



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Monday, January 10, 2022 @ 7:00 PM

Regular Meeting

CALL TO ORDER

- Welcome – Mayor Virginia Gray
- Pledge of Allegiance by Charlie Evans of Wendell Elementary School
- Invocation – Wendell Council of Churches

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

2. PUBLIC COMMENT PERIOD *[one-hour time limit in total]*

The public may participate in public comment period in the following ways:

- Signing up for public comment period the night of the meeting if attending in person. Please sign up at the podium in the Board Room lobby. Sanitation stations will be available. You will have three minutes to speak.
- Submitting written statements via email to the Town Clerk at mhoward@townofwendell.com by the Friday prior to the Board Meeting, before 5 p.m. Please include your full name and address for the record. All written public comments timely received will be read into the record for a length of three minutes and copies will be provided to the Board of Commissioners at or before 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

Staff Contact: Town Clerk Megan Howard

mhoward@townofwendell.com

3b. Minutes from the December 13, 2021 Town Board of Commissioners Meeting

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

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

4a. Recognition of Wendell Elementary School teacher: Alex Dominguez

Speaker: Mayor Virginia Gray
vgray@townofwendell.com

4b. Introduction of New Administration Employees: Greg Kipyego and Matt Garner

Speaker: Town Manager Marc Collins
mcollins@townofwendell.com

4c. Proclamation proclaiming Dr. Martin Luther King Jr. Week

Speaker: Mayor Virginia Gray
vgray@townofwendell.com

5. PUBLIC HEARINGS

- Public participation for public hearing items on this agenda for the Board of Commissioners meeting may be provided either in person the night of the meeting, or may be submitted in writing, in advance.
- The public may attend the night of the meeting and present their 5-minute public hearing comments at the podium at Town Hall, or;
- The public may submit written public hearing comments to the Town Clerk via email to mhoward@townofwendell.com Please provide your name, address, and the agenda item number with your comments. Copies of the written comments received by the Friday prior to the Board Meeting, before 5 pm will be provided to the Board of Commissioners at the meeting, read at the meeting for a length of five minutes, and included in the minutes of the meeting. Written comments may be received for 24 hours after the meeting if the item is tabled to a future meeting for decision.
- 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.

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.

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)
-

5a. Evidentiary hearing on a Special Use Permit request by Brian Richards of Urban Design Partners to allow townhomes at 0 & 3030 Wendell Boulevard (PINs: 1784326835, 1784427636

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

5b. A21-11: Public Hearing for a Contiguous Annexation for approximately 15.73 acres, PIN# 1784-32-6835, located at 0 Wendell Blvd

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

5c. Public Hearing to rezone approximately 32.395 acres from Rural Agricultural (RA) to Residential-7 Conditional District (R7-CD) for the Jake May Subdivision

Staff Contact: Planning Director Bryan Coates

bcoates@townofwendell.com

- 5d. A21-10: Public Hearing for a Contiguous Annexation for 2 parcels totaling approximately 36.671 acres [34.772 acres for PIN 1773-96-6469, 1.899 acres for PIN 1773-96-7798] located at 0 Wendell Falls Parkway and 0 Jake May Drive

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

6. ADMINISTRATIVE ITEMS

- 6a. Appointment of a Partial-Term, In-Town Planning Board Vacancy

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

- 6b. Request by the Wendell Chamber of Commerce to host the Wendell Chamber Banquet at the Wendell Community Center



Staff Contact: Parks and Recreation Director Jeffrey Polaski
jpolaski@townofwendell.com

- 6c. Review and Recommendation- 2 & 4 N Main Street Mural- Simply Blush

Staff Contact: 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
 Wendell Volunteer Fire Department Board of Directors – Mayor Pro Tempore Jason Joyner

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN