



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Monday, April 12, 2021 @ 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 April 12, 2021 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, April 9th 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 April 12, 2021 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, April 9th 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, April 9th 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 March 8, 2021 Town Board Meeting Minutes

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

3b. Adoption of March 22, 2021 Town Board Meeting Minutes

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

3c. Approval of Resolution Directing the Clerk to Investigate a Non-Contiguous Annexation for One Parcel totaling 81.661 acres [PIN# 1784-29-8484] located at 2909 NC Highway 97

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

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

There are 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 March 22nd, 2021 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, March 19th 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, March 19th 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** on a Rezoning Request for 3340 Wendell Blvd. from Neighborhood Center (NC) to Downtown Mixed-Use (DMX).

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

- 5b. **Public Hearing** on a Rezoning Request for 217 Magnolia Street from Residential-3 (R3) to Downtown Mixed-Use (DMX).

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

- 5c. **Public Hearing** on Zoning Text Amendments to comply with Chapter 160D of the NC General Statutes.

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

6. ADMINISTRATIVE ITEMS

- 6a. Motion on Wendell Historical Museum and Supplemental Funding Request

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

- 6b. Adoption of the *2021 Town of Wendell Strategic Plan*.

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

- 6c. Acceptance of Site-specific Master Plan for the Hollybrook Park Property located at 1201 S. Hollybrook Road and authorization of filing the Parks and Recreation Trust Fund Grant.

Staff Contact: Parks and Recreation Director Jeff Polaski
jpolaski@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:



Technical Review Committee (TRC) – Mayor Pro Tempore John Boyette



Wendell Volunteer Fire Department Board of Directors – Commissioner Jason Joyner

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN