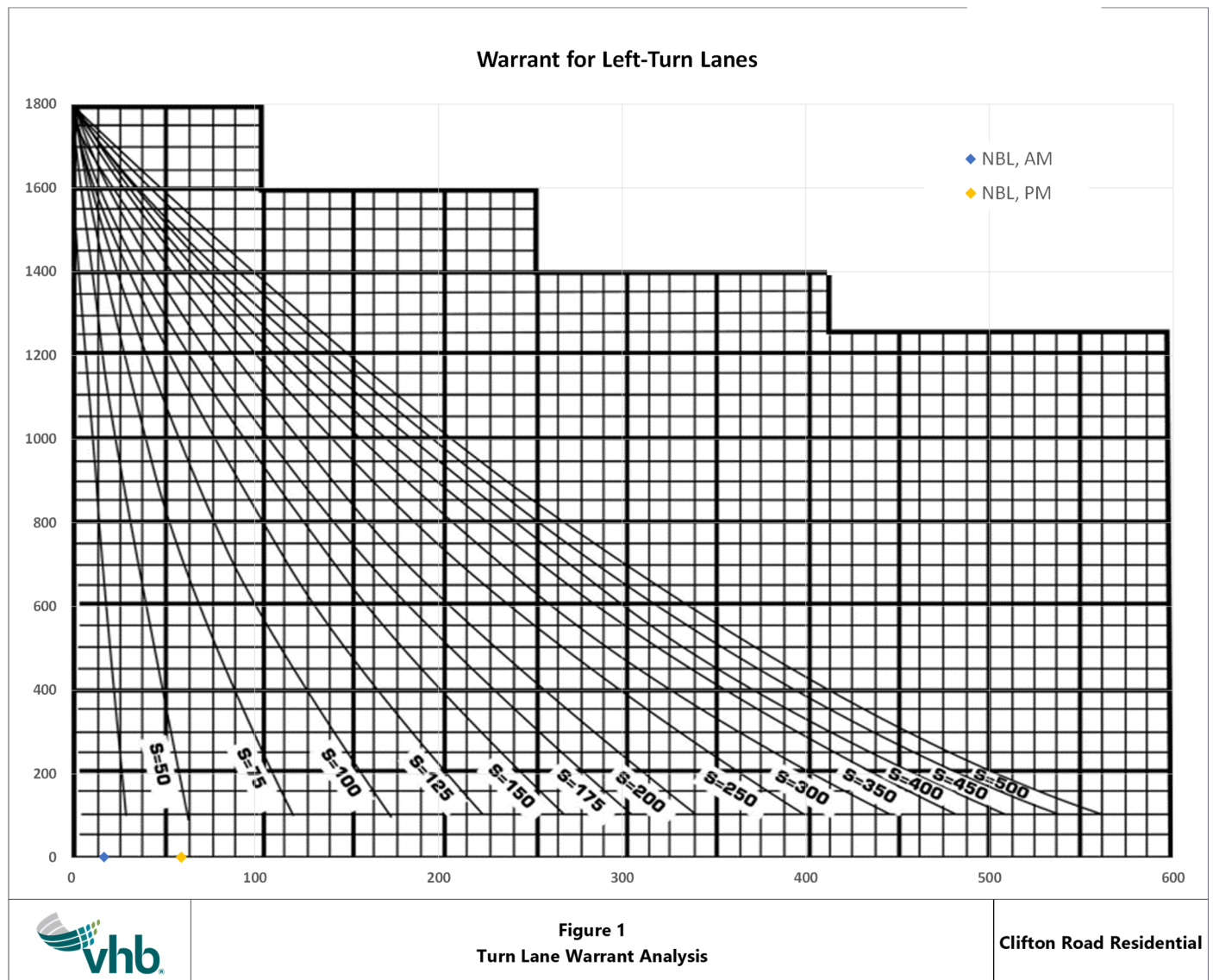
Clifton Road terminates just north of the site, and as a result, entering traffic was distributed under the following assumptions:

