

**TOWN OF WENDELL
BOARD OF COMMISSIONER MEETING MINUTES
DECEMBER 9, 2019**

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, December 9, 2019, in the Town Board Room, Wendell Town Hall, 15 East Fourth Street.

PRESENT: Mayor Virginia Gray; Mayor Pro Tem John Boyette; Commissioners: Jon Lutz, Jason Joyner, Philip Tarnaski, and Joe DeLoach

ABSENT:

STAFF PRESENT: Town Manager Marc Collins, Assistant to the Manager Stephanie Smith, Town Attorney Jim Cauley, Planning Director David Bergmark, Public Works Director Brian Bray, Parks and Recreation Director Jeff Polaski, Assistant Planning Director Bryan Coates, and Police Chief Bill Carter.

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

Wendell Elementary School student Fidel Quirino-Miller led the Pledge of Allegiance.

Pastor Wallace Johnson of the Wendell Council of Churches provided the invocation.

Mayor Gray presented the following teacher recognition, below in italics:

Ms. Ferrell is an amazing teacher! She goes above and beyond with her parent communication and is always working to make sure her lessons are fun and engaging. Serving as our 2nd grade teach chair, Ms. Ferrell demonstrates strong leadership and shares her ideas with others. She is well-respected in our school and the community. Ms. Ferrell's peers selected her as Wendell Elementary's 2019-2020 Teacher of the Year. She will be an excellent representative of WES at the district level!

1. OATHS OF OFFICE

- 1a. Administration of oath of office to Virginia Gray, Mayor, by Judge Phil Berger, Jr.
- 1b. Administration of oath of office to Philip Tarnaski, Commissioner, by Judge Phil Berger, Jr.
- 1c. Administration of oath of office to Joe DeLoach, Commissioner, by Judge Charles M. Vincent.

2. ELECTION OF A MAYOR PRO TEMPORE

- 2a. Mayor Virginia Gray will state the duties of Mayor Pro Tempore and open the floor for nominations.

Mayor Gray read the following duties of Mayor Pro Tempore.

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A Board of Commissioners member who serves as mayor pro tempore shall be entitled to vote on all matters and shall be considered a Board of Commissioners member for all purposes, including the determination of whether a quorum is present. In the mayor's absence, the Board of Commissioners may confer on the mayor pro tempore any of the mayor's powers and duties. If the mayor should become physically or mentally unable to perform the duties of his or her office, the Board of Commissioners may by unanimous vote declare that the mayor is incapacitated and confer any of the mayor's powers and duties on the mayor pro tempore. When a mayor declares that he or she is no longer incapacitated, and a majority of the Board of Commissioners concurs, the mayor shall resume the exercise of his or her powers and duties. If both the mayor and the mayor pro tempore are absent from a meeting, the Board of Commissioners may elect from among its members a temporary chairman to preside at the meeting.

Mayor Gray asked for nominations.

Mayor Pro Tem Jon Lutz nominated Commissioner John Boyette as Mayor Pro Tempore

Commissioner Jason Joyner said that he looks forward to seeing what John does as Mayor Pro Tempore.

ACTION

Mover: Commissioner Jon Lutz nominated Commissioner John Boyette as Mayor Pro Tempore.

Vote: 5-0

2b. Administration of oath of office to Mayor Pro Tempore performed by Mayor Virginia Gray.

This concludes the Organizational Meeting. There was a recess with a reception, which the public was invited to attend. The Regular Meeting began at 7:45 pm.



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3. ADJUSTMENT AND APPROVAL OF THE AGENDA

ACTION

Mover: Commissioner Lutz moved to approve the agenda with the amendment of removing item 7a and adjusting 5d with the addition of setting the date of the public hearing to be changed to the 1st February Town Board meeting.

Vote: 5-0

4. PUBLIC COMMENT PERIOD [one-hour time limit in total]

There were no public comments at this meeting.

5. CONSENT AGENDA

The Board of Commissioners uses a Consent Agenda to act on non-controversial items unanimously recommended for approval or have been discussed at previous meetings. The Consent Agenda is acted upon by one motion and vote of the Board. Any individual board member may pull items from the Consent Agenda for further discussion. Items pulled will be handled with the "OTHER BUSINESS" agenda topic.

ACTION

Mover: Mayor Pro Tem John Boyette moved to approve the Consent Agenda as presented.

Vote: 5-0

- 5a. Minutes from the November 12, 2019 regular Town Board Meeting.
- 5b. Resolution appointing Bryan Coates as a Review Officer for the Town of Wendell.
- 5c. Resolution directing the Town Clerk to investigate a Non-contiguous Annexation for a 20.03 Parcel addressed as 1500 Wendell Boulevard and identified by PIN Number 1774-66-5953.
- 5d. Resolution directing the clerk to investigate a non-contiguous annexation for 23 acres located at 0 Marshburn Rd and identified by PIN Number 1784-69-5299.

6. RECOGNITIONS, REPORTS, AND PRESENTATIONS

None

7. PUBLIC HEARINGS

Public Hearing Guidelines:

- *Case is announced*
- *Staff presentation*
- *Public hearing is opened*

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- *Applicant presentation*
 - *Citizens will follow the same rules as Public Comment Period and will have five minutes to speak*
 - *Close public hearing*
 - *Board members ask questions*
 - *Board may take action*
-

7a. **PUBLIC HEARING:** ~~Consider the Zoning Map Amendment request (ZM19-05) to rezone 50.63 acres (PIN #1774-72-4863) located at 0 Eagle Rock Road from Rural Residential (RR) to Residential-2 (R2).~~

~~Speaker: Planning Director David Bergmark~~

This Public Hearing was removed from the Agenda as the applicant withdrew the request prior to the meeting.

7b. **PUBLIC HEARING:** Public Hearing on a CMX Conditional District request for property located at 1500 Wendell Blvd.

Speaker: Planning Director David Bergmark

Planning Director David Bergmark presented the following staff report, below in italics:

Item Summary:

The applicant's proposed conditional district has approximately 10 acres of development with an office complex featuring a 27,000 square foot Office Headquarters, as well as 6 additional buildings totaling 40,000 square feet and 10 acres of protected wetland/open space. This project is located at the southwest corner of the intersection of Old Battle Bridge Road and Wendell Blvd.

The CMX Conditional District is being proposed to initiate the office headquarters building. Additional buildings would be constructed in later phases of the project and would help fund the headquarters project if sold to other users. All uses within this conditional district would be limited to those permitted in the Town's use table for the CMX zoning district. The Overall Site Plan is included as Attachment A (with a link to the full Master Plan for download).

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.

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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.

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 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 currently located in the extraterritorial jurisdiction and is zoned Corridor Mixed-Use (CMX) and will need to be annexed into the Town of Wendell.

Project Profile:

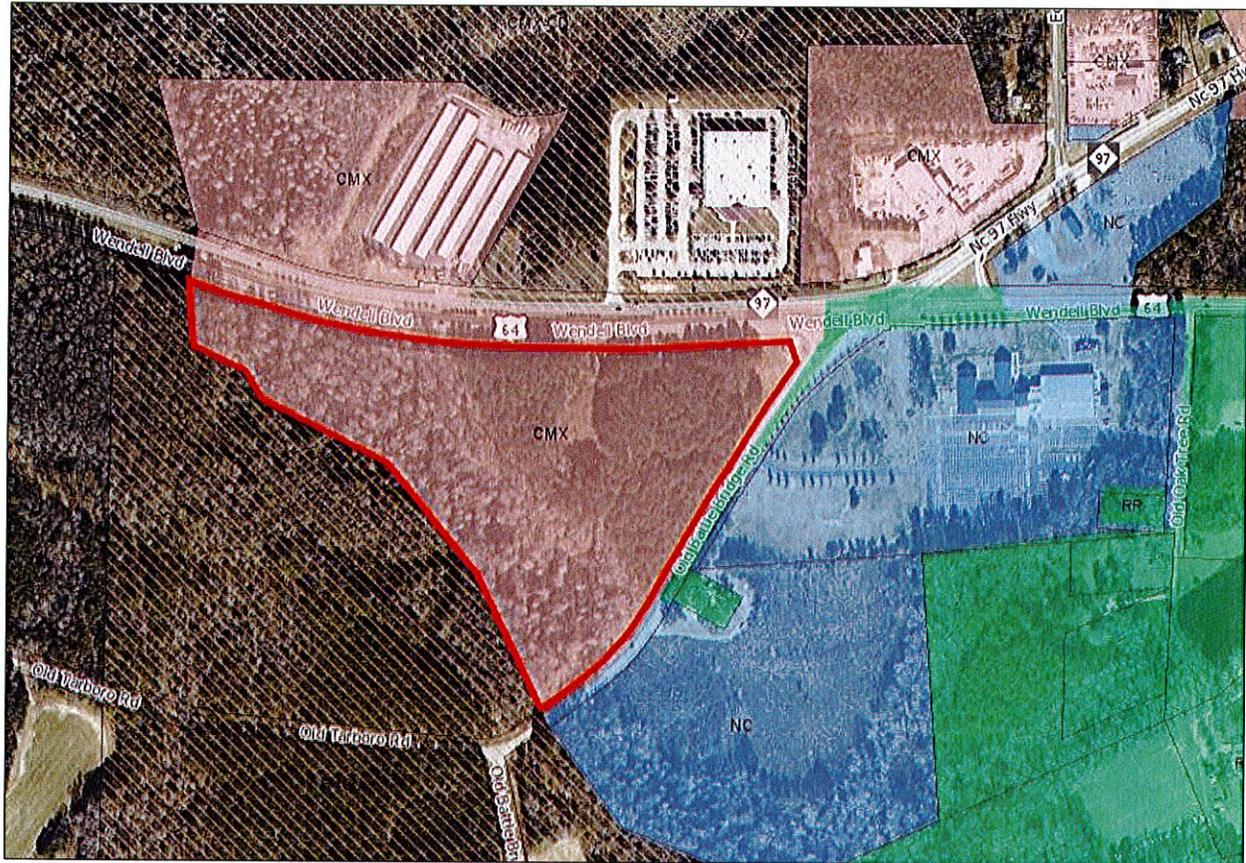
PROPERTY LOCATION:	1500 Wendell Blvd.
WAKE COUNTY PIN:	1774665953
CURRENT ZONING DISTRICT:	CMX
CROSS REFERENCES:	N/A
PROPERTY OWNERS:	F D A EAT LLC 8358-104 Six Forks Rd Raleigh, NC 27615
APPLICANT:	SPC Mechanical Headquarters, LLC PO Box 3006 Wilson, NC 27895
PROPERTY SIZE:	20.03 acres
CURRENT LAND USE:	Vacant
PROPOSED LAND USE:	Office/Service

