



**Tuesday, December 4, 2018**  
**REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS**

**RALEIGH CITY COUNCIL MEETING**  
**1:00 PM and 7:00 PM**  
**CITY COUNCIL CHAMBER, ROOM 201**  
**222 WEST HARGETT STREET**  
**RALEIGH, NORTH CAROLINA**

**Nancy McFarlane, Mayor**  
**Corey D. Branch, Mayor Pro Tem**  
**David N. Cox**  
**Kay Crowder**  
**Stef Mendell**  
**Russ Stephenson**  
**Nicole Stewart**  
**Dickie Thompson**

**NOTICE TO HEARING IMPAIRED**

Audio enhancements have been installed in the Council Chamber. Assistive listening devices are available upon request. Interpreters for deaf and hearing impaired persons are available. If needed, please provide a 24-hour notice by calling 996-3100 (voice) or 996-3107 (TDD).

**A. 1:00 P.M. MEETING CALLED TO ORDER BY THE MAYOR**

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**Subject** 1. Invocation - Pastor Jenny Shultz-Thomas, Community United Church of Christ  
**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
**Category** A. 1:00 P.M. MEETING CALLED TO ORDER BY THE MAYOR  
**Type** Procedural

**Subject** 2. Pledge of Allegiance  
**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
**Category** A. 1:00 P.M. MEETING CALLED TO ORDER BY THE MAYOR  
**Type** Procedural

**B. RECOGNITION OF SPECIAL AWARDS**

**C. CONSENT AGENDA**

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**Subject** 1. Consent Agenda Process  
**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
**Category** C. CONSENT AGENDA  
**Type** Action (Consent), Information  
**Recommended Action** Motion to approve all Items of the Consent Agenda

All items on the consent agenda are considered to be routine and may be enacted by one motion. If a council member requests discussion on an item, the item will be removed from the consent agenda and considered separately. The vote on the consent agenda will be a roll call vote.

**Subject**                                **2. 2020 Holiday Schedule**

Meeting                                Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                                C. CONSENT AGENDA

Type                                      Action (Consent)

Preferred Date                        Dec 04, 2018

Absolute Date                         Dec 04, 2018

Fiscal Impact                         No

Recommended Action                Adopt the Holiday Schedule for the year 2020.

Tim Mayes, Human Resources

Please find attached the proposed Holiday Schedule for calendar year 2020. The proposed schedule includes 12 holidays. This is the same as the current holiday schedule and mirrors the holiday schedule observed by the State of North Carolina.

File Attachments  
[20181204HR2020HolidaySchedule.pdf \(62 KB\)](#)

**Subject**                                **3. City Code Revision - Prohibition of Smoking - Moore and Nash Squares**

Meeting                                Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                                C. CONSENT AGENDA

Type                                      Action

Preferred Date                        Dec 04, 2018

Absolute Date                         Nov 04, 2018

Fiscal Impact                         No

Recommended Action                Authorize revision to city code section 13-3016 (b) (j) to prohibit smoking in Moore and Nash Squares.

Scott Payne, Parks Recreation and Cultural Resources

In 2011 City Council enacted ordinance 2011-834 "to prohibit smoking in certain parks and greenway areas in order to better protect public health and to reduce litter in those areas." The ordinance did not prohibit smoking in Moore and Nash Squares. In 2012, City Council extended the prohibition on smoking to transit areas such as, but exclusive to, the Moore Square Transit Station via ordinance 2012-120. This effort increased smoking in Moore Square impacting the user experience and increasing litter.

The \$12M renovation of Moore Square reflects a major reinvestment into the historic downtown district with the goal of providing a premier urban park for all. The investment encourages use by the burgeoning downtown population as their neighborhood park as well as enhancements to encourage use as a destination event space. Nash Square has been studied for future investments and enhancements for the user experience.

In an effort to minimize the impact of smoking on the Moore Square user experience (and future Nash Square user experience), and after consultation with the City Attorneys Office, staff recommends modification to Raleigh City Code Section 13-3016:

1) (a) Definitions

insert (16) *Grounds* means an unenclosed area owned, leased, or occupied by local government; and

2) (b) Prohibition of Smoking in Public Places or Grounds:

(1) Except as otherwise provided, smoking shall be prohibited within the following public places:

modify j. All City parks and greenways and structures associated with parks and greenways except that smoking shall be permitted in all parks and greenway areas specifically delineated as automobile parking areas.

File Attachments  
20181204PRCRsmokinginsquarescodechange.pdf (54 KB)

## D. CONSENT AGENDA - PETITION ANNEXATIONS

**Subject** 1. Petition Annexation

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** D. CONSENT AGENDA - PETITION ANNEXATIONS

**Type** Action (Consent)

**Recommended Action** Acknowledge the annexation petition, direct the City Clerk to check the sufficiency of the petitions pursuant to State statutes, and if found sufficient, authorize advertisement for public hearing to be held on the first Council meeting in January of 2019.

Christopher Golden, City Planning

The following annexation petition has been received by the City. Additional information is included with the agenda materials.

<u>AREA NAME &amp; DISTRICT</u> <u>ZONING</u>	<u>PETITIONER</u> <u>ANNEXATION TYPE</u>	<u>ACRES</u>	<u>PROPOSED USE</u>	
9405, 9409 Carlswood Court (E) Contiguous	James & Bonne Stem William Sherman Debra Logue	10.4	22 Single-family homes	R-4

File Attachments  
20181204PLANConsentPetitionAnnexationCarlswoodCt.pdf (10,290 KB)

**Subject** 2. Petition Annexations - Deferrals

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** D. CONSENT AGENDA - PETITION ANNEXATIONS

**Type** Action (Consent)

**Recommended Action** Defer annexation of the properties located at 70000 Ebenezer Church Road and 5261 Forestville Road. In each case, the property owners are connecting to City water only and sewer service is not available at this time.

Christopher Golden, City Planning

The following annexation petition has been received by the City. Additional information is included with the agenda materials.

<u>AREA NAME &amp; DISTRICT</u> <u>ZONING</u>	<u>PETITIONER</u> <u>ANNEXATION TYPE</u>	<u>ACRES</u>	<u>PROPOSED USE</u>	
7000 Ebenezer Church Rd. (E) w/MPOD	James R. Dupree Contiguous Deferral	1.5	Single-family home	R-2

File Attachments

20181204PLANConsentPetitionAnnexationDeferral7000EbenezerChurchRd.pdf (2,304 KB)

20181204PLANConsentPetitionAnnexationDeferral5261ForestvilleRD.pdf (2,529 KB)

## E. CONSENT AGENDA - REQUESTS FOR PUBLIC HEARINGS

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<b>Subject</b>	<b>1. Churchill Road Street Improvements Project</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	E. CONSENT AGENDA - REQUESTS FOR PUBLIC HEARINGS
Type	Action (Consent)
Preferred Date	Dec 04, 2018
Absolute Date	Dec 04, 2018
Fiscal Impact	No
Budgeted	No
Recommended Action	Authorize a public hearing to confirm assessment roll. Chris Johnson, Engineering Services

Staff recommends that a public hearing be held to consider adoption of a resolution confirming Paving Assessment Roll 951 for the installation of 1/2 of a 38-foot back-to-back street section including curbs, gutters, drains and paving on the North side only along Churchill Road from existing curb and gutter eastward to Canterbury Road for a distance of approximately 180 linear feet.

Following the hearing, the Council may adopt a resolution confirming the cost as outlined in Resolution 2015-185 adopted on September 1, 2015.

File Attachments

20181204ESDChurchillRoadImprovementsAR951.pdf (567 KB)

<b>Subject</b>	<b>2. Economic Development Grant - Business Investment Grant Program</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	E. CONSENT AGENDA - REQUESTS FOR PUBLIC HEARINGS
Type	Action, Procedural
Preferred Date	Dec 04, 2018
Absolute Date	Dec 04, 2018
Fiscal Impact	No
Budgeted	No
Recommended Action	Authorize a public hearing for the first City Council Meeting in January 2019 Jenn Bossler, City Manager's Office

During the November 20, 2018 closed session Council directed staff to offer terms for a Business Investment Grant (BIG) to one economic development target considering locating within the City. The BIG program fulfills the requirement of the State of North Carolina Job Development

Investment Grant (JDIG) program that the local government participate in the recruitment of an economic development project and offer incentives in a manner appropriate to the project.

Prior to award of an economic development grant under the BIG program, Council is required by state law to conduct a public hearing. A public hearing for the first City Council meeting in January 2019 for both grant awards, subject to acceptance of the offered terms by the economic development target and the agreement of terms between the target and the State of North Carolina for an economic development incentives package, is recommended. Council should direct the City Clerk to advertise the hearing in the manner required by law.

## **F. CONSENT AGENDA - GRANTS**

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<b>Subject</b>	<b>1. Department of Environmental Quality Water Resources Development Grant</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	F. CONSENT AGENDA - GRANTS
Type	Action (Consent)
Preferred Date	Dec 04, 2018
Absolute Date	Dec 04, 2018
Recommended Action	Approve submission of the grant application and authorize the Mayor to execute the Local Governmental Resolution.

Brian Smith, PRCR

The City is seeking grant funding from the North Carolina Department of Environmental Quality Water Resources Development Grant Program. The \$200,000 grant request will supplement and leverage 2014 Parks bond funds. The grant funds will support construction of a portion of the Walnut Creek Wetland Park Boardwalk and the addition of an Education Pavilion. The total project including both the bond and grant funding will provide an ADA-accessible boardwalk from the Norman and Betty Camp Education Center (NBCEC) to the wetlands, allowing access by individuals of all abilities to the Walnut Creek Greenway, wetlands, and NBCEC for educational and recreational purposes.

File Attachments  
[20181204PRCRDEQWaterResourcesDevelopmentGrant.pdf \(11 KB\)](#)

## **G. CONSENT AGENDA - EASEMENTS**

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<b>Subject</b>	<b>1. Greenway Easement - Rosengarten Trail and Stream Restoration Project - Extension of Reservation Period</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	G. CONSENT AGENDA - EASEMENTS
Type	Action (Consent)
Preferred Date	Dec 04, 2018
Absolute Date	Dec 04, 2018
Fiscal Impact	No
Recommended Action	Approve the extension of greenway easement reservation period for an additional one year for Case File SR-36-17, in accordance with the Unified Development Ordinance (UDO), Sec. 8.1.6. This one-year extension shall expire December 20, 2019.

Lisa Schiffbauer, Parks Recreation and Cultural Resources

Staff recommends that the City exercise a one-year extension of the variable width greenway easement reservation period on The Fourth Ward development (AA#3690, Case File SR-36-17), in accordance with the Unified Development Ordinance Sec. 8.1.6., for the purposes of acquisition for the future Rosengarten Trail and Stream Restoration Project. If approved, this one-year extension shall expire December 20, 2019. It is the intent of staff to purchase the necessary easements for the project within the one-year period.

The Fourth Ward development site is located on the northwest corner of South Saunders and Dorothea Drive. The approved site plan is for the development of a 0.859-acre tract zoned Neighborhood Mixed-3, Urban Limited (NX-3-UL) and R-10 into 5-unit apartment

buildings with ground floor garage parking totaling 19,302 square feet.

An Administrative Action (AA#3690, Case File SR-36-17, Transaction# 509354) was approved for The Fourth Ward site plan on December 20, 2017, that included a reservation of the variable width area to be used for a greenway easement that supports an alignment option for the future Rosengarten Trail and Stream Restoration Project connecting downtown areas to the Rocky Branch Trail and Dorothea Dix Park. The reservation is being requested and made under Section 8.1.6. of the UDO, shown below:

Sec. 8.1.6. Reservation of Public Land

A. Where a proposed park, greenway, open space, school, fire station or other public use shown in the Comprehensive Plan is located in whole or in part in the development, the City may require the reservation of the land for future use.

B. The reservation shall continue in effect for a period of not more than 1 year from the date of the approval of the preliminary plan or site plan. The reservation period may be extended for an additional year upon submission of a letter to the City Council of intent to purchase by the appropriate governmental agency. Further extensions may be permitted upon mutual agreement between the land owner and the City Council, each of which shall not exceed 2 years.

For this project, the "appropriate government agency" is the City, acting through its Parks, Recreation and Cultural Resources Department. Currently, this reservation is set to expire December 20, 2018.

This funded and approved project has had several community and stakeholder meetings and preliminary designs have been developed for multiple corridor alignment options. Parks, Recreation and Cultural Resources staff will continue to refine design options for the best viable connectivity for the community which will include continuing to work with landowners and developers on negotiating easements and reservations for future acquisition.

File Attachments  
[20181204PRCRSR362017AA.pdf \(19,373 KB\)](#)

## H. CONSENT AGENDA - STORM DRAINAGE

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<b>Subject</b>	<b>1. Drainage Assistance Program - New Project Approvals</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	H. CONSENT AGENDA - STORM DRAINAGE
Type	Action (Consent)
Preferred Date	Dec 04, 2018
Absolute Date	Dec 04, 2018
Fiscal Impact	Yes
Dollar Amount	\$337,000.00
Budget Source	Stormwater Capital Improvement Fund
Recommended Action	Approve the drainage assistance projects as recommended by the Stormwater Management Advisory Commission
Dale Hyatt, Engineering Services	

As part of the periodic project review schedule for the Drainage Assistance Program, the Stormwater Management Advisory Commission recommends the following projects for approval and funding in accordance with the provisions of the City Storm Drainage Policy, Resolution 2016-327. This approval is for the City's Drainage Assistance Program and is unrelated to the recent Water Quality Policy revision approved by Raleigh City Council on March 6, 2018.

Project Location	Estimated Project Costs
2100 Hillock Drive	\$305,000
308 Donald Ross Drive	\$32,000
<b>Total Estimated Project Costs This Period</b>	<b>\$337,000</b>
FY19 Projects Fund Approved to Date	\$752,000
FY19 Drainage Assistance Program Budget	\$1,500,000
FY19 Remaining Drainage Assistance Funds	\$411,000

(following this approval)

No budget action is necessary as funding for these projects is available in the approved Stormwater Capital Improvement Fund. Anticipated project costs are estimates only and will likely vary as the project moves into detailed design and construction phases.

File Attachments  
[20181204ESDDrainageAssistanceProjects.pdf \(2,759 KB\)](#)

## **I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES**

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<b>Subject</b>	<b>1. Interlocal Agreement - Town of Wake Forest -Utility Improvements on Stadium Drive</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Nov 06, 2018
Absolute Date	Nov 06, 2018
Fiscal Impact	Yes
Dollar Amount	\$687,463.00
Budgeted	Yes
Budget Source	Capital Improvement Program
Recommended Action	Authorize the City Manager to execute the interlocal agreement.
Eileen Navarrete, Public Utilities	

The North Carolina Department of Transportation (NCDOT) and the town of Wake Forest have a joint project (NCDOT U-5515) for street improvements on Stadium Drive from US Highway 1 to North Wingate Street. The project is located within the Wake Forest jurisdiction with water and sewer service provided by Raleigh Public Utilities. Various improvements to the water and sewer infrastructure are included as part of the street improvement project. An interlocal agreement has been negotiated to reimburse the town of Wake Forest for the cost of utility improvements. Terms of the agreement include reimbursement for the publicly bid items in an amount not to exceed \$687,463.

Name of Project:	Wake Forest Stadium Drive Improvements
Managing Division:	Public Utilities - Capital Improvements Division
Reason for Council Review:	Authorize interlocal agreement for reimbursement
Vendor:	Town of Wake Forest
Prior Contract Activity:	N/A
Encumbered with this Approval:	\$687,483

File Attachments  
[20181204PUDU5515IntermunicipalAgreementTOWF.pdf \(870 KB\)](#)

<b>Subject</b>	<b>2. Office Space Lease - Raleigh Police Department Northwest District Station</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)

Preferred Date Dec 04, 2018

Absolute Date Jan 02, 2019

Fiscal Impact Yes

Dollar Amount \$1,301,989.00

Budgeted Yes

Budget Source 100-4010-711010-361

Recommended Action Authorize appropriate City Officials to execute the lease amendment subject to approval of the final lease documents by the City Manager and City Attorney's Office.

Sarah Beth Gentry, City Planning

On November 21, 2003, the City entered into a seven-year lease agreement with Keystoneplace, LLC (Landlord) to rent 11,000 square feet of office space at 8016 Glenwood Avenue for location of the Northwest Police District Station. The lease was subsequently amended on December 10, 2010 with the term extended for an additional four-year period which was to expire on January 31, 2014. The lease was amended for a second time on December 4, 2013 with the term extended for an additional five-year period which expires on January 31, 2019. Based on the Raleigh Police Department's past experience and perceived benefits from continued location at this site, City staff have negotiated with the Landlord a seven-year renewal including early termination options at the end of year five and year six of the extended lease term, conditioned on Council approval.

The City is currently paying a base rental rate of \$10.49/square foot/year plus an additional \$2.77/square foot/year for its proportionate share of costs associated with the Landlord's payment of taxes, insurance premiums and common area maintenance (TICAM) for the property. Under terms of the proposed lease amendment, the City's base rent would increase to \$11.62/square foot/year for year one of the extended lease term with variable rate increases each year thereafter as outlined below. The TICAM rate will remain at \$2.77/square foot/year over the term of the lease as extended by the proposed lease amendment.

Substantive terms of the proposed lease amendment are as follows:

Property: 8016 Glenwood Avenue  
Raleigh, NC 27612

Landlord: Keystoneplace, LLC

Tenant: City of Raleigh

Premises: Lease space consists of approximately 11,000 square feet of office space with parking

Lease Term: Lease term shall be renewed for an additional seven (7) years subject to the Tenant's early termination options as outlined below

Early Termination Options:

1. Tenant may terminate lease at the end of year five (5) of the extended lease term with 6 months prior written notice
2. Tenant may terminate lease at the end of year six (6) of the extended lease term with 6 months prior written notice

Commencement: February 1, 2019

Year	Period	Annual Amount	Rate/SF
1	2/1/19 – 1/31/20	\$127,820	\$11.62
2:	2/1/20 – 1/31/21	\$129,482	\$11.77
3:	2/1/21 – 1/31/22	\$131,165	\$11.92
4:	2/1/22 – 1/31/23	\$132,870	\$12.08
5:	2/1/23 – 1/31/24	\$134,597	\$12.24
6:	2/1/24 – 1/31/25	\$136,347	\$12.40
7:	2/1/25 – 1/31/26	\$138,128	\$12.56

Annual Rental Rate:

Renewals: N/A

Taxes, Insurance & Common Area Maintenance: Tenant shall pay its proportionate share of all Taxes, Insurance & Common Area Maintenance (TICAM) charges related to the leased premises. TICAM charges are fixed at \$2.77/square foot/year over the term of the Lease as extended by the proposed Lease Amendment.

Tenant Improvements: Landlord shall grant Tenant permission to install on-site, at Tenant's expense, a natural



gas-powered emergency power generator but will not require Tenant to install a separate gas meter.

Landlord Improvements:

1. Landlord will improve lighting in the common parking areas by replacing existing lighting features with brighter, whiter modern LED lights and trimming trees blocking the light coverage.
2. Landlord will replace water heater at Landlord's expense, if necessary.
3. Landlord shall reimburse Tenant for any expense which Tenant incurs, per occurrence, in excess of \$1,000 (but not more than two occurrences per calendar year) in connection with Tenant's maintenance and repair of the water heater.

Security Deposits:

None

Conditions:

Approval of proposed lease amendment terms by Raleigh City Council. No other substantive terms of the lease are being amended except as listed herein.

Special Provisions:

Lease will not be subject to approval by the North Carolina Local Government Commission and the following language will be added to the lease amendment: The lease payments hereunder are payable solely from funds appropriated for that purpose by the City Council of the City in its discretion. Neither the faith and credit nor the taxing power of the City is pledged to the payment of the lease payments. In the event of a failure of the City Council to pay the lease payments, this lease shall terminate, and the City shall vacate the leased premises, but shall not be liable for further damages.

File Attachments

[20181204PLANOfficeSpaceLease8016GlenwoodAvenueVicinityMap.pdf \(625 KB\)](#)

<b>Subject</b>	<b>3. Contracts - Blount Street Parking Deck - Highwoods Parking - Time Period Extension</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Fiscal Impact	No
Budgeted	No
Recommended Action	Authorize the City Manager to execute a short-term extension of the existing agreement for a period of 180 days, commencing December 22, 2018.

Matthew Currier, Transportation

On May 5, 2015, City Council authorized the execution of a parking agreement with Edison Land, LLC, then-owner of a vacant 0.616 acre property adjoining the Blount Street Parking Deck. Edison intended to construct an approximately 275,000 square foot office tower with ground floor retail, restaurant or other activity-generating space. Terms of the agreement make available to Edison Land tenants, employees, and guests up to 297 parking spaces in the City portion of the Blount Street Parking Deck during business hours, 7 AM to 7 PM Monday-Friday.

On December 22, 2015, the City entered into the parking agreement with Edison under the terms outlined above; the agreement conditioned the parking allocation upon commencement of construction within 36 months and requires obtaining a core and shell building Certificate of Occupancy within 60 months. Failure to meet the designated milestones results in the automatic termination of the parking agreement; the agreement is set to terminate December 22.

Edison has since sold the parcel to Highwoods Realty Limited Partnership; in conveying the property Edison assigned to Highwoods the rights and obligations under the parking agreement. Highwoods has plans to proceed with development and will be seeking approval of architectural modifications from the Appearance Commission. Highwoods has notified the City that it will be unable to commence construction prior to the designated date and has formally requested that the existing parking agreement be amended to adjust the milestone dates.

Staff recommends a short-term extension of 180 days in order to further review the agreement and return with options for Council consideration. The developer is in agreement with this recommendation.

**Subject**                    **4. Professional Services - Stormwater Control and Dam Safety Inspections - AECOM, Inc. - Master Agreement**

**Meeting**                    Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category**                    I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

**Type**                        Action (Consent)

**Preferred Date**            Dec 04, 2018

**Absolute Date**            Dec 04, 2018

**Fiscal Impact**            Yes

**Dollar Amount**            \$500,000.00

**Budgeted**                    Yes

**Budget Source**            Stormwater Enterprise Fund

**Recommended Action**    Authorize the City Manager to execute a master agreement with AECOM for professional services associated with Annual Dam Safety and Stormwater Control Inspection requirements, for an initial two-year period and a total not to exceed amount of \$500,000, including authority to execute individual statements of work which may exceed \$150,000.

Scott Bryant, Engineering Services

The City of Raleigh jurisdiction contains 43 dams and 75 Stormwater Control Measures (SCMs) monitored by the Stormwater Management division. Structures that need to maintain regulatory compliance include 21 dams and 37 SCMs. To ensure that this occurs, staff recommends third party inspection services to ensure the functionality and integrity of the structures at least once per year.

Six firms responded to a Request for Qualifications (RFQ) for SCM and dam safety inspection professional services. An evaluation team recommends AECOM Technical Services of North Carolina, Inc., based upon qualifications of the firm and its staff.

Staff recommends approval of an initial two-year master agreement with AECOM in the amount not to exceed \$500,000. Assuming satisfactory performance by the recommended consultant, staff may recommend future extension of the agreement with AECOM for an additional three years, for a total of five years. Funding is appropriated in the Stormwater Enterprise Fund.

Name of Project:	Annual Dam Safety and Stormwater Control Measure Inspection Services
Managing Division:	Engineering Services - Stormwater Management Division
Approval Request:	Contract Award
Reason for Council Review:	Contract Award > \$150,000
Vendors:	AECOM
Prior Contract Activity:	N/A
Encumbered with This Approval:	\$500,000
Budget Transfer Required:	None

**Subject**                    **5. Contract Services - Insurance Brokerage Services - Willis Towers Watson**

**Meeting**                    Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category**                    I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type	Action (Consent)
Preferred Date	Dec 04, 2018
Absolute Date	Dec 04, 2018
Fiscal Impact	Yes
Dollar Amount	\$570,000.00
Budgeted	Yes
Budget Source	230-1691-721020-162
Recommended Action	Authorize the City Manager to execute a contract with Willis Towers Watson in an amount not to exceed \$190,000 annually, in a total amount of \$570,000 for the five year term.

Dennis Paren, Finance

The City utilizes insurance broker services for property, crime, cyber, fiduciary, and casualty insurance coverages. Willis Towers Watson has provided insurance broker services since March 2012, and the current contract expires December 31, 2018. In compliance with purchasing guidelines, a Request for Qualifications (RFQ) was issued. Three responses were received:

1. Willis Towers Watson
2. USI Insurance Services
3. Arthur J Gallagher Risk Management Services, Inc.

An evaluation committee comprised of key stakeholder departments, (Finance, City Attorney's Office, Human Resources, and Parks, Recreation and Cultural Services) scored each proposal on the following evaluation criteria: Corporate Background, Experience, References, Proposed Team Qualifications, Quality of RFQ Response, and Scope of Services.

The committee ranked Willis Towers Watson the highest ranked firm due primarily to the following considerations within the evaluation criteria:

1. Corporate Background – Willis Towers Watson is an \$8 billion+ global insurance broker, actuary, and benefits consulting company with offices in 140 countries and 40,000+ employees. In the Carolinas they have 200+ employees with North Carolina offices in Cary and Charlotte.
2. Experience - Clients include NC League of Municipalities, SC Municipal Association, State of South Carolina, City of Columbia, SC, NC Housing Authority, GoRaleigh, GoTriangle, and many others.
3. References – Willis has a 13-year, 98% client retention ratio.
4. Proposed Team Qualifications - Public Entity Team is composed of subject matter experts in Municipal, County, Higher Education, Pooling, Complex Property, Aviation, Marine, Cyber Risk, Specialty Benefits and Claims Advocacy.
5. Quality of RFQ Response – Willis' RFP response was the top-rated proposal as evaluated by the cross-departmental review team.
6. Scope of Services - Willis met all City requirements within the request for proposal. Willis' offer includes a value-added service of tracking and recording software for certificates of insurance, which could improve COR's present process in this risk transfer area. COR receives/requires thousands of certificates annually.

The commission-based contract provides for Willis Towers Watson to collect industry standard commissions from insurers in an aggregate amount not to exceed \$190,000 annually. The contract will include a three-year term with the option to renew for two additional one-year periods. Broker compensation is commission-based and is paid out of the premiums charged by insurers providing insurance coverage to the City. Since March 1, 2012, the corresponding commission annual aggregate amount has been \$175,000.

<b>Subject</b>	<b>6. Contract Services - Employee Benefits Consulting - USI Insurance Services, LLC</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Dec 04, 2018
Absolute Date	Dec 04, 2018
Fiscal Impact	Yes
Budgeted	Yes

Budget Source                      Operating Budget

Recommended Action              Authorize the City Manager to execute a contract in an amount not to exceed \$200,000.

Tim Mayes, Interim Human Resources Director

The City has completed a competitive process to obtain consulting services relative to administration of group (employee and retiree) benefits programs. In the Request for Proposals (RFP), the following needs for consulting assistance were identified: development of a three year healthcare benefits strategy for both active and retiree participants in order to ensure cost competitiveness and effectiveness; procurement and/or renewal of vendor contracts for health insurance, prescription drug coverage, dental insurance, stop loss coverage and flexible spending account management. Additionally, the RFP emphasized the importance of the consultant identifying action plans for integrating wellness initiatives into the overall benefits strategy.

Proposals were received from five companies and reviewed by a team with representatives from the City Manager's Office, Human Resources, Finance and Budget. Three companies were invited to make presentations to the team:

1. Gallagher Benefit Services, Inc.
2. Willis Towers Watson
3. USI Insurance Services, LLC (USI)

Proposal evaluation included the following criteria:

- Experience working organizations comparable to the City
- Overall qualifications consistent with the consulting needs identified above
- Demonstrated commitment to providing service at the highest possible level
- Cost for services

Staff recommends execution of a one-year contract with USI Insurance Services, LLC to provide benefit services. USI provided the best overall proposal in terms of quality; the annualized consulting fees (\$200,000, with 10% of the fees being at risk for non-performance of criteria to be negotiated) are very competitive. Additionally, USI demonstrated a keen understanding of the importance of managing pharmacy benefits costs (which constitutes approximately 20% of total health plan costs) and integration of wellness initiatives. USI will provide a call center to assist our employees and retirees with customer service issues. Funding is appropriated in the operating budget.

**Subject                                      7. Contract Services - Ticketing Services for the Performing Arts Center - Ticketmaster LLC**

Meeting                                      Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                                      I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type    Action (Consent)

Preferred Date                                Dec 04, 2018

Absolute Date                                 Dec 04, 2018

Fiscal Impact                                No

Dollar Amount                                \$474,000.00

Budgeted                                        No

Budget Source                                Revenue Generating Contract

Recommended Action                      Authorize the City Manager to execute a contract with Ticketmaster LLC to provide ticketing services.

Hazel Cockram, Convention Center

The Duke Energy Center for the Performing Arts utilizes an exclusive agreement with Ticketmaster LLC to provide ticketing services for the events held at the venue. Use of the service requires the deployment of proprietary equipment that is fully integrated into the facility's websites to allow for ease of access for the ticket buyer. The City pays annual fees (\$25,700 in FY18) for specific services from Ticketmaster LLC. The annual fees are for software and hosting services that allows the City to build a permissible marketing database, supports targeted direct email communication to customers, and delivers extensive season and single ticket functionality through the Ticketmaster host system. Included in the fees is a maintenance fee for the service that allows distribution channels for inventory control and venue subscribers to manage their season ticket accounts.

In addition to the annual fee, separate fees are assessed on ticket purchases and are shared between the vendor and the City. The fee split varies, and is based on several factors including ticket price and method of purchase (phone or internet). During FY18, the fee revenue received by the City from Ticketmaster was \$474,000. The ticket fees received by Ticketmaster LLC is not known by the City; however, it is estimated that Ticketmaster LLC received at least 20% more than the City during FY18.

On October 3, 2018 staff issued a request for proposals (RFP) to provide ticketing services for the Duke Energy Center for the Performing Arts. Four responses were received to the RFP. A selection committee including representatives from the Convention and Performing Arts Complex, Finance, Procurement and Resident Companies reviewed the qualifications of each proposal and ranked the responses. The incumbent vendor, Ticketmaster LLC, was identified as the preferred vendor. Ticketmaster LLC has been the ticketing service provider at the Performing Arts Center since the City began holding performances and continues to provide excellent customer service. In the proposal, Ticketmaster LLC has offered the City more flexibility in establishing the fee structure that is passed on to the ticket buyer. Further, in addition to the ticket fee revenue described above, Ticketmaster has also offered a \$300,000 bonus upon execution of a three-year exclusive ticketing services agreement.

Because of the complexities of the system implementation, staff recommends a three-year contract term, with options to extend the term for two additional periods of three-years each. The initial term of the contract will end December 31, 2021. If at any time the City is not satisfied with service delivery the terms provide for contract termination or cancellation.

**Subject**                                **8. Contract Services - Geographic Information System Software - ESRI, Inc. – Amendment No. 7**

**Meeting**                                Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category**                                I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

**Type**                                        Action (Consent)

**Preferred Date**                        Dec 04, 2018

**Absolute Date**                        Dec 04, 2018

**Fiscal Impact**                        Yes

**Dollar Amount**                        \$1,411,000.00

**Budgeted**                                Yes

**Budget Source**                        IT Department Operating Budget

**Recommended Action**                Authorize the City Manager to execute the contract amendment in an amount not to exceed \$1,411,000.  
Darnell Smith, Information Technology

The City currently utilizes Environmental Systems Research Institute, Inc. (ESRI) as the provider for the enterprise Geographic Information System (GIS) software. The current license is an Enterprise License Agreement (ELA) for a term of three years. A contract amendment for an additional three years of software licensing is recommended, which will continue to provide unlimited access to the software and maintenance included in the agreement. Funding is appropriated in the FY2019 operating budget.

**Name of Project:**                        GIS Software – Environmental Systems Research Institute, Inc. (ESRI)  
**Managing Division:**                    Information Technology – IT Application Support  
**Request Reason:**                        Contract amendment approval (contract amendments >\$150,000)  
**Cause of Contract Amendment:**      Contract amendment – enterprise license agreement  
**Vendor:**                                    Environmental Systems Research Institute, Inc. (ESRI)  
**Prior Contract Activity:**                Original contract \$825,000 (2012-2015)  
**Amendment One (Administrative):**    Change of scope, no amount  
**Amendment Two (Administrative):**    Change of scope, no amount  
**Amendment Three:**                      \$1,100,000 (2015-2018)  
**Amendment Four (Administrative):**    Change of scope, no amount  
**Amendment Five (Administrative):**    Change of scope, no amount  
**Amendment Six (Administrative):**    Change of term, no amount  
**Currently Encumbered:**                 \$0

Amount of this Contract Amendment: \$1,411,000[SB1] (three-year total or through December 2021)  
 Encumbered with this Approval: \$437,000[SB2] (December 2018-December 2019)

File Attachments  
[20181204ITGISSoftwareESRI.pdf \(139 KB\)](#)

**Subject**                                **9. Contract Services - Collection Routes Program Audit and Route Optimization - Capsaicin Logistics and Technology Services**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type Action (Consent)

Preferred Date Dec 04, 2018

Absolute Date Dec 04, 2018

Fiscal Impact Yes

Dollar Amount \$220,000.00

Budgeted No

Budget Source Solid Waste Services Operating Reserve (360-5030-000-532990)

Recommended Action Authorize the City Manager to execute a contract in an amount not to exceed \$220,000; authorize a budget amendment in the amount of \$220,000.

David Scarborough, Solid Waste Services

Current and existing residential garbage, recycling, and yard waste collection routes have become inefficient and unbalanced due to growth and the modifications that have been required to address those changes. An audit of the current routes and benchmark data as well as the creation of optimized routes, sub-routes, and detailed maps has become a priority. Following a Request for Proposals procurement and evaluation process, Capsaicin Logistics and Technology has been selected as the vendor to address this pressing need. The vendor will perform physical audits of existing routes for all Solid Waste Service (SWS) collections to identify all service locations, cart counts and service time metrics, and will benchmark current level of service delivery based on reviews of historical data. Using data collected, new routes will be established for each level of service to optimize efficiencies, resulting in the generation of efficient route maps.

The vendor will also collaborate with staff to collaborate and ensure timely communication to the public of routing changes and updates that result from the route optimization efforts.

A budget amendment in the amount of \$220,000 is necessary to appropriate mid-year funding for this initiative; source of funding is the operating reserve in the Solid Waste Services Enterprise fund.

**File Attachments**

[20181204SolidWasteServicesCollectionRoutesProgramAuditMemo.pdf \(96 KB\)](#)

[20181204SolidWasteServicesCollectionRoutesProgramAuditBudgetMemo.pdf \(428 KB\)](#)

**Subject 10. Contract Services – Liquid Oxygen Product and Tank Rental – Air Products and Chemicals, Inc.**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type Action (Consent)

Dollar Amount \$563,000.00

Budgeted Yes

Budget Source Operating Funds

Recommended Action Authorize the City Manager to execute the contract in the amount of \$563,000 for a 5-year term of service.

Whit Wheeler, Public Utilities

In response to a RFP posted on September 18, 2018, for Liquid Oxygen and Equipment Lease, for the City of Raleigh Dempsey E. Benton Water Treatment Plant, two proposals were received. The lowest responsive proposal was from Air Products and Chemicals, Inc. with an estimated price of \$563,000 for a five-year term of service. Actual price will be determined by the quantity purchased. The first year of service has an expected cost of \$108,200.00. The contract allows for a 2% per year escalation.

The scope of work consists of furnishing Liquid Oxygen, storage tanks and associated equipment to supply oxygen to the ozone treatment process for the water treatment plant.

Name of Project                      Liquid Oxygen Product and Tank Rental  
Managing Division                  Public Utilities – Water Treatment Division  
Vendor:                                  Air Products and Chemicals, Inc.  
Amount of this Contract:            \$563,000

**Subject                                  11. Contract Services – Liquid Oxygen Product and Tank Rental – Matheson Tri-Gas, Inc.**

Meeting                                Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                                I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type                                      Action (Consent)

Fiscal Impact                        Yes

Dollar Amount                        \$707,400.00

Budgeted                                Yes

Budget Source                        Operating Funds

Recommended Action                Authorize the City Manager to execute the contract in the amount of \$707,400 for a 5-year term of service.

Whit Wheeler, Public Utilities

In response to a RFP posted on September 18, 2018, for Liquid Oxygen and Equipment Lease, for the City of Raleigh E.M. Johnson Water Treatment Plant, one proposal was received. The lowest responsive proposal was from Matheson Tri-Gas, Inc. with an estimated price of \$707,400.00 for the five-year term of service. Actual price will be determined by the quantity purchased. The first year of service has an expected cost of \$135,930.00. The contract allows for a 2% per year escalation.

The scope of work consists of furnishing Liquid Oxygen, storage tanks and associated equipment to supply oxygen to the ozone treatment process for the water treatment plant.

Name of Project                      Liquid Oxygen Product and Tank Rental  
Managing Division                  Public Utilities – Water Treatment Division  
Vendor:                                  Matheson Tri-Gas, Inc.  
Amount of this Contract:            \$707,400

**Subject                                  12. Utility Construction Agreement (UCA) - NCDOT (P-5720) CSX Proposed Grade Separation of Durant Road (SR 2006) Over CSX S Line Railroad in Raleigh**

Meeting                                Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                                I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type                                      Action (Consent)

Fiscal Impact                        Yes

Dollar Amount                        \$1,005,624.00

Budgeted                                Yes

Budget Source                        Capital Improvement Program

Recommended Action                Authorize the City Manager to execute the Utility Construction Agreement

Eileen Navarrete, Public Utilities

The Public Utilities Department and the North Carolina Department of Transportation (NCDOT) are coordinating on the relocation of a section of critical 24-inch water main, as well as an 8-inch water main and a 12-inch water main on Durant Road as part of a NCDOT grade separation project over the existing railroad crossing. NCDOT requires the City to fund the cost of utility relocations associated with highway and bridge improvement projects when the conflicted utilities are located within the public right-of-way controlled by the State of North Carolina.

Name of Project: NCDOT CSX Proposed Grade Separation of Durant Road over CSX S Line in Raleigh  
 Managing Division: Public Utilities - Capital Improvements Division  
 Approval Request: Utility Construction Agreement Approval  
 Reason for Council Review: NCDOT Utility Construction Agreement  
 Vendor: North Carolina Department of Transportation  
 Prior Contract Activity: N/A  
 Encumbered with this Approval: \$1,005,624

**File Attachments**

- 20181204PUDP5720UCAgreementPlansExhibitA.pdf (6,910 KB)
- 20181204PUDP5720CostEstimateExhibitB.pdf (13 KB)
- 20181204PUDP5720SpecialProvisionsExhibitC.pdf (565 KB)
- 20181204PUDUtilityConstructionAgreement.pdf (66 KB)

**Subject 13. Sole Source Construction Contract for Supervisory Control and Data Acquisition (SCADA) Upgrades**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type Action (Consent)

Fiscal Impact Yes

Dollar Amount \$2,400,000.00

Budgeted Yes

Budget Source SCADA Upgrades (Water and Wastewater Divisions)

Recommended Action Waive competitive bidding requirements and declare CITI, LLC's instrumentation and control system integration services a "sole source" for the SCADA Upgrade project and authorize the City Manager to execute a contract in an amount not to exceed \$2,400,000.

Eileen Navarrete, Public Utilities

The City of Raleigh Public Utilities Department currently utilizes a Supervisory Control and Data Acquisition (SCADA) system at all the City's water treatment and resource recovery facilities for monitoring and control. The existing system software and components are becoming obsolete and need to be upgraded. CITI, LLC is the sole instrumentation and control system integrator consultant at all the City's water and wastewater facilities. Utilizing one integrator for the entire system minimizes the potential for programming complications that can cause operational malfunctions and reduces security risks associated with giving multiple vendors access to sensitive controls that operate the City's water and wastewater plants and pump stations.

As per General Statute 143-129 (e)(6), the City Council may waive competitive bidding when other overriding considerations outweigh competitive bidding. CITI, LLC has submitted a proposal to the City to upgrade the SCADA system and associated equipment in the amount of \$2,400,000.00. City staff and a third-party consultant have reviewed the costs and found them to be consistent with other projects of similar size and scope. Funding is available in the Capital Improvements budget.

Name of Project: SCADA Upgrades  
 Managing Division: Public Utilities - Capital Improvement Division  
 Approval Request: Sole Source Construction Contract Award  
 Reason for Council Review: Sole Source Construction Contract Award  
 Original CIP Budget: \$2,400,000  
 Sole Source Contract Award: \$2,400,000



Vendor: CITI, LLC  
Prior Contract Activity N/A  
Encumbered with this Approval \$2,400,000

File Attachments  
[20181204PUDCitiSoleSourceContractMemo.pdf \(434 KB\)](#)

**Subject** **14. Contract Services - Print Publications - Theo Davis**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type Action (Consent)

Preferred Date Dec 04, 2018

Fiscal Impact No

Dollar Amount \$166,650.00

Budgeted Yes

Budget Source Funds are appropriated in the PRCR Marketing Communications Operating Budget

Recommended Action Authorize the City Manager to execute the contract in an amount not to exceed \$166,650

Kellee Beach, Parks, Recreation and Cultural Resources

The Parks, Recreation and Cultural Resources Department prints the Leisure Ledger program guide three times per year and the Summer Camp brochure one time per year. These large publications provide citizens with information about upcoming programs, events, and camps. This print contract is for a two year term with the ability to extend for one year.

A Request for Proposals (RFQ) was issued October 25, 2018 for print services for the Leisure Ledger and Summer Camp publications. Five vendors provided responses to the RFQ, which were evaluated by a committee comprised of staff members from Parks, Recreation and Cultural Resources and Communications departments.

The committee reviewed proposals for criteria including cost, schedule, equipment, and experience and recommends selection of Theo Davis.

The total contract value is \$166,650. The first year of the contract should not exceed \$61,500.

Name of Project: Parks Print Publications  
Managing Division: Parks, Recreation and Cultural Resources Marketing Communications  
Approval Request: Contract Award  
Reason for Council Review: Contract Award >\$150,000  
Vendor: Theo Davis  
Encumbered with this Approval: \$166,650

**Subject** **15. Master Lease Agreement - ePlus Group, Inc - Lease Schedule 183**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type Action (Consent)

Preferred Date Dec 04, 2018

Absolute Date Dec 04, 2018

Fiscal Impact Yes

Dollar Amount \$802,832.00

Budgeted Yes  
Budget Source Operating budget  
Recommended Action Authorize the City Manager to execute Lease Schedule 183.  
April Webb, Information Technology

The City utilizes a leasing company to provide technology equipment including desktop computers, laptops, phones, projectors, as well as network equipment such as switches, routers and servers. The Master Lease Agreement provides for new equipment to be leased via a series of quarterly lease schedules. Lease Schedule 183 is in the amount of \$802,832. Lease Schedule 183 is for a four-year term, and exceeds the administrative approval threshold of \$150,000.

File Attachments  
[20181204ITMemoePlusLease183.pdf \(95 KB\)](#)

**Subject 16. Master Lease Agreement - Police Unmarked Vehicles - Enterprise Car Rental Fleet Management - Ratification of Lease**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category I. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type Action (Consent)

Preferred Date Dec 04, 2018

Absolute Date Dec 04, 2018

Fiscal Impact Yes

Budgeted Yes

Budget Source Operating Budget

Recommended Action Authorize the City Manager to execute the necessary instruments with Enterprise FM Trust or affiliated entities to bring existing and future vehicle leases into compliance with the 2015 terms and conditions. Ratify individual vehicle leases entered into in 2017 and 2018.

Captain T Tomczak, Police  
Brandon Poole, City Attorney's Office

The City utilizes a master lease agreement to procure vehicles for use in police investigations. In 2015, the City and Enterprise Car Rental, Fleet Management Division (Enterprise FM Trust) entered into a master lease agreement and multiple lease instruments for individual vehicles under budget authorization provided by City Council at the September 15, 2015, meeting. Earlier this year, when adding vehicles to lease within the present budget, it was discovered that neither Enterprise nor the City could locate executed originals of the 2015 agreement.

The parties have operated under the 2015 terms from that date and have concluded, jointly, that the original documents have been lost. Following consultation with the City Attorney's office, staff recommends that City Council authorize the following to bring the engagement into compliance with the previously negotiated terms:

1. Execution of a new master lease agreement, replicating the 2015 terms, and any other contract documents necessary to formally bring current vehicle leases into compliance with the previously negotiated and agreed-upon terms.
2. Ratification of any individual vehicle leases under the master lease agreement that were entered into after the executed documents were lost.
3. Execution of any future individual vehicle leases that will fall under the terms of the master lease agreement. This authorization is necessary as the aggregate costs of individual leases will exceed the \$150,000 threshold for contract approvals by the City Manager. Budget authorizations for these individual leases will be included in annual budget requests for upcoming fiscal years.
4. Authorize continuation of the program through the next round of lease activity for a two-year period commencing July 1, 2019 thru June 30, 2021.

The Police department annually budgets \$150,000 to lease vehicles; ratification of the past leases and authorization for the current leases exceeds the administrative approval authority granted to the City Manager. Lease schedules and the required funding needs associated with the vehicle Master Lease, which will expire in 2021, are found below:

**Lease schedule 1 – 2017-2019**

Year 1 - \$85,519 for 14 vehicles  
Year 2 - \$85,519 for 14 vehicles

**Lease schedule 2 – 2018-2020**

Year 1 \$144,902 for 27 vehicles  
Year 2 \$144,902 for 27 vehicles

**Lease schedule 3 – 2019-2021**

Year 1 - estimated \$100,000\*  
Year 2 – estimated \$100,000\*

**Lease schedule 4 – 2020-2021**

Year 1 – estimated \$175,000\*

\*Estimated numbers are subject to change based on several unknown factors, such as the exact price of a vehicle at the time of the lease schedule.

Funds required for the FY2018 and FY2019 fiscal years were appropriated with the adopted operating budget. Funds needed in future fiscal years will require future budget authorization.

## **J. CONSENT AGENDA - PERSONNEL CHANGES**

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<b>Subject</b>	<b>1. Staffing Addition - City Attorney's Office - Paralegal Position</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	J. CONSENT AGENDA - PERSONNEL CHANGES
Type	Action (Consent)
Preferred Date	Dec 04, 2018
Absolute Date	Dec 04, 2018
Fiscal Impact	No
Budgeted	Yes
Budget Source	Operating budget
Recommended Action	Authorize the additional position.

Tim Mayes, Human Resources

Following an operational review of the City Attorneys Office and upon recommendation of the new City Attorney, an additional staff resource to the office is warranted. The position is a mid-year staff addition to augment operational efforts within the office and provide to paralegal support for the City Attorney. The new position has been reviewed by the Human Resources department; the fiscal impact of the mid-year addition will be addressed by reallocation of existing department budget appropriations.

**Additional Position Authorization**

Paralegal (Job Code 011480)

## **K. CONSENT AGENDA - ENCROACHMENT REQUESTS**

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<b>Subject</b>	<b>1. Encroachment Request - Oberlin Road, Clark Avenue, Enterprise Street and Maiden Lane</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	K. CONSENT AGENDA - ENCROACHMENT REQUESTS
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Approve the encroachment subject to completion of a liability agreement and documentation of proof of insurance by the applicant.

Noah Otto, Development Services

A request has been received from Celito CLEC, LLC to install 5,749 linear feet of fiber optic conduits and 29 hand hole access points (HH) as indicated by horizontal directional drilling along Oberlin Raod, Clark Avenue, Enterprise Street, Maiden Lane and Hillsborough Street. A report is included with the agenda packet.

File Attachments  
[20181204DSEncroachment1603Hillsborough.pdf \(3,393 KB\)](#)

**Subject**                               **2. Encroachment Request - 1 Turner Street**

Meeting                                   Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                                 K. CONSENT AGENDA - ENCROACHMENT REQUESTS

Type                                      Action (Consent)

Fiscal Impact                         No

Recommended Action                Approve the encroachment subject to completion of a liability agreement and documentation of proof of insurance by the applicant.

Noah Otto, Development Services

A request has been received from Level 3 Communications, LLC to install 1280 linear feet of (3) 1.5" conduits equipped with fiber optic cable placed via directional bore along Turner Street, Neil Street, Gorman Street and Elizabeth Street and (4) 24"x36" handholes. A report is included with the agenda packet.

File Attachments  
[20181204DSEncroachment1TurnerStreet.pdf \(2,159 KB\)](#)

**Subject**                               **3. Encroachment Request - 8951 Harvest Oaks Drive**

Meeting                                   Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                                 K. CONSENT AGENDA - ENCROACHMENT REQUESTS

Type                                      Action (Consent)

Fiscal Impact                         No

Recommended Action                Approve the encroachment subject to completion of a liability agreement and documentation of proof of insurance by the applicant.

Noah Otto, Development Services

A request has been received from Level 3 Communications, LLC to place approximately 952 linear feet of (3) 1.5" conduits equipped with fiber optic cable placed via directional bore along Harvest Oaks Drvie and Lead Mine Drive and (2) 24" x 36" hand holes. A report is included with the agenda packet.

File Attachments  
[20181204DSEncroachment8951HarvestOaksDrive.pdf \(3,527 KB\)](#)

**Subject**                               **4. Encroachment Request - Harden Road**

Meeting                                   Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                                 K. CONSENT AGENDA - ENCROACHMENT REQUESTS

Type                                      Action (Consent)

Fiscal Impact No

Recommended Action Approve the encroachment subject to completion of a liability agreement and documentation of proof of insurance by the applicant.

Noah Otto, Development Services

A request has been received from Level 3 Communications, LLC to install 500 lf of (3) 1.5 conduits equipped with fiber optic cable placed vial directional bore along Harden Road and Nancy Ann Dr. along with (1) hand hole. A report is included with the agenda packet.

File Attachments  
20181204DSEncroachmentHardenRoad.pdf (3,773 KB)

## L. CONSENT AGENDA - BIDS

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**Subject** 1. Bid Award - Lower Poplar Creek Interceptor - Park Construction of NC

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** L. CONSENT AGENDA - BIDS

**Type** Action (Consent)

**Preferred Date** Dec 04, 2018

**Absolute Date** Dec 04, 2018

**Fiscal Impact** Yes

**Dollar Amount** \$10,203,969.00

**Budgeted** Yes

**Budget Source** Capital Improvement Program

**Recommended Action** Award contract to Park Construction of NC. in the amount of \$10,203,969.00 and authorize the City Manager to execute the contract.

Eileen Naverrete, Public Utilities

Six construction bids were received on October 16, 2018 for the Lower Poplar Creek Interceptor project. The project includes installation of 15,000 linear feet of 36-inch and 42-inch gravity sewer line along Poplar Creek from Poole Road to the north side of the Neuse River. Park Construction of NC was the low bidder in the amount of \$10,203,969.00 with a 15 percent Minority and Women Enterprise (MWBE) participation. The office of MWBE and Public Utilities have reviewed the documents and are satisfied with Park Construction's proposed MWBE participation. Adequate funds are available in the appropriate project account.

**Name of Project:** Lower Poplar Creek Interceptor  
**Managing Division:** Public Utilities - Capital Improvements Division  
**Approval Request:** Bid Award  
**Reason for Council Review:** Formal Bid Award  
**Original CIP Budget:** \$10,960,000.00  
**Construction Bid Award:** \$10,203,969.00  
**Vendor:** Park Construction of NC, Inc.  
**Prior Contract Activity:** N/A  
**Encumbered with this Approval:** \$10,203,969.00

File Attachments  
20181204PUDLowerPoplarBidAwardBidTabulation.pdf (69 KB)  
20181204PUDLowerPoplarMWBE.pdf (598 KB)

## M. CONSENT AGENDA - TRAFFIC

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**Subject** 1. Multi-way Stops - Everett Avenue at Bagwell Avenue - Hiking Trail at Scouting Trail

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category M. CONSENT AGENDA - TRAFFIC

Type Action (Consent)

Fiscal Impact No

Recommended Action Authorize the appropriate changes in the traffic code as included in the agenda materials.

Jed Niffenegger, Transportation

In response to a citizen request, staff conducted an engineering evaluation and recommends that multi-way stops be installed at the intersections of Everett Avenue at Bagwell Avenue and Hiking Trail at Scouting Trail. Hiking Trail and Scouting Trail are classified as Neighborhood Streets. Everett Avenue and Bagwell Avenue are classified as Neighborhood Locals. These intersections meet and/or exceed the criteria specified in Section 4 of the Neighborhood Traffic Management Program (NTMP) adopted by the Raleigh City Council. If approved, a multi-way stop would further restrict on-street parking at the intersection approaches up to 25 feet due to existing City ordinances. Residents that would potentially be affected by these changes and restrictions have been notified. Staff has received no feedback.

File Attachments  
[20181204RDOTMultiWayStops.pdf \(962 KB\)](#)

**Subject** 2. Speed Limit Reductions - Moring Street - Sawmill Road - Woodmeadow Parkway

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category M. CONSENT AGENDA - TRAFFIC

Type Action (Consent)

Fiscal Impact No

Recommended Action Authorize the appropriate changes in the traffic code as included with agenda materials.

Jed Niffenegger, Transportation

It is recommended to reduce the speed limit from 35 mph to 25 mph on Moring Street, Sawmill Road between Wilderness Road and Creedmoor Road and Woodmeadow Parkway. Sawmill Road is classified as a Neighborhood Street. Moring Street and Woodmeadow Parkway are classified as Neighborhood Locals. Moring Street, Sawmill Road and Woodmeadow Parkway are all constructed to typical residential street standards. A signed petition has been received by staff representing at least 75 percent of the residents or property owners along each street in support of a speed limit reduction. These requests meet and/or exceed the criteria specified in Section 3 of the Neighborhood Traffic Management Program (NTMP) adopted by the Raleigh City Council.

File Attachments  
[20181204RDOTSpeedLimitReductions.pdf \(1,926 KB\)](#)

**Subject** 3. School Zone Changes - Various Locations

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category M. CONSENT AGENDA - TRAFFIC

Type Action (Consent)

Fiscal Impact No

Recommended Action Authorize the appropriate changes in the traffic code as included with agenda materials

Jed Niffenegger, Transportation

Due to the growth of the Wake County Public School System (WCPSS), an annual codification to update or add school zones is not sufficient. This semiannual agenda item is intended to coincide with the WCPSS winter break to update and/or add signage and pavement markings in order to help ensure the safety of student walkers.

File Attachments  
[20181204RDOTSchoolZoneRecommendation.pdf \(113 KB\)](#)

**Subject** 4. No Parking Zone – 100 South West Street

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** M. CONSENT AGENDA - TRAFFIC

**Type** Action (Consent)

**Fiscal Impact** No

**Budgeted** No

**Recommended Action** Approve changes to the Traffic Schedule as included with agenda materials.

It is recommended that a No Parking Zone be established along the west side of the 100 Block of South West Street.

A request was received from a concerned business to have a section of South West Street made No Parking due to concerns that their staff are unable to see around parked cars when exiting their parking deck. Staff conducted a sight-line study which concluded that the vehicles parked along the west side of South West Street negatively impact the driver's view from the parking deck to observe oncoming traffic traveling in a southbound direction along South West Street. The proposed change will result in the reduction of three one-hour time regulated (non-metered) parking spaces along the west side of South West Street.

File Attachments  
[20181204RDOTNoParkingZone100SouthWestStreet.pdf \(428 KB\)](#)

## **N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION**

**Subject** 1. Planning Commission Report

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION

**Type** Procedural

Below are the recommendations of the Planning Commission. The Council may wish to consider these items in the same manner as items on the consent agenda. If a Council member requests discussion of an item, the item will be removed from the commission report and considered separately. The vote on the Planning Commission report will be a roll call vote.

In accordance with a request from City Council, below is a current forecast of upcoming scheduled public hearings:

- There are no items scheduled for future public hearing.

**Subject** 2. Rezoning Z-27-18: 3916 & 3920 Blue Ridge Road, on the south side of Blue Ridge Rd at its intersection with Homewood Banks Dr, approximately 1/3 of a mile south of the Crabtree Valley Mall (Northwest CAC)

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION

Type Action

Recommended Action The City Council may set a date for a public hearing on this case. Alternatively, the request can be held or referred to committee for further review. If a hearing is authorized, staff recommends a hearing be scheduled for the Council's first meeting in January.

Travis Crane, City Planning  
Rodney Swink, Planning Commission

**Z-27-18: 3916 & 3920 Blue Ridge Road**, on the south side of Blue Ridge Rd at its intersection with Homewood Banks Dr, approximately 1/3 of a mile south of the Crabtree Valley Mall, being Wake County PINs 0795486280 and 0795488212. Approximately 0.83 acres are requested by Jamie Schwedler, Parker Poe to be rezoned from Residential-4 (R-4) and Office Mixed Use-5 stories-Parking Limited-Conditional Use (OX-5-PL-CU) to Residential-6 (R-6). The request is for a general use district; no zoning conditions have been offered.

The Planning Commission found that the request is consistent with the Comprehensive Plan and Future Land Use Map. The Commission found that the request is reasonable and in the public interest because it will provide more housing for the city's older residents.

The Planning Commission unanimously recommends approval of the request (8-0). The Northwest CAC has voted 10-0 in favor of the case on November 13, 2018.

File Attachments  
[20181204PLANCommissionReportZ-27-18.pdf \(7,040 KB\)](#)

**Subject 3. Rezoning Z-33-18: North Ridge West NCOD (North CAC)**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION

Type Action

Recommended Action City Council may set a date for a public hearing on this case. Alternatively, the request can be held or referred to committee for further review. If a hearing is authorized, staff recommends a recommends a hearing be scheduled for the Council's first meeting in January.

Bynum Walter, City Planning

**Z-33-18: North Ridge West NCOD**, which includes properties along Buckhead Drive and the eastern portion of Tanbark Way. Approximately 24 acres are requested by the City of Raleigh to be rezoned from Residential-6 (R-6) to Residential-6 with a Neighborhood Conversation Overlay District (R-6 w/NCOD). This is a general use rezoning case, and as such does not have zoning conditions.

On April 3, 2018, City Council received a petition from Margaret (Peggy) McIntyre on behalf of the North Ridge West neighborhood. The request was to direct the Department of City Planning to perform a neighborhood environmental characteristics study for the North Ridge West neighborhood. This study is the first step in exploring a Neighborhood Conservation Overlay Zoning District (NCOD). NCODs are zoning overlays that preserve and enhance the general quality and appearance of older neighborhoods by regulating built environmental characteristics such as lot size, lot width, setbacks, and building height.

On May 16, 2018 staff held a neighborhood meeting at the Millbrook Exchange Community Center and presented the results of the analysis, the next steps in the NCOD creation process and held a question and answer session. This meeting was followed by a presentation to City Council on June 5, 2018 during which time Staff was directed to initiate the text change process that resulted in the North Ridge West NCOD (TC-4-18) adopted on September 4, 2018. The final step in the NCOD creation process is the rezoning of the neighborhood to apply the text change.

The North CAC voted for approval of this case on November 20, 2018 (27-Y, 1-N). The request is consistent with the Future Land Use Map and the Comprehensive Plan. The Planning Commission voted to recommend approval of the case (Y-8, N-0).

File Attachments  
[20181204PLANCommissionReportZ3318.pdf \(3,360 KB\)](#)

**Subject 4. Rezoning Z-31-18: Ridge Road and Marilyn Drive, approximately 200' north of Wade Avenue (Glenwood CAC)**



Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION

Type Action

Fiscal Impact No

Recommended Action The City Council may set a date for a public hearing on this case. Alternatively, the request can be held or referred to committee for further review. If a hearing is authorized, staff recommends a hearing be scheduled for the Council's first meeting in January.

Bynum Walter, City Planning

**Z-31-18 Ridge Road and Marilyn Drive**, approximately 200' north of Wade Avenue, consisting of Wake County PIN 0794275267 and a portion of PIN 0794273216. Approximately 0.48 acres are requested by CCH Properties, LLC to be rezoned from, on the Ridge Road parcel, Office Mixed Use-Three Stories (OX-3) and, on the portion of the Marilyn Drive parcel, Residential-6 (R-6) to Office Mixed Use-Three Stories-Urban Limited-Conditional Use (OX-3-UL-CU). Conditions received on November 16 specify that the two parcels would be recombined and that the area currently within the Marilyn Drive parcel will not include a primary building and will be used only for amenity area, protective yard, parking, services area, and stormwater management; that the western end of the recombined lot will include a minimum 20' protective yard; that any pole-mounted lighting will be directed away from the west; and that the front setback will be at least 10'.

The Planning Commission recommends approval in a vote of 8 to 0. The Commission found that the request, while not entirely consistent with the Future Land Use Map, is consistent with the 2030 Comprehensive Plan overall. The Commission noted that the property is bordered on three sides by OX-3 zoning already and that the rezoning is in the public interest.

The Glenwood CAC voted in support of the request (76-8).

File Attachments  
[20181204PLANCommissionReportZ3118.pdf \(5,249 KB\)](#)

## O. SPECIAL ITEMS

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**Subject 1. Rezoning Z-18-18: 2908 Garner Road, at the southwest corner of the intersection of Garner Road and Rush Street.**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category O. SPECIAL ITEMS

Type Action

Recommended Action The City Council may set a date for a public hearing on this case. Alternatively, the request can be held or referred to committee for further review. If a hearing is authorized, staff recommends the hearing be held at the first City Council meeting in January 2019. The exact date will be determined by Council on December 4, 2018.

Bynum Walter, City Planning

**Z-18-18: 2908 Garner Road**, being Wake County PIN 1702944574. Approximately 1.13 acres are requested by Telegraph Road Properties, LLC to be rezoned from Office Mixed-Use-3 stories-Conditional Use (OX-3-CU) to Residential Mixed Use-3 stories-Conditional Use (RX-3-CU). Conditions would prohibit certain principal uses such as boarding house, dormitory, fraternity, sorority, and emergency shelter type B, limit the maximum number of dwelling units to 16 dwelling units, and prohibit vinyl siding as an exterior building materials (excepting soffits, eaves, windows, and other architectural accents).

This request was heard at the August 14 Planning Commission meeting and was deferred until October 9 to allow for a vote by the Central CAC. The case was deferred a second time by the Planning Commission until October 23 to allow time for the applicant to revise zoning conditions to concur with their report to the Central CAC regarding the maximum number of dwelling units to be built on the site. The case was deferred a third time by the Planning Commission until November 13 to allow time for the applicant to provide specificity regarding the maximum number of dwelling units to be built on the site.

The Planning Commission found the request to be consistent with the Future Land Use Map, the 2030 Comprehensive Plan, and that the request is reasonable and in the public interest because it will provide an increase in housing supply and variety in the area. The Planning Commission recommends approval in a vote of 7 to 0.

The Central CAC voted in favor of the request in a vote of 15 to 6.

City Council received the Planning Commission's recommendation on November 20, 2018 and deferred action until December 4. Per Unified Development Ordinance 10.2.4.3.a., City Council must give notice for a public hearing no later than January 19.

File Attachments

[20181120PLANCommissionReportRezoningZ1818.pdf \(4,747 KB\)](#)

<b>Subject</b>	<b>2. Rezoning Z-10-18: 7741, 7745, &amp; 7751 Brier Creek Parkway, south of T. W. Alexander Drive (Northwest CAC)</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	O. SPECIAL ITEMS
Type	Action
Recommended Action	If signed zoning conditions have been received by the required deadline, the City Council may set a date for a public hearing on this case. Alternatively, the request can be held or referred to committee for further review. If a hearing is authorized, staff recommends a hearing date on the first City Council meeting in January.

Bynum Walter, City Planning

**Z-10-18 Brier Creek Parkway**, on its east side, south of T. W. Alexander Drive, being Wake County PINs 0768599691, 0768691244, & 0768693503. Approx. 9.33 acres are requested by 7751 Brier Creek HPI, LLC to be rezoned from Office Mixed Use-5 stories-Conditional Use (OX-5-CU) to Office Mixed Use-5 stories-Conditional Use (OX-5-CU) for the purpose of modifying conditions. Conditions received November 2 prohibit the Telecommunications Tower use, limit trip generation from the site, require a build-to on Brier Creek Parkway and T. W. Alexander Drive, require pedestrian entrances on Brier Creek Parkway and T. W. Alexander Drive, prohibit parking between buildings and the right-of-ways of Brier Creek Parkway and T. W. Alexander Drive, require screening and lighting controls on a parking structure, and require a restrictive covenant establishing a trip generation limit.

The request is consistent with the Future Land Use Map and the Comprehensive Plan. The Northwest CAC voted to recommend approval of the earlier request on May 9, 2018 (Y-7, N-0). The Planning Commission previously voted 7-1 to recommend approval of the previous version of the case, which only included one parcel.

A public hearing was opened on October 2 and held open until the October 16 City Council meeting. At the October 16 meeting, the City Council closed the public hearing and referred the case back to the Planning Commission. The Council was concerned that the rezoning request did not include an adjacent parcel, which the applicant has stated will be the site of a parking structure to serve parking requirements of development on the rezoning site. Council referred the case to the Planning Commission to give the applicant the opportunity to add the adjacent parcel to the case.

The applicant submitted an amended petition on November 2 which added two adjacent parcels and revised the zoning conditions. The parcel where the parking structure would be located has been added to allow for discussion of screening and lighting of the parking structure. The existing zoning also includes a third parcel with a stormwater device. The three parcels have a combined trip budget that would have been indirectly modified by the original zoning request. The addition of the stormwater parcel to the case allows for a resolution to the issue with the trip budget condition that has been identified previously.

The request is consistent with the Future Land Use Map and the Comprehensive Plan. The Planning Commission voted to recommend approval of the case (7-0). The Northwest CAC voted on November 13 in favor of the amended request (Y-10, N-0). A technical revision to the conditions was recommended by staff at the Planning Commission meeting on November 13. The applicant has agreed to make the revision. The Planning Commission recommendation was received by the City Council at its meeting on November 20. A signed copy of the revised zoning conditions had not been received at that time, and the Council defer setting a date for the public hearing. If signed conditions with this revision have not been received in a timely manner prior to the December 4 City Council meeting, the public hearing date should not be set.

City Council received the Planning Commission's recommendation on November 20, 2018 and deferred action until December 4. Per Unified Development Ordinance 10.2.4.3.a., City Council must give notice for a public hearing no later than January 19.

File Attachments

[20181204PLANSpecialItemsRezoningZ-10-18.pdf \(7,765 KB\)](#)

**Subject** 3. Rezoning Z-23-18: 3315 Poole Road, at the northwest corner of the intersection of Poole Road and Samuel Street.

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** O. SPECIAL ITEMS

**Type** Action

**Recommended Action** The City Council may set a date for a public hearing on this case. Alternatively, the request can be held or referred to committee for further review. If a hearing is authorized, staff recommends the hearing be held at the first City Council meeting in January 2019. The exact date will be determined by Council on December 4, 2018.

Bynum Walter, City Planning

**Z-23-18: 3315 Poole Road**, being Wake County PIN 1723452474. Approximately 4.22 acres are requested by the United Methodist Church, Incorporated to be rezoned from Residential-6 (R-6) to Office Mixed Use-3 stories-Conditional Use (OX-3-CU) Conditions would prohibit certain principal uses such as detention center, jail, prison.

This request was heard at the October 23 Planning Commission meeting and was deferred until November 13 to allow for a presentation to and vote by the Southeast CAC. The CAC voted on the case at their meeting on November 8, 2018.

The Planning Commission found the request to be consistent with the Future Land Use Map, the 2030 Comprehensive Plan, and that the request is reasonable and in the public interest because it could provide new employment and business opportunities for residents in the City's southeast area. The Planning Commission recommends approval in a vote of 7 to 0.

The Southeast CAC voted in favor of the request in a vote of 15 to 4.

City Council received the Planning Commission's recommendation on November 20, 2018 and deferred action until December 4. Per Unified Development Ordinance 10.2.4.3.a., City Council must give notice for a public hearing no later than January 19.

File Attachments  
[20181120PLANCommissionReportRezoningZ2318.pdf \(2,185 KB\)](#)

**Subject** 4. Rezoning Z-26-18: Trawick Road, on its west side, south of Skycrest Drive (Northeast CAC)

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** O. SPECIAL ITEMS

**Type** Action

**Recommended Action** Signed conditions have been received by City Planning. The City Council may set a date for a public hearing on this case. Alternatively, the request can be held or referred to committee for further review. If a hearing is authorized, staff recommends a hearing date on the first City Council meeting in January.

Bynum Walter, City Planning

Z-26-18 Trawick Road, on its west side, south of Skycrest Drive, being Wake County PIN 1724591457. Approx. 4.33 acres are requested by MSM PROPERTY VENTURES LLC to be rezoned from Residential-6 (R-6) to Residential-10-Conditional Use (R-10-CU). Conditions received October 30 limit height to 38 feet, limit the use of vinyl to 20% of any façade, prohibit the apartment building type, require a pocket park with active amenities, require a 20-foot undisturbed area along the western property boundary, require a ten-foot undisturbed area along the northern property boundary, prohibit access from Piedmont Drive, limit the number of townhouse units in a group, require pitched roofs, require townhouse units to be offset by one foot, require a 25-foot building setback from the western property boundary, and require a 50-foot building setback from the northern property boundary.

The case is inconsistent with the Future Land Use Map and consistent with the Comprehensive Plan. The Northeast CAC voted to recommend approval of the request on November 8 (Y-10, N-0). The Planning Commission voted to recommend approval of the case (Y-7, N-0). The Planning Commission recommendation was received by the City Council at its meeting on November 20. Signed zoning conditions were submitted at that time. The Council deferred setting a date for the public hearing at that time.

City Council received the Planning Commission's recommendation on November 20, 2018 and deferred action until December 4. Per Unified Development Ordinance 10.2.4.3.a., City Council must give notice for a public hearing no later than January 19.

File Attachments

20181204PLANSpecialItemsRezoningZ-26-18.pdf (5,279 KB)

**Subject** 5. Rezoning Case Executive Summary

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category O. SPECIAL ITEMS

Type Action

Bynum Walter, City Planning

At the November 6 City Council meeting, Council directed staff to provide an executive summary for rezoning cases that provides certain information about the case in one central location. Included as backup is an example of a one page executive summary and a two page executive summary, either of which could be included at the beginning of rezoning backup materials. Additionally, staff has included a version of the typical rezoning backup materials that is revised to highlight the requested information. The first page of this option includes an example of a revised description that appears with agenda items in BoardDocs. All three options have been formatted to incorporate the current city logo and style.

With guidance, staff will incorporate the preferred format into future rezoning case backup materials.

File Attachments

2018PLANSpecialItemBackupOptionC.pdf (3,332 KB)

2018PLANSpecialItemBackupOptionB.pdf (3,895 KB)

2018PLANSpecialItemBackupOptionA.pdf (3,470 KB)

## **P. REPORT AND RECOMMENDATION OF THE CITY MANAGER**

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**Subject** 1. Acceptance of Gift - Bequest to the City of Raleigh - Raleigh Union Station Canopy Public Art

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category P. REPORT AND RECOMMENDATION OF THE CITY MANAGER

Type Action

Preferred Date Dec 04, 2018

Absolute Date Dec 04, 2018

Fiscal Impact Yes

Dollar Amount \$550,000.00

Budgeted No

Recommended Action Accept the bequest and direct the proceeds towards completion of Canopy Public Art Project at Raleigh Union Station. Authorize a budget amendment in the amount of \$550,000.

Sarah Powers, Parks Recreation and Cultural Resources

The estate of the late Victor and Carolyn Cavaroc directs an estimated \$550,000 to the City of Raleigh as an undesignated bequest, subject to acceptance of the bequest by the City. The family encourages the City to honor the creative legacy of Dr. and Mrs. Cavaroc by utilizing the gift to complete the Canopy Public Art Project at Raleigh Union Station.

This generous gift to the City of Raleigh, in support of the public art proposed for Union Station Plaza, will serve as a fitting memorial to a couple dedicated to the arts and who traveled the world throughout their lives. The canopy artwork creates a gathering and event space, provides shade to the plaza, and frames a beautiful connection between the City and the station. In gratitude of this donation, the Raleigh Arts Commission will create an appropriate acknowledgement to recognize and honor the donor investment in the project, as well as host a ribbon cutting event. This recognition will remain in place for the life of the artwork.

A budget amendment to appropriate funding is required; accounting details are included with the agenda materials.

File Attachments

20180515PRCRUnionStationCanopyArtworkProject.pdf (5,312 KB)  
20181204PRCRUnionStationCanopyArtworkDonationProjectDescription\_v3.pdf (106 KB)  
20181204BequesttotheCityofRaleighBudgetMemo.pdf (427 KB)

**Subject** 2. 2019 City Council Meeting Schedule

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category P. REPORT AND RECOMMENDATION OF THE CITY MANAGER

Type Action

Preferred Date Dec 04, 2018

Absolute Date Dec 04, 2018

Fiscal Impact No

Recommended Action Adopt the 2019 meeting schedule.

A proposed City Council meeting schedule for the 2019 calendar year is included with the agenda materials. The proposed meeting schedule includes a summer break following the Tuesday, July 2 regular meeting, with Council returning Tuesday, August 20 for the regular lunch work session and afternoon Council meeting.

Prior to adopting, Council should consider the following variances from the traditional First and Third Tuesday and work session meeting times that are reflected in the proposed meeting schedule, as follows:

**January**

All meetings shifted one week due to the first Tuesday being New Year's Day. Council will meet as follows:

Tuesday, January 8 Regular Afternoon and Evening Council Meeting  
Tuesday, January 15 4:00 PM Work Session  
Tuesday, January 22 Regular Lunch Work Session and Afternoon Council Meeting

**October**

Regular meeting Wednesday, October 9 due to Municipal Election

**November**

Regular meeting Wednesday, November 6 due to Municipal Runoff Election

**December**

Though not reflected on the proposed meeting schedule, Council may wish to designate a date to conduct a Swearing-In Ceremony for the 2019-21 Council Term. Staff suggests a ceremony be scheduled for Monday, December 2, time and place to be designated, which would be in keeping with recent Council practice.

File Attachments

20181204CMOCouncilMtgSchedule.pdf (45 KB)

**Subject** 3. Annual Budget Review Schedule

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category P. REPORT AND RECOMMENDATION OF THE CITY MANAGER

Type Action (Consent)

Preferred Date Dec 04, 2018

Absolute Date Dec 04, 2018

Fiscal Impact No

Recommended Action Adopt the FY 2019-20 annual budget review schedule.

Mary Vigue, Budget & Management Services

The annual budget review schedule includes dates that are statutorily required (City Manager's proposed budget presentation and required public hearing) as well as those that have historically been used in the annual budget process by the City Council (work sessions and the pre-budget public hearing). The schedule informs and notifies the public of the upcoming budget review process. The proposed schedule is in line with last year's process; the City Council may revise the schedule at any time.

The following schedule is proposed for the FY 2019-2020 budget review process:

- Pre-Budget Hearing by City Council: January 8, 2019, 7:00 p.m.
- City Council Budget Work Sessions:
  - February 25, 2019, 1:00 pm
  - March 18, 2019, 1:00 pm
  - April 8, 2019, 1:00 pm
- Presentation of Proposed Operating Budget and Proposed Capital Improvement Program: May 21, 2019
- Public Hearing on budget proposals: June 4, 2019, 7:00 p.m.
- City Council Budget Work Sessions:
  - June 3, 2019, 4:00 pm
  - June 10, 2019, 4:00 pm
  - June 17, 2019, 4:00 pm (if needed)
  - June 24, 2019, 4:00 pm (if needed)

Adoption of the Annual Operating Budget for FY 2019-2020 and the Capital Improvement Program is required by July 1, 2019.

## **Q. REPORT AND RECOMMENDATION OF THE ENVIRONMENTAL ADVISORY BOARD**

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**Subject** 1. Annual Report and Work Plan

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** Q. REPORT AND RECOMMENDATION OF THE ENVIRONMENTAL ADVISORY BOARD

**Type** Action, Reports

**Recommended Action** Authorize the annual work plan.

Cindy Holmes, Office of Sustainability  
Graham Smith, Board Chair

The FY18 Annual Report and the FY19 Work Plan will be presented during the meeting.

File Attachments <a href="#">20181240SEnvironmentalAdvisoryBoardAnnualReport.pdf (9,326 KB)</a> <a href="#">20181240SEnvironmentalAdvisoryBoardWorkPlan.pdf (158 KB)</a>
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## **R. REPORT AND RECOMMENDATION OF THE PARKS, RECREATION, AND GREENWAY ADVISORY BOARD**

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**Subject** 1. Unmanned Aerial Systems Policy

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** R. REPORT AND RECOMMENDATION OF THE PARKS, RECREATION, AND GREENWAY ADVISORY BOARD

**Type** Action

**Preferred Date** Dec 04, 2018

**Absolute Date** Dec 04, 2018

Fiscal Impact No

Recommended Action Approve the use policy as recommended by the board.

Scott Payne, Parks Recreation and Cultural Resources

In 2016 the Parks, Recreation and Greenway Advisory Board (PRGAB) included in their annual workplan an item entitled "develop a draft policy for City Council approval that addresses use of Unmanned Aerial Systems (UAS) in parks. Parks, Recreation and Cultural Resources (PRCR) staff researched how local governments around the country addressed the growing demand of recreational UAS use in park settings. PRCR utilized resources from nationally recognized UAS advocacy organizations such as the Academy of Model Aeronautics and the National Association of Rocketry as well as guidance provided by the National League of Cities, NC Department of Transportation - Division of Aviation and the Federal Aviation Administration to guide policy development.

Authority over UAS remains a dynamic area of policy development at the Federal and State level. The Federal Aviation Administration (FAA) Reauthorization Act of 2018 signed into law on October 5th 2018 (Public Law 115-254) placed the regulation of UAS, including recreational UAS, under their control. While it will take a period of time for the impacts of this change to effect UAS policy, certain aspects remain consistent, the FAA regulates the air space. Local government policy development cannot preempt FAA authority for air space regulation; local government policy development can limit the ground space where UAS can take off and land from.

The Parks committee, a subcommittee of PRGAB, held four (4) public engagement opportunities over a nine-month period inviting comment and input on the draft policy as it developed. UAS enthusiasts, including individuals and UAS manufacturing representatives, actively engaged in the process. The PRGAB as a whole has reviewed and supports the draft policy.

The draft policy strikes a balance between a popular, growing recreation pursuit and other existing park uses. The critical component of the proposed policy requires all pilots/fliers taking off or landing UAS in the park system to comply with all local, state and Federal regulations for UAS use thereby insuring the proposed policy does not preempt FAA authority.

File Attachments

[20181204PRCRUASinparks.pdf \(49 KB\)](#)

[UAVParkPolicydraftVersion10.pdf \(6,412 KB\)](#)

## **S. REPORT AND RECOMMENDATION OF THE RALEIGH CITIZENS ADVISORY COUNCIL**

**Subject** 1. Quarterly Report

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** S. REPORT AND RECOMMENDATION OF THE RALEIGH CITIZENS ADVISORY COUNCIL

**Type** Action, Reports

Sheila Lynch, Housing & Neighborhoods  
Shelly Winters, RCAC Chair

The chair of the Raleigh Citizens Advisory Council (RCAC) will present a quarterly report. Included with the agenda materials are proposed revisions to bylaws of the Citizen Advisory Councils (CAC), which would apply uniformly to each CAC. The RCAC voted to approve the CAC bylaw changes in November. A staff memorandum is also included with the agenda materials.

File Attachments

[20181204RCACReport.pdf \(302 KB\)](#)

## **T. REPORT AND RECOMMENDATION OF THE RALEIGH HISTORIC DEVELOPMENT COMMISSION**

**Subject** 1. Historic Landmark Designation

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** T. REPORT AND RECOMMENDATION OF THE RALEIGH HISTORIC DEVELOPMENT COMMISSION

**Type** Action, Procedural

**Preferred Date** Dec 04, 2018

Fiscal Impact	Yes
Dollar Amount	\$400.00
Budgeted	Yes
Recommended Action	Adopt an ordinance designating this property a Raleigh Historic Landmark.
Tania Georgiou Tully, City Planning	

The following property was the subject of a joint public hearing on September 4 to consider Raleigh Historic Landmark designation:

Adams-Scott House, 1220 Daladams Street

The Council referred the matter to the Raleigh Historic Development Commission (RHDC) to consider public hearing comments. The RHDC finalized recommendations on the proposed designations and draft ordinances and voted unanimously to make a recommendation that the Council adopt the draft ordinance for the property. A copy of the draft ordinance is attached.

File Attachments  
[20181204PLANLandmarkApplicationDesignationMemo.pdf \(97 KB\)](#)  
[20181204PLANLandmarkApplicationAdamsScottHouseDraftOrdinance.pdf \(21 KB\)](#)

## U. REPORT AND RECOMMENDATION OF THE ECONOMIC DEVELOPMENT AND INNOVATION COMMITTEE

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<b>Subject</b>	<b>1. Urban Frontages; Application and Potential Revisions</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	U. REPORT AND RECOMMENDATION OF THE ECONOMIC DEVELOPMENT AND INNOVATION COMMITTEE
Type	Action
Recommended Action	Uphold Committee recommendation

The Committee recommends directing staff to provide additional analysis when a rezoning request includes a frontage that is not supported by the Urban Form Map. The analysis would include an evaluation of impact and compatibility.

<b>Subject</b>	<b>2. Items Pending</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	U. REPORT AND RECOMMENDATION OF THE ECONOMIC DEVELOPMENT AND INNOVATION COMMITTEE
Type	None.

## V. REPORT AND RECOMMENDATION OF THE GROWTH AND NATURAL RESOURCES COMMITTEE

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<b>Subject</b>	<b>1. CP-4-17: RCRX Recommendations - Land Use Issues</b>
Meeting	Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS
Category	V. REPORT AND RECOMMENDATION OF THE GROWTH AND NATURAL RESOURCES COMMITTEE
Type	Information



The Growth and Natural Resources and Transportation and Transit Committees jointly recommend upholding the Planning Commission's recommendation to approve CP-4-17 for Powell Road, Corporate Center Drive, and Nowell Road.

The Committees recommend adopting the recommendations as proposed in CP-4-17 for Beryl Road with the following amendment:

- Amend "Map LU-3 Future Land Use" to reflect shifting the land use designation from Business and Commercial Services to Neighborhood Mixed Use for the area illustrated in the attached draft resolution.

The Committees further recommend retaining Jones Franklin Road in the Committees until additional information is available through planning processes in the area. The Committee assignments should be updated once a new Comprehensive Plan Amendment case file number is assigned.

Powell Road, Corporate Center Drive, and Nowell Road should also be removed from the Transportation and Transit Committee agenda.

File Attachments  
20181204CCOGRRecommendationDraftResolution.pdf (3,530 KB)

**Subject**                      **2. Items Pending**

Meeting                      Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                      V. REPORT AND RECOMMENDATION OF THE GROWTH AND NATURAL RESOURCES COMMITTEE

Type                              Information

- 15-29A Grading Requirements/Permit Triggers for Infill Development - 1505 Canterbury Road (9/19/17)
- 15-29B Stormwater Requirements for Infill Development - 1505 Canterbury Road (9/19/17)
- 17-05 Subdivision of Lots in Infill Settings (3/6/18)
- 17-08 CP-4-17 - RCRX Recommendations - Land Use Issues - Jones Franklin Road (4/3/18)
- 17-09 High Impact/High Visibility Projects - Appearance Commission Recommendations (5/15/18)
- 17-12 CP-1-18 - Falls North Area Plan (8/21/18)
- 17-14 Text Change Update - Omnibus and Staff Ideas Lists (9/18/18)
- 17-15 Review of Building Height Standards (10/16/18)

**W. REPORT AND RECOMMENDATION OF THE HEALTHY NEIGHBORHOODS COMMITTEE**

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**Subject**                      **1. No Report**

Meeting                      Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                      W. REPORT AND RECOMMENDATION OF THE HEALTHY NEIGHBORHOODS COMMITTEE

Type                              Information

File Attachments  
20181204CCO20181127HNCommitteeMinutes.pdf (169 KB)

**Subject**                      **2. Items Pending**

Meeting                      Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                      W. REPORT AND RECOMMENDATION OF THE HEALTHY NEIGHBORHOODS COMMITTEE

Type                              Information

- 17-01 Zoning for Residential Scale Office Uses (3/6/18) (9/4/18)
- 17-02 Homestays and Short-Term Rentals (10/9/18)
- 17-03 Alley Transitions (10/16/18)

**X. REPORT AND RECOMMENDATION OF THE TRANSPORTATION AND TRANSIT COMMITTEE**

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**Subject**                      **1. CP-4-17: RCRX Recommendations - Transportation Issues**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category X. REPORT AND RECOMMENDATION OF THE TRANSPORTATION AND TRANSIT COMMITTEE  
Type Information  
See joint recommendation from Transportation and Transit and Growth and Natural Resources Committees under Growth and Natural Resources report.

**Subject 2. Items Pending**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category X. REPORT AND RECOMMENDATION OF THE TRANSPORTATION AND TRANSIT COMMITTEE  
Type Information

- 17-04 CP-4-17 - RCRX Recommendations - Transportation Issues - Jones Franklin Road (4/3/18)
- 17-06 Pilot Program Update - Complimentary Parking (9/18/18)
- 17-07 Neighborhood Traffic Management Program (10/16/18)
  - A. Speed Limit Reductions
  - B. Citizen Participation Thresholds

**Y. REPORT FROM THE MAYOR AND CITY COUNCIL**

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**Subject 1. Reports of Mayor and Council Members**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category Y. REPORT FROM THE MAYOR AND CITY COUNCIL  
Type  
Staff Resource -  
Blurb -

**Z. APPOINTMENTS**

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**Subject 1. Arts Commission - One Vacancy**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category Z. APPOINTMENTS  
Type Action  
Recommended Action Make nominations or appointment

Jamie Dawson (McFarlane)

File Attachments  
[20181120CCOArtsCommissionRosster.pdf \(62 KB\)](#)

**Subject 2. Bicycle and Pedestrian Advisory Commission - One Vacancy**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category Z. APPOINTMENTS

Type Action

Recommended Action Make nominations or appointment

Sara Merz (Thompson)

File Attachments  
[20181120CCOBPACRoster.pdf \(45 KB\)](#)

**Subject 3. Environmental Advisory Board - One Vacancy**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category Z. APPOINTMENTS

Type Action

Recommended Action Make nominations or appointment

Brandon Heffinger (Mendell)  
Jamie Cole (Stewart)

File Attachments  
[20181120CCOEnvironmentalAdvisoryBoardRoster.pdf \(41 KB\)](#)

**Subject 4. Fair Housing Hearing Board - Two Vacancies**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category Z. APPOINTMENTS

Type Action

Recommended Action Make nominations or appointments

Chalisa Williams (Branch)  
Analia Webe-Lehman (Branch)

File Attachments  
[20181120CCOFairHousingHearingBoardRoster.pdf \(30 KB\)](#)

**Subject 5. Historic Cemeteries Advisory Board - One Vacancy**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category Z. APPOINTMENTS

Type Action

Recommended Action Make nominations

No nominees

File Attachments  
[2018120CCOHistoricCemeteriesAdvisoryRoster.pdf \(40 KB\)](#)

**Subject**                    **6. Housing Appeals Board - Four Vacancies**

Meeting                    Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                    Z. APPOINTMENTS

Type                        Action

Recommended Action    Make nominations

No nominees

File Attachments  
[20181120CCOHousingAppealsBoardRoster.pdf \(37 KB\)](#)

**Subject**                    **7. Parks Recreation and Greenway Advisory Board - One Vacancy**

Meeting                    Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                    Z. APPOINTMENTS

Type                        Action

Recommended Action    Make nominations

No nominees

File Attachments  
[20181204CCOParksRecreationroster.pdf \(67 KB\)](#)

**Subject**                    **8. Raleigh Convention and Performing Arts Centers Authority - One Vacancy**

Meeting                    Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                    Z. APPOINTMENTS

Type                        Action

Recommended Action    Make nominations

No nominees

File Attachments  
[20181120CCOConvention andPerformingArts Roster.pdf \(67 KB\)](#)

**Subject**                    **9. Stormwater Management Advisory Commission - One Vacancy**

Meeting                    Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                    Z. APPOINTMENTS

Type

No nominees

File Attachments  
20181204CCOstormwater roster.pdf (45 KB)

**Subject** 10. Substance Abuse Advisory Commission - One Vacancy

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category Z. APPOINTMENTS

Type Action

Recommended Action Make nominations or appointment

Eric Young (Branch)

File Attachments  
20181120CCOSubstanceAbuseAdvisoryRoster.pdf (44 KB)

## AA. NOMINATIONS

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**Subject** 1. Environmental Advisory Board - Two Vacancies

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category AA. NOMINATIONS

Type Action

Recommended Action Make nominations or appointment

The terms of Justin Senkbeil and Brian Starkey are expiring. Both are eligible for reappointment and would like to be considered for reappointment

Attendance Records:

Justin Senkbeil 19 meeting held - attended 16

Brian Starkey 19 meetings held - attended 14

File Attachments  
20181120CCOEnvironmentalAdvisoryBoardRoster.pdf (41 KB)

## BB. REPORT AND RECOMMENDATION OF THE CITY ATTORNEY

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## CC. REPORT AND RECOMMENDATION OF THE CITY CLERK

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**Subject** 1. Minutes - September 24, 2018 Special Session; October 16, 2018 Regular Session; November 6, 2018 Regular Session; November 19, 2018 Work Session; November 20, 2018 Lunch Work Session; November 26, 2018 Work Session

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category CC. REPORT AND RECOMMENDATION OF THE CITY CLERK  
Type Action  
Recommended Action Approve the minutes.

Copies of the September 24, 2018 Special Session, October 16, 2018 Regular Session, November 6, 2018 Regular Session, November 19, 2018 Work Session, November 20, 2018 Lunch Work Session, and November 26, 2018 minutes are included in the agenda packet.

File Attachments

20181204CCO20181106CouncilMinutes.pdf (402 KB)  
20181204CCO20181016CouncilRegularSessionMinutes.pdf (527 KB)  
20181204CCO20181119CouncilWorkSessionMinutes.pdf (157 KB)  
20181204CCO20180924CCSpecialMeetingRDUMinutes.pdf (97 KB)  
20181204CCO20181120CouncilLunchWorkSessionMinutes.pdf (153 KB)  
20181204CCO20181126CouncilWorkSessionMinutes.pdf (165 KB)

## DD. CLOSED SESSION

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**Subject** 1. Enter into Closed Session  
Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category DD. CLOSED SESSION  
Type Action  
Recommended Action Pursuant to GS. 143-318.11

## EE. OPEN SESSION

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**Subject** 1. Return to Open Session  
Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category EE. OPEN SESSION  
Type Procedural

**Subject** 2. Recess Meeting  
Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category EE. OPEN SESSION  
Type Procedural

## FF. 7:00 P.M. EVENING AGENDA

## GG. REQUESTS AND PETITIONS OF CITIZENS

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**Subject** 1. Rogers L. White, P.H.D.'s Barber Shop & Hair Salon  
Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category GG. REQUESTS AND PETITIONS OF CITIZENS  
Type Discussion

Would like to request the council to take a look at the Facade Grant Map - it stops feet away from his business and he would like to see his location included - 1708 Trawick Road/Suite 111. Included with the agenda materials is a staff memorandum as well as a publication that serves to provide information about the program.

File Attachments

[20181204CCOpetitionwhite.pdf \(672 KB\)](#)  
[20181204PLANPetitionWhiteStaffMemo.pdf \(8,391 KB\)](#)  
[20181204PLANFacadeGrantBooklet.pdf \(6,337 KB\)](#)

**Subject**                      **2. Octavia Rainey**

Meeting                      Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                      GG. REQUESTS AND PETITIONS OF CITIZENS

Type                              Discussion

Would like to discuss concern regarding city transit and related matters

File Attachments

[20181204CCOPetition Raney.pdf \(83 KB\)](#)

**Subject**                      **3. Lock Whiteside, LGBTQ Community**

Meeting                      Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                      GG. REQUESTS AND PETITIONS OF CITIZENS

Type                              Discussion

Would like to address the lack of progress and communication on the implimentation of a LGBTQ Liasion within the Raleigh Police Department

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File Attachments

[20181204CCOPetitionWhiteside.pdf \(133 KB\)](#)

**Subject**                      **4. Melvin F. Montford, NCA Philip Randolph Institute**

Meeting                      Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                      GG. REQUESTS AND PETITIONS OF CITIZENS

Type                              Discussion

Discuss the negative results and impact of traffic approval - Controlled Parking Residential Permit Program - Cameron Park

File Attachments

[20181204CCOPetitionMontford.pdf \(106 KB\)](#)

**Subject**                      **5. Molly M. Stuart, Morningstar Law Group, representing Raleigh Northeast Commercial Associates Limited Partnership**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category GG. REQUESTS AND PETITIONS OF CITIZENS  
Type Discussion

Seeks to amend the zoning conditions pertaining to site located at 5001 Spring Forest Road pursuant to Rezoning Case Z-47-08. Included with the agenda materials is a staff memorandum as well as the conditions associated with Rezoning Case Z-47-08.

File Attachments

[20181204CCOPetitionStuart.pdf \(87 KB\)](#)  
[20181204PLANStuartPetitionStaffMemo.pdf \(337 KB\)](#)  
[20181204StuartPetitionZoningConditions.pdf \(65 KB\)](#)

**Subject 6. Jessica Turner, PACT**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category GG. REQUESTS AND PETITIONS OF CITIZENS  
Type Discussion

Discuss Community Oversight Board

File Attachments

[20181204CCOPetitionTurner.pdf \(73 KB\)](#)

**Subject 7. Surena Johnson**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category GG. REQUESTS AND PETITIONS OF CITIZENS  
Type Discussion

Would like to address the City Council on a proposal for a Community Oversight Board.

File Attachments

[20181204CCOPetitionJohnson.pdf \(81 KB\)](#)

**Subject 8. Tony Griffin, PACT**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category GG. REQUESTS AND PETITIONS OF CITIZENS  
Type Discussion

Would like to address the City council on a proposal for a Community Oversight Board

File Attachments

[20181204CCOPetitionGriffin.pdf \(106 KB\)](#)



**Subject** 9. Rolanda Byrd, Raleigh PACT  
**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
**Category** GG. REQUESTS AND PETITIONS OF CITIZENS  
**Type** Discussion  
Would like to address the City Council on a proposal for a Community Oversight Board

File Attachments  
[20181204CCOPetitionByrd.pdf \(81 KB\)](#)

**Subject** 10. Stephanie Lormand, Raleigh PACT  
**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
**Category** GG. REQUESTS AND PETITIONS OF CITIZENS  
**Type** Discussion  
Would like to address the City Council on a proposal for a Community Oversight Board

File Attachments  
[20181204CCOPetitionLormand.pdf \(81 KB\)](#)

## HH. MATTERS SCHEDULED FOR PUBLIC HEARING

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**Subject** 1. Public Nuisance Abatement - Property Liens  
**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
**Category** HH. MATTERS SCHEDULED FOR PUBLIC HEARING  
**Type** Action  
**Preferred Date** Dec 04, 2018  
**Absolute Date** Dec 04, 2018  
**Fiscal Impact** Yes  
**Dollar Amount** \$6,387.00  
**Budgeted** No  
**Recommended Action** Adopt the resolution confirming liens against property.  
Ashley Glover, Housing and Neighborhoods

A Hearing to consider the adoption of a resolution confirming the charges for the abatement of public nuisances as a lien against the property as listed below:

LOCATION & DISTRICT	PROPERTY OWNER	TAX ID NO.	COST OF ABATEMENT
1712 Dallas St (C)	Michelle Pollard Faircloth	0055974	417.00
3116 Douglas St (D)	Harlan E. Howard, Heirs And Alton E. Boyles	0033556	858.00
1522 Eva Mae Dr (C)	Heritage Manor Assn INC	0341186	443.00

1523 Eva Mae Dr (C)	Heritage Manor Assn INC	0306989	417.00
1723 Fox Hollow Dr (ETJ)	L K Burnette	0190973	467.00
1725 Fox Hollow Dr (ETJ)	L K Burnette	0192289	467.00
718 Friar Tuck Rd (C)	Susan H. Person And Frank Edward Person, Heirs	0054999	344.00
2721 Newbold St (D)	Kyle Jones	0078651	563.00
3300 Ruritania St (A)	540 Commerce Center II, LLC	0023362	508.00

File Attachments

[20181204HNPublicNuisanceCostConfirmations.pdf \(367 KB\)](#)  
[20181204HNPublicNuisancePowerPointPictures.pdf \(5,474 KB\)](#)

**Subject** 2. TC-7-17 Residential Infill Compatibility

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** HH. MATTERS SCHEDULED FOR PUBLIC HEARING

**Type** Action

**Recommended Action** Conduct the public hearing. At the conclusion of the public hearing, the City Council may act on the request, refer the item to committee or defer for additional discussion.

Eric Hodge - Department of City Planning

**TC-7-17/Residential Infill Standards.** This text change modifies the criteria for applicability of the infill standards to be more consistent with the intent of the standards. The changes would address vacant lots created by new subdivisions as well as corner lots. The front setback standard has been modified to more closely reflect established character. A driveway setback standard has been added which will decrease the likelihood of unintended trespass and allow for increased stormwater absorption on the subject property thereby lessening the stormwater impacts to a neighboring property.

File Attachments

[20181204PLANTC-7-17ResidentialInfillCompatibilityOrdinanceandCR.pdf \(368 KB\)](#)  
[20181204PLANTC-7-17MotionandConsistencyStatement.pdf \(187 KB\)](#)

**Subject** 3. 2019-2020 Annual Action Plan

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** HH. MATTERS SCHEDULED FOR PUBLIC HEARING

**Type** Discussion

Niki Jones, Housing and Neighborhoods

The U.S. Department of Housing and Urban Development requires entitlement communities under the Community Development Block Grant, HOME Investment Partnership, and Emergency Solutions Grant programs to hold two public hearings annually. This is the first public hearing at the beginning of the process associated with the preparation of the 2019-2020 Annual Action Plan to obtain citizens' views on housing and community development needs, including priority non-housing needs.

File Attachments

[20181204HNAnnualActionPlanPublicHearingMemo.pdf \(500 KB\)](#)

**Subject** 4. TC-2-18 Accessory Structures

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category HH. MATTERS SCHEDULED FOR PUBLIC HEARING  
Type Action  
Absolute Date Dec 04, 2018  
Recommended Action Conduct the public hearing. At the conclusion of the public hearing, the City Council may act on the request, refer the item to committee or defer for additional discussion.

Eric Hodge - Department of City Planning

Amends the Part 10 Raleigh Unified Development Ordinance to modify dimensional standards for accessory structures. Standards regulating height, setbacks, coverage, and building separation are proposed to be modified to ensure compatibility of accessory structures with surrounding development and reduce impacts of accessory structures on adjacent properties.

File Attachments

[20181204PLANTC-2-18AccessoryStructures.pdf \(115 KB\)](#)

[20181204PLANTC-2-18MotionandConsistencyStatement.pdf \(191 KB\)](#)

**Subject 5. Petition Annexation**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category HH. MATTERS SCHEDULED FOR PUBLIC HEARING  
Type Action  
Recommended Action Adopt an ordinance annexing the property effective December 4, 2018 and adopt a resolution placing the property in the appropriate electoral district.

Christopher Golden, Planning

**This is a hearing to consider the following petition for annexation.**

<u>AREA NAME &amp; DISTRICT</u> <u>ANNEXATION TYPE</u>	<u>PETITIONER</u>	<u>ACRES</u>	<u>PROPOSED USE</u>	<u>ZONING</u>	
1712 Mayridge Lane (C)	Tom Kagarise	2.98	Townhomes	R-10-CU	Contiguous

This item went before Council on September 04, 2018. The public hearing was held open until December 04, 2018 at the petitioners request.

File Attachments

[20181204PLANPublicHearingAnnexation1712MayridgeLn.pdf \(3,536 KB\)](#)

**Subject 6. Petition Annexation**

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS  
Category HH. MATTERS SCHEDULED FOR PUBLIC HEARING  
Type Action  
Recommended Action Adopt ordinances annexing the properties effective December 4, 2018 and adopt a resolution placing the property in the appropriate electoral district.

Christopher Golden, City Planning

This is a hearing to consider the following petition for annexation.

<u>AREA NAME &amp; DISTRICT</u> <u>ANNEXATION TYPE</u>	<u>PETITIONER</u>	<u>ACRES</u>	<u>PROPOSED USE</u>	<u>ZONING</u>
6301 Triangle Town Blvd. (B) Contiguous	Thomas F. & James A. Valone	27.5	151 Townhomes	CX-5-PK-CU

File Attachments  
20181204PLANAnnexationPublicHearing6301TriangleTownBlvd.pdf (20,975 KB)

**Subject**                      **7. Petition Annexation**

Meeting                      Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                      HH. MATTERS SCHEDULED FOR PUBLIC HEARING

Type                              Action

Recommended Action      Adopt an ordinance annexing the property effective December 4, 2018 and adopt a resolution placing the property in the appropriate electoral district.

Christopher Golden, Planning

**This is a hearing to consider the following petition for annexation.**

<u>AREA NAME &amp; DISTRICT</u> <u>ANNEXATION TYPE</u>	<u>PETITIONER</u>	<u>ACRES</u>	<u>PROPOSED USE</u>	<u>ZONING</u>
6700 Rock Quarry Road (C)	Phillips Ventures LLC	89.53	Residential	R-4 & Wake Co. R-30 Contiguous  (R-6-CU Proposed)

This area is also the subject of a concurrent zoning petition which was presented to Council at the Report of the Planning Commission on August 21, 2018. The zoning petition requires a separate public hearing. The zoning petition (Z-2-18) and annexation was first presented to City Council on October 2, 2018, continued at several Council meetings for Public hearing on October 16, 2018, November 6, 2018 and finally for the Council meeting for December 4, 2018, at the petitioners request. If following the annexation public hearing, the City Council acts to annex this property, then City of Raleigh zoning must be applied within 60 days. Should City Council choose not to annex the property, then the zoning must be denied. The rezoning request would rezone the property from Raleigh R-4 and Wake County R-30 to R-6-CU.

File Attachments  
20181204PLANPublicHearingPetitionAnnexation6700RockQuarry.pdf (1,538 KB)

**Subject**                      **8. Comprehensive Plan Amendment CP-1-18 – Falls North Area Plan**

Meeting                      Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category                      HH. MATTERS SCHEDULED FOR PUBLIC HEARING

Type                              Action

Recommended Action      Hold the public hearing. The item is still pending before the Growth and Natural Resources Committee.

Jason Hardin, City Planning

An area plan and report have been completed for the Falls North area. The study, an update of the existing Falls of Neuse Area Plan, was conducted by a consultant team led by Rhodeside and Harwell and directed by the Department of City Planning. The study identified, evaluated, and prepared recommendations for land use, urban design, parks, and transportation policies and projects.

If adopted, the associated Comprehensive Plan amendments would be the first action of plan implementation by incorporating key policy guidance into the 2030 Comprehensive Plan.

The bulk of the planning work took place in 2017, with a final report produced in January 2018. During its March 6, 2018 meeting, City Council referred the plan and associated amendments to the Planning Commission for review. The Planning Commission referred the item to the Committee of the Whole, which received public comment and discussed the plan during its meetings in April, May, and June. At its August 14, 2018 meeting, the Planning Commission recommended approval of the plan to City Council. The Planning Commission recommends revisions to plan policies that address height at the Falls of Neuse Road/Raven Ridge intersection and tree conservation within the plan area. The policies and proposed revisions are included in the accompanying memorandum.

Council received the Planning Commission's recommendation on August 21, 2018, and referred the plan and its associated amendments to the Growth and Natural Resources Committee. The committee heard a staff presentation and public input and discussed the plan at its meeting of October 24, 2018. At that meeting, the committee retained the item for further discussion.

The project report and additional information can be found on the project webpage: <https://www.raleighnc.gov/business/content/PlanDev/Articles/LongRange/FallsofNeuse.html>

File Attachments  
[20181204PLANPublicHearingCP118.pdf \(5,040 KB\)](#)

**Subject** 9. Rezoning Z-2-18 Rock Quarry Road, south of its intersection with Ruby Drive (South CAC)

**Meeting** Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

**Category** HH. MATTERS SCHEDULED FOR PUBLIC HEARING

**Type** Action

**Recommended Action** The public hearing is open. At the conclusion of the public hearing, City Council may choose to act on the case or defer for further review. Alternately, the City Council may choose to continue the public hearing to a future date.

Bynum Walter, City Planning

The public hearing for this item is open and was continued to the December 4, 2018 meeting.

**Z-2-18 Rock Quarry Road**, on the south side of Rock Quarry Road, located at 6700 Rock Quarry Road, being Wake County PIN 1731540137. Approx. 90 acres are requested by Phillips Ventures LLC to be rezoned from Residential-4 (R-4) and Wake County Residential-30 (R-30) to Residential-6-Conditional Use (R-6-CU). Conditions limit number of dwelling units, offer 20% of the site to be set aside as open space, and limit development to the detached housing type, and provide connection from the required greenway easement to the sidewalk network internal to the development and the sidewalk network along Rock Quarry Road.

The last condition mentioned above was submitted on July 31, 2018 in response to concerns raised by the Planning Commission. The language in the condition is considered sufficient to provide connectivity from the potential development to the greenway network. At the May 22, 2018 Planning Commission meeting information was requested about the cost of providing services to the subject site. Cost information is included in the staff report.

The Planning Commission recommends approval in a vote of 8 to 1 and finds the request consistent with the 2030 Comprehensive Plan and to be reasonable and in the public interest citing the provision of additional housing units in close proximity to the future location of I-540.

The South CAC voted on May 14, 2018 in favor of the request in a vote of 46 to 0. The vote was cast on the verbal commitment for a condition limiting residential development of the site to detached homes only. A condition to this effect has been offered.

This area is also the subject of a concurrent annexation petition. The annexation petition requires a separate public hearing. If following the annexation public hearing, Council acts to annex this property, then City of Raleigh zoning would need to be applied within 60 days. Should City Council choose not to annex the property, then the zoning petition must be denied.

File Attachments  
[20181106PLANPublicHearingZ218.pdf \(3,304 KB\)](#)  
[20181204PLANMotionandConsistencyStatementZ-2-18.pdf \(224 KB\)](#)

**Subject** 10. Rezoning Z-13-18 New Bern Ave and Corporation Pkwy, north of New Bern Ave and bound by New Bern Ave, Corporation Pkwy, and New Hope Road (Northeast CAC)

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category HH. MATTERS SCHEDULED FOR PUBLIC HEARING

Type Action

Recommended Action The public hearing is closed. Revised conditions were not received in time to be considered at the meeting of December 4, 2018. Council may choose to act on the case or defer to allow the applicant to submit revised conditions.

Bynum Walter, City Planning

The public hearing for this item is closed on November 6, 2018. This request was deferred until December 4, 2018 to allow the applicant to submit revised conditions relating to use restrictions and landscaping. Revised conditions were not submitted in time to be considered at the December 4, 2018 meeting. To be considered by Council, revised conditions must be submitted no later than December 6, 2018. Conditions submitted after December 6, 2018 will not be available for Council consideration due to a UDO required 30-day revision deadline after the public hearing has been closed.

**Z-13-18 New Bern Avenue and Corporation Parkway**, north of New Bern Avenue and bounded by New Bern Avenue, Corporation Parkway, and New Hope Road, being Wake County PIN(S) 1724960124, 1724868905, 1724868153 & 1724862746. Approximately 32 acres are requested by Joseph P. Riddle, Riddle Commercial Properties, Inc., and Wilders Grove Inc. to be rezoned from Commercial Mixed Use-3 stories (CX-3), Commercial Mixed Use-3 stories-Parkway (CX-3-PK), and Commercial Mixed Use-3 stories-Parkway-Conditional Use (CX-3-PK-CU) to Commercial Mixed Use-3 stories-Parking Limited-Conditional Use (CX-3-PL-CU). The proposed zoning condition prohibits adult establishments.

The Planning Commission recommends approval in a vote of 8 to 0 and found the request to be consistent with the Future Land Use Map and the 2030 Comprehensive Plan overall. The commission identified the public benefit of increasing the city's potential overall housing stock by removing the conditioned limit on residential density. The commission also noted that leveraging increased zoning entitlement where frequent transit service is available also benefits the public.

The Northeast CAC voted in support of the request (4-0).

Previously, the City Council granted a 90-day time extension for the request.

File Attachments

[20181204PLANPublicHearingZ1318MotionandConsistencyStatement.pdf \(273 KB\)](#)

[20181204PLANPublicHearingZ1318.pdf \(2,943 KB\)](#)

## II. ADJOURNMENT

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**Subject** 1. Adjourn Meeting

Meeting Dec 4, 2018 - REGULAR MEETING - FIRST TUESDAY - AFTERNOON & EVENING SESSIONS

Category II. ADJOURNMENT

Type Procedural