



TOWN OF APEX PLANNING BOARD MEETING MINUTES

Meeting Date: March 9, 2020

The Planning Board held their regular meeting on March 9, 2020 at 4:30 p.m. at the Apex Town Hall Campus, 73 Hunter Street, Apex North Carolina, 2nd Floor Council Chambers, Members present were, Chair Michael Marks, Board Members Reginald Skinner, Mark Steele, Tina Sherman, Tommy Pate and Keith Braswell. Members absent were Beth Godfrey and Tim Royal.

Call to Order | Invocation | Pledge of Allegiance

Items of Information – Dianne Khin, Director of Planning and Community Development

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

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

SPECIAL PRESENTATION

Presentation by Mark Siburt, Senior Zoning Compliance Officer and Certified Arborist regarding tree planting and pruning techniques.

PUBLIC FORUM

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

CONSENT

Minutes from the February 10, 2020 regular meeting. Chair Marks called for a motion. Member Braswell motioned to recommend approval. Member Pate seconded. Motion carried with a unanimous vote.

PUBLIC HEARINGS

There are no public hearing items for consideration at this meeting.

NEW BUSINESS

Amanda Bunce, Current Planning Manager presented the following amendments to the Unified Development Ordinance:

Amendments Requested by Planning Committee:

1. *Sec. 2.1.2.B Planning Board, Membership* and *Sec. 2.1.2.D Quorum* in order to increase the number of members to nine (9), provide new criteria for the composition of the Board, add a non-voting member from the Apex Historical Society, reduce the length of term to two (2) years, increase the number of terms allowed to four (4), and remove the requirement for a public hearing when removing a Planning Board member.

Some comments from the Board were:

- 2-year terms are not enough as it takes about a year to get acquainted and familiar with the duties.
- Recommend to leave the three 3-year terms language. All members agreed.
- Apex Historical Society Members who participate in Planning Board meetings should be Town of Apex residents.
- Members should serve out of duty.
- Do not see the need to be compensated.
- It is nice the Planning Committee wants to offer something; it should be a monetary limit.
- Suggest \$50 per meeting or expense reimbursement.
- Concern with someone not wishing to serve for financial reasons.
- Uncomfortable with compensation; would rather have expense reimbursement of no more than \$50 per meeting.
- Non-resident Apex Historical Society members could provide context and they are non-voting members.
- Would like proposed term changes removed.

2. Secs. 2.1.2.I *Planning Board, Compensation*; 2.1.3.H *Board of Adjustment, Compensation*; and 2.1.4.I *Transit Advisory Committee, Compensation* and the addition of Secs. 2.1.5.C *Parks, Recreation, and Cultural Resources Advisory Commission, Compensation* and 2.1.9.C *Apex Environmental Advisory Board, Compensation* in order to add language to allow said bodies to receive compensation as authorized by Town Council in the annual budget.


Amendments Requested by Planning Staff:

1. Sec. 4.2.2 *Use Table* and Sec. 4.4.5.F *Supplemental Standards, Commercial Uses, Public Accommodation* in order to permit the use "Hotel or motel" in the B1 Neighborhood Business zoning district and to amend the supplemental standards for the use.
2. Sec. 7.1.7 *Substitution of Fees in Lieu of Public Improvements* in order to remove references to the Planning Board based on recent amendments to the subdivision process.

Chair Marks called for the motion. Member Steele made a motion to recommend approval with the exception of 2.1.2.B.5 and Amendment #2. The Board recommends to leave the three 3-year terms and in lieu of compensation, provide up to a \$50 per meeting reimbursement. Member Skinner seconded. Motion carried with a unanimous vote.

Chair Marks called for a motion.

There being no further business, the meeting adjourned at 5:40 p.m. The foregoing minutes are approved this the 11th day of May, 2020.



Michael Marks
Chair

Bonnie J. Brock, CMC, NCCMC
Deputy Town Clerk