

**TOWN OF WENDELL**  
**BOARD OF COMMISSIONER MEETING MINUTES**  
**July 11, 2016**

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, July 11, 2016, in the Town Board Room, Wendell Town Hall, 15 East Fourth Street.

**PRESENT:** Mayor Virginia Gray; Mayor Pro Tem Jon Lutz; Commissioners: John Boyette, Ben Carroll, Jason Joyner, and David Myrick.

**STAFF PRESENT:** Town Manger Teresa Piner, Special Assistant to the Manger-Town Clerk Sherry Scoggins, Planning Director David Bergmark, Planner Patrick Reidy, and Police Chief Bill Carter.

**CALL TO ORDER:**

Mayor Gray called the meeting to order at 7:00 p.m. and welcomed attendees.

**PLEDGE OF ALLEGIANCE:**

Police Chief Bill Carter led the Pledge of Allegiance.

**INVOCATION:**

Mr. Errol Briggerman of Wendell Baptist Church provided the invocation.

**ADJUSTMENT AND APPROVAL OF THE AGENDA:**

The Town Board proceeded with the agenda as presented.

**1. PUBLIC COMMENT PERIOD (*one hour time limit in total*):**

The following citizens spoke during Public Comment Period:



Carol Hinnant spoke on behalf of the Wendell Historical Society about the Fourth of July Celebration. Thanked the Town of Wendell for financial assistance and the set-up of tables and chairs. Thanked Planner Patrick Reidy for helping with our special guests Jury Galli from Italy and Bennie Howard.



Ed Morrell acknowledged and thanked the Town Board and East Wake TV for broadcasting the Town Board meetings. Appreciated the work the Town Board did for the Town's budget. Acknowledged the police, fire, and EMS personnel who serve the citizens of Wendell.

**2. CONSENT AGENDA:**

The Consent Agenda is acted upon by one motion and vote of the Board. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of the Mayor or a Commissioner. The Consent Agenda contains the following item(s):

- a. Approval of the Minutes from the June 27, 2016, regular meeting.
- b. Approval of the Minutes from the June 22 & 23, 2016, special called budget work session.

**ACTION**

Mover: Mayor Pro Tem Lutz moved to approve the consent agenda as presented.

Vote: Unanimous.

**3a. PUBLIC HEARING ON A DEVELOPMENT AGREEMENT AMENDMENT FOR THE WENDELL FALLS SUBDIVISION AS IT RELATES TO INFRASTRUCTURE IMPROVEMENTS AND WATER ALLOCATION SCHEDULES.**

**ACTION: Public hearing; Board may take action.**

*[Staff Report]*

**Item Summary:**

*The applicant has submitted an amendment to the Development Agreement governing the Wendell Falls development. The Development Agreement, first adopted in June of 2006 by the Wendell Board of Commissioners has subsequently been amended due to necessary modifications and changes in ownership.*

*One component included within the Development Agreement from the beginning has been a schedule of water and sewer payments (set forth in Exhibit C of the DA). This schedule outlines expected dates and amounts of water allocation to be purchased by Newland from the Town of Wendell. It was designed to follow the anticipated pace of development. However, in following this schedule, Wendell Falls has acquired more water and sewer capacity than required by the actual pace of development and wishes to amend the schedule of water and sewer payments as set forth in Attachment A to align with updated development expectations since opening in May of 2015. The revised development agreement would also clarify that any purchased water and sewer capacity may be allocated by Wendell Falls for residential or commercial uses, so long as said allocation has not already been reserved for a development submission which has received construction document approval.*

*Amending the schedule as proposed would reduce the likelihood of Wendell Falls purchasing water allocation that is not needed at the time of purchase enabling the Town to retain allocation for new residential and commercial developments which have expressed interest in locating in Wendell. Currently the Town has no shortage of water allocation, but this could change as development pressures continue to increase and companies request information on currently available allocation.*

*Exhibit D to the Development Agreement is also being added to include the Memorandum of Agreement (MOA) included within Attachment A of this report. This MOA reflects a prior agreement between the developer and Town staff regarding the timing of roadway improvements along Martin Pond Road and Poole Road. As proposed, Wendell Falls would be responsible for making all required road improvements to Martin Pond Road and Poole Road (which abuts their development) no later than 12/31/2020. These improvements could be made sooner if the applicant moved forward with development of Phase 7 prior to 13/31/2020. In exchange Wendell Falls has agreed to install sidewalk along Martin Pond Road where previously developed as SF1 Pod. This sidewalk would be installed no later than when the full road improvements are made to Martin Pond Road.*

*Finally, at staff's request, the applicant included language within Section 4.2(b) of the Development Agreement clarifying that the Town shall not be financially responsible for acquisition, design, engineering or installation of any traffic signals warranted and required to serve the project.*

*The Town Attorney has reviewed the attached Development Agreement amendment to ensure the Town is protected from a legal standpoint.*

Planning Director Bergmark provided an overview of the development agreement amendment request; staff report included above in italics.

Mayor Gray opened the public hearing at 7:14 p.m. No one came forward to speak. Mayor Gray closed the public hearing at 7:15 p.m.

**ACTION**

Mover: Mayor Pro Tem Lutz moved to approve the agreement amendment to Wendell Falls subdivision as it relates to the infrastructure improvements and the water allocation schedule.

Vote: Unanimous.

**3b. PUBLIC HEARING ON A ZONING TEXT AMENDMENT TO ALLOW CONDITIONAL DISTRICTS TO ALTER THE MANNER IN WHICH A USE IS PERMITTED WITHIN THE PROPOSED DISTRICT.**

**ACTION: Public hearing; Board may take action.**

*[Staff Report]*

**Applicant:**

*Sharon Rhue, PLA, of Rivers and Associates on behalf of Greater NC Jurisdiction Church of God in Christ*

**Item Summary:**

*The purpose of the Conditional Districts (CD) is to provide an alternative means of land development and an alternative zoning procedure that may be used to establish residential, commercial, and industrial Conditional Districts at appropriate locations and in accordance with the planning and development objectives of the Town. A CD may depart from the strict application of the requirements of the town's general zoning districts. The CD is intended to allow for creative trade-offs between the applicant and the Town. Any requested reductions in standards should be offset by additional standards or improvements provided in other areas of the request. For example, an applicant may request reductions or modifications in design standards for a given use, while providing extra buffering or open space to balance this reduction.*

*Currently the standards and procedures for conditional districts are described in section 2.18C and 15.13 of the UDO. These sections have some language which could conflict as they relate to variations in permitted uses within conditional districts.*

*Section 15.13 states that a CD may allow uses which are not specifically allowed in standard zoning districts. Section 2.18C states that “uses permitted may not be varied unless the use proposed is not currently defined or contemplated by the code”. It is staff’s interpretation that section 15.13 is also referring to uses which are not contemplated in the code (meaning uses which are not specifically identified in ANY zoning district – not just those uses that are not allowed in a specific zoning category). Based on discussions with the Town Attorney, the current language would not allow an applicant to add uses to a conditional district that are otherwise prohibited in the base district. Likewise, it would not allow an applicant to request as part of the conditional district approval process that uses normally requiring a special use permit be permitted by right within the conditional district.*

