



Wake Forest Board of Commissioners
Meeting Agenda
June 20, 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 6 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 three 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 three minutes each to express his/her comments, ideas, concerns, expressions, and desires. Only comments on a Public Hearing will be allowed during this time.

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](#). 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 three minutes to speak. Thank you for your cooperation.

Call to Order

Pledge of Allegiance

1.Approval of Agenda

2.Approval of Minutes

- 2.A. May 2, 2023 Work Session
May 16, 2023 Regular Meeting
May 23, 2023 Special Called Meeting
[DraftBOCWSMinutesMay202302.pdf](#)
[DraftBOCMinutesMay202316.pdf](#)
[DraftSpecialCalledBOCMinutesMay202323.pdf](#)

3.Presentations

- 3.A. Proclamation Recognizing July as Park and Recreation Month
[Proclamation Recognizing July as Park and Recreation Month.docx](#)
- 3.B. Resolution of Appreciation for the Service of the July 4th Planning Committee
[Summary _July 4th committee recognition.docx](#)
[RESOLUTION 2023 _July 3 Volunteer Committee.docx](#)

4.Public hearings / Public Comment

- 4.A. Public Hearing on LEGISLATIVE CASE RZ-22-07, Amavi, a rezoning filed by McAdams Company to rezone 44.42± acres located at 0 and 1121 Jenkins Road and 12621 and 12631 Capital Boulevard, being Wake County Tax PINs 1831764251, 1831852918, 1831853681, and 1831855861 from General Residential 3 (GR3), Falls Lake Watershed Management Area Overlay (FL-WMA), and Special Highway 1 Overlay (SH1-O) to General Residential 10 Conditional District (GR10-CD), Neighborhood Business Conditional District (NB-CD), Falls Lake Watershed Management Area Overlay (FL-WMA), and Special Highway 1 Overlay (SH1-O).
[BOC Agenda Summary RZ-22-07.pdf](#)
[RZ-22-07 Staff Report.pdf](#)
[Attachment A - Neighborhood Meeting Information.pdf](#)
[Attachment B - Application.pdf](#)
[Attachment C - Maps.pdf](#)
[Attachment D - Planning Board Recommendation and Plan Consistency Analysis.pdf](#)

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

[Ordinance RZ-22-07 Amavi.docx](#)

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

[Exhibit 2 - Consistency Statement RZ-22-07.pdf](#)

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

- 4.B. Public Hearing on LEGISLATIVE CASE RZ-22-09, Burlington Mills Mixed-Use, a rezoning filed by The Site Group, PLLC to rezone 10.46± acres located at 3133 Burlington Mills Road and 8993 Ligon Mill Road, being Wake County Tax PINs 1749007207 and 1749006732 from Rural Holding District (RD) to Residential-Mixed Use Conditional District (RMX-CD) and Neighborhood Mixed-Use Conditional District (NMX-CD).

[BOC Agenda Summary RZ-22-09.pdf](#)

[RZ-22-09 Staff Report.pdf](#)

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

[Attachment B - Application.pdf](#)

[Attachment C - Maps.pdf](#)

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

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

[Ordinance RZ-22-09 Burlington Mills Mixed Use.docx](#)

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

[Exhibit 2 - Consistency Statement RZ-22-09.pdf](#)

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

- 4.C. Public Hearing on LEGISLATIVE CASE RZ-22-10, Burlington Mills at Capital Blvd. SE, a conditional rezoning request filed by GGP Wake Forest LLC, to rezone 16.87 acres located at 0 Burlington Mills Road, being Wake County Tax PIN 1738487937, from Conditional Use Highway Business (CU-HB) and Special Highway 1 Overlay (SH1-O) to Residential Mixed-Use Conditional District (RMX-CD) and Special Highway 1 Overlay (SH1-O), and 2.99 acres located at 0 Burlington Mills Road, being Wake County Tax PIN 1738595101, from Conditional Use Highway Business (CU-HB) to Highway Business Conditional District (HB-CD).

[BOC Agenda Summary RZ-22-10.pdf](#)

[RZ-22-10 Staff Report.pdf](#)

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

[Attachment B - Application.pdf](#)

[Attachment C - Maps.pdf](#)

[Attachment D - Applicable CU HB District Regulations.pdf](#)

[Attachment E - TIA Executive Summary Addenda and NCDOT Report Review.pdf](#)

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

[Ordinance RZ-22-10 Burlington Mills at Capital Blvd SE.docx](#)

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

[Exhibit 2 - Consistency Statement RZ-22-10.pdf](#)

[Exhibit 3 - Burlington Mills at Capital Blvd SE Master Plan.pdf](#)

- 4.D. 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 3 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 Franklin County Tax Administrator to Levy and Collect Property Taxes for FY 2023-2024 for the Town of Wake Forest
[Franklin County Rev Collection_summary.pdf](#)
[Resolution 2023-xx authorizing franklin co tax admin to levy and collect taxes 2023-2024.docx](#)
- 5.B. Approval of resolution authorizing Wake County Tax Administrator to Levy and Collect Property Taxes for FY 2023-2024 for the Town of Wake Forest
[Wake County Rev Collection_summary.pdf](#)
[Resolution 2023-xx authorizing wake co tax admin to levy and collect taxes 2023-2024.docx](#)
- 5.C. Approval of Resolution to Accept Streets into the Town of Wake Forest Street System for Maintenance.
[Attachment_A_summary_06.2023_Accept_Streets.docx](#)
[Attachment_B_Resolution_06.2023_Accept_Streets_for_Powell_Bill.docx](#)
[Attachment_C_2023_PowellBillall_rds_labeled.pdf](#)
- 5.D. Approval of Budget Ordinance Amendment # 5 - FY 2022 - 2023 (FINAL)
[Final Budget Ordinance Amendment_summary.pdf](#)
- 5.E. Resolution recognizing Chad Champion on his Retirement from the Town of Wake

Forest

[Resolution Recognizing Chad W Champion.docx](#)

[Resolution Chad W. Champion.doc](#)

6.Legislative Items

7.Planning Items

- 7.A. Consideration of LEGISLATIVE CASE RZ-22-07, Amavi, a rezoning filed by McAdams Company to rezone 44.42± acres located at 0 and 1121 Jenkins Road and 12621 and 12631 Capital Boulevard, being Wake County Tax PINs 1831764251, 1831852918, 1831853681, and 1831855861 from General Residential 3 (GR3), Falls Lake Watershed Management Area Overlay (FL-WMA), and Special Highway 1 Overlay (SH1-O) to General Residential 10 Conditional District (GR10-CD), Neighborhood Business Conditional District (NB-CD), Falls Lake Watershed Management Area Overlay (FL-WMA), and Special Highway 1 Overlay (SH1-O).
- 7.B. Consideration of LEGISLATIVE CASE RZ-22-09, Burlington Mills Mixed-Use, a rezoning filed by The Site Group, PLLC to rezone 10.46± acres located at 3133 Burlington Mills Road and 8993 Ligon Mill Road, being Wake County Tax PINs 1749007207 and 1749006732 from Rural Holding District (RD) to Residential-Mixed Use Conditional District (RMX-CD) and Neighborhood Mixed-Use Conditional District (NMX-CD).
- 7.C. Consideration of LEGISLATIVE CASE RZ-22-10, Burlington Mills at Capital Blvd. SE, a conditional rezoning request filed by GGP Wake Forest LLC, to rezone 16.87 acres located at 0 Burlington Mills Road, being Wake County Tax PIN 1738487937, from Conditional Use Highway Business (CU-HB) and Special Highway 1 Overlay (SH1-O) to Residential Mixed-Use Conditional District (RMX-CD) and Special Highway 1 Overlay (SH1-O), and 2.99 acres located at 0 Burlington Mills Road, being Wake County Tax PIN 1738595101, from Conditional Use Highway Business (CU-HB) to Highway Business Conditional District (HB-CD).

8.Administration and Financial Items

- 8.A. Consideration of approval of FY 2023-2024 Budget Ordinance
[FY 2023-2024 Budget Ordinance approval_summary.pdf](#)
[Fee Schedule_Final Submitted FY24.docx](#)
[Assignment of Classes 2023-24 - 06082023.pdf](#)
[2023-xx_budget_ordinance_2023-2024 \(3\).docx](#)

9.Public Services Items

10.Parks and Recreation Items

11.Public Safety Items

12.Other Business

12.A. Department Monthly Report
[May 2023 Monthly Report.pdf](#)

12.B. Wake County Tax Release
[JUNE2023-BOC-MTG-WF-TXREP.pdf](#)

12.C. Commissioner Reports

12.D. Closed Session: N.C.G.S 143-318.11(a)(6) Personnel

13.Adjournment