



Wake Forest Board of Commissioners
Meeting Agenda
November 17, 2020 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 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 mrochelle@wakeforestnc.gov or Town Clerk Deeda Harris at 919-435-9413 or 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 Spectrum Cable Wake Forest TV 10 (WFTV 10) beginning at 7 p.m. Meetings are also aired online on the 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/board-of-commissioners.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 via email by enrolling in the free 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 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 September 1, 2020 (Joint Public Hearing), September 25, 2020 (Board of Commissioners Meeting), October 6, 2020 (Work Session and Joint Public Hearing) and October 20, 2020, (Board of Commissioner Regular Meeting)

[Draft September 1 2020 JPH Meeting Minutes.pdf](#)
[mins10-6-20-WS-draft.pdf](#)

[Draft October 6 2020 JPH Meeting Minutes.pdf](#)
[mins-10-20-20-draft.pdf](#)

3. Presentations

- 3.A. Proclamation Recognizing the 101st Birthday of Mrs. Virginia Dupree Phillips
[101_birthday_Virginia_Dupree_Phillips.pdf](#)

- 3.B. Presentation of fiscal year ended June 30, 2020 Comprehensive Annual Financial Report (CAFR)

[Presentation of CAFR_summary.pdf](#)

[Town of Wake Forest 6-30-2020 Audit Gov Ltr - client.pdf](#)

4. Public hearings / Public Comment

- 4.A. 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 speaker.

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 the 2021 Meeting Dates of the Board of Commissioners and Planning Board

[2021_Meeting_Dates-Summary.docx](#)

[2021_BOC_schedule.pdf](#)

- 5.B. Approval of a resolution to abandon a public easement for Traditions Southwest Phase 1B Sections 1 and 2

[111720 Easement Abandonment Agenda Summary](#)

[2014 Traditions Subdivision and Easement Plat](#)

[Traditions Easement Abandonment Resolution](#)

- 5.C. Approval of a resolution to accept a petition requesting contiguous annexation submitted by Thomas Lily for property located at 1301 Wait Ave., being Wake Co. Tax PIN 1850-27-2951 for approximately 0.63 acres.

- 5.D. Approval of a resolution to accept a petition requesting contiguous annexation and to set public hearing submitted by Calvin Ray Jr & Mary Ann Hughes and Site Investments, LLC for property located at 27 Spring Lane, 1167 N. Main Street, 0 Stephen Taylor Road, 1248 N. Main Street, and 0 Youngsville Boulevard being Wake County Tax PINs 1842-80-3120, 1842-70-5407, 1842-71-9092, 1842-81-0062, 1851-09-4149, and Franklin County PIN 1852-10-3498, and adjacent right-of-way containing 203.08 acres

[Agenda Summary](#)

[AN-19-03 Annexation Petitions.pdf](#)

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

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

[CERTIFICATE OF SUFFICIENCY.docx](#)

[PUBLIC HEARING RESOLUTION.docx](#)

6. Legislative Items

7. Planning Items

- 7.A. Consideration of Legislative Case RZ-18-15-01, Grove 98 PUD Amendment filed by Stiles Corporation to Amend the Existing Planned Unit Development District for ±69.45 acres located at 11051 Ligon Mill Road and 0 Ligon Mill Road from Planned Unit

Development to Planned Unit Development, being Wake County Tax PINS
1830865681 and 1830850298

[111720 BOC Agenda Summary RZ-18-15-01](#)

[Consistency Statement RZ-18-15-01 Grove 98 PUD](#)

[Inconsistency Statement for Disapproval RZ-18-15-01 Grove 98 PUD](#)

[Ordinance RZ-18-15-01 Grove PUD Amendment](#)

[Attachment A - Legal Description](#)

[Attachment B - Grove 98 PUD Amendment Document](#)

[Attachment C - Wegmans Site Master Plan and Wegmans Elevations](#)

[Planning Board Written Recommendation 11.3.20 - Grove 98 PUD](#)

8. Administration and Financial Items

9. Public Services Items

10. Parks and Recreation Items

11. Public Safety Items

12. Other Business

12.A. Wake County Tax Releases (no report; Wake Co. BOC will approve on 11/16/20)

12.B. Monthly Report

[Oct 2020-monthly_rpt.pdf](#)

12.C. Commissioner Reports

13. Adjournment