*The applicant has also submitted a Conditional District request which includes uses which would require a special use permit approval per the UDO. Through this text amendment request, the applicant is seeking to create the ability to request a use to be permitted by right under the conditional district process, which normally is only permitted with additional standards or with a special use permit. In this case, the applicant is looking to include senior apartments and duplexes, which would typically require a separate special use permit, to be approved by the Town Board. The applicant desires to allow these uses to be permitted by right and to include any conditions necessary to safely and appropriately permit these uses as part of the conditional district rather than through a separate special use permit process.*

**A. Proposed Text Amendment (Applicant’s submission):**

*The applicant has requested the following change to Section 2.18.C of the UDO. Deleted language is shown as crossed out and added language is shown in italics.*

**C. Modifications to General Provisions:**

*Within a Conditional District (CD), all permitted uses of the corresponding Base District must be met. However, petitioners requesting a zoning amendment to the Conditional District may place additional requirements and standards onto themselves and their property or ask that certain standards identified in the specific zoning category or provisions in Chapters 2-12 be decreased.*

*It shall be the Board of Commissioner’s final decision to grant approval or denial of the zoning amendment in light of the revised development standards presented to the Town Board. If no specific request is made by the petitioner to the change in the development standards or if the petition is silent on the point, it shall be understood that the underlying zoning district guidelines and standards shall apply.*

*In addition the modification of specific district provisions (~~except use~~), the following General Provisions as detailed in Chapters 2-12 may be varied if specifically requested by the petitioner as part of a Conditional District application*

<b>CH</b>	<b>Title</b>	<b>Exception to modifications:</b>
2	District Provisions	<i>Uses permitted may not be <del>varied</del> unless the use proposed is not <del>currently defined or contemplated by the Code</del> added unless approval authority finds the proposed use to be</i>

*consistent with Code and Land Use Plan, in which case the proposed use shall be amended to be allowed by right*

3	<i>Additional Use Standards</i>	
4	<i>General Provisions</i>	
5	<i>Building Types &amp; Design Standards</i>	
7	<i>Open Space</i>	<i>May substitute required open space for payment-in-lieu. Amount required may not be reduced.</i>
8	<i>Tree Protection and Landscaping</i>	<i>No further modifications permitted. Alternate Methods of Compliance provided for.</i>
9	<i>Streets and Circulation</i>	<i>Variations permitted in Chapter 9. No further modifications permitted.</i>
10	<i>Parking</i>	
11	<i>Lighting</i>	
12	<i>Signs</i>	

**Staff Recommendation:**

*In staff's opinion, it is reasonable to allow conditional districts to permit specific uses by right which would normally require a SUP, so long as appropriate conditions are included. While traditional rezoning requests do not always provide the assurances and site details necessary to determine if a given use can be incorporated into a site in a manner which complements the surrounding uses, a conditional district request can provide all the information which would normally be required as part of a special use permit submittal.*

*For this reason, staff supports allowing the manner in which a use is permitted to be varied (such as allowing a use which normally requires a SUP to be permitted by right). The Town Board would reserve the authority to review the site details, specific uses requested, and require any reasonable conditions as they see fit at a public hearing, in much the same manner as they do for special use permits. However, by allowing the applicant to do this as part of the conditional district process it eliminates the need for an additional, more legally cumbersome, special use hearing.*

*Staff recommends approval of the text amendment request with some small changes to the language proposed by the applicant. Staff proposes that the new language for Section 2.18C (in italics) instead read as follows:*

**C. Modifications to General Provisions:**

*Within a Conditional District (CD), all permitted uses of the corresponding Base District must be met. However, petitioners requesting a zoning amendment to the Conditional District may place additional requirements and standards onto themselves and their property or ask that certain standards identified in the specific zoning category or provisions in Chapters 2-12 be decreased.*

*It shall be the Board of Commissioner's final decision to grant approval or denial of the*

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*zoning amendment in light of the revised development standards presented to the Town Board. If no specific request is made by the petitioner to the change in the development standards or if the petition is silent on the point, it shall be understood that the underlying zoning district guidelines and standards shall apply.*

*In addition the modification of specific district provisions (~~except use~~), the following General Provisions as detailed in Chapters 2-12 may be varied if specifically requested by the petitioner as part of a Conditional District application*

<b>CH</b>	<b>Title</b>	<b>Exception to modifications:</b>
2	District Provisions	<i>Uses permitted may not be <del>varied</del> added unless the use proposed is not currently defined or contemplated by the Code. The manner of approval (i.e. permitted by right, special use permit required, etc.) may be modified as part of Conditional District request.</i>
3	Additional Use Standards	
4	General Provisions	
5	Building Types & Design Standards	
7	Open Space	<i>May substitute required open space for payment-in-lieu. Amount required may not be reduced.</i>
8	Tree Protection and Landscaping	<i>No further modifications permitted. Alternate Methods of Compliance provided for.</i>
9	Streets and Circulation	<i>Variations permitted in Chapter 9. No further modifications permitted.</i>
10	Parking	
11	Lighting	
12	Signs	

*Staff also recommends that Section 15.13A be modified to more closely match the language of Section 2.18C, to read as follows (amended language shown in italics):*

- A. Purpose:** *The purpose of the Conditional Districts is to provide an alternative means of land development and an alternative zoning procedure that may be used to establish residential, commercial, and industrial Conditional Districts at appropriate locations and in accordance with the planning and development objectives of the Town.*

*A Conditional District (CD) established according to the provisions of this section may depart from the strict application of the requirements of the town's general zoning districts, as outlined in Section 2.18, Conditional Districts. The CD alternative may allow uses which are not currently defined or contemplated by the Code. A primary purpose of this section is to provide standards by which such flexibility may be achieved while maintaining and protecting the public health, safety and welfare of the citizens.*

*A second purpose of this section is to establish a more complete living and working*

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*environment through the application of enlightened and imaginative approaches to community planning and property design. A CD should provide a variety of natural features and scenic areas, efficient and economical land use, improved amenities, orderly and economical development, and the protection of existing and future adjacent development.*

*The applicant has reviewed staff's proposed language and has no objections to these changes.*

**Planning Board Recommendation:**

*At their June meeting, the Planning Board voted 7-0 in favor of recommending the text amendments to Chapters 2 and 15 of the UDO as proposed by staff.*

**Statement of Plan Consistency and Reasonableness**

- *Any recommended change, if deemed necessary, should be accompanied by a statement explaining how the change is consistent with the comprehensive plan, and is reasonable in nature.*
- *At their June meeting, the Planning Board found the proposed changes to be reasonable in nature and to be consistent with the following principle of the Comprehensive Plan:*
  - *Principle Number 5: "Promote Wendell's attractiveness to business and people of all walks of life. Emphasize the strengths of the Town's diverse population."*

***Voting in Favor:*** *Chairman Harold Broadwell, Vice Chairperson Ashley Anderson, Ruth Van der Grinten, Kathe Schaecher, Gilda Wall, Billy Bryant, and Errol Briggerman.*

***Voting Against:***

***Absent:*** *Judy Silver*

Planning Director David Bergmark provided an overview of the zoning text amendment request; staff report included above in italics.

Mayor Pro Tem Lutz questioned the changing of the UDO is to allow conditional districts to be able to specify uses to be allowed by right versus coming back to the Town Board as part of a special use permit. Planning Director Bergmark stated the text amendment would allow the applicant to make such a request, but the board could always say no in any particular case if it were not comfortable with having the use allowed by right. Mr. Bergmark said the proposed change would not remove any authority of the board.

Mayor Pro Tem Lutz questioned this is more of a procedural change. Planning Director Bergmark stated correct.

Commissioner Boyette stated it would come down to not allow the additional uses, or the Board could approve the conditional district without them but only if the applicant is willing to accept. Planning Director Bergmark stated correct.

Mayor Gray opened the public hearing at 7:22 p.m. No one came forward to speak. Mayor Gray closed the public hearing at 7:22 p.m.

**ACTION**

Mover: Mayor Pro Tem Lutz moved to amend the UDO in relation to Chapters 2 and 15 as relating to uses permitted within conditional district by allowing to be done by right; as proposed by staff.

Vote: Unanimous.

**3c. PUBLIC HEARING ON A REQUEST TO REZONE 43.57 ACRES OF PROPERTY LOCATED AT 1609 WENDELL BOULEVARD FROM NC AND CMX TO CONDITIONAL DISTRICT.**

**ACTION: Public hearing; Board may take action.**

*[Staff Report]*

**Applicant:**

*Greater NC Jurisdiction Church of God in Christ, Inc*

**Petition:**

*The applicant has requested to create a CMX conditional district for approximately 43.57 acres of property within the parcel identified by PIN# 1774 78 1425. The proposed conditional district consists of five tracts for a mixture of development, as shown on the Master Development Plan.*

**Purpose of a Conditional District:**

*The purpose of the Conditional Districts (CD) is to provide an alternative means of land development and an alternative zoning procedure that may be used to establish residential, commercial, and industrial Conditional Districts at appropriate locations and in accordance with the planning and development objectives of the Town.*

*A CD may depart from the strict application of the requirements of the town's general zoning districts.*

*The CD alternative may allow uses which are not specifically allowed in standard zoning districts. A primary purpose of this section is to provide standards by which such flexibility may be achieved while maintaining and protecting the public health, safety and welfare of the citizens. In this case, no alternative uses or lot dimensional standards have been proposed by the applicant.*

*A second purpose of the conditional district is to establish a more complete living and working environment through the application of enlightened and imaginative approaches to community planning and property design. A CD should provide a variety of natural features and scenic areas, efficient and economical land use, improved amenities, orderly and economical development, and the protection of existing and future adjacent development. In this case, the proposed district does not contain any residential uses or their corresponding amenities.*

*The provisions of the CD Master Plan shall replace all conflicting development regulations set forth in this Ordinance which would otherwise apply to the development site. The Planning Board may recommend and the Board of Commissioners may attach reasonable and appropriate conditions including, but not limited to, the location, nature, hours of operation, and extent of the*



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*proposed use(s). Conditions and site-specific standards shall be limited to those that address conformance of the development and use of the site to this Ordinance and officially adopted plans and those standards and conditions that address the impacts reasonably expected to be generated by the development and use of the site.*

**Location and History:**

*This property is located within town limits of the Town of Wendell and is zoned Corridor Mixed Use (CMX) and Neighborhood Center (NC). The intent of this application is to alter certain standards from the UDO to the area identified in Attachment B.*

**Project Profile:**

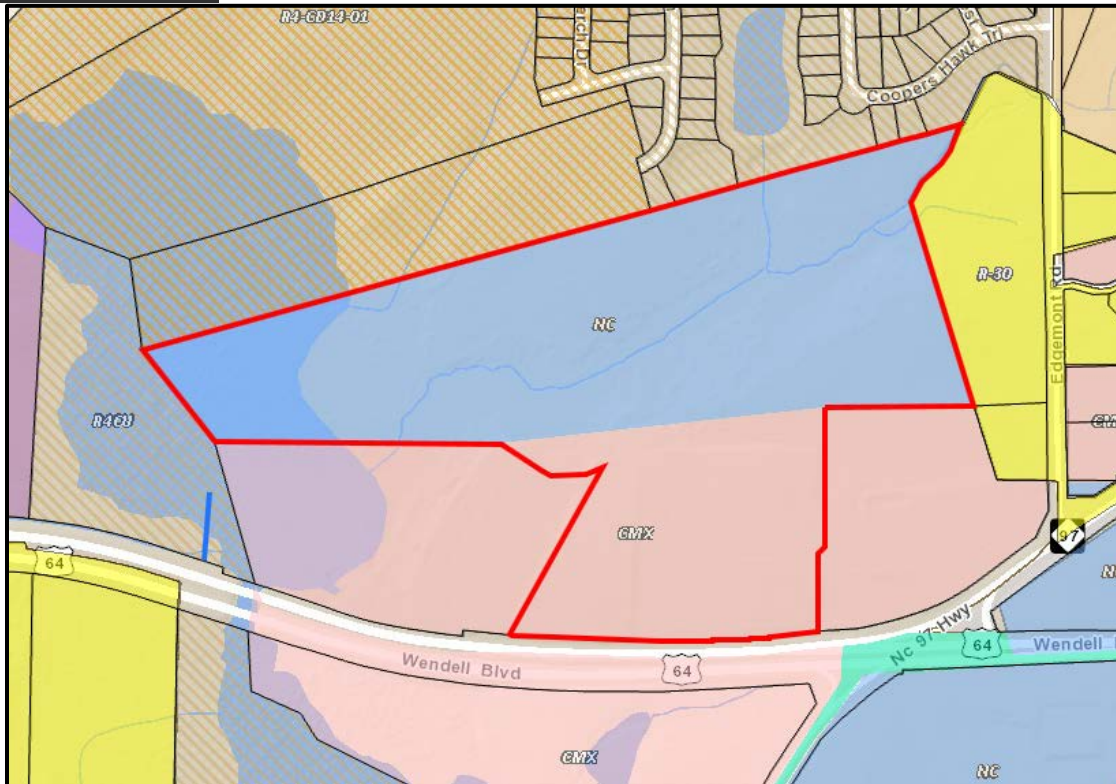
*PROPERTY LOCATION: 1609 Wendell Boulevard  
WAKE COUNTY PIN: 1774781425  
CURRENT ZONING DISTRICT: CMX and NC  
CROSS REFERENCES: N/A  
PROPERTY OWNER: Greater NC Jurisdiction Church of God in Christ  
APPLICANT: Greater NC Jurisdiction Church of God in Christ  
P.O. Box 1985  
Washington, NC 27889  
PROPERTY SIZE: 43.57 acres  
CURRENT LAND USE: Church/Vacant  
PROPOSED LAND USE: Single Family Residential, Multi-family Residential, Institutional and Commercial*

**Project Setting – Surrounding Districts and Land uses:**

<u>DIRECTION</u>	<u>LANDUSE</u>	<u>ZONING</u>
<i>North</i>	<i>Residential</i>	<i>R4-CD14-01</i>
<i>South</i>	<i>Vacant</i>	<i>CMX</i>
<i>East</i>	<i>Residential and Commercial</i>	<i>R-30 and CMX</i>
<i>West</i>	<i>Commercial and Vacant</i>	<i>R4CU and CMX</i>

*[Remainder of page intentionally left blank.]*

**Current Zoning Map:**



**Proposed Conditional District Conditions:**

*The applicant is proposing 11 conditions for the proposed CD, as follows:*

- 1. No Special Use Permit is required for multi-family development including townhouse/duplex units, apartment buildings, and assisted living/housing services for the elderly.*

*Staff Comment: The applicant has submitted an accompanying zoning text amendment to allow for the Board of Commissioners to waive the SUP requirement and allow for multi-family construction to be allowed by right.*

*Staff finds that the request is reasonable since additional design standards have been proposed by Condition 8. The Town Board will have the opportunity to add any additional standards they find justified. By having these additional standards in place, the SUP would not review anything new that could not be handled through the Conditional District review. The SUP requirement would be burdensome on the applicant since all review and concerns of the use can be handled through the Conditional District.*

*Planning Board Recommendation: The Planning Board accepted the applicant's proposed condition.*

- 2. Core samples of the existing drive aisle will be tested to determine construction of drive aisle and any necessary public road standards prior to the approval of the first Final Development Plan.*

*Staff Comment: The applicant is proposing to provide core samples of the existing drive aisle in to the site that will be converted to a 70 foot wide public right-of-way. The applicant will make the improvements to the base layer of the road prior to the approval of the First Development Plan.*

*Staff finds that the request is acceptable.*

*Planning Board Recommendation: The Planning Board accepted the applicant's proposed condition.*

3. *Restrictive Covenants will be submitted and reviewed for approval prior to the approval of the Tract E Final Development Plan.*

*Staff Comment: Providing the restrictive covenants for staff review will help ensure that appropriate protections are in place for making sure that the future of the community will be harmonious to the desires of Wendell. Also, since Tract E is being developed for senior living and some standards are requested to be reduced for senior living, the restrictive covenants would verify that residents meet a minimum age threshold.*

*Staff finds that the request is acceptable.*

*Planning Board Recommendation: The Planning Board accepted the applicant's proposed condition.*

4. *The Water Allocation Policy worksheet must be approved independently with each phase's Final Development Plan.*

*Staff Comment: The Water Allocation Policy is a point based allocation policy using base points (varies depending on the use) and bonus points if necessary to meet the minimum of 50 points required. It is difficult to determine the correct base and bonus points for each of the tracts with the Master Development Plan. For example, the use for Tract B has not been determined yet, so it would be impossible to determine the appropriate base points.*

*Staff finds that the request is acceptable.*

*Planning Board Recommendation: The Planning Board accepted the applicant's proposed condition.*

5. *Speed humps and tables shall not be used for traffic calming.*

*Staff Comment: The Town of Wendell generally does not allow for speed humps and speed tables to be used for traffic calming. If a vehicle is low to the ground, damage could occur to the vehicle and it is possible that the town would be liable for the damage.*

*Staff finds that the request is acceptable.*

*Planning Board Recommendation: The Planning Board accepted the applicant's*

*proposed condition.*

6. *Greenway paths to be 8' minimum asphalt with the exception of environmentally sensitive areas where boardwalk or other permeable material will be used.*

*Staff Comment: The applicant has proposed to provide a greenway through the site as part of the amenities. The UDO does not have a requirement for the type of surface required. The applicant proposed to provide asphalt unless it crosses an environmentally sensitive area where a permeable surface would be more appropriate.*

*Staff finds that the request is acceptable.*

*Planning Board Recommendation: The Planning Board accepted the applicant's proposed condition.*

7. *Stormwater Management maintenance parties will be identified at the time of each tract's Final Development Plan.*

*Staff Comment: Section 6.5.O.7.b of the UDO requires that maintenance of structural BMPs must be accepted by a property owner's association (HOA) or lot owner. If the stormwater is handled in a manner other than a structural BMP, other options are available for maintenance. In general, the Town of Wendell will not accept maintenance of stormwater devices.*

*Staff finds that the request is acceptable.*

*Planning Board Recommendation: The Planning Board accepted the applicant's proposed condition.*

8. *Residential Development Standards:*

- *Where garages are present on townhouse (or duplex) units, they shall be setback a minimum of one foot from the front façade.*
- *Vinyl siding shall not be used on multi-family or attached units.*
- *Townhome/Duplex lots:*
  - *Minimum lot size 3,500 SF.*
  - *Minimum lot width (at front setback) 25'*
  - *Front setback 0-10'*
  - *Rear setback 25'*
  - *Side setback 10' aggregate (between buildings)*
- *Single Family lots:*
  - *Minimum lot size 6,000 SF.*
  - *Minimum lot width (at front setback) 25'*
  - *Front setback 25'*
  - *Rear setback 20'*
  - *5' minimum, 10% combined lot width*
- *Apartments and Assisted Living/Housing Services for the Elderly*

- *Garage Doors: Garage doors are not permitted on the front elevation of any apartment building or assisted living building.*
- *Rooftop Equipment: All rooftop equipment shall be screened from view.*
- *Design Details: All apartment buildings and assisted living buildings shall provide detailed design along all primary elevations and elevations facing a public street or open space. Detailed design shall be provided by using at least three of the following architectural features as appropriate for the proposed building type and style (may vary features on rear/side/front elevations):*
  - *Dormers*
  - *Gables*
  - *Recessed entries*
  - *Covered porch or stoop entries*
  - *Cupolas or towers*
  - *Pillars or posts*
  - *Eaves (minimum 10 inch projection which may include gutter)*
  - *Off-sets in building face or roof (minimum 16 inches)*
  - *Window trim (minimum 4 inches wide)*
  - *Bay windows*
  - *Balconies*
  - *Decorative patterns or exterior finish (e.g. scales/shingles, wainscoting, ornamentation, and similar features)*
  - *Decorative cornices and roof lines (for flat roofs)*
  - *Other architectural features appropriate to the architectural style of the unit.*

