



Wake Forest Board of Commissioners

Meeting Agenda

April 19, 2016 at 7:00 PM

All items listed are for discussion and possible action.

NOTICE

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 ("ADA"), the **Town of Wake Forest** will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

For people with impaired hearing: Special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of **Town of Wake Forest** should contact the office of **Mickey Rochelle, ADA Coordinator, 301 South Brooks Street, 919-435-9455, (mrochelle@wakeforestnc.gov)** or Town Clerk Deeda Harris at (919) 435-9413, (dharris@wakeforestnc.gov) as soon as possible but no later than 48 hours before the scheduled event.

CABLE & ONLINE BROADCAST OF BOARD OF COMMISSIONERS MEETINGS

All Board of Commissioners meetings are broadcast live on Time Warner Cable Community Channel 10 beginning at 7 p.m. Meetings are also aired online on the official Town of Wake Forest website at 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 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.

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 3:00 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

- 2.A. Approval of Minutes for Meetings held March 1, 2016 (Board of Commissioners Work Session and Joint Public Hearing) and meeting held March 15, 2016 (Regular Board of Commissioners).

[2A04 Approval of Minutes.pdf](#)

[WSminutes-3-1-16.pdf](#)

[JPH3-1-16minutes.pdf](#)

[CIPWSmins3-8-16.pdf](#)

[mins3-18-16.pdf](#)

3. Presentations

- 3.A. Resolution Recognizing Roe O'Donnell on his Retirement.

[Retirement_ResolutionSummarySheet-O_Donnell_00000002_summary sheet.pdf](#)

[Resolution_2016-xx_APPREC_Roe_O_Donnell.pdf](#)

- 3.B. Introductions of New Hires/Promoted Staff Members.

[newhire-promotion-intros summary sheet.pdf](#)

- 3.C. Proclamation Recognizing May 2016 as "LUPUS Awareness Month".

[Lupus Proclamation 2016 - Wake Forest.pdf](#)

[lupus awareness month.docx](#)

- 3.D. Proclamation Recognizing May 2016 as "Building Safety Month".

[BSM Proclamation Summary Sheet.pdf](#)

[Building SafetyMonthProclamation.docx](#)

- 3.E. Proclamation Recognizing May 15-21, 2016 as National Public Works Week.
[Nat'l Public Works Week - summary sheet.pdf](#)
[nationalPublicWorksWeek_2016.docx](#)
- 3.F. Proclamation Recognizing National Day of Prayer (May 5, 2016).
[Nat'l Day of Prayer - summary sheet.pdf](#)
[national day of PRAYER may 2016.docx](#)
- 3.G. Proclamation Recognizing Peace Officers' Memorial Day and National Police Week (May 8-14, 2016).
[Peace Officer Police Week 2016 - summary sheet.pdf](#)
[Peace Officers Week May 2016.doc](#)
- 3.H. Proclamation Recognizing May 2016 as National Preservation Month.
[Historic Preservation Month Proclamation 2016 - summary sheet.pdf](#)
[Historic Preservation Month Proclamation.doc](#)
- 3.I. Proclamation Recognizing April 19, 2016 as Congenital Diaphragmatic Hernia Awareness Day.
[cherubs summary sheet.pdf](#)
[Day of Congenital Diaphragmatic Hernia Awareness Proclamation April 19, 2016.docx](#)

4. Public Hearings / Public Comment

- 4.A. Public hearing on a petition requesting contiguous annexation submitted by George C. Mackie for property located between Jones Dairy Road and Wait Avenue comprising 99.9 acres being a portion of Wake County Tax PINs 1850-26-9906, 1850-36-9899 and 1850-35-9565. (Continued from the March 15, 2016 meeting)
[4A03 Agenda Summary Mackie Annexation.pdf](#)
[Mackie Property Description 1.pdf](#)
[Mackie Property Description 2.pdf](#)
[2016-01-07 annexation app_signed.pdf](#)
[Mackie Annexation Survey.pdf](#)
[2016-xx contiguous annexation Mackie-Jones Dairy-Wait Ave-99.9 acres.docx](#)
[Agenda Summary Mackie Annexation.docx](#)
[Agenda Summary Mackie Annexation.pdf](#)

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.)

- 5.A. Approval of Property tax adjustments, rebates and/or refunds.

[5A04 Tax Releases.pdf](#)

[WakeCoTaxRebate.pdf](#)

- 5.B. Appointment of Members to the Advisory Boards.

[AdvBoardAppts \(CAB,CRAB,TAB\) - summary sheet.pdf](#)

[AdvBoardAppointmentMEMORANDUM.pdf](#)

[Resolution2016-xx appointments-CAB,CRAB,TAB-April2016.pdf](#)

- 5.C. Appointment of Ex-officio member to the Board of Adjustment (Commissioner Margaret Stinnett) and Design Review Board (Commissioner Jim Thompson)

[Ex-officioAppts-BOA, DRB-April2016-summarysheet.pdf](#)

[Resolution2016-xx ex-officioappointments-BOAandDRB.pdf](#)

- 5.D. Approval of Budget Amendment #5 for FY 2015-2016.

[Budget_ordinance_amendment_cover_sheet.pdf](#)

[Budget Amendment # 5 _summary sheets.pdf](#)

6. Legislative Items

7. Planning Items

- 7.A. CASE SD-15-12: Consideration of a request filed by Solid Rock Custom Builders for Subdivision Master Plan approval for a 12-lot single family development on 2.37 acres located in the 600 block of East Perry Avenue, being Wake County Tax PINs 1841-84-8054 and 1841-83-8866.

[SD-15-12 Agenda Summary Sheet.docx](#)

- 7.B. CASE TA-16-01: Consideration of proposed text amendments to Chapter 2 - District Provisions, Chapter 3 - Supplemental Use Standards, Chapter 6 - Subdivision & Infrastructure Standards, Chapter 9 - Parking & Driveways, Chapter 15 - Administration, and Chapter 17 - Definitions of the Wake Forest Unified Development Ordinance.

[TA-16-01 Agenda Summary Sheet.docx](#)

[TA-16-01 Staff Report Amended 4-6-16 .pdf](#)

[TA-16-01 Staff Report \(Amended 4-6-16\).docx](#)

8. Administration And Financial Items

9. Public Services Items

10. Parks And Recreation Items

11. Public Safety Items

- 11.A. Consideration of Approval of Temporary Street Closure for an Irish Music Festival Event to be held on Sat., 9/17/16.

[Irish_Music_Festival-summarysheet-rev4-13-16.pdf](#)

[IRISH_MUSIC_FESTIVAL-application-revised.pdf](#)

[Resolution2016-xx streetclosure-IrishMusicFestival-Sept17,2016.docx](#)

- 11.B. Consideration of approval for temporary street closure for a neighborhood party on Heritage View Trail on 5/14/2016.

[Picnic_at_the_Pond-summarysheet.pdf](#)

[PICNIC_AT_THD_POND.pdf](#)

[Resolution2016-xx streetclosure-PicnicatthePondMay,2016.pdf](#)

12. Other Business

- 12.A. Department Monthly Report

[March 2016 -monthly rpt-rev.pdf](#)

- 12.B. Closed Session: N.C.G.S. 143-318.11 (3) Consultation with Attorney re: Ligon Mill Road Operational Improvements Project - Property Acquisition

13. Adjournment