Project Setting – Surrounding Districts and Land uses:

DIRECTION	LAND USE	ZONING
North	Commercial	CMX/CMX-CD
South	Residential/Agricultural	R4-CU
East	Residential/Agricultural/Institutional	RR/NC
West	Residential/Agricultural	R-30

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Current Zoning Map:



Proposed Conditional District Conditions:

The applicant is proposing 2 conditions for the proposed Conditional District.

1. Parking (modification to UDO Sec. 2.17 and 10.3):
 - 1.1 Allow "Campus" Parking Layout (as shown on the Master Plan)
2. Impacts within 100-year floodplain (UDO Sec. 8.5):
 - 1.2 Permanent stormwater control measure(s) ("SCM") are allowed within the 100-year floodplain in substantial compliance with the SCM boundaries shown on the accompanying Master Plan provided that any fill within the floodplain is compacted and protected from erosion and scour via an approved bank stabilization plan. The SCM is protected from the 100-year flood.

Originally, the applicant proposed the following additional condition, but due to the recent changes to the parking requirements in the UDO, it became unnecessary for this project.

1. **Excess parking & required pervious paving:**

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- a. *Per Wendell UDO Section 10.4.K excess parking over 150% of the required minimum requires the use of pervious paving.*

Excess Parking Provided	Required Pervious Paving
>150-200% of minimum required parking	20% of excess spaces up to 200%
>200% of minimum required parking	All spaces in excess of 200% of minimum (in addition to the 20% required above)

- i. *We are requesting that the pervious paving requirement be waived for any excess parking provided above the minimum requirement. We are providing two wet ponds that will be designed to treat all stormwater quantity and quality requirement for both the county and state requirements.*

Applicant's Justification:

The proposed use for the SPC Mechanical Headquarters is office, professional and personal services and financial services. Additional uses would be permitted that fall under the CMX zoning of Table C (Use Matrices) that are either (P) permitted, (PS) permitted subject to Additional Standards in Chapter 3 or (SUP) Special Use Permit Required (See Chapter 3 and Chapter 15).

We do not expect any large impacts to government services. There will be minor impacts to the water and sewer capacity for the City of Raleigh public utilities since office use is not a high demand use for these utilities. There will be a minor impact to police protection services since office use generally does not produce additional crime related problems (the proposed bank will present a greater impact to required police protection services). The project proposes road improvements for both Wendell Boulevard and Old Battle Bridge Road which will improve traffic conditions for those roads. The project will also provide a stable long-term tax revenue for the town.

Public Utilities:

Development of this site will require connection to city water and sewer which will necessitate annexation. An annexation petition has been submitted.

Streets:

The Town's Arterial and Collector Street Plan calls for widening and improvements to Wendell Blvd. (4-lane divided) and Old Battle Bridge Road (3-lane undivided). This would necessitate some widening and improvements along their frontage, as shown on their Master Plan.

A Transportation Impact Assessment report was created and submitted to DOT and the Town of Wendell. The attached Master Plan includes all improvements warranted by the TIA.

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Phasing:

The applicant has identified 4 phases of development.

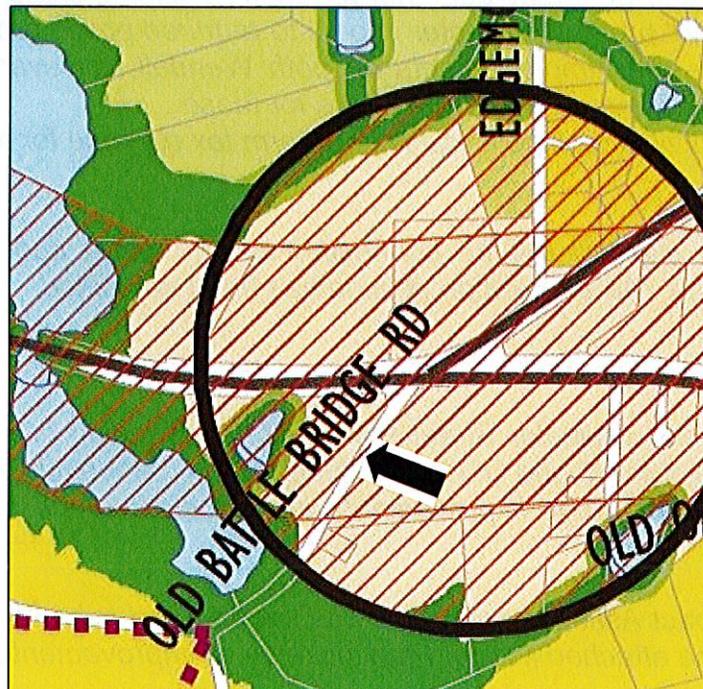
Comprehensive Plan:

The Wendell Comprehensive Plan defines the subject property as being within the S-5 Intended Growth Area, the Wendell Blvd Gateway Corridor and a neighborhood center.

The Comprehensive Plan states that "S-5 lands are typically within 1/2 mile of high-capacity regional thoroughfares, such as Wendell Boulevard and the US 64 Bypass. Appropriate development types are higher density mixed-use centers of employment, commerce, and residential uses. The future Wendell Falls development and the area around the US 64/Wendell Boulevard interchange were classified as S-5 for the purposes of this plan, as well as some areas along Wendell Boulevard.

The Comprehensive Plan lists the following uses as appropriate land uses/development types within this sector: traditional neighborhood developments, neighborhood centers, village/town centers, single-family and multifamily residential, neighborhood-serving commercial uses (retail and office), civic uses and industrial uses.

The proposed uses at the SPC Mechanical Headquarters office complex are office, professional and personal services and financial services which is in accordance with the S-5 Sector of the Comprehensive Plan.



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TRC Review:

The Technical Review Committee has completed their review of the attached Master Plan, which has been modified to address their comments.

Planning Board Recommendation:

At their September 16, 2019 meeting, the Planning Board voted 8-0 in favor of the requested Conditional District with the following change to Condition #2:

- o The applicant's second condition should be modified to exempt them from parking location standards required by the CMX zoning district in Section 10.3 of the UDO as well (rather than just the Gateway Overlay standard).*
- o STAFF NOTE – This change has been incorporated into their condition.*

Voting in Favor: *Victoria Curtis, Joe DeLoach, Jonathan Olson, Michael Firstbrook, Allen Swaim, Brett Hennington, Jimmena Huffman-Hall and Levin Jones*

Voting Against: *None*

Absent: *Ryan Zakany*

Statement of Plan Consistency:

The proposed Conditional District is found to be is consistent with the recommended uses outlined in the Wendell Comprehensive Land Use Plan for the S-5 Sector and is reasonable to allow for an attractive office complex that will increase the tax base and provide jobs for residents. Furthermore, the proposed amendments are found to be consistent with the following principle of the Comprehensive Plan:

- o Principle Number 4: "Diversify and increase the per capita tax base. Provide for a diverse workforce with a broad range of skills, making Wendell a more self-sustaining community."*

Staff Recommendation:

Staff recommends approval of the proposed conditional district subject to TRC technical corrections.

Mr. Bergmark offered to answer any questions that the Board might have.

Attorney Jim Cauley asked for Mr. Bergmark to confirm that this was located in the Town limits, proper, and not in the ETJ.

Mr. Bergmark said that it is currently in the ETJ, but the candidate has submitted a petition for annexation that would have to be enacted upon prior to construction.

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Commissioner Jon Lutz asked if the condition they were requesting (#2) where it was located in relation to the floodplain.

Mr. Bergmark pulled up a PDF map of the floodplain and said that the dotted line on the map represented the floodplains.

Mayor Gray opened the Public Hearing and called upon the applicant to speak.

Patrick Barbeau said that he represents SPC and that SPC will be relocating from Wilson to Wendell. He said that Wendell is a great place for the location for SPC, with access to the Triangle and the company's service area. He said that he would be happy to answer any questions that the Board might have.

No questions were asked and nobody from the public spoke in opposition or in favor.

Mayor Gray closed the Public Hearing.

ACTION

Mover: Mayor Pro Tem John Boyette moved to approve the CMX Conditional District request for property located at 1500 Wendell Blvd.

Vote: 5-0

- 7c. **EVIDENTIARY HEARING:** Special Use Request by Rob & Ginger Lee of Expressions of Worship Dance Studio to permit an Expansion of a Dance Studio operating at 32 N Main Street.
Speaker: Planning Director David Bergmark

Attorney Jim Cauley read the rules of procedure for an Evidentiary Hearing.

Mayor Gray and Joe DeLoach said they had been spoken to about the hearing, but that it was not of a lobbying nature and didn't affect their decision on the matter.

Town Clerk Megan Howard swore in all individuals who wanted to testify.

Planning Director David Bergmark presented the following staff report, below in italics:

Item Summary:

Rob & Ginger Lee of Expressions of Worship Dance Studio have requested a Special Use Permit to expand a dance studio operating at 32 N Main Street (PIN #1784609094).

Per their application, the applicants have been operating as a dance studio at their location in the DMX district for 27 years. In the DMX district, dance studios are required to have a Special Use Permit. Since this use predated the requirement for a Special Use Permit, this is not considered an amendment to any existing SUP. The proposed special use request would allow the applicant to expand their dance studio by adding a second

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floor (2240 sq. ft) for additional studio space, while modifying the ground floor to permit some related retail space. The current hours of operation are Monday – Friday 4:00 pm – 9:00 pm, Saturday 9:00 am – 12:00 pm. In the future they are hoping to expand their Monday – Thursday hours from 12:00 noon – 10:00 pm.

Applicant's Justification:

The business has serviced the community of Wendell for the last 27 years and hope to continue in the future. With growing numbers, the business needs a bigger space, which is why the business would like to add a second floor. This would allow for retail space for apparel on the street front, a dance studio in the back of the lower level and 3 dance studios on the second floor.

Project Profile:

PROPERTY LOCATION:	32 N Main Street
WAKE COUNTY PIN:	1784 60 9094
ZONING DISTRICT:	DMX
CROSS REFERENCES:	N/A
PROPERTY OWNER:	Robert & Ginger Lee PO Box 1734 Wendell, NC 27591-1734
APPLICANT:	Same as Owner
PROPERTY SIZE:	0.05 ac
CURRENT LAND USE:	Commercial
PROPOSED LAND USE:	Commercial

Existing Zoning Map:



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Zoning District:

This site is located in the Downtown Mixed Use (DMX) Zoning District. A dance studio is permitted with a Special Use Permit in the DMX district.

Off Street Parking:

The 2nd floor addition would generate the need for 3 parking spaces. Like most downtown properties in this area, this parcel does not include any off-street parking and would rely on existing on-street parking.

Site Improvements:

The applicant is proposing to add a second floor to the current building which will create enough area for retail space for apparel on the street front, a dance studio in the back of the lower level and 3 dance studios on the second floor.

Staff Comments:

The submitted application has been deemed complete, and staff has not identified any violations of the general requirements needed to approve a special use permit.

Mr. Bergmark offered to answer any questions that the Board might have.

Mayor Gray opened the public hearing and asked to hear from the applicant.

Rob and Ginger Lee of Expressions of Worship Dance Studio said they've been a business for 27 years and purchased the building, now serving 300 families. After renting the community center for space due to growth, Mr. Lee said they had to look outside of the Town for additional class space, but they decided they wanted to stop paying rent and enlarge their space to accommodate their growth. Mr. Lee asked to be granted the SUP request so that they could grow their business. Mrs. Lee said she wanted to stay in Wendell and would like to have all families and classes in one building, which would make it easier for families. Mr. Lee mentioned that Expressions of Worship would like to rent rooms at the Community Center during the construction process, if approved.

Mayor Gray asked if anyone else would like to speak.

Regina Harmon 6616 Tales Branch Road congratulated the Mayor on serving the Town and congratulated Commissioners DeLoach and Tarnaski. She said she looks forward to seeing what they do for the Town. Ms. Harmon said she wanted to ask a few questions. Her business is next door to the applicant, and she said she's seen a lot of growth in Wendell, particularly in retail businesses on Main Street. She said she appreciates Expressions of Worship's students coming into her store and purchasing products. Ms. Harmon said that parking was an issue with parents sitting in parking spaces while they wait for their kids to finish their class. She asked how the downstairs would become a retail space at Expressions of Worship. Ms. Harmon thanked the Board for their time.

The applicant had nothing to add in rebuttal.

