



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Tuesday, May 26, 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 May 26, 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 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, May 22nd at 5 p.m.

CALL TO ORDER

- Welcome – Mayor Virginia Gray
- Pledge of Allegiance – Police Chief Bill Carter
- Invocation – Pastor Wallace Johnson of Wendell United Methodist Church

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

2. PUBLIC COMMENT PERIOD

- The Public Comment period for the May 26, 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, May 22th 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, May 22th 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 Reports March 2020 and April 2020

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

No recognitions, reports, and presentations.

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 May 26th, 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 by Wednesday, May 27th at 10 p.m. Please provide your name, address, and the agenda item number with your comments. Copies of the written comments received by Friday, May 22 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.

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, May 22th at 5 p.m. The Clerk will provide the call-in phone number and provide five (5) minutes to speak on any non-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: Public Hearing on an R7 Conditional District for property located at 1425 Eagle Rock Road

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

5b. PUBLIC HEARING: Public Hearing on a non-contiguous annexation for 1 parcel totaling 38.99 acres [PIN #1773-88-6927] located at 1425 Eagle Rock Road

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

5c. PUBLIC HEARING: Public Hearing on a Zoning Text Amendment to Sections 2.3, 3.3 and 19.3 of the UDO to create a new Nursery & Garden Center use

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

5d. PUBLIC HEARING: Public Hearing on a Zoning Text Amendment to section 15.13 of the Unified Development Ordinance as it relates to the approval process for Final Development Plans

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

6. ADMINISTRATIVE ITEMS

6a. Appointments to the Town of Wendell Planning Board and Economic Development Committee

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

6b. Adoption of the Fiscal Year 2020-2021 Budget and Fee Schedule

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

6c. Waiver of Building Permit Fees for Operation Coming Home Project Sponsored by the Homebuilders Association of Raleigh-Wake County.

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

6d. Recurring Minor Street Closing on West Campen Street for the Wendell Farmers Market on Saturdays from May 16, 2020 to October 3, 2020.

Staff Contact: Assistant to the Manager Stephanie Smith
ssmith@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:

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

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN