

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

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

PRESENT: Mayor Virginia Gray; Mayor Pro Tem Jon Lutz; Commissioners: John Boyette, and Jason Joyner.

ABSENT: Commissioners: David Myrick and Ben Carroll

STAFF PRESENT: Town Manager Marc Collins, Town Clerk Megan Howard, Town Attorney Jim Cauley, Finance Director Butch Kay, Planning Director David Bergmark, Public Works Director Brian Bray, Police Chief Bill Carter, Assistant Planning Director Bryan Coates, and Assistant to the Manager Stephanie Smith.

CALL TO ORDER

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

Police Chief Bill Carter led the Pledge of Allegiance.

Reverend James Lee of the Wendell Council of Churches provided the invocation.

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

ACTION

Mover: Mayor Pro Tem Lutz moved to adjust the Agenda by removing Item 4a and approve the amended agenda.

Vote: 3-0

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

3. 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.

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ACTION

Mover: Mayor Pro Tem Lutz moved to approve the Consent Agenda as presented.
Vote: 3-0

- 3a. Wake County Tax Report
- 3b. Approval of the minutes from the August 12, 2019 regular Town Board meeting

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

~~4a. Introduction of new Town Employee: Field Maintenance Technician Connor Earp
Speaker: Parks and Recreation Director Jeff Polaski~~

Item 4a was removed, because new Town Employee Connor Earp was unable to attend the meeting.

5. PUBLIC HEARINGS

Public Hearing Guidelines:

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

- 5a. **PUBLIC HEARING:** Zoning Text Amendment to Sections 2.3 and 19.3 of the UDO to create a new Commissary Kitchen use.
Speaker: Planning Director David Bergmark

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

[Staff Report]

Item Summary:

At this time, the term "commissary kitchen" does not exist as a use in the UDO. Since the applicant desires to open a commissary kitchen at 450 Old Wilson Rd, the use needs to be added to the UDO's use table in order to be permitted.

Per the proposed definition, a 'commissary kitchen' is a licensed commercial kitchen where food trucks and other food services may prepare and store food. This type of use can serve as home base for food trucks or caterers to produce and pick up food. It can also be used by entrepreneurs looking to start a business or running a side business, who do not have the capital or time to run a retail establishment or restaurant (such as someone that sells cakes/cupcakes). This type of establishment allows these types of

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users to operate their business model within a permitted commercial kitchen setting in adherence with health code requirements.

It is important to note that these establishments are NOT restaurants or retail establishments serving the public directly from the commissary kitchen location.

Proposed Amendments (by Applicant):

- To amend Section 2.3 (Use Categories and Tables of Permitted Uses) to modify the Use Matrix titled Manufacturing/Wholesale/Storage to include Commissary Kitchen which will be permitted in the CH, CMX, and M&I districts. (New text is underlined)

2.3 - Use Categories and Tables of Permitted Uses

C. Use Matrices.

BASE DISTRICT	OS C	PU D	R A	R R	R 2	R 3	R 4	R 7	N C	CM X	CC	DM X	M H	C H	M &I	TN D
<i>Manufacturing/Wholesale/Storage</i>																
<i>Agriculture</i>	<i>P</i>	<i>P*</i>	<i>P</i>	<i>P</i>	-	-	-	-	-	-	-	-	-	-	<i>P</i>	-
<u>Commissary Kitchen</u>	-	-	-	-	-	-	-	-	-	<u><i>P</i></u>	-	-	-	<u><i>P</i></u>	<u><i>P</i></u>	-
<i>Laundry, dry cleaning plant</i>	-	<i>P*</i>	-	-	-	-	-	-	-	-	-	-	-	<i>P</i>	<i>P</i>	-
<i>Manufacturing, Light</i>	-	<i>P*</i>	-	-	-	-	-	-	-	<i>PS</i>	-	<i>SU P</i>	-	<i>P S</i>	<i>P</i>	-
<i>Manufacturing, Neighborhood</i>	-	<i>P*</i>	-	-	-	-	-	-	<i>P S</i>	<i>PS</i>	<i>PS</i>	<i>SU P</i>	-	<i>P S</i>	<i>P</i>	<i>PS</i>
<i>Manufacturing, Heavy</i>	-	<i>P*</i>	-	-	-	-	-	-	-	-	-	-	-	-	<i>P</i>	-
<i>Media production</i>	-	<i>P*</i>	-	-	-	-	-	-	-	<i>P</i>	<i>P</i>	<i>P</i>	-	<i>P</i>	<i>P</i>	-
<i>Metal products fabrication, machine or welding shop</i>	-	<i>P*</i>	-	-	-	-	-	-	-	<i>P</i>	-	<i>SU P</i>	-	<i>P</i>	<i>P</i>	-
<i>Micro-Distillery/Micro-Brewery/Micro-Winery</i>	-	<i>P*</i>	-	-	-	-	-	-	<i>P S</i>	<i>PS</i>	<i>PS</i>	<i>PS</i>	-	<i>P S</i>	<i>PS</i>	<i>PS</i>
<i>Mini-Warehouses</i>	-	<i>P*</i>	-	-	-	-	-	-	-	<i>PS</i>	-	-	-	<i>P S</i>	<i>PS</i>	-

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Research and Development	-	P*	-	-	-	-	-	-	-	SU P	SU P	SU P	-	P S	P	P
Storage— Outdoor as a primary use	-	P*	P	-	-	-	-	-	-	-	-	-	-	P	P	-
Storage— Warehouse, indoor storage	-	P*	-	-	-	-	-	-	-	PS	-	PS	-	-	P	-
Wholesale Distribution	-	P*	-	-	-	-	-	-	-	-	-	-	-	P	P	-

2. To amend Section 19.3 (Definitions) to include the definition for Commissary Kitchen. (New text is underlined)

19.3 - Definitions

Commissary Kitchen means a licensed commercial kitchen where food trucks and other food services may prepare and store food.

Staff Proposed Amendment

Staff recommends excluding the Corridor Mixed Use (CMX) zoning district from the list of permitted zoning districts for the Commissary Kitchen use. Since the CMX district is intended to be a mixed-use, pedestrian oriented zone, the frequent deliveries generated by this use and the fact that it does not provide a direct service to the public (i.e. It's more manufacturing than retail), makes it a better fit for the Highway Commercial (CH) and Manufacturing and Industrial (M&I) zoning districts. The attached ordinance reflects staff's recommendation.

If there was a strong desire to include this use within the CMX zoning district, staff would recommend that it be Permitted with additional Standards (PS) in the CMX district, with the following standard to apply:

Food truck and carts shall be parked to the side or rear of the building and shall not be visible from a public right-of-way.

The applicant is aware of staff's recommendation and has also submitted a map amendment request to rezone his property to Highway Commercial (CH). Staff supports the rezoning request.

Planning Board Recommendation:

At their August 19, 2019 meeting, the Planning Board voted unanimously to amend sections 2.3 and 19.3 of the UDO to create a new Commissary Kitchen use, according to Staff's recommendation (which excludes this use from the CMX zoning district).

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

Voting against: None

Absent: None

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Statement of Plan Consistency and Reasonableness

Any recommended change to the zoning text should be accompanied by a statement explaining how the change is consistent with the comprehensive plan and is reasonable in nature.

At their August meeting, the Planning Board found the requested zoning text amendment is consistent with Principle # 4 of the Wendell comprehensive plan and is reasonable to diversify and increase the per capita tax base by providing more opportunities for business.

Principle # 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:

The Planning Board unanimously recommended staff's proposal, which permitted this use in the CH and M&I zoning districts (excluding the CMX district).

Staff recommends approval of the text amendment request with language recommended by staff and the Planning Board (ordinance attached).

Mr. Bergmark opened the floor to questions. No questions were asked from the Board.

Mayor Gray opened the public hearing at 7:07 p.m.

Carnessa Ottelin, 450 Old Wilson Road representing the applicant, thanked the Town Board for their time and said she was happy to answer any questions that the Board might have.

No questions were asked by the Board.

Mayor Gray asked if there were any citizens present that would like to speak for or against this project.

No citizens spoke for or against the project.

Mayor Gray closed the public hearing at 7:07 p.m.

ACTION

Mover: Mayor Pro Tem Lutz moved to approve the zoning text amendment to sections 2.3 and 19.3 of the UDO to create a new Commissary Kitchen use in the CH and M&I zoning districts.

Vote: 3-0

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- 5b. PUBLIC HEARING:** Zoning Map Amendment request to rezone 3 acres (PIN #1784-90-8357) located at 450 Old Wilson Rd from Corridor Mixed-Use (CMX) to Highway Commercial (CH).
Speaker: Planning Director David Bergmark

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

[Staff Report]

Item Summary:

The property is located within the city limits of the Town of Wendell and is zoned CMX (Corridor Mixed-Use). There is currently a large warehouse on the site where the owner wishes to start a Commissary Kitchen.

The Corridor Mixed Use (CMX) zoning district is intended to be pedestrian oriented. Given the existing building layout, as well as the intended use of this site, staff felt that the Highway Commercial (CH) zoning district would be an appropriate zoning category. Furthermore, the proposed CH zoning district would serve as a transition between the CMX zoning district and the adjacent Manufacturing and Industrial (M&I) zoning district.

Justification:

The applicant lists the following reasons for rezoning the property from CMX to CH:

"In working with the Planning Department at the city of Wendell we feel the commissary kitchen would work under the existing CMX but might be a better fit if it was CH zoned."

Project Profile:

PROPERTY LOCATION:	450 Old Wilson Road
WAKE COUNTY PIN:	1784 90 8357
ZONING DISTRICT:	Proposed CH/ Current CMX
CROSS REFERENCES:	N/A
PROPERTY OWNER:	Cool Hand Holdings LLC 2221 Watkins Street Raleigh, NC 27604
APPLICANT:	Mark Vasbinder 6634 Winding Trl Raleigh, NC 27612
PROPERTY SIZE:	3 acres
CURRENT LAND USE:	Industrial
PROPOSED LAND USE:	Commercial

Project Setting – Surrounding Districts and Land uses:

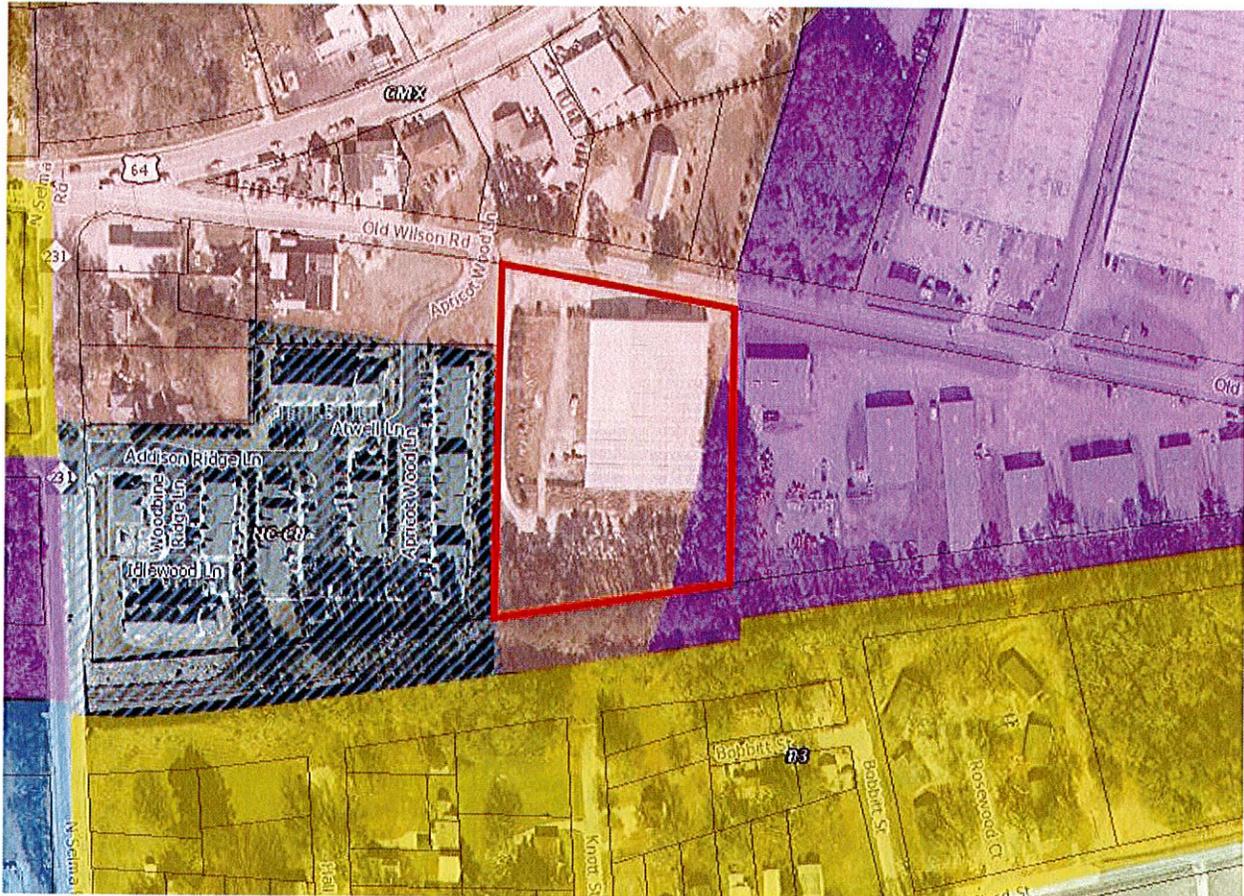
<u>DIRECTION</u>	<u>LANDUSE</u>	<u>ZONING</u>
North	Commercial/Institutional	CMX
South	Residential	R3
East	Industrial	M&I
West	Commercial/Residential	CMX/NC-CU

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Zoning District:

This property is located within the town's city limits and is zoned CMX. The surrounding properties are currently zoned CMX, M&I, R3 and NC. While the section of Old Wilson Rd to the west of this site is predominantly zoned CMX, the uses present are not pedestrian oriented. Further to the east along Old Wilson Road, the current land use is fully industrial. Even if the commercial sites closer to Wendell Blvd were to become more pedestrian oriented in the future with connections to adjacent neighborhoods, the proximity to the M&I district will obstruct this area from fully becoming a pedestrian-scaled corridor.

Current Zoning Map (Requested Property outlined in red):



Comprehensive Plan:

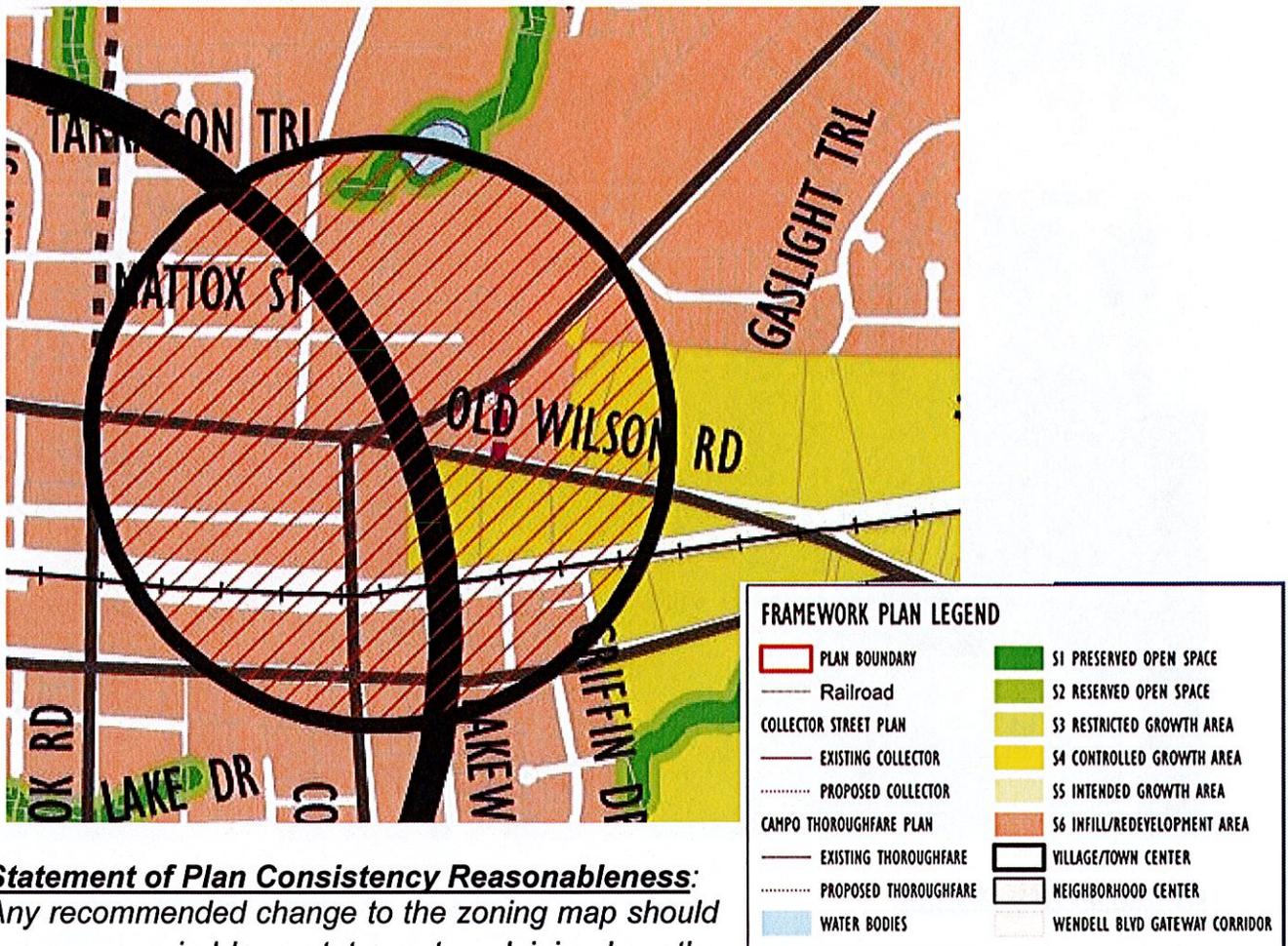
The Wendell Comprehensive Plan defines this section as S-4 "Controlled Growth Sector" in a Neighborhood Center.

The Comprehensive Plan states the S-4 sector typically consists of "lands that are typically close to thoroughfares and at key cross-road locations. This sector is where moderate intensity new development is appropriate and where the majority of the community's new growth should occur. The typically envisioned community type for S-4

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is a traditional neighborhood development (TND), which includes neighborhood serving commercial and civic uses surrounded by a mix of housing types that decrease in density as they get farther away from the commercial area.” Neighborhood Centers are intended to be mixed-use, serving surrounding neighborhoods with retail services, civic uses and higher density housing.

The following community types and uses are appropriate in the S-4 sector: traditional neighborhood developments, neighborhood centers, single-family and multifamily residential, neighborhood-serving commercial uses (retail and office), civic uses and industrial uses.



Statement of Plan Consistency 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.

In staff's opinion, the requested zoning map amendment is consistent with the recommended uses outlined in the Wendell Comprehensive Land Use Plan for the S-4 Sector and is reasonable in order to provide a transition between the industrial uses to the east and the proposed neighborhood center to the west.

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Planning Board Recommendation:

At their August 19, 2019 meeting, the Planning Board voted 9-0 in favor of the requested zoning map amendment.

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

Voting Against: None

Absent: None

Staff Recommendation:

Staff recommends approval of this rezoning request.

Mr. Bergmark opened the floor to any questions that the Board might have.

No questions were asked by the Board.

Mayor Gray opened up the public hearing at 7:11 p.m. and asked if the applicant had anything they wanted to say.

Carnessa Ottelin, 450 Old Wilson Road and representing the applicant, said that she had nothing further to add.

Mayor Gray asked if any citizens would like to speak for or against this project.

No citizens spoke for or against.

Mayor Gray closed the public hearing at 7:11 p.m.

ACTION

Mover: Mayor Pro Tem Lutz moved to approve the zoning map amendment request to rezone 3 acres (PIN #1784-90-8357) located at 450 Old Wilson Rd from Corridor Mixed-Use (CMX) to Highway Commercial (CH).

Vote: 3-0

Town Attorney Jim Cauley said that for the benefit of the public and the applicant, items 5a and 5b will have to come back to the Town Board for a second reading because an Ordinance requires four votes to pass on a first reading. The Ordinances will have to be read for a second time.

Mayor Gray said that the Town would place it on the September 23rd Town Board Meeting Agenda.

Mayor Pro Tem Lutz asked if items 5a and 5b could be placed on the Consent Agenda for the second reading.

Attorney Jim Cauley said that it is okay, but a Commissioner can always ask to have it be taken off.

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Mrs. Ottelin asked if she needed to be present for the second reading at the next Town Board meeting.

Mayor Gray said that she could attend, if she'd like, but it isn't required.

6. ITEMS FOR DECISION

- 6a. Discussion of the Special Use Permit (SUP) Procedural Requirements Pertaining to the Technical Review Committee (TRC)
Speaker: Planning Director David Bergmark

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

[Staff Report]

Item Summary:

Staff evaluated Wendell's current UDO regulations which require multi-family development proposals to have Technical Review Committee (TRC) approval before granting of the Special Use Permit by the Board of Commissioners (BOC).

For uses other than multi-family, the UDO does not prescribe the order of the review process (i.e. should the SUP approval or the TRC approval occur first). Staff's practice has been to require TRC review to begin prior to the SUP public hearing for new development proposals, but not necessarily require that the TRC review be fully completed prior to the public hearing.

Based on staff's preliminary research, local municipalities address the combination of TRC reviews and Special Use Permits in various ways. Staff researched eight local municipalities and compiled a chart (see attachment) that highlights how each addresses the review and approval process. The results of the peer review were mixed, with no clear prevailing practice.

Four options were derived from reviewing local municipalities;

- 1) Full TRC review and approval before BOC considers Special Use Permit. (current process for multi-family in the Town of Wendell)*
- 2) Begin TRC review with full plans before Special Use Permit considered by BOC*
- 3) Reduced Site Plan for Special Use Permit by BOC; if approved, full plans submitted to TRC*
- 4) Full Plans required for Special Use Permit by BOC; if approved full plans submitted to TRC*

Option One (1) applicant needs TRC approval before submitting for Special Use Permit approval. This option is the current Town of Wendell review process for multi-family development, and is used by Towns of Cary, Knightdale and Wake Forest.

- ***Pros:***

- *Plans have been fully vetted by the TRC prior to Town Board review, providing a greater amount of detail and information for the Public Hearing.*

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- Cons:
 - Requires a greater up-front time and capital investment from the applicant for a project which may not have political or community support.
 - The SUP approval may include conditions which require amendments to the plans reviewed by the TRC.

Option Two (2) would provide first round of TRC comments to the applicant before the item is presented to BOC for Special Use Permit. Currently no other community is utilizing this process.

- Pros:
 - Plans have received some technical review prior to SUP hearing in order to identify any glaring issues.
 - Applicant could incorporate BOC approval and conditions into design before resubmittal for TRC approval.
- Cons:
 - Still requires a greater up-front time and capital investment from the applicant for a project (may save a little time and money for the developer compared to Option #1, but full plans are still required)
 - There may be unresolved issues identified by the TRC

Option Three (3) would allow an applicant to submit a site plan with reduced requirements for the Special Use Permit specifically. If approved, the applicant would need to submit full plans for TRC review. The Towns of Apex, Morrisville and Rolesville follow this process.

- Pros:
 - Saves time and resources for the applicant, if the SUP is not approved
- Cons:
 - Less information available at the Public Hearing comparatively (reduced site plan would still include project elements most pertinent to the SUP decision).
 - Greater chance of changes occurring to the site plan during the TRC review, which could require a second SUP hearing if there are substantial changes (minor changes can be administratively approved).

Option Four (4) applicant applies for Special Use Permit with full development plans before TRC review. Towns of Clayton and Zebulon follow this process.

- Pros:
 - The Board receives a full development plan (i.e. not reduced)
 - Saves some time and resources for the applicant, if the SUP is not approved (though not as much as Option #3).
- Cons:
 - Though plans are not reduced, they have not been vetted by the TRC.

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- *Greater chance of changes occurring to the site plan during the TRC review, which could require a second SUP hearing if there are substantial changes (minor changes can be administratively approved).*

Staff Comments:

All options provided have benefits and costs to the Town and the SUP applicant. The technical concerns can be addressed regardless of the order of the approval by fact (or lack thereof) based conditions on the SUP and the requirement of the plans submitted to the TRC to be consistent with the SUP. As such, the decision of whether or not to amend the SUP process is more of a policy decision of the community rather than a technical recommendation. The additional cost of a complete plan preparation for TRC in advance of an uncertain SUP zoning decision can deter multi-family and other SUP applications from being submitted. If the community desires to limit multi-family and other SUP applications, the current policy achieves this goal. If the community wants to encourage multi-family development or other SUP uses in appropriate locations, then staff should be directed to draft an ordinance amendment that changes the process.

Staff is seeking direction from the Town Board to determine:

- 1. Are changes to the Town's current SUP review procedures desired?*
- 2. If so, does the Town Board have a preference for one or more of the options that it would want the Planning Board to focus on?*

Mr. Bergmark opened the floor to any questions from the Board.

Commissioner Joyner said that option #3 seemed to be pretty close to what the Town has historically done, albeit with adjustments to achieve judgment calls. He asked if that was correct.

Mr. Bergmark agreed and said that it was the process the Town has attempted to get enough information to make a decision without holding up the review process.

Mr. Joyner said that if the Planning Board was to look at option 3, and a developer was coming before the Board—he said that he liked that option because it allowed people that are market testing, people who are interested in a specific property but only under the conditions that they could do what they want to do could get started without an extensive full site plan. Mr. Joyner said nothing prohibits developers from submitting a full site plan. Mr. Joyner asked if the developer could still bring as much information as they wanted before the Board.

Mr. Bergmark said that was correct. An additional benefit is that the process allows applicants to obtain zoning authority prior to potential larger expenses in the special use permit process that does not allow for prior conversation with the community and Board, unlike a straight rezoning that is legislative and allows communication. communication, which the applicants often don't know until they arrive at the hearing.

Town Manager Marc Collins said that it not only saves the developer time and money,

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but also the time of staff and other agencies that participate in the TRC. If zoning entitlement is first, the full TRC process is only used after zoning is approved.

Mayor Pro Tem Lutz asked if the amendment just applied to multi-family residential uses.

Mr. Bergmark said no. The Code is less clear what the required order is in the process. For multifamily, it's very clear in the Town's code that it's supposed to go to TRC approval first, then SUP approval. With other items, the Code does not specify. The Town brought items before the Board for SUP approval prior to that TRC approval in the past. The proposed amendment would impact all uses that require Special Use Permits, not just Multifamily.

Mayor Pro Tem Lutz asked if this was something that had been brought to the Town's attention due to issues with projects in the past.

Mr. Bergmark said that it can put the Town at a competitive disadvantage compared to jurisdictions that do receive zoning entitlements before the full plans are reviewed by the TRC. Wendell is not alone in how it's being treated right now—there are other municipalities using the process Wendell uses.

Commissioner Joyner said that he's a fan of option 3 because it allows the person looking to invest in the town a range of options from bringing the full plan on day 1 to testing what he calls contentious political waters before making the full investment of the full site plan, as well as the TRC's time and staff's time. He said that he'd love the Board's feedback on option 3.

Mayor Gray asked if there were any other questions or comments.

Commissioner Boyette asked who and how will it be decided what constitutes the major change, versus one that could be handled administratively.

Mr. Bergmark said that the Planning Director determines based on an evaluation to determine what changes are proposed compared to what was originally submitted. After the Planning Director makes the determination, the applicant could challenge the interpretation to the Board of Adjustment.

Mayor Pro Tem Lutz asked which option staff preferred.

Mr. Bergmark said he didn't have an issue with choosing option 3, although there's discussion of what is still included within that reduced site plan. He said that it doesn't negatively impact the Town in any way. It just creates that chance that something could potentially have to come back to the Board after TRC review.

Mayor Gray said that because of the variability by other Towns, she thinks the Town

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should do what's best for Wendell. She said that she liked the idea of there being information upfront. She asked if Mr. Bergmark had what he needed from the Board.

Mr. Bergmark said that he was hoping to confirm that 1) there was some type of desire to change wanted and 2) get a sense of if there was an option that the Board preferred. Based on what he heard, staff would draft language to reflect option 3 and would include the other options in the report to the Planning Board for their recommendation.

Mayor Pro Tem Lutz asked if the Board wanted to wait for an upcoming meeting when all Commissioners were present to discuss this matter.

Commissioner Joyner said that the Board isn't currently looking at the drafted language, so staff should draft the language before the Board discusses the matter.

Mr. Bergmark said that he would prepare the text amendment for the Planning Board to review next month and it will return to the Commissioners afterwards.

Commissioner Boyette asked if this matter covers both multi-family and non-multifamily land uses.

Mr. Bergmark confirmed that is would cover both.

- 6b. Fee Waiver Community Center Request of the Wendell Historical Society for the Annual Reverse Raffle Fundraiser
Speaker: Parks and Recreation Director Jeff Polaski

Parks and Recreation Director Jeff Polaski presented the following staff report, below in italics:

[Staff Report]

Item Summary:

The Wendell Historical Society, applicant, has requested a fee waiver to host a reverse raffle and dinner fundraiser at the Wendell Community Center on Thursday, September 19, 2019 for 7 hours for the following schedule:

- Setup beginning at 3:30pm*
- Dinner and reverse raffle from 6:00pm-9:00pm*
- Cleanup completed by 10:30pm*

The anticipated attendance is 350 for the event. The applicant requests the fee waiver to increase funds retained to benefit historic society efforts in establishing a museum. The total community center rental fee is \$860 with an amount of \$295 of facility fees eligible to be waived. Payment for the total remaining charges for staffing and cleaning in the amount of \$565 was received from the applicant. This amount is not eligible to be waived by policy. Staffing charges provide for two (2) Parks and Recreation staff and one (1) Police staff.

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The Recreation Commission met on Monday September 2, 2019 and voted unanimously in favor of approving the community center fee waiver request.

Mayor Gray asked if anyone had questions or comments for Mr. Polaski.

No questions or comments were had by the Board.

ACTION

Mover: Mayor Pro Tem Lutz moved to approve the Fee Waiver for the Wendell Historical Society for the Annual Reverse Raffle Fundraiser.

Vote: 3-0

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

- 7a. Update on board committee(s) by Town board members:
W Wendell Volunteer Fire Dept., Board of Directors [Commissioner Joyner]

Commissioner Joyner said that the Fire Board met Thursday, September 5th and discussed Hurricane Dorian. He said that they will receive the audit for the Fire Department's budget in October. The department is preparing to assign fire apparatus as the new station comes on-line and the 9 new Wendell firefighters are hired.

8. COMMISSIONERS' REPORTS / COMMENTS

Commissioner Joyner said that this past Saturday was a busy day for Wendell. He said that the next 3-4 weeks will also be busy with events in Wendell. The Presbyterian Church had a great spaghetti dinner and Wendell United Methodist hosted Community day. Mr. Joyner said that there's always something going on downtown for people to do. He also thanked staff for what the upcoming season is going to look like and he encouraged people to come out and enjoy the events.

Commissioner Boyette had no comment.

Mayor Pro Tem Lutz said that it's a good time of the year to live in Wendell. He said that Friday, September 20th is the Wendell's first Meet on Main Event from 5-9 p.m.

9. MAYOR'S REPORTS / COMMENTS

Mayor Gray said that the Wendell Historical Society is hosting its reverse raffle at 7 p.m. on September 19th. She said that Mr. Ray Hinnant was available at the meeting if anyone wanted to purchase tickets.

Mayor Gray said that Meet on Main is Friday, September 20th from 5-9 p.m. downtown. Stone Age Romeos will be performing and there will be food trucks, beer, a kids' area

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BOARD OF COMMISSIONER MEETING MINUTES
SEPTEMBER 9, 2019**

with a bounce house and most of the businesses are staying open late for food and shopping.

Mayor Gray said that Wendell Christian Church is having a fundraiser Saturday, September 14, 2019 at six o'clock and citizens can go look at the items at 4 p.m. because they're having an auction and food at the church.

10. CLOSED SESSION

Closed session will be called if necessary.

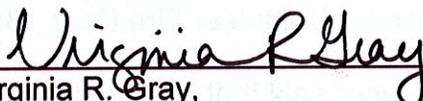
11. ADJOURN

ACTION:

Mover: Mayor Pro Tem Lutz moved to adjourn at 7:37 p.m.

Vote: 3-0

Duly adopted this 14 day of October 2019, while in regular session.



Virginia R. Gray,
Mayor

ATTEST:



Megan Howard,
Town Clerk