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Mr. Bergmark added that the application for the SUP application doesn't address the retail space.

Town Manager Marc Collins said that the retail use is a use by right and doesn't need a Special Use Permit. The question that the Board is considering is the addition of the use that requires a Special Use Permit for the addition of the second floor for dance studio space.

Mayor Gray closed the public hearing.

Commissioner Jon Lutz said that he appreciates everyone staying in the downtown area with their retail businesses.

ACTION

Mover: Mayor Pro Tem John Boyette moved to approve the Special Use Request by Rob & Ginger Lee of Expressions of Worship Dance Studio to permit an Expansion of a Dance Studio operating at 32 N. Main Street.

Vote: 5-0

8. ADMINISTRATIVE ITEMS

- 8a. Fee-in-lieu request of Active Open Space (Beach Volleyball Court) for Groves of Deerfield Phases 3 & 4.
Speaker: Planning Director David Bergmark

Planning Director David Bergmark presented the following staff report, below in italics:

Item Summary:

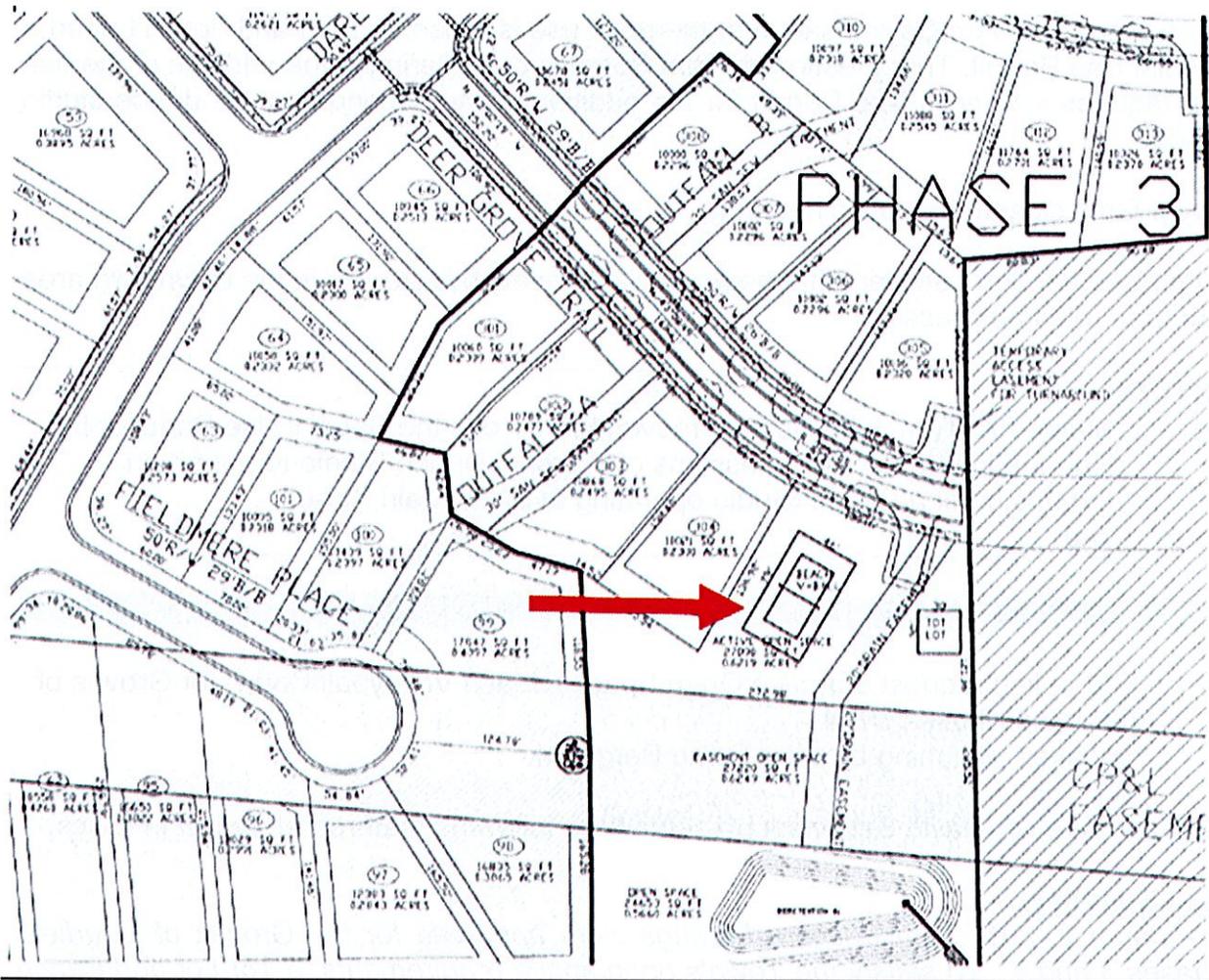
On March 2, 2017, construction drawings were approved for the Groves of Deerfield Phases 3 and 4. To satisfy the Town's open space requirements, a Tot Lot and Beach Volleyball court were shown in the development plan along Deer Grove Trail. The Tot Lot is in the process of being completed, but the developer (Lucius Jones) approached staff to inquire if a fee in lieu payment could be accepted in the place of the beach volleyball court.

Beach Volleyball courts are not costly to install, but the applicant has expressed concerns over the long-term maintenance responsibilities of this type of active open space, given the absence of a Home Owners Association (HOA) for this subdivision. As a result, he is requesting the town to accept a \$5,000 fee in lieu of installing the beach volleyball court, to be used elsewhere by the Town for recreational purposes. All fee in lieu requests must be reviewed and approved by the Town Board. If approved, the area in question would remain open space, but would not be improved with a beach volleyball court.

If approved, the fee in lieu of the volleyball court installation would be due prior to the Town signing the final plat.

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The location and layout of the beach volleyball court is shown on the following page.



Staff Recommendation:

Staff shares the applicant's concern regarding the long-term maintenance of the volleyball court, given the fact that no HOA exists. Staff researched volleyball installation costs and determined the \$5000 cost figure to be reasonable for a simple beach volleyball installation (i.e. flat land with no associated lighting, seating, etc.). Based on these factors, staff recommends approval of a fee-in-lieu request, so that these funds could be used by the Town to enhance recreational opportunities elsewhere in the Town in a more sustainable manner.

Mr. Bergmark offered to answer any questions that the Board might have.

Mayor Pro Tem John Boyette said that he is not a fan of fee in lieu of. He said if the Ordinance says that you should do something, he thinks one should do it. Mr. Boyette said that this is one of those cases where he feels that this is a good use of Fee in Lieu

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of, because without an HOA or an active community group, he's not sure how these sorts of active spaces are going to be maintained. He said as the Town has more and more neighborhoods being platted out, he would like to hear some ideas from staff about how to address this sort of problem in the future. Perhaps something instead of just taking a Fee in Lieu of, if it means changing around some of the metrics for passive open space or active open space. Mr. Boyette asked the Town Manager for a couple of ideas to be presented at the January Organizational Retreat, or if that would be too soon.

Town Manager Marc Collins said that one of the recommendations in the Parks and Recreation Master Plan will be to look for that exact opportunity of reviewing the Town's Fee in Lieu of request as it applies to active and passive open space and to make sure that the end goal is to implement the Board's policy document. Mr. Collins said that making sure that the resources of the community—whether it's what was done in partnership, required by the development community, or through public effort—implements the longer and midterm recreation needs of the community and not just meeting a code requirement that's currently in the code. What is key are the uses and are they located in a way that best benefits the Town's citizenry for parks and open space. Mr. Collins said that review will take place once the Parks and Recreation Master Plan is adopted. If it's not adopted, staff will independently review and will get back to the Board.

Commissioner Jon Lutz asked Mr. Bergmark that, in general, how is open space usually maintained when there isn't an HOA.

In terms of passive space, Mr. Bergmark said that it can be donated to a conservation group. For active, Mr. Bergmark said the developer, an informal group of neighbors, or no one would maintain the space. Maintenance and liability of spaces is challenging for individuals or developers.

Mr. Lutz said that this was a grassy area and the potential for it to become overgrown. He asked it that would fall under the responsibility of the neighbors.

Mr. Bergmark said that the maintenance authority would still rely on the owner of the property.

ACTION

Mover: Mayor Pro Tem John Boyette moved to approve the Fee-in-lieu request of Active Open Space (Beach Volleyball Court) for Groves of Deerfield Phases 3 & 4.

Vote: 5-0

- 8b. Adoption of the 2019 Town of Wendell Parks & Recreation Master Plan
Speaker: Town Manager Marc Collins

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Town Manager Marc Collins presented the following staff report, below in italics:

Item Summary:

The 2019 Town of Wendell Comprehensive System-wide Parks & Recreation Master Plan (Master Plan) provides the framework for guiding the Board and staff to plan for and implement parks and recreation facilities and services for the next 10-year period. The recommended actions established by the consultant, McGill Associates, were derived from an evaluation of existing programs and facilities, professional standards set by the State and profession, and comparative practices and facilities by other municipalities. In addition to professional analysis, the process relied on significant public input from the community using a survey and visual preference interviews at two special events attended by parks and recreation users. Staff and stakeholder outreach were also used in development of the plan.

The Master Plan provides a guide to implement parks and recreation programs and facilities for the growing community and to meet existing needs such as;

- Renovating existing facilities currently owned by the Town,*
- Exploring the possibility of developing new facilities,*
- Developing facilities and programming for future parks and greenways, and*
- Updating policy and ordinances to meet community needs.*

The Master Plan provides for the following key recommendations needed to provide recreation services and facilities over the next 10-year period.

- Accessibility – Facilities should be design and improved to meet the needs of all users and meet current standards of the Americans with Disabilities Act (ADA).*
- Design and Maintenance – Facilities should be designed to appeal to the public and designed to for sustainable maintenance.*
- Walkable Communities – Greenways and open space should be provided to encourage walkable communities that are connected to neighborhoods.*
- Property acquisition – Properties should be identified and pursued to meet Master Plan recommendations for new parks, greenways, and open space preservation.*
- The Greenway Master Plan should be implemented.*
- Intergovernmental and partnerships should be maximized.*
- Updates and improvements should be planned and budgeted for the existing Town Park.*
- New and existing park facilities should be evaluated for the proper facilities recommended by the plan to meet existing and future use needs.*
- Begin planning, acquisition, and design for new parks to provide opportunities to access parks in all areas of town to include micro-parks, neighborhood parks, and community parks as recommended by the Master Plan.*

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Funding and implementation of the recommendations will be planned in the Budget process through long-term capital improvement planning and are limited by the resources available to the Town over time.

Mr. Collins offered to answer any questions that the Board might have.

No questions were asked.

ACTION

Mover: Commissioner Jon Lutz moved to adopt the 2019 Town of Wendell Parks & Recreation Master Plan.

Vote: 5-0

9. OTHER BUSINESS (any item pulled from the CONSENT AGENDA [item 3 on this agenda] will be discussed during this portion of the agenda)

- 9a. Update on board committee(s) by Town board members:
 Wendell Volunteer Fire Dept., Board of Directors [Commissioner Joyner]

Commissioner Joyner said that the Fire Board met to discuss the potential of the new fire station 3 on Taylor Road to be open around February. The Fire Board also discussed a budget request, as every fire station has a captain, lieutenant firefighter on every station, of which Wendell has only had two. The discussion was to add these positions to Wendell stations.

10. COMMISSIONERS' REPORTS / COMMENTS

Commissioner Jason Joyner said that Wendell Wonderland was an amazing success and he thanked Town staff. He said that the layout was great and it was a great night for all businesses and for Wendell to be highlighted. Mr. Joyner said the Cookie Walk sold a lot of cookies. He said there's 1700 kids from Salvation Army's Angels on a Tree that are still in need of gifts. Mr. Joyner said it's the season to do something for others. He thanked Town staff for working so hard and mentioned that there's a lot of exciting new things coming up pertaining to growth in Wendell.

Mayor Pro Tem John Boyette said that Wendell Wonderland was a great success and he was happy to attend this year. He said the layout was great, but he was disappointed that the news coverage only covered the booth setup and didn't cover later in the evening. He thanked the Board for nominating him as Mayor Pro Tem and thanked them for the past years and welcomed new commissioners.

Commissioner Philip Tarnaski thanked his voters and wished everyone a Merry Christmas.

Commissioner Jon Lutz thanked everyone for their work on Wendell Wonderland. He

**TOWN OF WENDELL
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DECEMBER 9, 2019**

said his family looks forward to it every year. Dr. Lutz welcomed new commissioners and said he looks forward to the coming years.

Commissioner Joe DeLoach thanked Town staff for Wendell Wonderland and said that he is looking forward to working with the Town Board.

11. MAYOR'S REPORTS / COMMENTS

Mayor Virginia Gray welcomed the new commissioners and thanked all Town staff for their hard work on Wendell Wonderland. She reminded everyone that there will not be a second Town Board meeting in December, due to the holiday. The next meeting will be Monday, January 13, 2020. Mayor Gray wished everyone a Merry Christmas and thanked Assistant to the Manager Stephanie Smith for organizing the reception. Mayor Gray thanked her family and those who helped her in her reelection campaign. She said she was humbled by the words of encouragement and participation and support at the polls. Mrs. Gray said she takes her role as Mayor very seriously and she's thankful for being able to serve.

12. CLOSED SESSION

No closed session was called.

13. Adjourn.

ACTION:

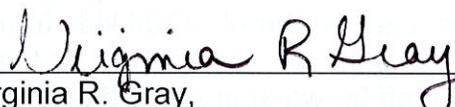
Mover: Mayor Pro Tem John Boyette moved to adjourn at 8:39 p.m.

Vote: 5-0

Duly adopted this 13 day of January
2020, while in regular session.

ATTEST:


Megan Howard,
Town Clerk


Virginia R. Gray,
Mayor

