



## Wake County Planning Board Meeting Agenda

Wednesday, June 2, 2021 – 1:30 p.m.  
**Online Meeting via WebEx**

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1. Call to Order – Mr. Amos Clark, Chair
  2. Petitions and Amendments
  3. Approval of Minutes from May 5, 2021
  4. PLANWake Implementation Update
  5. Reports
    - Committee Reports
    - Staff Reports
  6. Chairman's Report
  7. Adjournment



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### MINUTES OF REGULAR MEETING

#### Wake County Planning Board

Wednesday June 2, 2021, 1:30 p.m.

Online Meeting via WebEx

**Members Present:** (8) Mr. Amos Clark (Chair), Mr. Asa Fleming (Vice-Chair), Mr. Jason Barron, Ms. Brenna Booker-Rouse, Mr. Daniel Kadis, Mr. Bill Jenkins, Mr. Thomas Wells, and Mr. Tony Yao

**Members Absent:** (2) Mr. Ted Van Dyk and Ms. Meredith Crawford

**Participating County Staff:** (3) Mrs. Loretta Alston (Clerk to the Board), Mr. Steven Finn (Land Development Administrator), and Mr. Tim Gardiner (Planner III)

**County Attorney:** (1) Mr. Kenneth Murphy (Senior Assistant County Attorney)

1. **Meeting Called to Order:** Mr. Clark called the Planning Board meeting to order at 1:31 p.m.
2. **Petitions and Amendments:** None
3. **Approval of Minutes from May 5, 2021:** Motion to approve the minutes from May 5, 2021 was made by Mr. Barron and seconded by Mr. Wells. The minutes were unanimously approved as presented.
4. **PLANWake Implementation Update**  
Mr. Tim Gardiner presented the first of many updates on PLANWake implementation efforts and integration with other county plans and documents. He indicated the goal is to discuss the work plan for implementation and where the Board can assist in the process.

Mr. Gardiner's presentation covered key community preferences, provided an overview of the implementation process with an estimated timeline of July 2021 to June 2023, outline of the PlanWake work areas, and the Plan's next stages. The Board was encouraged to provide feedback.

#### Board Discussion

Mr. Jenkins asked about the overall timeline and staff's vision for tackling the various areas. Mr. Gardiner stated that the plan is not linear, and staff will therefore be soliciting feedback on all areas simultaneously, as some areas will overlap.

Mr. Kadis was curious as to whether the commissioners will be offered the same opportunity to provide this level of feedback and what level of engagement staff wanted from the Planning Board members. Mr. Gardiner stated that staff would like the commissioners to be actively engaged in the process as much as possible, depending on their current priorities. Engagement level from the Planning Board members would be decided by the board. Mr. Barron stated that he believes utilizing full-board work sessions was an effective tool that fostered open conversation, and further feels that

board members have been appointed to this board because the commissioners expect them to have the expertise to work directly with planning staff on implementation, prior to the commissioners getting involved.

Mr. Wells asked for clarification on what 'small' area plans are and how staff envisions the board prioritizing areas that can be completed quickly versus those that require more time. Mr. Gardiner explained that small area plans include those that do not encompass the entire Wake County area. Staff working on each work area will be identifying the most important items and completing those more quickly.

Mr. Barron stated that he feels that deliberation would be most productive with the full board work-sessions, while opening the meetings up to the public and allowing stakeholders the opportunity to engage with the board in that manner. Mr. Clark agreed that was very productive as well.

Mr. Wells inquired whether the board should focus on geographic areas rather than work areas. Mr. Gardiner stated that, although many items start in a geographic area, the rules of the plan are overarching and therefore different rules for every specific area would not be efficient. Discussing by work area would allow the geographic groups the flexibility to adjust to some of the geographic specific areas. Staff's goal is to standardize how the plan reacts to concerns on a countywide level for the purposes of land use policy, UDO and performance metrics.

Mr. Barron stated that he would like for the planning board members to be advised of who the stakeholder groups include and to be invited to attend various stakeholder meetings, as the deliberative process amongst the stakeholders would be beneficial for board deliberations. Mr. Gardiner stated that staff would be identifying those groups and notifying the board of various meetings and timelines once they were finalized, as well as going over timelines for accomplishing various tasks within each work area. Mr. Barron asked if staff would be notifying landowners who would be impacted by these new policies, to avoid feelings that they were not solicited for input. Mr. Gardiner stated that the team that will be covering the specific small area plans were in attendance today and will frame a plan to do that and will present that at the next meeting.

## **5. Committee Reports**

There were no committee reports.

### **Staff Report**

Mr. Steven Finn stated that we continue to remain active with a near identical split between subdivision reviews and zoning application or site plans. He updated the Board with office hours starting yesterday being Tuesday and Thursdays 8:30 – 5:15 and July 6<sup>th</sup> transitioning to Monday through Friday with at least one staff member. He reminded the Board that work continues on the first-floor renovation and stated due to supply chain issues anticipate a reopening in the Fall versus August.

## **6. Chairman's Report**

Mr. Clark announced that he would be on vacation during the planned July 7<sup>th</sup> meeting and asked the Board to consider meeting July 21, 2021 instead. Mr. Wells stated that he would also be unavailable. Mr. Clark stated that if there are no objections, the July 7<sup>th</sup> meeting could be canceled and the next meeting will be scheduled for July 21<sup>st</sup>.

Mr. Clark asked Mr. Murphy if the Board can continue to meet virtually and Mr. Murphy stated that he believes that there is still a State of Emergency in effect from the Governor, and therefore the Board can continue to meet virtually.

**7. Adjournment**

The meeting was adjourned at 2:35 p.m.

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REGULAR MEETING  
WAKE COUNTY PLANNING BOARD  
June 2, 2021

Chair Amos Clark declared the regular meeting  
of the Wake County Planning Board for  
Wednesday, June 2, 2021 adjourned at 2:35 p.m.

Respectfully Submitted:

Amos Clark  
Wake County Planning Board

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