

The Wake Forest Board of Commissioners met Tuesday, Sept. 17, 2019. Mayor Vivian Jones and four of the five Town Commissioners were present. Commissioner Bridget Wall-Lennon was unable to attend.

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**

Proclamation Recognizing the Month of October 2019 as "P.A.N.D.A.S. Month"  
Proclamation Recognizing October 2019 as Community Planning Month  
Proclamation Recognizing Public Power Week Oct. 6-12, 2019  
Proclamation Recognizing National Night Out – October 7, 2019  
Proclamation Recognizing NC Music Hall of Fame Inductee, Big Daddy Kane  
Equal Rights Amendment Presentation

#### **Public Hearings/Public Comment**

Tom Kuryla spoke about the need for an easement for a driveway. The Board instructed Town staff to assist Mr. Kuryla.

#### **Public Hearing on the intent to permanently close a portion of Brewer Circle**

At its meeting on Aug. 20, 2019, the Board approved a resolution of intent to consider permanently closing a section of unimproved Brewer Circle right-of-way and hold a public hearing in September 2019. No one spoke at the public hearing, and the Board voted to approve.

#### **Public hearing on a petition requesting contiguous annexation submitted by Forestville Partners LLC for property located at 535, 537 and 545 Forestville Road**

No one spoke at the public hearing. The Board proceeded to vote to annex the properties which are contiguous to the corporate limits of the Town of Wake Forest, located adjacent to the Holding Village subdivision.

#### **Consent Agenda**

- A. 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;
- B. Approval of a resolution to accept a petition requesting contiguous annexation submitted by Alice Soule for property located at 0 Wall Road;
- C. Approval of Acceptance of Grant Award from National Endowment for the Arts for Renaissance Centre;
- D. Resolution Recognizing Bryan Smith on his Retirement.

#### **Review & Consideration of Approval of the Wheatfield Minor Site Plan (1009 Forestville Road)**

Staff presented a site plan approval for four proposed one-story buildings totaling 49,400 square feet. The property was rezoned to Conditional Use NB, Neighborhood Business District, and an accompanying Conditional Use Permit (CUP) was approved on Jan. 18, 2005. The CUP was subject to one condition, which was that the site plan must be reviewed by the Board of Commissioners. This was a common condition of CUPs that were issued during that time. No additional standards were provided for the approval. Therefore, the Board of Commissioners asked to receive this information to satisfy the notification to the Board requirement in the CUP.

#### **Discussion & consideration to transition fire services into the Town of Wake Forest's organizational structure**

The Board unanimously authorized Town staff and the Town Attorney to prepare an agreement between the municipality and the fire department to move forward with consolidating the department into the Town's municipal structure. Staff was authorized to engage the services of EnviroSafe to assist with the transition and consolidation from the Department to Town. The proposed effective date of the consolidation will be July 1, 2020.

#### **Upset Bid Process**

The Board approved the sale of .019 acres of property located at 203 Brooks St. to Hidden Jewel Ventures, Ltd.

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