



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Monday, July 27, 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 July 27, 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, July 24th at 5 p.m.

CALL TO ORDER

- Welcome – Mayor Virginia Gray
- Pledge of Allegiance – Police Chief Bill Carter
- Invocation –Pleasant Grove Baptist Church – Pastor Asa Bell

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

2. PUBLIC COMMENT PERIOD

- The Public Comment period for the July 27, 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, July 24th 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, July 24th 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. Wake County Tax Report

3b. Minutes for the Monday, June 22, 2020 Town Board Meeting

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

3c. Minutes for the Monday, July 13, 2020 Town Board Meeting

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

3d. Certification of Sufficiency and setting public hearing date for non-contiguous annexation petition A-20-03 for 10.272 acres located at 0 Eagle Rock Road and identified by PIN # 1774-55-1916.

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

3e. Wendell Falls Holiday Parking Reprieve Approval

Staff Contact: Assistant to the Manager Stephanie Smith
ssmith@townofwendell.com

- 3f. Selection of Architectural and Engineering Firm for the Design of a New Town Hall and Direct Town Manager to Negotiate Contract.

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

- 3g. Ranking and Qualification of Firms to provide Engineering Services for the Construction of a New Town Hall and Authorize the Town Manager to Negotiate Contracts.

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

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. FY 2020 Snap Shot Report

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 July 27th, 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, July 24th at 5pm 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, July 24th 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 4 parcels totaling 151.81 acres [12.28 for PIN #1765-85-2510, 50.16 for PIN #1765-96-2276, 57.16 for PIN #1765-85-6251 and 32.21 for PIN #1775-04-2139] located at 4501 Rolesville Road, 0 Davistown Road, 1401 Davistown Road and 6021 Yancey Drive.

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

5b. PUBLIC HEARING: for a request by Chris Rurkowski of TMTLA Associates to rezone approximately 129.59 acres of property along Rolesville Rd within the parcels identified by PIN #1765852510, PIN #1765962276, PIN #1765856251 and PIN #1775042139 to an R4 Conditional District.

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 68.55 acres of property along Old Zebulon Rd within the parcels identified by PIN #1794-15-7657, PIN #1794-05-6758, PIN #1794-25-6786, PIN #1794-16-1410, PIN #1794-05-2762 and PIN #1794-06-6233 to an R7 Conditional District.

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

6. ADMINISTRATIVE ITEMS

6a. Approval of the Mural Design for E Campen Street

Staff Contact: Assistant to the Manager Stephanie Smith
ssmith@townofwendell.com

6b. Motion on a contiguous annexation petition A-19-08 for 7.45 acres located at 1425 S. Hollybrook Road and identified by PIN number 1793-03-4587
Staff contact: Assistant Planning Director Bryan Coates
bcoates@townofwendell.com

6c. Motion on a contiguous annexation petition A-20-02 for 15.79 acres located at 941 Wendell Falls Parkway and identified by PIN number 1783-17-8750

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

6d. Motion on a revised R4 Conditional District for 99.9872 acres (PIN#1783-83-7560, PIN#1783-92-1299, PIN#1783-94-6022, PIN#1793-02-0954, and PIN#1793-03-4587) located at 1201 S Hollybrook Road, 1320 S. Hollybrook Rd., 0 S Hollybrook Rd and 1425 S Hollybrook Rd.

Staff Contact: Assistant Planning Director Bryan Coates
bcoates@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