



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Monday, November 23, 2020 @ 7:00 PM

SPECIAL NOTICE

Due to the Declared State of Emergency in response to the COVID-19 Virus, the Town of Wendell has altered the traditional meeting process to accommodate and encourage positive public health practices. The Town is incorporating virtual meeting practices to continue the work of the Board of Commissioners while taking proactive measures to maintain transparency and provide for public comment.

The public is encouraged to remain home and watch the business meeting on Facebook Live, or after it is posted to the Town website, or by calling (919) 375-6880 and listening to the meeting. No direct access to Town Hall will be allowed.

Public Comment period for the November 23, 2020 Board of Commissioners meeting shall be organized in advance. The public can submit their written public comment to the Town Clerk via email to mhoward@townofwendell.com or submit a request to call in and teleconference during the Board of Commissioners meeting by emailing their name, address, and phone number to the clerk via email by Friday, November 20th at 5 p.m.

CALL TO ORDER

- Welcome – Mayor Virginia Gray
- Pledge of Allegiance – Police Chief Bill Carter
- Invocation – Wendell Council of Churches

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

2. PUBLIC COMMENT PERIOD

- The Public Comment period for the November 23, 2020 Board of Commissioners meeting shall be organized in advance. The public can submit their public comment to the Town Clerk via email to mhoward@townofwendell.com by Friday, November 20th at 5 p.m.

or

- Submit a request to speak over the phone during the Board of Commissioners meeting by emailing their name, address, and phone number to the clerk via email by Friday, November 20th at 5 p.m. The Clerk will provide the call-in phone number and provide three (3) minutes to speak on any non-public hearing item or topic.
- Questions or comments regarding specific agenda items may be directed to the contact person provided for the individual items on the agenda below for additional information before or after the meeting.

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.

3a. Adoption of October 12, 2020 Town Board Meeting Minutes

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

3b. Adoption of October 26, 2020 Town Board Meeting Minutes

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

3c. Adoption of November 5, 2020 Town Board Special-Called Meeting Minutes

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

3d. Adoption of November 9, 2020 Town Board Meeting Minutes

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

3e. Approval of resolution directing the clerk to investigate a contiguous annexation for two parcels totaling 28.28 acres [23.9 acres for PIN 1784-45-6183 and 4.38 acres for PIN 1784-54-2734] located at 2891 Wendell Blvd & 969 Marshburn Road.

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

4a. Facility and Lands Prioritization Presentation

Staff Contact: Town Manager Marc Collins
mcollins@townofwendell.com

5. PUBLIC HEARINGS

PLEASE NOTE: Due to the current State of Emergency and in the interest of public health, the following accommodations will be made to allow public participation in public hearings, but no public attendance at Town Hall will be permitted. No Board action on public hearing items will occur if a virtual meeting is used to conduct the public hearing. The item will be continued and the public will have 24 hours from the end of the meeting to provide comments on the public hearing item.

- Public participation for public hearing items on the agenda for the November 23rd, 2020 Board of Commissioners meeting shall be organized in advance. The public can submit their public hearing comments to the Town Clerk via email to mhoward@townofwendell.com up to 24 hours after the public hearing is held. Please provide your name, address, and the agenda item number with your comments. Copies of the written comments received by Friday, November 20th at 5 pm will be provided to the Board of Commissioners at the meeting, read at the meeting, and included in the minutes of the meeting. Comments will be received for 24 hours after the meeting and provided to the Board prior to action and will be included in the minutes.

Or

- Submit a request to speak over the phone during the Board of Commissioners meeting by emailing their name, address, phone number, and item number they wish to speak on to the clerk via email by Friday, November 20th at 5 p.m. The Clerk will provide the call-in phone number and provide five (5) minutes to speak on any public hearing item or topic. Comments made by phone will be recorded and transcribed to maintain the public record.
- If you have questions regarding an agenda item, please email the staff contact directly in advance of the meeting. If preferred, you may call Town Hall at (919) 365-4450 to be directed to speak with the staff contact for the agenda item(s) of interest. Communications of this type will not be included in the meeting minutes.

- 5a. **PUBLIC HEARING:** For a Non-Contiguous Annexation for two parcels totaling 50.98 acres [34.854 acres for PIN# 1794-15-7657 and 16.128 acres for PIN# 1794-25-6786] located at 0 Old Zebulon Rd.

Staff Contact: Assistant Planning Director Bryan Coates
bcoates@townofwendell.com

- 5b. **PUBLIC HEARING:** For a Contiguous Annexation for Four Parcels totaling 87.9 Acres [25.33 for PIN# 1793-38-0878; 32.61 acres for PIN# 1793-27-0810; 0.72 acres for PIN# 1793-17-7440; and 29.21 acres for PIN# 1793-29-4123] located at 745 Lions Club Rd., 753 Lions Club Rd., 929 Jo Jo Dr., and 0 Morphus Bridge Rd.

Staff Contact: Assistant Planning Director Bryan Coates
bcoates@townofwendell.com

- 5c. **PUBLIC HEARING:** To consider a request by Brian Duncan of The Spaulding Group, PA to rezone approximately 88.15 acres of property between Morphus Bridge Rd and Lions Club Rd within the parcels identified by PINs 1793-27-0810, 1793-29-4123, 1793-17-7440 and 1793-38-0878 to an R7 Conditional District for residential development. The described properties are currently zoned Rural Agricultural (RA), Residential-4 (R4) and Residential-3 Conditional Use (R3CU).

Staff Contact: Assistant Planning Director Bryan Coates
bcoates@townofwendell.com

6. ADMINISTRATIVE ITEMS

- 6a. Fee-in-lieu request for 30 feet of roadway improvements on Compass Alley within Wendell Falls Phase 9C

Staff Contact: Assistant Planning Director Bryan Coates
bcoates@townofwendell.com

- 6b. Downtown Façade Grant Application Submission for 5 N. Main Street.



Staff Contact: Planning Director Niki Jones
njones@townofwendell.com

- 6c. Three (3) Year Lease of Modular Office and Restroom Building for the Public Works Yard between the Town of Wendell and Vanguard Modular Building Systems.

Staff Contact: Public Works Director Brian Bray
bbray@townofwendell.com

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:

-  Capital Area Metropolitan Planning Organization (CAMPO) – Mayor Virginia Gray
-  Technical Review Committee (TRC) – Mayor Pro Tempore John Boyette

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN