



**Wake Forest Board of Commissioners  
Meeting Agenda  
November 19, 2013  
7:00 pm**

*All items listed are for discussion and possible action.*

**NOTICE**

For people with impaired hearing: Special equipment is available for use during meetings in the Town Hall board chambers. Prior notice is requested. For more information, please contact Town Clerk Deeda Harris at 919-435-9413 or [dharris@wakeforestnc.gov](mailto:dharris@wakeforestnc.gov).

**CABLE & ONLINE BROADCAST OF  
BOARD OF COMMISSIONERS MEETINGS**

All Board of Commissioners meetings are broadcast live on Time Warner Cable Wake Forest TV 10 beginning at 7 p.m. Meetings are also aired online on the official Town of Wake Forest website at [www.wakeforestnc.gov](http://www.wakeforestnc.gov). Archived meeting videos are also provided and available for one year after the original air date.

**MEETING AGENDAS**

The Board of Commissioners meeting agenda is available to be viewed and downloaded at [www.wakeforestnc.gov/Government/BoardofCommissioners.aspx](http://www.wakeforestnc.gov/Government/BoardofCommissioners.aspx) by noon on the Thursday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Town Clerk's Office at 919-435-9413. Citizens may also receive a copy of each month's agenda by enrolling in the E-Notifier subscription service. For more information visit [www.wakeforestnc.gov/enotifier.aspx](http://www.wakeforestnc.gov/enotifier.aspx).

**PUBLIC HEARINGS**

When an agenda item is denoted as a Public Hearing, persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given five minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed five minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

**PUBLIC COMMENT**

Anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item during the time of the Public Comment should contact Town Clerk Deeda Harris by 3 p.m. the day of the meeting. Mayor Jones will recognize you during the Public Comment period and give you 3-5 minutes to speak. Thank you for your cooperation.

**Call to Order.**

**Pledge of Allegiance.**

**1. Approval of Agenda.**

**2. Approval of Minutes.**

- A. Meeting held October 1, 2013 (Board of Commissioners Work Session and Joint Public Hearing), meeting held October 15, 2013 (Regular Board of Commissioners Meeting. (Attachment 2.A.)

**3. Presentations.**

- A. Resolution Recognizing Edison H. Johnson, Jr. on his Retirement. (Attachment 3.A.)

**4. Public hearings / Public Comment.**

- A. Public Hearing to receive public comment on capital needs for inclusion in the five year Capital Improvements Plan (CIP) update for FY 2014 – 2019. (Attachment 4.A.)
- B. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item or an item on the agenda during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 5 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff and other speakers.

**5. Consent Agenda.**

*(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a Commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)*

- A. Approval of Tax Releases. (Attachment 5.A.)
- B. Approval of petition requesting contiguous annexation submitted by WS-TWF Investments, LLC for properties located off Traditions Grande Blvd. and Oak Grove Church Road comprising 143.36 acres being Wake Co. Tax Pin Numbers 1851-22-3383 and a portion of 1851-34-3384. (Attachment 5.B.)

- C. Approval of petition requesting contiguous annexation submitted by Forestville Road Investments, LLC for properties located off Forestville Road comprising 23.04 acres being Wake Co. Tax Pin Numbers 1749-66-3478, 1749-66-9299 and 1749-76-5204. (Attachment 5.C.)
  - D. Approval of the 2<sup>nd</sup> Reading of Case TA-13-01: Amendment to Chapter 3 – Supplemental Use Standards, Chapter 4 – General Provisions of All Districts, Chapter 14 – Administrative Agencies and Chapter 17 – Definitions of the Wake Forest Unified Development Ordinance. (Attachment 5.D.)
  - E. Approval of the 2<sup>nd</sup> Reading of the Amendments to Chapter 8 – Building & Building Regulations of the Wake Forest Code of Ordinances. (Attachment 5.E.)
  - F. Approval of the 2<sup>nd</sup> Reading of an Ordinance Designating the Home, Outbuildings, and Lot, Known as the South Brick House - 112 E. South Ave., owned by James and Alexis Cooke as a Local Historic Landmark. (Attachment 5.F.)
  - G. Approval of Budget Amendment # 2 for FY 12-13. (Attachment 5.G.)
- 6. Legislative Items.**
  - 7. Planning Items.**
  - 8. Administration and Financial Items.**
  - 9. Public Services Items.**
  - 10. Parks and Recreation Items.**
  - 11. Public Safety Items.**
  - 12. Other Business.**
  - 13. Installation of Mayor and Commissioners-elect.**
    - A. Presentation to out-going Commissioner
    - B. Oaths of Office:  
Mayor and Commissioners-elect
  - 14. Adjournment.**
  - 15. Reception (Immediately following Board meeting).**