*Staff Comment: The applicant has proposed multiple design standards for the Conditional District. The proposed single family and duplex/townhouse lot sizes are larger than the minimum standards required in the CMX district. The minimum setbacks are the same as what is required in the UDO or greater in some instances.*

*The garage setback of a minimum of one foot from the front façade and the exclusion of the use of vinyl siding from all multi-family units are standards above and beyond the UDO. The applicant has proposed these standards in hopes that it would alleviate any concerns over the look of the product and make the Town Board more comfortable waiving the requirement for an SUP for the multifamily development.*

*The applicant has removed the standards requiring porches, stoops, and raised entrances since the apartments and assisted living facility are being developed for seniors who may not be able to walk up to a raised elevation or would not be appropriate to have a unit that has a porch or balcony for safety reasons. This condition shall supersede and replace all of the design standards found in Section 5.11.D of the UDO.*

*Staff finds that the proposed standards are acceptable. Staff recommends*

*including the design standard found in Section 5.11.C.4 which requires that building elevations visible from streets to a minimum of 60% of the façade contain doors, porches, balconies, and/or windows. The UDO also requires 30% of the side and rear elevations to provide the same options stated above. Staff finds that this provision ensures that long spans of blank walls are not visible from the street.*

*Planning Board Recommendation: The Planning Board accepted the staff's proposed change to the condition.*

9. *Precluded uses in Commercial Tract "B" shall be: manufacturing, wholesale/storage, civic/institutional.*

*Staff Comment: The applicant has proposed to preclude the above uses as they would not be attractive uses along Wendell Boulevard.*

*Staff finds that the request is acceptable.*

10. *Shared parking for meeting facility (church parking lot) with the provision that the use is accessory to the Church. Pedestrian crossing with crossing island to be provided.*

*Staff Comment: Section 10.4.G of the UDO allows for satellite parking so long as continued availability of off-site parking spaces necessary are ensured by an appropriate condition be made for continued validity of zoning compliance. This condition and the site plan would require the satellite parking be provided on Tract A and that if parking was not made available, the site would be in violation. Pedestrian safety has been made a priority be providing traffic calming and a refuge island.*

*Staff finds that the request is acceptable.*

*Planning Board Recommendation: The Planning Board accepted the applicant's proposed condition.*

11. *Section 15.14.C.2 and 15.13.G: Vested Rights period shall be for 3 years and applicant shall have 2 years from the approval of the Master Development Plan to secure a valid building or construction permit before the conditional district is rescinded.*

*Staff Comment: The applicant is requesting one additional year to allow for more time to enter in to contracts with developers of all tracts. This project is complex with a diversity of uses provided and could warrant multiple developers for the full implementation of the Conditional District.*

*Staff finds that the request is acceptable, but recommends altering the condition to state "Section 15.14.C.2 and 15.13.G: Vested Rights period shall be for 3 years and applicant shall have 2 years from the approval of the Master Development Plan to secure a valid building or construction permit before the conditional district rescission process may be initiated". The rescission process is not automatic and does take time to go through the process, so the change recognizes*

*that the rescission would not happen immediately at the conclusion of the 2 years.*

*Planning Board Recommendation:* *The Planning Board accepted the staff's proposed change to the condition.*

*As previously stated one purpose of the conditional district is to establish a more complete living and working environment through the application of enlightened and imaginative approaches to community planning and property design. A CD should provide a variety of natural features and scenic areas, efficient and economical land use, improved amenities, orderly and economical development, and the protection of existing and future adjacent development.*

*While conditional districts do allow an applicant to ask for exemptions from certain types of standards as part of their application, those exemptions are intended to be offset by other improvements which go above and beyond what is required. This process allows for creative trade-offs that can result in a better overall product.*

*As currently proposed, the Master Development Plan has a mixture of improvements and exemptions being sought. The applicant is proposing to add open space beyond the minimum required, provided a paved greenway trail through the site that connects to another proposed greenway trail at Edgemont Landing, the exclusion of undesirable uses along Wendell Boulevard, recessed garage requirements for townhouse/duplex development, no vinyl allowed on any multi-family products, wider streets through the commercial and senior housing tracts, safer pedestrian crossings, and additional lot standards above and beyond the CMX district minimum requirements. All other proposed changes, such as not requiring SUP approvals, a longer period to obtain construction permits, a reduction in some multi-family design standards (no raised elevation, roof pitch, required porches and stoops), constitute reductions in design and site standards.*

*Additional site plan conditions/changes recommended by staff:*

- 1. Add the total open space area required for dedication to the Site Data.*
- 2. Revised the amount of street right-of-way listed in the Overall Site Data and the individual Tract site data's. The amounts do not match each other. Clarify if Road A is already included in the acreage.*
- 3. Add a note stating that access requirements for this site are contingent upon DOT review and approval of the TIA and any subsequent final development plans.*

*Staff Comment:* *All of the proposed changes are technical in nature and are items that are required on any site plan.*

*Off-Street Parking:*

*Parking shall meet the requirements as set forth in the UDO at the time of development. As stated in Condition 10, the applicant has proposed to allow satellite parking for the meeting facility on Tract C with the existing parking lot on Tract A.*

*Lighting:*

*Lighting shall meet the requirements as set forth in the UDO at the time of development.*

**Public Utilities:**

*Public water and sewer will be extended at the time of development.*

**Streets:**

*At the time of construction of all new roads, the standards are to be met as specified by Chapter 12 of the UDO. The applicant has proposed one main street right-of-way (70 foot wide), one residential main street right-of-way (60 foot wide); and three local street right-of-ways (50 foot wide). The applicant is also providing a traffic calming device with a refuge island for pedestrian crossing for the shared parking on Tract A for Tract C.*

*The applicant is also required to upgrade the paving of the existing private street to a public street standard. The exact upgrades required shall be determined with the first Final Development Plan. This is reflected in Condition 2.*

*All drives shall meet the requirements as set forth in the UDO at the time of development.*

*As recommended in Condition 2, the improvements for the frontage of Tract A along Wendell Boulevard shall be constructed at the time of the first Final Development Plan.*

*NCDOT has stated that a left turn lane on Wendell Boulevard may be allowed. They have also indicated that deceleration and acceleration lanes may be requested on the west bound lanes. The exact timing and design any those improvements will be determined by NCDOT at the time of the Final Development Plans.*

**Landscaping:**

*All landscaping shall meet the requirements as set forth in the UDO at the time of development.*

**Stormwater Management:**

*Development of this site would be required to meet the stormwater standards contained in the UDO.*

**Phasing:**

*The proposed conditional district proposes to divide the development in to five tracts. The applicant has requested vested rights for a term of three years and the conditional district to be valid for an additional year (from one year to two years) to allow for additional time to work with developers to get the project started.*

**Comprehensive Plan:**

*The Wendell Comprehensive Plan defines the subject properties as being completely within the S-5 "Intended Growth Sector"; partially within the Wendell Boulevard Gateway Zone; and partially within a Neighborhood Center.*

*The Comprehensive Plan states that "S-5 lands are typically within ½ mile of high-capacity regional thoroughfares, such as Wendell Boulevard and the US64 Bypass. Appropriate development types are higher density missed-use centers of employment, commerce, and*



*residential uses.”*

*The Comprehensive Plan lists the following uses as appropriate land uses/development types within this sector: traditional neighborhood development, neighborhood centers, village/town centers, single-family and multifamily residential, neighborhood-serving commercial uses (retail and office), civic uses, and industrial uses. The proposed development on the site meets the appropriate uses. The applicant has proposed in Condition 9 to preclude some uses that are not considered retail or office.*

*The Comprehensive Plan also states that “Neighborhood Centers, shown on the framework plan in the smaller circles, are based on a 1/4 mile radius (a typical 5-minute walk) from a major intersection. They are intended to be mixed-use activity centers serving surrounding neighborhoods with retail, services, civic uses, and higher density housing. A neighborhood center should not contain more than 80,000 to 120,000 square feet of retail uses. A grocery-anchored mixed-use development is a typical use for a neighborhood center”.*

*The proposed development of the site does not completely meet the type of development called for in a neighborhood center. The plan calls for higher density housing, civic (meeting facility available to the public) and commercial on a majority of the site. The small area of single-family residential does not meet a neighborhood center use, but it is an isolated area that could be incorporated as the previously approved Edgemont Landing subdivision that is nearing the start of construction. It is staffs’ opinion that it is reasonable to allow the proposed development even though it does not completely meet the intent of the neighborhood center.*

*The Gateway Overlay zone extends 300 feet in either direction of Wendell Boulevard. The Comprehensive Plan recommends that the Wendell Boulevard Gateway Overlay zone “be an area for professional office and service uses and some higher density residential uses. Retail uses along this corridor should be limited to the identified centers or nodes in the Framework Plan.”*

*Approximately half of the site is within the Wendell Boulevard Gateway Zone. Of the area within the Gateway Zone, half of it already developed with a church use. The undeveloped remained is proposed for commercial and a meeting facility, but as previously stated, no more detail for the type of commercial has been identified.*

*[Remainder of page intentionally left blank.]*



**Statement of Plan Consistency and Reasonableness**

- *Any recommended change to the zoning map should be accompanied by a statement explaining how the change is consistent with the comprehensive plan, and is reasonable in nature.*
  - *At their June 20<sup>th</sup> meeting, the Planning Board recommended the following statement of plan consistency and reasonableness:*
    - *The proposed conditional district is found to be consistent with the recommended uses and development types outlined in the Wendell Comprehensive Land Use Plan for the S-5 sector. The proposed district is not completely consistent with the recommended uses and development types outlined in the Wendell Comprehensive Land Use Plan for Neighborhood Centers. In staff's opinion, the request is still reasonable to approve since the majority of the conditional district meets the intent of the Neighborhood Center.*

Planner Patrick Reidy provided an overview of the request to rezone 43.57 acres located at 1609 Wendell Boulevard from NC and CMX to Conditional District; staff report included above in italics.

Sharon Rhue, PLA, of Rivers and Associates and on behalf of Greater NC Jurisdiction Church of God in Christ provided an overview of the request:

- Introduced the project team in attendance
- Provided an overview of the site; much of the site is wetlands

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- Site envisioned in five phases; Tract A is the existing church site
- Tract D is a proposed extension of residential lots abutting the existing Edgemont Landing Subdivision
- Tract E is a proposed senior living tract with three levels to include townhomes/duplexes, apartments, and assisted living center with a club house and dining facilities
- Active open space in the senior living space; envision as lawn bowling, croquet or bocce
- Tract B is envisioned as a commercial component
- Tract C is envisioned as a retreat center and would be open to the public
- Displayed a photo of Glenaire as an example of the proposed senior townhouses / duplexes
- Displayed a photo of Croasdaile in Durham as an example of assisted care living and clubhouse

Commissioner Boyette questioned the road alignment for the northern most portion of road to adjoin Edgemont Landing. Planner Reidy stated the plan was shared with Rivers and Associates to align with the stubbed street.

Commissioner Boyette questioned the requirement to eliminate the porches, stoops and raised entrances in the senior living section is for the apartments only or for the duplexes. Planner Reidy stated that it is only for the apartments and the assisted living.

Commissioner Boyette questioned the drive aisle width at the pedestrian island between the meeting building and Tract A. Ms. Rhue stated 12 feet on either side. She added the whole width is 36 feet wide with a 12-12-12 and where it narrows is 24 foot.

Commissioner Boyette stated when there is fire truck or ambulance response to the neighborhood, a wide enough lane is needed for these vehicles. Would prefer a 14 foot width as 12 foot is narrow. He questioned if the pedestrian island will have anything other than grass on it. Ms. Rhue stated possibly small trees or shrubs, nothing that blocks the view or grows into the lane.

Commissioner Boyette questioned if the usable open space included the BMP pond. Ms. Rhue stated in some places there may be overlap when it is also scored as an amenity.

Mayor Pro Tem Lutz questioned the clients for Tract E for the assisted living center, apartments, and duplex. Ms. Rhue stated the overall tract is a retirement community and there are three tiers into a retirement community. Those who have ability to get around may choose to live in a duplex or townhome unit. The next level of care is in the apartment where the apartment may have some assistance with room service such as laundry and house cleaning. A person needing more care would live in the assisted living facility.

Mayor Pro Tem Lutz stated this is a senior living community on Tract E whereas Tract B is more of an extension of Edgemont Landing. Ms. Rhue stated Tract E is age restricted.

Mayor Pro Tem Lutz questioned who would own the homes within the retirement community. Ms. Rhue stated that is unknown. Planner Reidy stated it [the retirement community] is **market rate**.

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Mayor Pro Tem Lutz questioned NCDOT allowing a left turn lane through the median into this development. Planner Reidy stated NCDOT is reviewing the request and NCDOT will share with the developers of this request if it is possible and the amount.

Mayor Pro Tem Lutz questioned how one would enter the development if travelling east on 64 Business into Wendell. Planner Reidy stated at present one would make a U-turn on HWY 97.

Mayor Pro Tem Lutz sees something needing to be done to facilitate access. Ms. Rhue stated Mr. Archer of Ramey Kemp is preparing a traffic impact analysis.

Mayor Pro Tem Lutz questioned if there is an access point for Tract E. Planner Reidy stated there is currently a single family lot on HWY 97 in the county's jurisdiction where the road stubs. If the lot becomes available for purchase, it may be possible to extend the stub.

Mayor Gray questioned when a decision will be made for what will be on Tract B. Ms. Rhue stated ideas are being vetted to include restaurant and hotel.

Mayor Gray questioned if a market analysis study will be made. Ms. Rhue stated a developer would perform the study.

Commissioner Carroll questioned how long has this concept been in the works. Planner Reidy stated it was received by the Town about five months ago. Ms. Rhue stated about eight or nine months.

Commissioner Carroll questioned who the potential developers were. Senior Project Manager Steve Janowski of Rivers and Associates stated this is a master plan for the purpose of sharing with developers.

Mayor Pro Tem Lutz questioned if there is an order to the phasing of the development. Ms. Rhue stated it depends on who comes forward and is interested.

Mayor Pro Tem Lutz questioned if there is an order to the development. Ms. Rhue stated it depends on who comes forward and is interested.

Commissioner Joyner stated the Town is working with the Planning Board on the Transportation Plan. He questioned if our work on the Transportation Plan impacts this request. Planner Reidy stated the site will dedicate right of way but no impact to the Transportation Plan.

Mayor Gray opened the public hearing at 7:59 p.m.

Matthew Pellas of 5943 Coopers Hawk Trail in Edgemont Landing, stated his property abuts Tract E, the senior living request. He is here on behalf of himself as well as the HOA of Edgemont Landing. The area of concern is units 28 – 36. There are nine duplexes/townhouses slated to go in that area and it is one acre. That is a difference to the adjacent property which is four or five units to an acre. Units 30-33 setback does not go with the 25 foot setback of the

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property. He is concerned about the amount of trees that remain in the open space. There are some Neuse River guidelines and noted a 30 foot buffer in the request and is hoping for a 50 foot natural buffer. Also concerned that along the mentioned tracts is flood prone soils; in Edgemont Landing there are problems in the flood prone soils with people having electricity problems. First preference is to see a conservation area adjacent to units 28-36 to be left as is and all of those units left as trees. Next order of preference is units 28-33 not built because of the earlier mentioned buffers are not in place, possibly even move the side ones – believes those are 29 and 30 – move them around and up to allow for more wooded sections for existing properties. The townhouses and duplexes as one story are acceptable, with a preference not to exceed two stories.

Ann Stewart questioned how much tax revenue this will generate as the Town just adopted a very tight budget.

Ms. Rhue stated the corner is very tight and there is some easement. In order to make this efficient, the developer needs to be able to fit as many lots as possible. The lots are larger than the minimum size. These will be one story. Houses shown are not the actual dimensions and are representative of what could be built. This site will have conservation area in that corner and it would be simple to include shrubs and heightened upper plantings between lots and a 10 foot buffer. She said she was unable to address the tax generation and added there is a commercial aspect to this request. The senior component is **market value**.

Mayor Gray closed the public hearing at 8:06 p.m.

Commissioner Boyette stated he is a proponent of multi-family and higher density projects. Thinks this is a good place for one as it is on a main road. Valid concerns were raised. He requested to table to at least the next meeting before taking a vote.

Commissioner Myrick questioned if this current plan is approved as it is and Tract B is sold to another, that developer could not change the lot sizes. Planner Reidy stated that is correct.

Commissioner Myrick questioned the buffer between the houses and Tract B. Planner Reidy stated it was a 10 foot buffer.

Commissioner Boyette questioned if that is an undisturbed buffer. Planner Reidy stated if there is vegetation there they may use as credit or if not enough vegetation more can be added. Ten foot is a buffer that must remain in place as a visual screen. Where the 10 feet starts is a 25 foot perimeter set back. The ten foot buffer is part of the total 25 foot rear yard.

Mayor Gray requested information on the flood prone soils. Planner Reidy stated Wake County provides soil and erosion control inspections for the Town.

**ACTION**

Mover: Mayor Pro Tem Lutz moved to table action to the next July meeting.

Vote: Unanimous.

**4. ORDINANCE PERMITTING GOLF CARTS WITHIN THE TOWN OF WENDELL.**

**ACTION: Board may take action.**

*[Staff Report]*

**Item Summary:**

*The Board is asked to review a proposed amendment to the Wendell Code of Ordinances as it relates to registration and use of golf carts upon the local streets and roadways inside the Corporate Limits of Wendell.*

*Some municipalities within North Carolina have selected to approve a golf cart ordinance allowing for their registration and use on local streets and roadways. A local ordinance is not to be confused with Low-Speed Vehicles operating under NC State Statute, 20-121.1.*

*The question to allow golf carts on the streets of Wendell under local ordinance has been raised and research has been conducted on various ordinances permitting golf carts on local streets. Upon approval of the ordinance, golf carts would be permitted as a transportation alternative for local residents. Golf carts would be required to:*

- *Meet the size and shape that conforms to the industry standard for golf carts*
- *Rear mirrors*
- *Operating headlights*
- *No taller than 22 inches in height from the road to bottom of carriage*
- *Maintain liability insurance*
- *Be registered with the Wendell Police Department, and*
- *Renewed annually*

*Registration would be \$100 annually and payable to the Town of Wendell. Vehicles would be prohibited from operating on State Roads unless authorized by the State of North Carolina as a Low Speed Vehicle. A vehicle, registered as a Low Speed Vehicle by the State, would not be required to register as a part of the golf cart ordinance.*

Police Chief Bill Carter provided an overview of the golf cart ordinance; staff report included above in italics. He added a technical correction for headlamps will be brought back to the Board for consideration.

Commissioner Boyette questioned the burden of inspection on the police department. Chief Carter stated the inspection process should take about a half-hour based on information obtained from other agencies.

Commissioner Boyette questioned the standard vehicle fee for the Town of Wendell charges is \$20 and questioned if the additional \$80 covers the cost of the officer to do the inspection. Chief Carter stated there are costs for administrative paper work and inspection and this seems to be an appropriate number.

Commissioner Myrick questioned if this is limited to electric carts. Police Chief Carter stated that was left open.

Commissioner Boyette questioned why Wendell Boulevard, Selma Road and Wendell Falls Parkway are excluded from operation. Chief Carter stated those are state roads and the volume of vehicles on those roads.

Commissioner Joyner sees this as a fun thing for downtown and hopes it spurs economic development.

**ACTION**

Mover: Commissioner Joyner moved to adopt the ordinance as written.  
Vote: Unanimous.

**5. RESOLUTION FOR THE 2017 BOARD OF COMMISSIONERS MEETING SCHEDULE.**

**ACTION: Board may take action.**

Town Manager Teresa Piner stated the proposed 2017 Board of Commissioners Meeting Schedule is for the Board's consideration:

<b>TOWN OF WENDELL 2017 BOARD OF COMMISSIONERS MEETING CALENDAR</b>
<b>January 9, 2017 &amp; January 23, 2017</b>
<b>Saturday, January 21, 2017 - Board Retreat [time and location to be determined]</b>
<b>February 13, 2017 &amp; February 27, 2017</b>
<b>March 13, 2017 &amp; March 27, 2017</b>
<b>April 10, 2017 &amp; April 24, 2017</b>
<b>May 8, 2017 &amp; May 22, 2017</b>
<b>June 12, 2017 &amp; June 26, 2017</b>
<b>July 10, 2017 &amp; July 24, 2017</b>
<b>August 14, 2017 &amp; August 28, 2017</b>
<b>September 11, 2017 &amp; September 25, 2017</b>
<b>October 9, 2017 &amp; October 23, 2017</b>
<b>November 13, 2017 &amp; November 27, 2017</b>
<b>December 11, 2017 (regular and organizational meeting) – One meeting in December</b>

**ACTION**

Mover: Mayor Pro Tem Lutz moved to approve as presented.  
Vote: Unanimous.

**6. RESOLUTION FOR THE 2017 HOLIDAY SCHEDULE FOR THE TOWN OF WENDELL.**

**ACTION: Board may take action.**

Town Manager Teresa Piner stated the proposed 2017 Holiday Schedule is for the Board's consideration. She stated the Town's personnel policy is different from the State's policy in that the State will observe three days during the [2017] Christmas holiday.

Mayor Pro Tem Lutz moved to approve the holiday schedule.

Mayor Gray requested the motion be amended to follow the State holiday schedule.

The Board discussed the additional day for employees for the Christmas holiday.

**ACTION**

Mover: Mayor Pro Tem Lutz moved to amend his motion to adopt the 2017 State Holiday Schedule; schedule herewith incorporated into the minutes.

Vote: Unanimous.

2017 Holiday Schedule		
Holiday	Observance Date	Day of Week
New Year's Day	January 2, 2017	Monday
Martin Luther King Jr.'s Birthday	January 16, 2017	Monday
Good Friday	April 14, 2017	Friday
Memorial Day	May 29, 2017	Monday
Independence Day	July 4, 2017	Tuesday
Labor Day	September 4, 2017	Monday
Veteran's Day	November 10, 2017	Friday
Thanksgiving	November 23 & 24, 2017	Thursday & Friday
Christmas	December 25, 26 & 27, 2017	Monday, Tuesday & Wednesday

**7. PRESENTATIONS OF CITIZEN ADVISORY BOARD APPLICATIONS RECEIVED SINCE THE JUNE 13, 2016, BOARD MEETING.**

**ACTION: Board may take action.**

*[Staff Report]*

***Item Summary:***

*At its June 13, 2016, Board meeting, the Board of Commissioners made appoints to the citizen advisory boards. After the appointments, vacancies remained for the following citizen advisory boards:*

- Board of Adjustment – one ETJ vacancy*
- Economic Development Commission – one vacancy*
- Planning Board – one ETJ vacancy*
- Tree Board – two vacancies*



*Staff was directed to advertise for the above citizen advisory board vacancies. The following methods were used to notice the opportunities: Town's website, Facebook, Twitter and electronic message board. July 1, 2016, was the deadline to receive applications.*

*A letter acknowledging receipt of the application with an invitation to the July 11 Board meeting was mailed to each applicant on Tuesday, July 5, 2016.*



Town Manager Teresa Piner provided an overview of the citizen advisory boards; staff report included above in italics.

Applicants for the citizen advisory boards were given an opportunity to introduce themselves to the Town Board. The following citizens came forward:

-  Bobby Honeycutt
-  Mercedes Rico

Mayor Gray shared that some of the vacancies are specific to the residency of the applicant. The Board of Adjustment and Planning Board each have an ETJ vacancy.

By ballot the Town Board of Commissioners unanimously made the following appointments:

Tree Board	Kenkesha Staten – term expiring 2018 Bobby Clint Honeycutt – term expiring 2019
Economic Development Committee	Mercedes Rico – term expiring 2017
Planning Board*	Terry Allen Swaim – term expiring 2017
Board of Adjustment*	Tommy Scoggins – term expiring 2017

\* ETJ appointments to the Planning Board and Board of Adjustment are made by the Wake County Board of Commissioners. The recommendations of the Wendell Town Board of Commissioners will be forwarded to the Wake County Board of Commissioners for action.

**8. UPDATE ON BOARD COMMITTEE(S) BY TOWN BOARD MEMBERS:**  
 **Wendell Fire Department Board of Directors [Commissioner Joyner]**

Commissioner Joyner stated he attended by conference call and received an update on changes made on how firefighters may access retirement benefits.

**9. COMMISSIONERS' REPORTS.**

Commissioner Joyner stated he watched the parade on social media. He complimented the Town on the event.

Commissioner Boyette stated he was unable to attend the Fourth of July event. He thanked the Wendell Historical Society for its hard work.

Commissioner Myrick thanked the Wendell Historical Society for its efforts as well as Town employees who hosted Jury and [Planner] Patrick Reidy for making the connection with Jury. He also shared he is unable to attend the next meeting due to a scheduled work commitment. He will email his East Wake Senior Center Report to the mayor for the next meeting.

Mayor Pro Tem Lutz stated it was great to see the Town out for the Fourth of July event. Congratulations to the Town for full membership on the Town's citizen advisory boards.

Commissioner Carroll stated the Fourth of July was a good time with huge community and citizen involvement. Thanked the Wendell Historical Society and Town staff for making this

happen. Thanked those citizens who are serving on the citizen advisory boards.

**10. MAYOR'S REPORT.**

Mayor Gray provided the following report:

- Attended the Eastern Wake County Educational Regional Workshop that is sponsored by the Wake County Public Schools. Meetings have been occurring longer than a year. This year is the implementation of the recommendations made by the attendees. Will start seeing more involvement by students at our Town Board meetings and spotlights on our teachers.
- Spoke with IT Administrator and Town Manager to include information on our website and Town app that will go to the local school website.
- Thanked the Wendell Historical Society for the Fourth of July event.
- Thanked everyone for applying to serve on a citizen advisory board.
- FREE meals at Wendell Elementary School for students 18 years of age and younger.
- Former Town of Wendell Board of Commissioner June Pittman Mantych passed away on July 8<sup>th</sup>. She was a Wendell Commissioner from June 1973 to 1977 and was the first woman to serve on the Town Board of Commissioners. Family will receive friends for a time of remembrance on Tuesday, July 12, 2016, from 10 AM to 11 AM at Poole Funeral Home.
- Open House for Pedestrian Plan on Tuesday, July 12, 2016, from 5 PM to 7 PM at the Wendell Elementary School Media Center.
- **Reminder** – Wake County Mayors Summer Outing is Friday at the Mudcats Stadium with gates opening at 6:15 p.m. and the game beginning at 7:00 p.m.

**11. ADJOURN:**

**ACTION**

Mover: Commissioner Myrick moved to adjourn at 8:42 p.m.

Vote: Unanimous

Duly adopted this 25th day of July 2016, while in regular session.

**ATTEST:**

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Virginia R. Gray,  
Mayor

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Sherry L. Scoggins, MMC  
Town Clerk