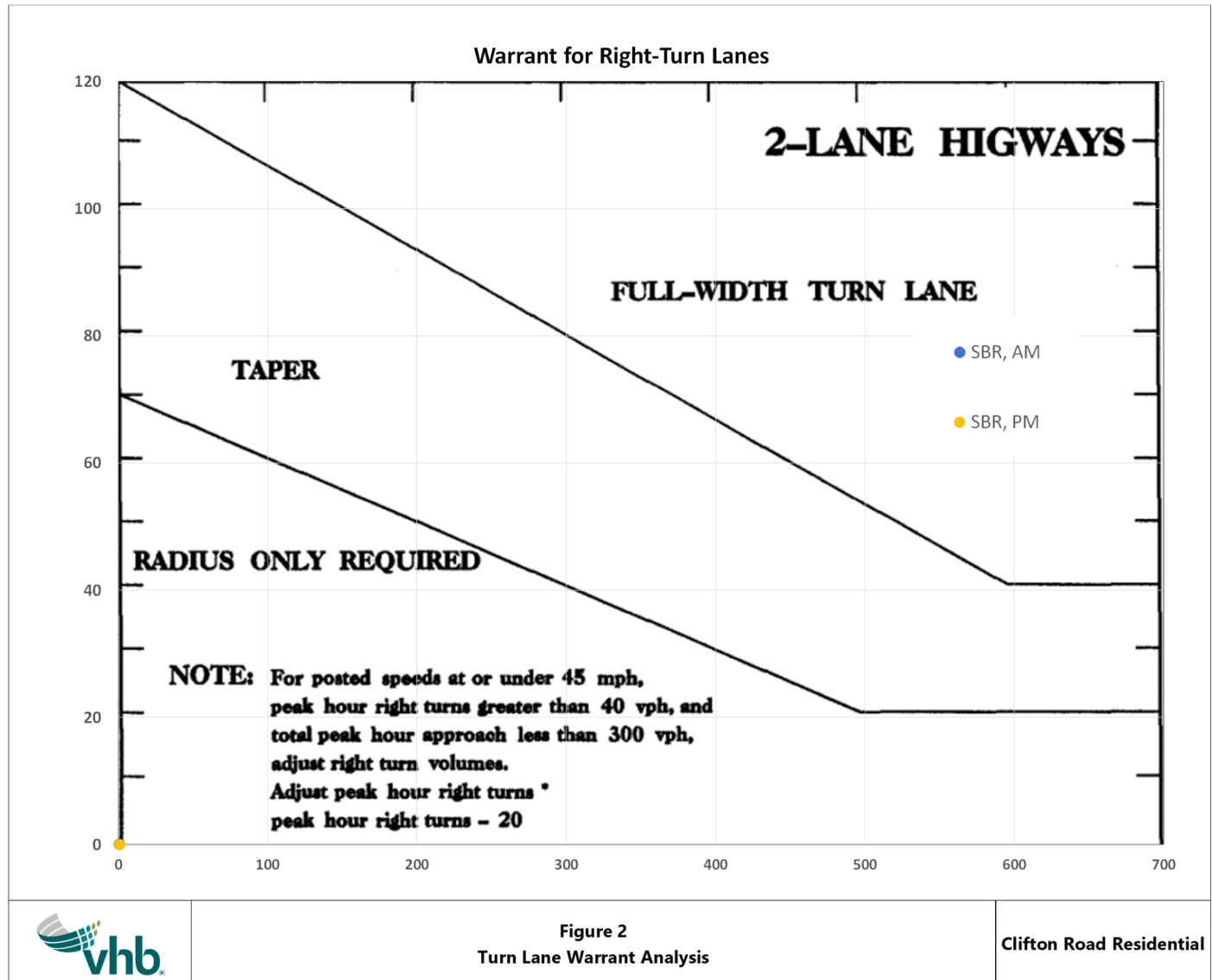
- 100% from the south on Clifton Road

## Turn Lane Warrant Analysis

There are only two residences located between the site and the terminus of Clifton Road. As a result, the trips from north of the development were generated for the two houses by using the *ITE Trip Generation Manual, 11<sup>th</sup> Edition* (LUC 210) and directing those trips past the site.

Figures 1 and 2 show the resulting turn lane warrant analysis. Note that this development does not meet the minimum threshold for a turn lane or taper.





