

# TOWN OF APEX BOARD OF ADJUSTMENT Regular Meeting February 17, 2026



Apex Town Hall Council Chamber  
73 Hunter Street, Apex NC 27502  
Meeting Time 6:00 p.m.  
**Doors open at 5:45 p.m.**

## GENERAL INFORMATION

The appointed Board of Adjustment consists of four (4) citizens, one (1) ETJ member, and three (3) alternates. The Board conducts quasi-judicial public hearings. Only sworn testimony provided at the public hearing may be considered in their decision-making.

*The Board of Adjustment members cannot discuss any cases prior to quasi-judicial public hearings (e.g. no ex parte communication).*

## BOARD OF ADJUSTMENT MEMBERS

### In-Town Representatives

William Hart, Vice-Chair  
Umesh Pai  
Michael Sayers  
William "Pat" Hollenbeck

### ETJ Representative

Robert Carmac, Chair

### Alternate Representatives

Heidi-Marie Sico, 1<sup>st</sup> Alternate  
Casey Angel, 2<sup>nd</sup> Alternate

### Call to Order

Call the meeting of February 17, 2026 to order (Chair)

### Pledge of Allegiance

Participation in the Pledge of Allegiance (Chair)

### Minutes

Review and possible approval of November 18, 2025 meeting minutes. December 2025 and January 2026 meeting cancellation (Ashley Gentry)

### New Business

1. Board of Adjustment Training (Christopher Welch)

### Adjournment

DRAFT MINUTES

TOWN OF APEX  
BOARD OF ADJUSTMENT MINUTES  
TUESDAY, NOVEMBER 18, 2025  
6:00 PM

The Apex Board of Adjustment met on Tuesday, November 18, 2025 at 6:00 PM in the Council Chamber at Apex Town Hall, located at 73 Hunter Street in Apex, North Carolina.

[ATTENDANCE]

Members Present

- Robert Carmac, Chair, ETJ Representative
- William Hart, Vice-Chair
- Ross Stocks
- Umeshi Pai
- Michael Sayers
- Casey Angel, 3<sup>rd</sup> Alternate

Members Absent

- William "Pat" Hollenbeck, 1<sup>st</sup> Alternate
- Heidi-Marie Sisco, 2<sup>nd</sup> Alternate

Town Staff

- June Cowles, Senior Planner
- Allen Coleman, Town Clerk
- Ashley Gentry, Deputy Town Clerk
- Chris Welch, Assistant Town Attorney

[CALL TO ORDER]

Chair Carmac called the meeting to order at 6:00 p.m.

[PLEDGE OF ALLEGIANCE]

Chair Carmac led the board and attendees in the Pledge of Attendance.

[MINUTES]

Board Member Sayers made a motion to approve the September 16, 2025 minutes and to acknowledge the cancellation of the October 25, 2025 meeting. Board Member Stocks seconded the motion.

DRAFT MINUTES

1 Ayes: Carmac, Hart, Stocks, Pai, Sayers  
2 Noes: None  
3 Vote: Unanimous (5-0)

4  
5 [NEW BUSINESS]

6  
7 Deputy Town Clerk Ashley Gentry provided an overview of items for Board discussion, including:

- 8  
9
  - 2026 Board of Adjustment Meeting Schedule
  - 2026 Chair and Vice-Chair Selection
  - Board of Adjustment Terms Update and Introduction of Alternate Member Casey Angel

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12  
13 Item No. 1 2026 Board of Adjustment Meeting Schedule

14 Ms. Gentry reviewed the proposed meeting schedule for Calendar Year 2026, noting that  
15 BOA meetings will continue to be held on the third Tuesday of each month. She asked members to  
16 notify staff and the Clerk’s Office at least 48 hours in advance if they anticipate being absent. She  
17 stated that Senior Planner June Cowles is the primary staff contact for the Board.

18 Board Member Stocks asked whether there is a preferred contact method if a member is  
19 running late due to traffic.

20 Ms. Gentry stated she would send contact information for Ms. Cowles and the Clerk’s Office.  
21 She added that if another member is aware someone is en-route, the Board may delay the start of  
22 the meeting accordingly.

23 Town Clerk Coleman added that members should also notify the Chair if running behind.

24 Chair Carmac stated he did not mind his cell phone number being shared with fellow Board  
25 members.

26 Chair Carmac and Board Member Sayers both expressed willingness to share their phone  
27 numbers with the group.

28 Ms. Gentry said she would distribute the contact list so everyone has the same information.

29 Board Member Pai asked about receiving the agenda in advance, in addition to a reminder.

30 Ms. Cowles stated she has been sending the full agenda packet one week prior to the  
31 meeting and provides a reminder on the day of the meeting.

32 Chair Carmac asked if there were additional questions. There were none.

33 Board Member Pai made a motion to adopt the Meeting Schedule for Calendar Year 2026.  
34 Board Member Hart seconded the motion.

35 Ayes: Carmac, Hart, Sayers, Pai, Stocks  
36 Noes: None  
37 Vote: Unanimous (5-0)

38 Chair Carmac asked whether other advisory boards use calendar invitations.

DRAFT MINUTES

1 Ms. Gentry noted that use of calendar invites depends on each board's liaison and that  
2 MTAB currently uses them through its staff liaison.

3 Chair Carmac stated he would prefer calendar invitations.

4  
5 Item No. 2 2026 Board of Adjustment Chair and Vice-Chair Selection

6 Ms. Gentry explained the three options for Leadership Selection:

- 7 1. Retain the current Chair and Vice-Chair
- 8 2. Elect a new Chair
- 9 3. Elect a new Vice-Chair

10 Board Member Sayers made a motion to retain the current Chair and Vice-Chair for 2026.  
11 Board Member Stocks seconded the motion.

12 Chair Carmac opened the floor for discussion.

13 Vice-Chair Hart stated that military commitments may take him away during the latter part of  
14 2026 and wanted the Board to be aware.

15 Board Member Sayers stated the Board could revisit the Vice-Chair role at that time if  
16 needed.

17 Ayes: Carmac, Hart, Sayers, Pai, Stocks

18 Noes: None

19 Vote: Unanimous (5-0)

20  
21 Item No. 3 Board of Adjustment Terms Update and Introduction of Alternate Member Casey  
22 Angel

23 Ms. Gentry reported that the terms of Ross Stocks and Umeshi Pai expire on December 31,  
24 2025. Mr. Stocks has completed the maximum number of terms and cannot be reappointed but may  
25 continue serving until his seat is filled. Mr. Pai is in his second term and is eligible for reappointment.  
26 The Clerk's Office will return with the next steps for nominations.

27 Ms. Gentry informed Mr. Stocks and Mr. Pai that if their seats remain vacant in January, they  
28 may continue serving until the appointment process is completed.

29 Chair Carmac noted that additional members have terms expiring in February.

30 Chair Carmac stated he had no further questions but expressed appreciation for Board  
31 Member Stocks' nine years of service, thanking him for his contributions to the Board.

32 Ms. Gentry added that Mr. Stocks would be eligible to reapply after one year.

33 Ms. Gentry introduced Casey Angel as the newly appointed Alternate 3 member.

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DRAFT MINUTES

1 December Meeting

2 Chair Carmac asked about the meeting schedule for December.

3 Ms. Cowles stated there is no meeting in December and encouraged everyone to enjoy the  
4 holiday season. She added that she currently has no cases for January, so the next meeting will likely  
5 occur in February.

6 Chair Carmac confirmed there is no December meeting and stated this would be the final  
7 meeting of the year. He welcomed Mr. Angel to the Board and thanked Mr. Stocks once again for his  
8 years of service.

9

10 [Adjournment]

