



Wake Forest Board of Commissioners
Meeting Agenda
September 19, 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 ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Terry Savary](#) at 919-435-9432 as soon as possible, but no less than 48 hours before the scheduled event.

Cable & Online Broadcast of Board of Commissioners Meetings

All [Board of Commissioners](#) (BOC) meetings are broadcast live on [WFTV 10](#) beginning at 6 p.m. Meetings are also streamed 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 BOC 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 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 BOC regarding the item under consideration. Anyone wishing to address the BOC concerning a public hearing item should complete and submit the BOC Public Comment Form on the [Town website](#). 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. A designated speaker for a group will be allowed 10 minutes to speak. Only comments on a Public Hearing will be allowed during this time.

Public Comment

During the Public Comment period, anyone wishing to address the BOC concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the BOC 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. July 6, 2023 Work Session
July 18, 2023 Regular Meeting
August 1, 2023 Work Session
August 15, 2023 Regular Meeting
[DraftBOCWSEMinutesJul202306.pdf](#)
[DraftBOCMinutesJul202318.pdf](#)
[DraftBOCWSEMinutesAug202301.pdf](#)
[DraftBOCMinutesAug202315.pdf](#)

3.Presentations

- 3.A. Proclamation Recognizing the Month of October 2023 as "P.A.N.D.A.S. Month"
[ProclamationRecognizingPANDASAwarenesMonthSept202319.pdf](#)
- 3.B. Proclamation Recognizing "Public Power Week" October 1- 7, 2023
[ProclamationPublicPowerWeekSept202319.pdf](#)
- 3.C. Proclamation Recognizing Deacon Tyrone Moore
[ProclamationRecognizingDeaconMoore_Sept2023.pdf](#)
- 3.D. Introduction of Candidates for the Planning Board
[Summary Sheet_Candidates_Sept202319.pdf](#)

4.Public Hearings / Public Comment

- 4.A. Public Hearing on LEGISLATIVE CASE RZ-23-01, 4Rivers - Wake Forest Self Storage, a conditional rezoning filed by Rob Caudle on behalf of Franklin Village, LLC, to rezone 2.64 acres located at 0 Friendship Chapel Road, being Wake County Tax PIN 1850066925, from General Residential 10 (GR10) to Highway Business Conditional District (HB-CD).
[BOC Agenda Summary RZ-23-01.pdf](#)
[RZ-23-01 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 - Parking Generation Memorandum.pdf](#)
[Exhibit 1 - Legal Description.pdf](#)
[Exhibit 2 - Consistency Statement.pdf](#)
[Exhibit 3 - 4Rivers - Wake Forest Self Storage Master Plan.pdf](#)

- 4.B. 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 AGNC, LLC and Town of Wake Forest Development Agreements for Downtown Streetscape Improvements on N White Street and E Roosevelt Avenue
[BOC Agenda Summary.pdf](#)
[Reimbursement Agreement.pdf](#)
[Exhibit A: N White St & E Roosevelt Ave Streetscape Improvements Resolution.docx](#)
- 5.B. APPROVAL OF ORDINANCE ADDING CHAPTER 30; ARTICLE IV PARKING, STOPPING, AND STANDING SECTION 30-164 – ENFORCEMENT OF TEMPORARY PARKING RESTRICTIONS
[Attachment_A_summary_Temporarily_Enforce_No_Parking.docx](#)
[Attachment_B_Ordinance_Temporarily_Enforce_No_Parking.docx](#)
- 5.C. Approval of a resolution to schedule the public hearing and certify the sufficiency for a petition requesting annexation submitted by Douglas and Sarah Machado for property associated with the rezoning request RZ-23-03, located at 2117 Averette Road being

Wake County PINs 1851-90-8235 being approximately 2.822 acres.
[091923 BOC Agenda Summary AN-23-03.pdf](#)
[Attachment A Legal Description AN-23-03.pdf](#)
[Attachment B Annexation Map AN-23-03.pdf](#)
[Attachment C Contiguous Annexation Petition AN-23-03.pdf](#)
[CERTIFICATE OF SUFFICIENCY .docx](#)
[DRAFT PUBLIC HEARING RESOLUTION.docx](#)

6.Legislative Items

- 6.A. Consideration of Appointment of Candidates for the Planning Board
[PB Candidates Cover letter_1.pdf](#)
[PB Applicants -Regular Seat.pdf](#)
[PB APPLICANT - ETJ.pdf](#)

7.Planning Items

- 7.A. Consideration of LEGISLATIVE CASE RZ-23-01, 4Rivers - Wake Forest Self Storage, a conditional rezoning filed by Rob Caudle on behalf of Franklin Village, LLC, to rezone 2.64 acres located at 0 Friendship Chapel Road, being Wake County Tax PIN 1850066925, from General Residential 10 (GR10) to Highway Business Conditional District (HB-CD).

8.Administration and Financial Items

- 8.A. Consideration of a resolution authorizing the filing of an application for approval of a financing agreement authorized by NC General Statute 160A-20 (Street Resurfacing)
[160A-20 Application _summary.pdf](#)
[Draft Timetable _Streets IPA.pdf](#)
[Resolution 2023-xx _Authorizing Application _Street Financing.docx](#)
- 8.B. Approval of a Resolution to Support Development of the S-Line Rail Corridor and to Provide Local Funding to Match a Federal Grant Opportunity for Mobility Hub Design and Project Development Activities
[2023-250 Agenda Summary BoC.pdf](#)
[RCN _Grant _Draft _Resolution __3_.doc](#)

9.Public Services Items

10.Parks and Recreation Items

11.Public Safety Items

12.Other Business

12.A. Department Monthly Report

[August 2023 Monthly Report.pdf](#)

12.B. Wake County Tax Release

[WF-TXREP-AUG-2023-BOC-MTG.pdf](#)

[WF-TXREP-SEPT-2023-BOC-MTG.pdf](#)

12.C. Commissioner Reports

12.D. Closed Session - Closed Session to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. N.C.G.S. § 143.318.11(a)(5)

13.Adjournment