



Wake Forest Board of Commissioners
Meeting Agenda
January 17, 2023 at 6:00 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 individuals 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 ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Terry Savary](#) at 919-435-9432 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 [WFTV 10](#) beginning at 7 p.m. Meetings are also aired online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). 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 by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Deputy Town Clerk's office at 919-435-9432. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

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

During the Public Comment period, anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the Board of Commissioner Public Comment Form on the [Town website](#) or email Town Clerk [Terry Savary](#) by 9 a.m. the day of the meeting. Then, during the Public Comment portion of the meeting, Mayor Jones will recognize you and invite you to the podium at which time you will have 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. December 6, 2022 Work Session
December 20, 2022 Regular Meeting
[DraftBOCWSMminutesDec202206.pdf](#)
[DraftBOCMminutesDec202220.pdf](#)

3.Presentations

- 3.A. Proclamation Recognizing the Month of February as Children's Dental Health Month
[ProclamationChildrensDentalHealthMonthJan202217.pdf](#)
- 3.B. Resolution Recognizing Captain Brian Lamar Mote on his Retirement
[Mote Summary appreciation of services.docx](#)
[Mote Resolution of Appreciation for Services.docx](#)
- 3.C. Resolution Recognizing Lt. Jason Christopher Graham on his Retirement
[Graham Summary appreciation of services.docx](#)
[Graham Resolution of Appreciation for Services.docx](#)

4.Public Hearings / Public Comment

- 4.A. Public Hearing to receive public comment on the five (5) year Capital Improvements Plan (CIP) for FY 2023-2028
[Public Hearing on Proposed CIP Update_Summary.pdf](#)
- 4.B. Public Hearing on LEGISLATIVE CASE RZ-21-12 Averette Woods Subdivision; rezoning filed by Gail Moody and PNB Homes LLC to rezone 30.97± acres located at 2228, 2300, 2312 Averette Road; 0, 1900, 1905, 1908, 1909 Capricorn Drive; and 1909 Moody Drive, being Wake County Tax PINs 1861-02-0421, 1851-93-9056, 1861-02-6148, 1861-02-2044, 1861-02-6046, 1861-01-4639, 1861-01-0635, 1861-01-4836, 1861-01-0709, & 1851-91-9904, from Wake County R-30 to General Residential 5 Conditional District (GR5 CD).
[RZ-21-12 Agenda Summary](#)
[RZ-21-12 Averette Woods Conditional Rezoning Staff Report](#)
[Attachment A Neighborhood Meeting Information](#)

[Attachment B Application with Zoning Conditions](#)

[Attachment C Maps](#)

[Attachment D Planning Board Recommendation and Plan Consistency Analysis](#)

[Averette Woods RZ-21-12 Ordinance](#)

[Exhibit 1 Legal Description](#)

[Exhibit 2 Consistency Statement RZ-21-12](#)

[Exhibit 3 Averette Woods Subdivision Master Plan](#)

- 4.C. Public Hearing on LEGISLATIVE CASE RZ-22-05; Reserve at Dunn Creek; Consideration of a rezoning filed by Abode Communities, LLC to rezone 67.42± acres located at 0 Friendship Chapel Road and 0 NC 98 Bypass, being Wake County Tax PINs 1840660542, 1840761824, 1840657710, and 1840676254 from Residential Mixed-Use, Conditional Use (RMX CU), Residential Mixed-Use (RMX), General Residential 3, Conditional Use (GR3 CU), Highway Business, Conditional Use (HBCU), Traditional Neighborhood Development Overlay (TND), and Special Highway 2 Overlay (SH2-O) to Residential Mixed-Use Conditional District (RMX-CD), Urban Residential Conditional District (UR-CD), Open Space Conditional District (OS-CD) and Special Highway 2 Overlay (SH2-O).

[BOC Agenda Summary RZ-22-05.pdf](#)

[RZ-22-05 Staff Report.pdf](#)

[Attachment A - Neighborhood Meeting Information.pdf](#)

[Attachment B - Application.pdf](#)

[Attachment C - Maps.pdf](#)

[Attachment D - RZ-03-18 CUP and Ordinance.pdf](#)

[Attachment E - RZ-94-08 CUP and Master Plan.pdf](#)

[Attachment F - Planning Board Recommendation and Plan Consistency Analysis.pdf](#)

[Attachment G - Traffic Impact Analysis Executive Summary and NCDOT Review Report.pdf](#)

[Ordinance RZ-22-05 Reserve at Dunn Creek.docx](#)

[Exhibit 1 - Legal Description.pdf](#)

[Exhibit 2 Consistency Statement RZ-22-05.pdf](#)

[Exhibit 3 - Proposed Conditional District Plan.pdf](#)

- 4.D. Public Hearing on LEGISLATIVE CASE RZ-22-06, Harris Road Subdivision; rezoning filed by Church Street Company to rezone 68.28± acres located at 0 Harris Road, being Wake County Tax PIN 1841392412, from Rural Holding District (RD) to Highway Business Conditional District (HB CD), Neighborhood Business Conditional District (NB CD), and General Residential 10 Conditional District (GR10 CD).

[Agenda Summary_BoC.pdf](#)

[RZ-22-06 BoC PH Staff Report.pdf](#)

[Attachment A - Neighborhood Meeting Information.pdf](#)

[Attachment B - Application.pdf](#)

[Attachment C - Maps.pdf](#)

[Attachment D - TIA Executive Summary & NCDOT Final Report.pdf](#)

[Attachment E - Harris Road Subdivision Master Plan.pdf](#)

[Attachment F - Planning Board Recommendation and Plan Consistency Analysis.pdf](#)

[Attachment G - Applicant's Request to Defer Public Hearing and Board Discussion Consistency Statement RZ-22-06 - Denial.pdf](#)

- 4.E. Public Hearing on and Consideration of a petition requesting non-contiguous annexation submitted by PNB Homes, LLC and Gail B Moody for properties located on Averette Road, being Wake County Tax PINs 1851-93-9056, 1861-02-0421, 1861-02-6148, 1851-91-9904, 1861-02-2044, 1861-02-6046, 1861-01-0709, 1861-01-4836, 1861-01-0635, and 1861-01-4639.

[011723 BOC Agenda Summary AN-21-11.pdf](#)

[Attachment A Legal Description AN-21-11.pdf](#)

[Attachment B Annexation Map AN-21-11.pdf](#)

[Attachment C Non-Contiguous Annexation Petitions AN-21-11.pdf](#)

[David Larry Moody Obituary.pdf](#)

[PNB Deed Book 18357, Page 2391.pdf](#)

[Draft Averette Rd Ordinance AN-21-11.docx](#)

- 4.F. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item 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.)

- 5.A. Approval of resolution authorizing installment purchase agreement (FY 23 Police Vehicles)

[Police vehicles IPA resolution_summary.pdf](#)

[analysis of proposals_police vehicles_1.9.2023.pdf](#)

[1.5.23 PB- Town of Wake Forest - 2023 IFA - TS.pdf](#)

[Police Vehicles RFP_FY 2022-2023.pdf](#)

[Resolution Approving Financing Terms_Pinnacle.docx](#)

- 5.B. Approval of Appointment to Citizen Advisory Board
[Resolution2023-01AdvBoardApptsBoardOfAdjustmentJan202317.pdf](#)
- 5.C. Approval of a Resolution to surplus the badge and service weapon carried by Captain Brian Lamar Mote
[Mote Summary badge and weapon surplus.docx](#)
[Mote Resolution Badge and Weapon.docx](#)
- 5.D. Approval of a Resolution to surplus the badge and service weapon carried by Lt. Jason Christopher Graham
[Graham Summary badge and weapon surplus.docx](#)
[Graham Resolution Badge and Weapon.docx](#)
- 5.E. Consideration of Approval of On-Call Engineering Services Contracts
[Summary.docx](#)
[Attachment_A_2023-xx Resolution.docx](#)
[Attachment_B_Exhibit 2 - Staff Report.docx](#)
[Attachment_C_Engineering On-call RFQ # 22-0001.docx](#)

6. Legislative Items

7. Planning Items

- 7.A. Consideration of LEGISLATIVE CASE RZ-21-12 Averette Woods Subdivision; rezoning filed by Gail Moody and PNB Homes LLC to rezone 30.97± acres located at 0, 2228, 2300, 2312 Averette Road; 0, 1900, 1905, 1908, 1909 Capricorn Drive; and 1909 Moody Drive, being Wake County Tax PINs 1861-02-0421, 1851-93-9056, 1861-02-6148, 1861-02-2044, 1861-02-6046, 1861-01-4639, 1861-01-0635, 1861-01-4836, 1861-01-0709, & 1851-91-9904, from Wake County Residential-30 (WC R-30) to General Residential 5 Conditional District (GR5 CD).
- 7.B. Consideration of LEGISLATIVE CASE RZ-22-05; Reserve at Dunn Creek; Consideration of a rezoning filed by Abode Communities, LLC to rezone 67.42± acres located at 0 Friendship Chapel Road and 0 NC 98 Bypass, being Wake County Tax PINs 1840660542, 1840761824, 1840657710, and 1840676254 from Residential Mixed-Use, Conditional Use (RMX CU), Residential Mixed-Use (RMX), General Residential 3, Conditional Use (GR3 CU), Highway Business, Conditional Use (HBCU), Traditional Neighborhood Development Overlay (TND), and Special Highway 2 Overlay (SH2-O) to Residential Mixed-Use Conditional District (RMX-CD), Urban Residential Conditional District (UR-CD), Open Space Conditional District (OS-CD) and Special Highway 2 Overlay (SH2-O).

- 7.C. Consideration of LEGISLATIVE CASE RZ-22-06, Harris Road Subdivision; rezoning filed by Church Street Company to rezone 68.28± acres located at 0 Harris Road, being Wake County Tax PIN 1841392412, from Rural Holding District (RD) to Highway Business Conditional District (HB CD), Neighborhood Business Conditional District (NB CD), and General Residential 10 Conditional District (GR10 CD).

8.Administration and Financial Items

9.Public Services Items

10.Parks and Recreation Items

11.Public Safety Items

12.Other Business

- 12.A. Department Monthly Report
[Dec 2022 Monthly Report .pdf](#)
- 12.B. CIP Project Tracker
[CIP Project Tracker Q2_FY2022-2023.pdf](#)
- 12.C. Strategic Plan
[Strategic Plan Working Document_Q2 Oct-Dec2022.pdf](#)
- 12.D. Wake County Tax Release
[WF-TXREP-JAN2023MTG-KIP.pdf](#)
- 12.E. Commissioner Reports

13.Adjournment