11

12 Board Member Sayers made a motion to adjourn at 6:15 p.m. Board Member Stocks  
13 seconded the motion.

14 Ayes: Carmac, Hart, Sayers, Pai, Stocks

15 Noes: None

16 Vote: Unanimous (5-0)

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DRAFT MINUTES

TOWN OF APEX  
BOARD OF ADJUSTMENT  
TUESDAY, DECEMBER 16, 2025  
6:00PM

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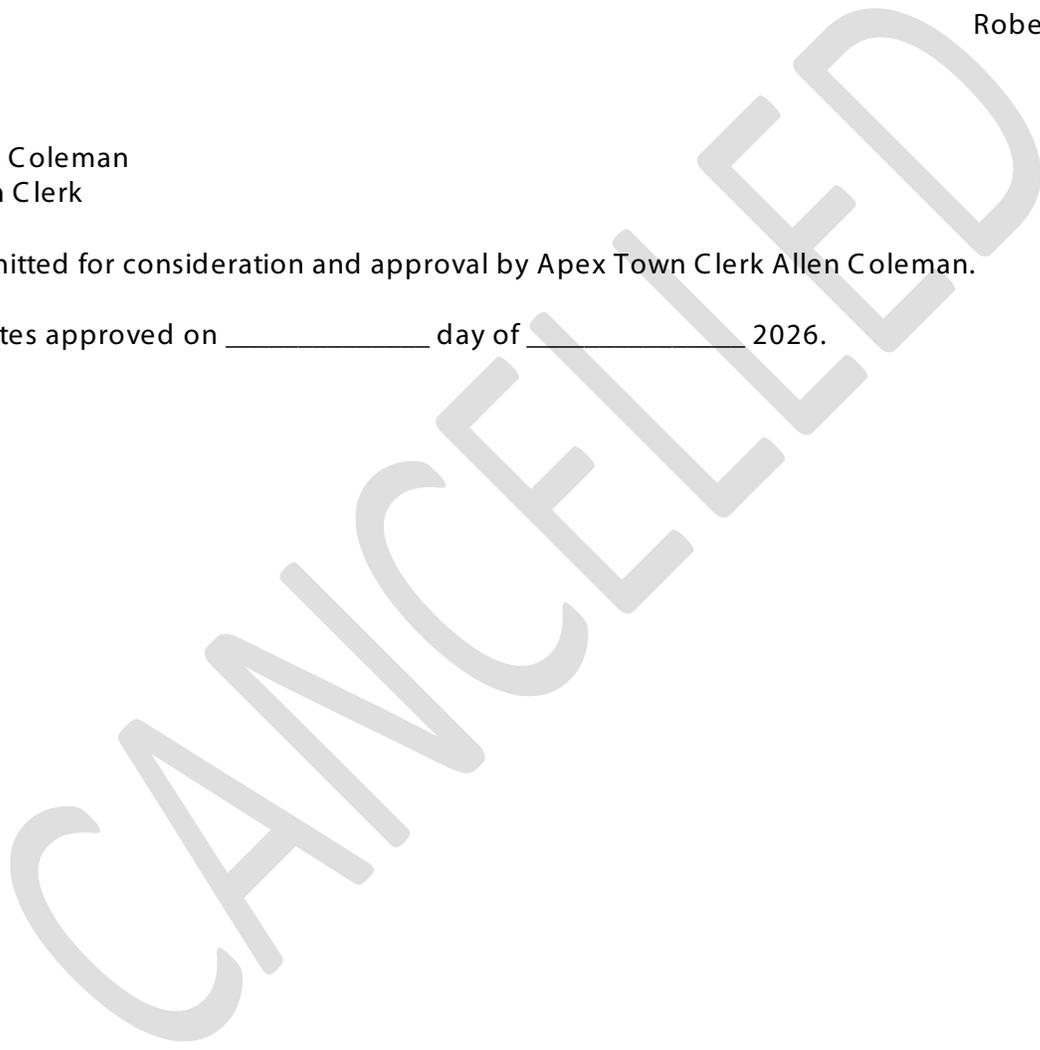
The meeting on Tuesday, December 16, 2025, Regular Meeting of the Town of Apex Board of Adjustment was cancelled.

Robert Carmac  
Chair

Allen Coleman  
Town Clerk

Submitted for consideration and approval by Apex Town Clerk Allen Coleman.

Minutes approved on \_\_\_\_\_ day of \_\_\_\_\_ 2026.



**DRAFT MINUTES**

**TOWN OF APEX  
BOARD OF ADJUSTMENT  
TUESDAY, JANUARY 20, 2026  
6:00PM**

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The meeting on Tuesday, January 20, 2026, Regular Meeting of the Town of Apex Board of Adjustment was cancelled.

Robert Carmac  
Chair

Allen Coleman  
Town Clerk

Submitted for consideration and approval by Apex Town Clerk Allen Coleman.

Minutes approved on \_\_\_\_\_ day of \_\_\_\_\_ 2026.

