



**Wendell Town Board of Commissioners**

**Community Center**

**601 W 3<sup>rd</sup> Street, Wendell, NC 27591**

**Special-Called Meeting Agenda**

**Thursday, November 5, 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 safe meeting practices to continue the work of the Board of Commissioners while taking proactive measures to maintain transparency and provide for public comment.

- Masks are required pursuant to the governor's order and in guidance from the CDC.
- All citizens who wish to speak or attend this Quasi-Judicial Matter can enter through the Wendell Community Center's main entrance for temperature screening before being admitted to the gymnasium.
- Please note that this meeting will not be live-streamed or video recorded.
- If you would like to sign up to speak at the meeting, a sign-up sheet will be at the podium near the entrance of the Community Center Gymnasium upon your arrival.

**CALL TO ORDER**

- Welcome – Mayor Virginia Gray

**1. ADJUSTMENT AND APPROVAL OF THE AGENDA**

**2. QUASI-JUDICIAL HEARING**

***QUASI-JUDICIAL [EVIDENTIARY] PUBLIC HEARINGS*** - *Quasi-judicial hearings are different than regular public hearings in that they resemble a court hearing where testimony is presented. The Town Board refrains from "ex parte communication" about these cases, as they must make a decision based solely on the written and oral evidence actually presented at the hearing itself. This means that the Town Board refrains from receiving any information about these cases outside the hearing, including emails, phone calls, letters, etc. The Town Board also refrains from conducting meetings about these issues outside the hearing.*

*These same prohibitions do not apply to staff. Staff welcomes inquiries from the public about any of these cases.*

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***Evidentiary (Quasi-Judicial) Hearing Guidelines:***

- *Case is announced*
  - *Town Attorney provides rules of procedure for an evidentiary hearing*
    - *Disclosure*
  - *Town Clerk provides oath for persons wishing to present testimony*
  - *Staff presentation*
  - *Applicant presentation*
  - *Opposition presentation*
  - *Applicant rebuttal*
  - *Opposition rebuttal*
  - *Staff closing comments*
  - *Board inquiry*
  - *Board called into deliberation*
  - *Board discussion of the findings of fact:*
    - *Approve*
    - *Approve with conditions*
    - *Deny (must include reason)*
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- 2a. Special Use Permit request by Armaney L. Richardson to permit a private club at 33 North Main Street

Staff Contact: Planning Director Niki Jones  
[njones@townofwendell.com](mailto:njones@townofwendell.com)

**3. ADJOURN**