

Wake Forest Board of Commissioners
Agenda
October 21, 2008
7:00 p.m.

All items listed are for discussion and possible action

NOTICE

For people with impaired hearing: Special equipment is available at Town Hall during the meetings with prior notice of the meeting time. Please call Town Clerk Joyce Wilson, MMC at (919) 554-6190.

CABLECAST OF BOARD OF COMMISSIONERS MEETINGS

All Board of Commissioners meetings are cablecast on Time Warner Cable Community Channel 10 beginning at 7:00 p.m.

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 (5) minutes of time to speak and may choose to allow one (1) 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 (5) minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

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 the Public Comment, please see Town Clerk Joyce Wilson, MMC prior to the meeting. Mayor Jones will recognize you during the Public Comment section and you will have 3-5 minutes to speak. Thank you for your cooperation.

The agenda is available on the official Town of Wake Forest Website: www.wakeforestnc.gov by 12:00 p.m. on the Thursday prior to the Board of Commissioners meeting on the third Tuesday. Citizens may request copies of the agenda or agenda items by calling the Town Clerk's Office at 554-6190. Questions concerning the agenda items should be directed to Town Clerk Joyce Wilson, MMC at (919) 554-6190.

Call to order.

Pledge of Allegiance.

1. Approval of agenda.

2. Approval of minutes.

- A. Meetings held September 2, 2008 (Work Session and Joint Public Hearings), and September 16, 2009 and September 22, 2008 (Regular Board of Commissioners Meeting). (Attachment 2.A.)

3. Presentations.

- A. Presentation by Wake County Commissioner Lindy Brown on the issues of affordable housing. (Attachment 3.A.)

4. Public hearings / Public Comment.

- A. Public hearing and approval of an ordinance designating the home of Speed and Barbara Massenburg - Oakforest - as a local historic designation. (Attachment 4.A.)
- B. Public hearing and approval of ordinance for contiguous annexation submitted by ECI Custom Homes, LLC for property located at 3600 Copper Beech Lane comprising 34.283 acres. (Attachment 4.B.)
- C. Public hearing and approval of ordinance for contiguous annexation submitted by Wake Forest Retail Investors, LLC for property located at the intersection of Jones Dairy Road and the NC-98 By-pass comprising 13.268 acres. (Attachment 4.B.)
- D. Action Items:
- A. Approval of an ordinance designating the home of Speed and Barbara Massenburg - Oakforest - as a local historic designation.
 - B. Approval of ordinance for contiguous annexation submitted by ECI Custom Homes, LLC for property located at 3600 Copper Beech Lane comprising 34.283 acres
 - C. Approval of ordinance for contiguous annexation submitted by Wake Forest Retail Investors, LLC for property located at the intersection of Jones Dairy Road and the NC-98 By-pass comprising 13.268 acres

(Note: All of the above can be done with one (1) motion and one (1) second even though it will be separate ordinances.)

- E. 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 Crenshaw Hall Properties LLC for property located on Durham Road comprising 5.0 acres. (Attachment 5.B.)
- C. Approval of a petition requesting contiguous annexation submitted by Siena Crossing, LLC for property located on the NC98 Bypass comprising 7.96 acres. (Attachment 5.C.)

6. Legislative Items.

7. Planning Items.

- A. Consideration of approval of Case SU-08-07: A request filed by Nelson Leonard for a special use permit for a private club in the RA-UC, Renaissance Area-Urban Center District for property located at 403 South Brooks Street, being Tax PIN 1840-59-3856. (Attachment 7.A.)

- B. Consideration of approval of Case RZ-08-06: A request filed by ECI Development to rezone 34.283 acres from R-30 (Wake County) to C.U. R-80W, Residential-8 District for the property located at 5600 Copper Beech Lane, being Tax PIN 1851-60-5526. (Attachment 7.B.)
- C. Consideration of approval of Crossroads Nissan Subdivision Site Plan. (Attachment 7.C.)
- D. Consideration of Quail Crossing Shopping Center - Variance Request from the Flood Damage Prevention Ordinance. (Attachment 7.D.)
- E. Consideration of approval of Resolution Declaring the intent of the Board of Commissioners to consider closing a portion of West Pine Avenue, being approximately 344 liner feet, located on the campus of Wake Forest-Rolesville High School. (Attachment 7.E.)
- F. Consideration of approval of resolution recommending the appointment of Town Staff (Planner Bill Summers and Planner Charlie Yokley) to serve as Review Officer(s) for the Town of Wake Forest, North Carolina. (Attachment 7.F.)
- G. Consideration of approval of waiving the development review fees for the new fire station on Forestville Road, which consists of waiving the erosion and sedimentation control review fee, the construction plan review fee, the fire plan review fee, and building review and permit fees. (Attachment 7.G.)

8. Administration and Financial Items.

- A. Consideration of approval of Security of Sensitive and Confidential Information and Breach Plan (Identify Theft Plan). (Attachment 8.A.)
- B. Consideration of approval of Internal Control Policy. (Attachment 8.B.)
- C. Consideration of approval of amendments to Fee Schedule: Parking Fees and Area Lights). (Attachment 8.C.)

9. Public Services Items.

- A. Consideration of approval of request received for a 3-way stop at the junction of Chilmark/Middlestone and 3-way stop at the junction of Chilmark/Tenbridge. (Attachment 9.A.)

- B. Consideration of approval of request received for a 3-way stop at the junction of Song Sparrow Drive and northern entrance to Lindenburg Square. (Attachment 9.B.)
- C. Consideration of approval of resolution regarding the acquisition of easements along South Main Street (US-1A). (Attachment 9.C.)
- D. Consideration of approval of a contract between Kimley Horn and the Town of Wake Forest for the provision of Construction Observation Services for the South White Street Hardscape Improvement Project. (Attachment 9.D.)
- E. Consideration of approval of award of a contract to Backwater Environmental for the rehabilitation of portions of Richland Creek from Stadium Drive northward to the Franklin County Line. (Attachment 9.E.)

10. Parks and Recreation Items.

- A. Consideration of approval of bids received for Taylor Street Park renovations. (Attachment 10.A.)
- B. Consideration of approval of request received from the Wake Forest Garden Club. (Attachment 10.B.)

11. Public Safety Items.

- A. Consideration of approval of request received from the Downtown Revitalization Corporation (DRC) to close East Holding Avenue, Wait Avenue, East Owen Avenue, East Jones Avenue, Elm Avenue and South Brooks Street from 10:00 a.m. to 3:00 p.m. on Saturday, December 13, 2008 for the annual Christmas Parade. (Attachment 11.A.)

12. Other Business.

- A. Board of Commissioners Committee Reports.

13. Adjournment.