## Conclusions

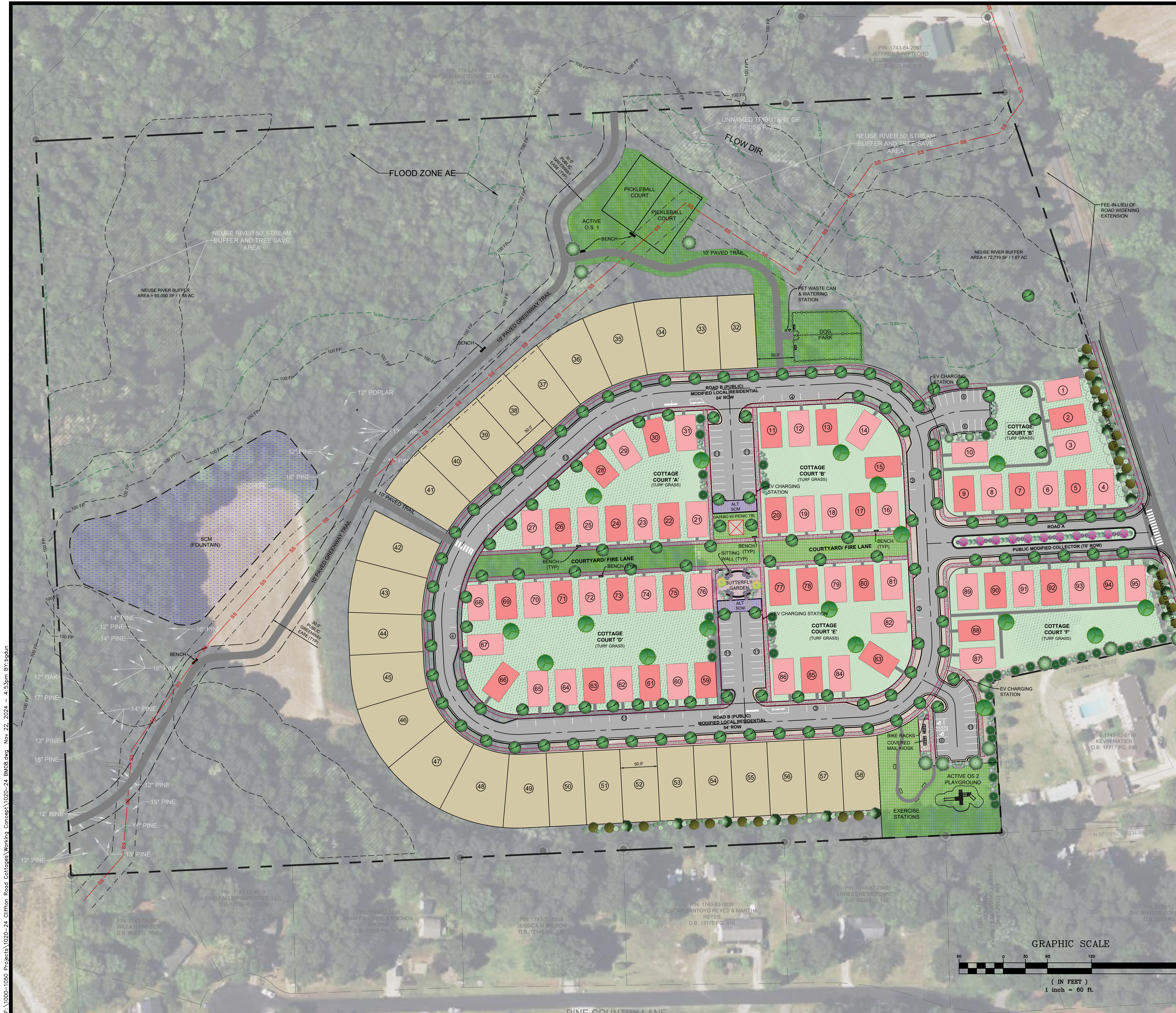
As indicated in the Trip Generation Table, the proposed development does not meet the minimum threshold for conducting a TIA based on requirements from the Town of Knightdale, Wake County, and NCDOT. The left-turns into the site will essentially operate free flowing due to the lack of opposing traffic volume and therefore no turn lanes are required. Similarly, exiting traffic will have steady gaps to turn right out of the site. This development accesses a low volume road and is projected to have a minimal impact on the traffic operations along the roadways within the study area. Therefore, no TIA is recommended for this development.



## Appendices



F:\1000-1050 Projects\1020-24 Clifton Road Cottages\Working Concept\1020-24 BM08.dwg Nov 22, 2024 - 4:53pm Bjt:bdm

