

The Wake Forest Board of Commissioners met Tuesday, Aug. 20, 2019. Mayor Vivian Jones and the five Town Commissioners were present.

An overview of the Board's actions is provided below. To access the complete agenda, visit the [Town's website](#).

Board of Commissioners meeting summaries are issued from the Communications & Public Affairs Department following the Board's monthly meetings, which are typically scheduled on the third Tuesday of each month. To receive each month's meeting summary via email, sign up for [E-Notifier](#).

Please note: This summary should not be viewed as official minutes. To request the official meeting minutes, contact Town Clerk [Deeda Harris](#).

Presentations

- A. Proclamation Recognizing Sept. 22-28 as "Diaper Need Awareness Week" in the Town of Wake Forest"
- B. Proclamation Recognizing Constitution Week – Sept. 17-23, 2019
- C. Proclamation Recognizing Good Neighbor Day - Sept. 21, 2019
- D. Presentation of authorized annual budget of eligible capital projects for public art for fiscal year 2019-20

Public Hearings/Public Comment

Public hearing on a petition requesting contiguous annexation submitted by Wegmans Food Markets, Inc. for property located near the 500 block of Dr. Calvin Jones Highway. No one spoke. The Board voted to approve the property.

Public hearing on a petition requesting contiguous annexation submitted by Richard Fecteau and Edward Schwerin, Jr. for property located at 0, 3700, 3712, and 3716 Rogers Branch Road. The Board voted to approve.

Karen Walker, President of StopGap for Heroes, spoke about the organization's mission and activities. She also presented information about its Military Banner Program and asked the Town to consider hanging the banners downtown.

Stephanie Miller, HOA President of Shearon Farms, discussed three private streets and one town street and concerns about parking and parking enforcement.

Charlie Mirabella expressed concerns about the growth taking place in and around Wake Forest.

Consent Agenda

- A. Approval of Resolution of Intent to permanently close a portion of unimproved Brewer Circle;
- B. Approval of Supplemental CEI Contract with AECOM for Priority Pedestrian Corridors Project;
- C. Approval of a resolution to accept a petition requesting contiguous annexation submitted by: Tryon Investment Partners II, LLC; Pearce Heirs Farm, LLC; Farm, LLC; Herman Pearce Jr.; Eva Lillie Pearce Clontz; Floyd Joseph Clontz Jr.; Marthan Neville and Ronnie Harris; and Pensco Trust Company Custodian FBO for property near the 1700 block of Averette Road.;
- D. Approval of Resolution in Appreciation of Services of Outgoing Youth In Government Advisory Board Members

- E. Approval of a contract to Stewart for the Community Plan Update
- F. Approval of a resolution to accept a petition requesting contiguous annexation submitted by Forestville Partners LLC for property located at 535, 537, and 545 Forestville Road.

On-Call Construction, Engineering & Inspection Services Shortlist for Community Development & Public Works

The Board approved the following six firms: A1 Consulting Group, Inc.; Kimley-Horn & Associates; MBP Carolinas, Inc.; Mott MacDonald I&E, LLC; SEPI, Inc.; and Wetherill Engineering, Inc.

On-Call Right-of-Way Services Shortlist for Community Development & Public Works

The Board approved the following two firms: Kimley-Horn & Associates and Maser Consulting.

On-Call Planning, Design & Engineering Services Shortlist for Community Development & Public Works

The Board approved the following 11 firms: Clark Nexsen; Dewberry Engineering, Inc.; Kimley-Horn & Associates; Mott MacDonald I&E, LLC; Ramey Kemp & Associates, Inc.; SEPI, Inc.; Telecommunication & Industrial Consulting Services Corporation (TELICS); Timmons Group; Wetherill Engineering, Inc.; WK Dickson & Co, Inc.; and WSP USA/

Certified Local Government Grant Award

The Board voted to accept a Certified Local Government Grant Award from the State Historic Preservation Office for the Wake Forest Architectural Survey Update (1958-1975). The Town of Wake Forest and Historic Preservation Commission were awarded a Certified Local Government Grant from the State Historic Preservation Office to conduct an Architectural Survey Update of Buildings Constructed Between 1958 and 1975. The Historic Preservation Commission will provide half of the match and the Town of Wake Forest Historic Preservation Planning Budget will provide half the match. The Project will begin in Fall of 2019 and completed in Summer of 2020. The Board voted to accept the grant.

Conditional District approvals for the Stonegate at St. Andrews Subdivision Phase 1A

The Board of Commissioners voted to extend the Conditional District Rezoning to Aug. 1, 2020. The Board originally approved the Stonegate at St. Andrews Ph. 1A subdivision rezoning, RZ-16-01, and master plan on October 18, 2016. This phase was permitted for up to 19 single family dwelling units on approximately 4.5 acres. The Board of Commissioners approved the Stonegate at St. Andrews Ph. 1B subdivision rezoning, RZ-16-07, and master plan on October 18, 2016. This phase was permitted for up to 11 single family dwelling units on approximately 4.8 acres. Per UDO Section 15.15, either a building permit or a construction permit had to be obtained within two years from the date of rezoning approval.

Groves Edge

The Board voted to approve a request filed by Alliance Group of NC to rezone approximately 29.28 acres located near the 500 block of Dr. Calvin Jones Hwy from Rural Holding District (RD) to Neighborhood Mixed Use Conditional District (NMX CD).

UDO Text Amendment

The Board voted to approve the Unified Development Ordinance for the purpose of amending Chapter 11 Signs and Section 15.15 Conditional Districts.

Meridian at Rogers Branch

The Board voted to approve a request filed by NorthView Partners to Rezone 12.31± acres located at 0, 3700, 3712, and 3716 Rogers Branch Road from Residential-30 (R-30) to Residential Mixed-Use Conditional District (RMX-CD) with the following four amendments: 1) reduce the number of dwellings from 290 to 264 units; 2) ensure at least 50% of the units are one-bedroom; 3) relocate the trash and recycling service area; and 4) ensure the pedestrian crossing across Rogers Branch Road is provided subject to NCDOT-approval.

Brewer Circle Subdivision

The Board voted to approve a request filed by Town of Wake Forest to Rezone 2.39± acres located at Brewer Circle, North Allen Road, and Best Avenue from General Residential 3 (GR3) to General Residential 5 Conditional District (GR5-CD).

Brewer Circle Development Agreement

The Board voted to approve the development agreement.

Updated Purchasing Policy

The Board voted to approve the updated purchasing policy. The current policy was approved by the Board of Commissioners in October 2007. Several statutory changes have occurred along with changes in technology and growth in our organization which necessitated updating the Town's policy.

Purchase Property at 203 Brooks St.

The Board voted to approve a resolution approving an offer from Mr. Chris Jorgensen to purchase a portion of property from the Town of Wake Forest located at 225 S. Taylor St.

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