



**TOWN OF APEX  
PLANNING BOARD MEETING MINUTES**

Meeting Date: December 9, 2019

The Planning Board held their regular meeting on December 9, 2019, 2019 at 4:30 p.m. at the Apex Town Hall Campus, 73 Hunter Street, Apex North Carolina, 2<sup>nd</sup> Floor Council Chambers, Members present were, Chair Margo Bills, Vice Chair Michael Marks, Board Members, Beth Godfrey, Reginald Skinner, Mark Steele, Tina Sherman, Tommy Pate and Tim Royal.

Chair Bills called the meeting to order at 4:30 p.m.

Member Marks gave the Invocation and Chair Bills led the Pledge of Allegiance.

**PUBLIC FORUM**

Chair Bills opened the floor for citizens to speak on non-agenda items; no one came forward.

**CONSENT**

Item #1 – Minutes from the November 12, 2019 regular meeting. Chair Bills called for a motion.

Member Marks motioned to recommend approval. Member Skinner seconded. Motion carried with a unanimous vote.

**PUBLIC HEARING**

Item #1

Lauren Staudenmaier, Planner I stated in Rezoning Case #19CZ20 Blazing Trail Drive, the applicants, Peter Cnossen, Jones & Cnossen Engineering, PLLC/Otha McKoy Heirs are seeking to rezone approximately ±2.0 acres from Rural Residential (RR) to Medium Density Residential Conditional Zoning (MC-CZ) located at 2708 Blazing Trail Drive. Planner Staudenmaier oriented those present as to the location of the subject property, existing uses, land use and zoning designations.

A neighborhood meeting was held on September 30, 2109; the report on that meeting is included in the agenda packet. Planner Staudenmaier stated the uses proposed and referred to the conditions listed in the staff report. One unit will be constructed to house solar panels. The rezoning is reasonable and in the public interest because the proposed rezoning will continue the single-family development pattern from the north and provide a public pedestrian connection to Blazing Trail Drive from the adjacent properties to the north. Planning staff recommends approval.

The applicant, Peter Cnossen of Jones & Cnossen Engineering stated they are looking at this as an infill development, they agreed to additional conditions, some trees have been requested to be removed by adjacent neighbors and they will work with staff on this at subdivision plan.

Chair Bills opened and closed the public hearing; no one came forward to speak. Chair Bills called for the motion. Member Godfrey motioned to recommend approval to Town Council. Member Steele seconded. Motion carried with a unanimous vote.

## Item #2

Shannon Cox, Long Range Planning Manager presented the Draft Downtown Plan with the following highlights:

- 12-months of dedicated work was done by staff, steering committee and consultant.
- Public workshops included 2 days of meetings, a week long charrette, parklette installation on Salem Street and feedback provided.
- Technical analysis: take away was the 95,000 square feet of downtown needs additional 60-70,000 square feet to strengthen downtown as a theme/festival destination with signage and wayfinding.
- Need to target 100 new residential units within the Apex Peakway.
- Parking analysis: supply, inventory, evaluated a potential parking deck downtown but the consultants did not recommend a deck at this time. Recommendation was to add on street parking.
- Looked at development opportunities and strategies; 4 areas identified were the Downtown Core, Vineyards Station, Justice Heights neighborhood and Shangri-La Mobile Home Park.
- [Pictures shown from the area studied and in the plan.] Salem Street is the heart of downtown. Safety is a concern. Depiction of Salem Street without parking. People want more gathering places, housing in upper stories.
- Some of the key goals outlined include encouraging diversity of activities/programs, creating spaces for gathering, creating connections to downtown, expand housing options and honoring the history of downtown.
- Implementation, programming, financing and ten top priority projects were listed.

Planner Cox stated the draft plan has been on-line since November 11; staff received feedback and addressed comments. Planning staff recommends approval of the draft plan.

Chair Bills opened the public hearing for anyone to speak in favor or opposition of the Downtown Plan.

Jeff Fike 207 S. Hughes stated great work was done with this plan. The Tunstall house is a gem and this [plan] is a good vision for Apex.

Chair Bills closed the public hearing.

Questions/comments from the Board:

- Is there a concern with the fire trucks getting in and out with pedestrian improvements? (No, the Fire department was involved in this process).
- Shannon Cox did a phenomenal job and a special thanks to Stantec.
- Like there will be continued feedback and additional housing opportunities.

Chair Bills called for the motion. Member Skinner motioned to recommend approval to Town Council. Member Godfrey seconded. Motion carried with a unanimous vote.

## Item #3

Shelly Mayo, Planner II presented the Wake County Multi-Jurisdictional Hazard Mitigation Plan:

- The initial Hazard Mitigation Plan (HMP) was approved in 2004 and is updated every 5 years.

- In 2014 the county and most municipalities joined together to develop the first Wake County Multi-Jurisdictional Hazard Mitigation Plan.
- The beneficiaries of the plan are the citizens and businesses as the plan reduces risks for those who live and work in Apex.
- Typically these plans have to be updated every five years. It is better with a multi-jurisdictional plan so we can work together. Towns control their own action plans.
- The HMP members include staff from Administration, Electric, Finance, Police & Fire, Information Technology, Planning, Public Works & Transportation and Water Resources.
- The action plan for 2020-2025 includes items that reduce the vulnerability to the effects of natural hazards.
- An annual report ensures goals and objectives continue to address current and expected conditions.

Planning staff recommends the Planning Board approve the draft plan.

Chair Bills opened the public hearing for anyone to speak in favor or opposition of the Hazard Mitigation Plan. Chair Bills closed the public hearing; no one came forward to speak.

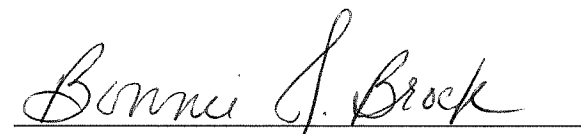
Chair Bills called for the motion. Member Steele motioned to recommend approval to Town Council. Member Royal seconded. Motion carried with a unanimous vote.

#### SPECIAL PRESENTATION

Planning Director Dianne Khin presented a plaque to Chair Margo Bills for her three (3) consecutive terms of service on the Planning Board.

There being no further business, the meeting adjourned at 5:30 p.m. The foregoing minutes are approved this the 13<sup>th</sup> day of January, 2020.

  
 Michael Marks  
 Chair

  
 Bonnie J. Brock, CMC, NCCMC  
 Deputy Town Clerk