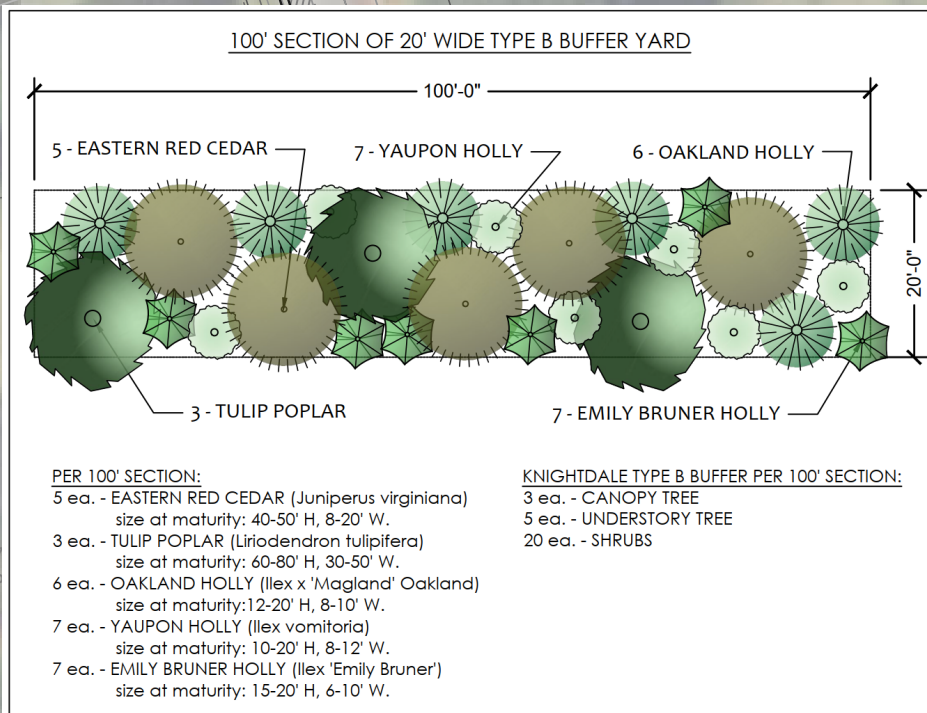


# PRELIMINARY DEVELOPMENT SUMMARY

PROJECT:	CLIFTON ROAD CONSERVATION SUBDIVISION
OWNER OF RECORD:	DAVID ADAMS 6000 MAL WEATHERS RD RALEIGH, NC 27603
DEVELOPER:	DR HORTON, INC 7208 FALLS OF NEUSE ROAD, SUITE 201 RALEIGH, NC 27615
PROJECT DESIGNER:	DUNCAN LAND CONSULTANTS 5204 BLAKENBURN TRAIL FUGUAY-VARINA, NC 27526
PIN NO.:	1743-73-8469
SITE ADDRESS:	0 PINE COUNTRY LN
TOWNSHIP:	ST. MATTHEW'S
EXISTING NUMBER OF PARCELS:	1
TOTAL EXISTING TRACT AREA:	32.05 AC
EXISTING ZONING:	RR1
PROPOSED ZONING:	GR3 PUD
EXISTING USE:	VACANT
PROPOSED USE:	SINGLE FAMILY RESIDENTIAL
EXISTING STRUCTURES:	N/A
RESIDENTIAL UNITS PROPOSED:	95
FRONT LOADED = 27	COTTAGES = 68
DENSITY CALCULATIONS:	
TOTAL PROJECT AREA:	32.05 AC
RESIDENTIAL DENSITY PROVIDED:	(95 UNITS/32.05 AC) = 2.96 UNITS/AC
RECREATIONAL OPEN SPACE CALCULATIONS:	
OPEN SPACE REQUIRED:	3.97 AC
TOTAL BEDS OUTSIDE 1 MILE:	333 BEDS (95 UNITS*3.5 UNITS/RED)
OPEN SPACE CALCULATION:	333 BEDS/920 SF (FIG. 7.3B) = 173,160 SF OR 3.97 AC
ACTIVE OPEN SPACE REQUIRED:	1.98 AC (0.5*3.97 AC)
PASSIVE OPEN SPACE REQUIRED:	1.98 AC (0.5*3.97 AC)
TOTAL OPEN SPACE PROVIDED:	18.44 AC
ACTIVE:	
DOG PARK & PICKLEBALL:	0.90 AC
PLAYGROUND & EXERCISE ST:	0.42 AC
CENTRAL COURTYARD:	0.67 AC
PASSIVE:	
COTTAGE COURTS A-F:	5.44 AC
UNDISTURBED OPEN SPACE:	-11.0 AC
WETLAND IMPACT:	N/A
PARKING PROVIDED:	116 SPACES

## LEGEND

- COTTAGE PRODUCT A  
ADDITIONAL ANTI-MONOTONY PROVISIONS  
SEE PUD REPORT
- COTTAGE PRODUCT B  
ADDITIONAL ANTI-MONOTONY PROVISIONS  
SEE PUD REPORT
- 50' FRONT LOAD SINGLE FAMILY  
ADDITIONAL ANTI-MONOTONY PROVISIONS  
SEE PUD REPORT
- COTTAGE COURT OPEN SPACE  
SEE PUD REPORT FOR DETAILS
- ACTIVE OPEN SPACE  
SEE PUD REPORT FOR DETAILS



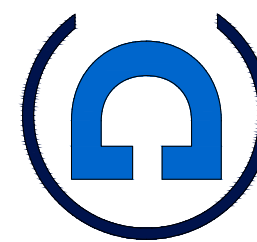
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DATE	REVISION	NO.
		1

PRELIMINARY

DR HORTON  
America's Builder



DUNCAN LAND CONSULTANTS

PREPARED FOR:  
DR HORTON, INC  
7208 FALLS OF NEUSE RD #200  
RALEIGH, NC 27615

DATE: 10-31-2024

PROJECT DESIGNER:  
DUNCAN LAND CONSULTANTS  
3800 KINGS CREEK  
HOLLY SPRINGS, NC 27540

PROJECT SURVEYOR:  
TBE

CLIFTON ROAD CONSERVATION SUBDIVISION

TOWN OF KNIGHTDALE, WAKE COUNTY, NORTH CAROLINA

PRELIMINARY  
SITE SKETCH

DRAWING  
SHEET

SK-3.0

PROJECT NUMBER  
1020-24



OFFICES  
Wells Fargo Capitol Center  
150 Fayetteville Street, Suite 2300  
Raleigh, North Carolina 27601

\_\_\_\_\_  
TOBY R. COLEMAN  
DIRECT DIAL: (919) 821-6778  
E-Mail: tcoleman@smithlaw.com

February 27, 2025

MAILING ADDRESS  
P.O. Box 2611  
Raleigh, North Carolina  
27602-2611  
\_\_\_\_\_  
TELEPHONE: (919) 821-1220  
FACSIMILE: (919) 821-6800

Re: Notice of neighborhood meeting regarding rezoning of land located at 0 Pine Country Ln. having Wake County Parcel Identification Number 1743738469 (the "Property")

Dear Knightdale Area Property Owner:

You are invited to a neighborhood meeting on February 27, 2025 to learn more about the proposed rezoning of the Property. D.R. Horton is seeking the rezoning to facilitate the construction of new homes in a conservation subdivision that will leave a significant portion of the site undisturbed. Details on the neighborhood meeting are provided below.

**Meeting Date:** Thursday, February 27, 2025

**Meeting Time:** 6 p.m.

**Meeting Location:** Hampton Inn & Suites, 405 Hinton Oaks Blvd., Knightdale, NC 27545

**Application Type:** Planned Unit Development

**Approving Authority:** Town Council Legislative Approval

**Address:** 0 Pine Country Ln.

**PIN:** 1743-73-8469

**Description of Proposal:** The rezoning seeks to rezone the Property from Rural Residential (RR1) zoning district to General Residential Low Density, Planned Unit Development (GR3 PUD) zoning. The rezoning will permit the construction of a +/- 95-home residential subdivision called Clifton Road Conservation Subdivision.

A neighborhood meeting is required by the Town of Knightdale Unified Development Ordinance and all property owners within 200 feet of the Property must receive notification of the meeting. The meeting will be an opportunity for residents and property owners to learn more about the project and provide feedback.

Enclosed is a map showing the location being considered for this proposal. Additional materials may be available at the neighborhood meeting.

Please see the 2025 Town Council/Land Use Review Board Meeting & Submittal Schedule for future public meeting dates. That Schedule is available at:

<https://www.knightdalenc.gov/sites/default/files/uploads/page-menu-files/submittal-and-meeting-schedule-2025.pdf>

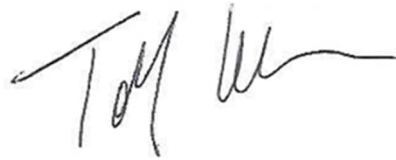


February 17, 2025

Page 2

If you have any questions, comments, or concerns about the proposal prior to the meeting, you may contact me, Toby Coleman, at (919) 821-6778 or [tcoleman@smithlaw.com](mailto:tcoleman@smithlaw.com). Questions, comments, and concerns communicated to me prior to the meeting, as well as questions, comments and concerns communicated during the meeting, will be recorded as part of the neighborhood meeting summary, which is submitted to Town of Knightdale staff and elected officials. You may also contact the Town of Knightdale Development Services Department at 919-217-2243.

Sincerely,

A handwritten signature in black ink, appearing to read 'Toby R. Coleman', with a stylized flourish at the end.

Toby R. Coleman

enclosures

cc: Town of Knightdale Development Services Department



### Project Contact Information

Project Name: Clifton Road Conservation Subdivision Proposed Zoning: GR3 PUD

Location: 0 Pine Country Ln.

Property PIN(s): 1743738469 Acreage/Square Feet: 32.05 acres

Property Owner: David Jonathan Adams

Address: 6000 Mal Weathers Rd.

City: Raleigh State: NC Zip: 27603-7831

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Developer: DR Horton, Inc.

Address: 7208 Falls of Neuse Rd., Suite 201

City: Raleigh State: NC Zip: 27615

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Engineer: Duncan Land Consultants (Project Designer)

Address: 5204 Blakebran Trail

City: Fuquay-Varina State: NC Zip: 27526

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Builder (if known): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Proposed Rezoning—0 Pine Country Ln.  
Neighborhood Meeting Agenda  
February 27, 2025, 6 p.m.**

**MEETING AGENDA**

1. Meeting Welcome and Introductions of Speakers.
2. Project Presentation
3. Question and Answer

**EXPLANATION OF PROCESS FOR WHICH MEETING IS BEING HELD AND  
EXPLANATION OF NEXT STEPS**

Why is this Meeting Being Held? D.R. Horton is holding this neighborhood meeting to discuss its proposed rezoning of the property located at 0 Pine Country Ln. D.R. Horton proposes rezoning the property from its current Rural Residential zoning to General Residential Low Density, Planned Unit Development.

Pursuant to §§ 12.2(C)(3) and 12.2(F)(3)(b) of the Knightdale Unified Development Ordinance (“UDO”), this neighborhood meeting must occur before D.R. Horton can submit its rezoning application to the Town for consideration by Town staff and the Town’s appointed and elected officials.

What Happens in the Rezoning Process After the Neighborhood Meeting? The neighborhood meeting is just the first of multiple opportunities that members of the public have to share their comments and questions regarding the proposed rezoning with D.R. Horton, Town staff, and Town officials.

D.R. Horton is required by the UDO to provide the Town with a written summary of the questions and comments received at the Neighborhood Meeting. D.R. Horton may make revisions to its proposal based on comments received at the Neighborhood Meeting.

Once D.R. Horton submits its rezoning application, Town planning staff will review the application and associated documents to determine whether it complies with the Town’s land use plans and policies. Town Council will then hold a joint public hearing on the rezoning application. The application will then be reviewed by the Town’s Land Use Review Board for review and a recommendation. Once the Land Use Review Board makes a recommendation, the rezoning application will be sent back to the Town Council for further review. Town Council will make the decision on whether or not to approve the rezoning application.



## **OVERVIEW OF DEVELOPMENT PROPOSAL**

Proposed Rezoning of 0 Pine Country Ln.  
Clifton Road Conservation Subdivision

D.R. Horton proposes to build a +/- 95-home subdivision that can provide high-quality residences and amenities amidst the trees and nature that make this corner of Knightdale exceptional. The proposed development is a “conservation” subdivision because it will preserve the most environmentally sensitive parts of the property, with a little over a third of the property remaining undisturbed woodlands and open space.

The proposed Clifton Road Conservation Subdivision will have a mix of traditional single-family homes and smaller homes or cottages arranged around almost 5.5 acres of landscaped greenspace. The neighborhood will be designed to connect residents to nature, including greenway trails and a butterfly garden.

## **KNIGHTDALE’S MAILED NOTICE REQUIREMENTS FOR NEIGHBORHOOD MEETINGS**

Knightdale’s Neighborhood Meeting Guidelines are attached hereto. The Town’s Neighborhood Meeting Guidelines specifically require rezoning applicants to include a copy of the Neighborhood Meeting Guideline’s “Mailed Notice Requirements” with this neighborhood meeting notice. Those requirements are as follows:

### **Mailed Notice Requirements:**

- The applicant shall send written notices of the meeting via first-class mail at least 10 days prior to the meeting to property owners within 200 feet of the proposed project via a list supplied by town staff.
- The applicant will be required to include in the attached mailed notice (applicant letterhead), vicinity map which contains the existing zoning, & map of the proposed development & zoning.
- The attached “Project Contact Information” sheet (on applicant letterhead).
- An agenda for the meeting shall be included with the mailed notice, including an explanation of the process for which the meeting is being held, an explanation of next steps (possible revisions to the plan based on comments received, Town Council Joint Public Hearing, Land Use Review Board meeting, Town Council decision), and an overview of development proposal.
- Include these guidelines with the mailed notices to property owners.

# NEIGHBORHOOD MEETING SIGN-IN SHEET

This document is a public record under the North Carolina Public Records Act and may be published on the Town's website or disclosed to third parties.

Meeting Address: Hampton Inn & Suites, 405 Hinton Oaks Blvd, Knightdale, NC  
Date of meeting: February 27, 2025 Time of meeting: 6:00-8:00 pm  
Property Owner(s) name(s): Clifton Road Conservation Subdivision  
Applicant(s): DR Horton, Inc

Please print your name below, state your address and/or affiliation with a neighborhood group, and provide your phone number and email address. Providing your name below does not represent support or opposition to the project; it is for documentation purposes only. For virtual meetings, applicants must include all known participants and request the information below.

	NAME/ORGANIZATION	ADDRESS	PHONE #	EMAIL	SEND PLANS & UPDATES
1.	Ernestine McKenney	108 Pine Country Ln	not given	emckenne@nc.rr.com	x
2.	Judy Tart	4300 Clifton Rd	not given	jtart@7250035@gmail.com	x
3.	Jeff and Suzanne Whiteford	4304 Clifton Rd	not given	mswhiteford@gmail.com	x
4.	Barry Wilde	not given	not given	wbarrycudd@gmail.com	x
5.	Gideon Smith			gideon.smith@knightdalenc.gov	
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					

# SUMMARY OF DISCUSSION FROM THE NEIGHBORHOOD MEETING

Property Owner(s) name(s): Clifton Road Conservation Subdivision  
Applicant(s): DR Horton, Inc  
Contact information (email/phone): brian@duncanlc.com  
Meeting Address: Hampton Inn & Suites, 405 Hinton Oaks Blvd, Knightdale, NC  
Date of meeting: February 27, 2025 Time of meeting: 6:00-8:00 pm

Question/Concern #1:

Several neighbors were concerned about the overgrowth of trees along Clifton Rd, primarily north of the project.

Applicant's Response:  
Gideon Smith with the Town of Knightdale and the Applicant both offered to contact NCDOT to inspect this portion  
of Clifton Rd and maintain the right-of-way as needed.

Question/Concern #2:  
Question regarding the undisturbed nature of the open space shown along the northern and western boundaries  
of the project and how it would look after development.

Applicant's Response:  
The applicant explained that these areas will remain permanently undisturbed via a recorded subdivision plat.

Question/Concern #3:  
There were several questions regarding the cottage products being proposed.

Applicant's Response:  
The applicant explained that this is a new product line for Knightdale (to their knowledge), and they were excited  
to bring it to market.

Question/Concern #4:  
Overall satisfaction with the proposed project from several neighbors. The neighbors thanked the applicant for thier  
consideration and buffering of adjacent properties.

Applicant's Response:  
Applicant made contact with all attendees and provided several means of communication so neighbors can easily access  
the project team before and during construction.





## TOWN OF KNIGHTDALE

950 Steeple Square Court  
Knightdale, NC 27545  
KnightdaleNC.gov

**ORDINANCE #25-07-16-004**  
**AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE**  
**OF THE TOWN OF KNIGHTDALE**  
**WHICH INCLUDES THE ZONING DISTRICT MAP**

**ZMA-8-24 CLIFTON ROAD CONSERVATION NEIGHBORHOOD PLANNED**  
**UNIT DEVELOPMENT**

**WHEREAS**, the Town of Knightdale has received a petition to amend the zoning of the property to Neighborhood Mixed-Use Planned Unit Development; and

**WHEREAS**, the Town Council finds the proposed Zoning Map Amendment is consistent with the KnightdaleNext V.2 2035 Comprehensive Plan as it addresses several of the guiding principles such as embracing and promoting the elements of an inclusive, livable Town via placemaking and expanding home choices, while creating a sustainable and environmentally sensitive neighborhood. When implementing the Playbook Approach, the proposal is consistent with the Intentional Growth Areas Map as pedestrian and utility infrastructure improvements proposed allow a reclassification to a Primary Growth Area. Furthermore, the proposal creates a Rural Preservation Corridor and includes elements of the Conservation Neighborhood Future Place Type; and

**WHEREAS**, the request is also reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people desire to live, work and visit;

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of Knightdale, North Carolina:

**SECTION 1:** That the Unified Development Ordinance of the Town of Knightdale Code, which includes the Zoning District Map, be amended to ±32 acres on Clifton Road, identified by Wake County PIN 1743-73-8469 to General Residential3-Planned Unit Development.

**SECTION 2.** That the additional conditions contained within the application identified as ZMA-8-24 and PUD document, and listed below apply as additional zoning conditions to the parcel of land identified above:

1. Cottage units shall be located on a common, HOA owned lot, but shall be made available for individual sale.
2. Residential driveways shall be a minimum of 25 feet long on front loaded lots.
3. Single family residential lots withs shall be a minimum of 50 feet for front loaded units.
4. Single family residential lots shall have a minimum front setback of at least 20-feet, a rear setback of at least 15-feet, and side setbacks of at least five-feet.
5. Cottage units shall be separated by a minimum of six from one another and the right-of-way.
6. A minimum of 1.95 parking spaces shall be provided for cottage units with Land Use Administrator approval. On-street parking spaces may count towards this requirement.

7. Mass grading may be permitted for all residential lots.
8. A minimum centerline radius of 100 feet shall be permitted on Road B.
9. A connectivity index of 1.00 may be permitted.
10. The developer may provide a fee-in-lieu for the construction of the portion of Clifton Road as shown on the Master Plan.
11. The Property owner shall construct at its own cost a foot-wide paved greenway trail on the property currently owned by the North Carolina Department of Transportation at 4917 Old Faison Road (PIN 1743-55-3294) (the "DOT Property") connecting the greenway on the subject Property to the existing greenway located at 0 Stony Falls Way (PIN 1743-62-5541) if it is able to obtain, with the use of Transportation Fee credits or other fees, all necessary right-of-way and easement rights, including temporary construction easements, necessary to construct a 10-foot-wide paved greenway trail connection on the DOT Property within
  - a. One hundred twenty (120) days of the date of approval of this rezoning (Case ZMA-8-24), or
  - b. Thirty days (30) of the first submission of Construction Drawings/Preliminary Plat for the development set out in the Master Plan, whichever is later. The Town shall assist the Property owner in obtaining such easement rights by working with NDOT and the Turnpike Authority but is not obligated or required by this zoning condition to obtain any right-of-way or easement for the greenway trail connection.
12. Consistent with UDO 12.2(G)(3), the Property shall be developed in substantial accordance with the associated Master Plan (ZMA-8-24).
13. The Land Use Administrator may review and approve Site Development Allowances pursuant to UDO Sections 12.2.G.3.f.ii and 12.2.G.3.f.ii.b. Site Development Allowances shall not result in a net increase to the number of homes, but may increase the number of lots on which the Cottage Buildings are located. Site Development Allowances include, but are not limited to:
  - a. The project will integrate two green stormwater infrastructure devices (SCM A and SCM B) consistent with the Planned Unit Development.
  - b. The Master Plan provides for two off-street spaces per Cottage Unit. The location and relative size of parking areas may be modified to ensure an arrangement that is safe and convenient and, insofar as feasible, does not detract from the design of proposed buildings and structures. The number of off-street parking spaces for Cottage Units may be modified no more than 2.5%.
  - c. Specific open space locations may be modified so long as the Land Use Administrator determines such modifications are consistent with applicable UDO standards, do not alter the basic development concept and are consistent the spirit and intent of the adopted Master Plan.
14. The submitted Planned Unit Development document and submitted Master Plan will serve as the site-specific development plan. The Applicant must submit Construction Drawings to the Town that conform to the approved conditions of the GR3 zoning district, master plan comments, Unified Development Ordinance, and comments from the April 10, 2025 DRC meeting.

**SECTION 3.** That all laws and clauses of law in conflict herewith are hereby repealed to the extent of said conflict.

**SECTION 4.** That if this ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given separate effect and to the end the provisions of this ordinance are declared to be severable.

**SECTION 5.** That this ordinance has been adopted following a duly advertised public hearing of the Town Council and following review and recommendation by the Land Use Review Board.

**SECTION 6.** That this ordinance shall be enforced as provided in G.S. 160D-605 or as provided for in the Knightdale Town Code

**SECTION 7.** That this ordinance shall become effective upon its adoption by Town Council.

Adopted this 16<sup>th</sup> day of July, 2025

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Jessica Day, Mayor

ATTEST and SEAL:

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Heather Smith, Town Clerk





# Town of Knightdale

## Staff Report Cover Sheet

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Title: Hometown Heroes Banner Program

Staff: Heather Smith, Town Clerk

Date: July 16, 2025

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### PURPOSE

- To propose the creation of a Hometown Heroes Military Banner Program in Knightdale

### STRATEGIC PLAN PRIORITY AREA(S)

- Connected & Inclusive

### GENERAL STATUTE REFERENCE(S), *if applicable*

- N/A

### TYPE OF PUBLIC HEARING, *if applicable*

- N/A

### FUNDING SOURCE(S), *if applicable*

- Adopted FY26 Budget

### ATTACHMENT(S)

- Staff Report

### STAFF RECOMMENDATION

- Authorize the implementation of a Hometown Heroes Banner Program in Knightdale

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*Knightdale Strategic Priorities*



Safe



Connected &  
Inclusive



Sustainable



Active & Healthy



Organizational  
Excellence



# Town of Knightdale

## *Staff Report*

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Title: Hometown Heroes Banner Program

Staff : Heather Smith, Town Clerk

Date: July 16, 2025

Asst. Town Manger Signature: SY

Town Manager Signature: WRS

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### **BACKGROUND INFORMATION**

- The Knightdale Veterans Memorial, home to the Knightdale Blue Star and Gold Star Memorials, was dedicated at Knightdale Station Park on November 11, 2018. The Memorial serves as a permanent reminder of the important sacrifices our local veterans made for our country. In 2019, the Veterans Memorial Advisory Board was established to review applications and make recommendations to the Town Council for names to be inscribed at the Veterans Memorial. The approved names are unveiled annually at a Memorial Day ceremony hosted by the Town. In addition to a Memorial Day ceremony, the Town partners with the Two Green Thumbs Garden Club who host a Veterans Day Tribute and a Wreaths Across America ceremony. The Town also participates in Operation Green Light to support veterans and raise awareness about the challenges they face, especially when returning to civilian life.

### **SUMMARY**

- The Veterans Memorial Advisory Board continues to advocate for the veteran community and has expressed a desire to find ways to recognize and honor living veterans in Knightdale. Staff supports this request and proposes that we implement a Hometown Hero Banner Program.
- The Hometown Hero Banner Program will be structured like the Veterans Memorial Recognition Program, where applicants apply through the Town's website for consideration and the Veterans Memorial Advisory Board reviews applications and makes recommendations to the Town Council.
- Active-duty service members, National Guard and Reserve service members, and living veterans are all eligible for recognition in the Hometown Hero Banner Program. The honoree must currently reside in the greater Knightdale area, must have resided in the greater Knightdale area for a portion of their life, or must have made contributions to the Knightdale community. Honorees must verify military status and/or honorable discharge. All branches of service are eligible to be recognized.
- Staff has identified poles along First Avenue, Wilder Nursery Trail, and Knightdale Station Run that can be utilized for the Hometown Hero Banner Program. Once an applicant is approved, they will be assigned a pole number, and a corresponding map will be shared online showcasing where each veteran's banner is located. Banners will be displayed from July – November of each year.



# Town of Knightdale

## *Staff Report*

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- In the event the Town receives more applications than spots available, staff will create a waitlist. Banners will be placed on a two-year rotation to allow for the introduction of new honorees. After two years of display, the applicant will be given the choice to have their banner “retired” and collect it from the town, or to leave it with the town to be placed back into the rotation at a future date.
- The estimated cost for the initial year is \$16,000. This number covers the cost of 30 banners, all necessary hardware, and lift rentals for installation and removal. The amount was approved in the FY26 budget.
- The Veterans Memorial Advisory Board met on June 9, 2025 to review the Hometown Hero Banner Program proposal and voted unanimously to forward the proposal to Council with the recommendation that name, photo, branch, and years of service be displayed on each banner.

### **RECOMMENDED ACTION**

- Authorize the implementation of a Hometown Heroes Banner Program in Knightdale.