



FINAL ADOPTED

Town of Apex Housing Advisory Board

Special Meeting Minutes
March 16, 2022 @ 3:00 PM
Virtual – Microsoft Teams

Meeting Purpose

The main purpose of this meeting was to: (1) receive updates on the Affordable Housing Incentive Zoning Policy surveys and informational sessions.

Agenda Item #1: Roll Call

Board Member Roll Call:

1. Audra Killingsworth (Non-Voting) – Not Present
2. Tina Sherman (Non-Voting) – Present
3. Philip Welch, Jr., Chair (Voting) – Present
4. Rhett Fussell, Vice-Chair (Voting) – Present
5. Valeria Cesanelli (Voting) – Present
6. Paul Kane (Voting) – Not Present
7. Seth Freidman (Voting) – Not Present
8. Jacob Rogers (Voting) – Present
9. Martha Rodgers (Voting) - Present

Staff Present:

1. Christopher “C.J.” Valenzuela, Housing Program Manager (Town of Apex Planning)
2. Noor Sandhu, Housing Community and Programs Specialist (Town of Apex Planning)
3. Dianne Khin, Planning Director (Town of Apex Planning)
4. Amanda Bunce, Current Planning Manager (Town of Apex Planning)
5. Shannon Cox, Long Range Planning Manager (Town of Apex Planning)

Agenda Item #2: Approve Meeting Minutes (New Business Action Item)

Agenda Item Summary:

- Christopher “C.J.” Valenzuela, Housing Program Manager (Town of Apex Planning) presented item to the Board.

Recommended Motion: Recommend approval of January 28, 2022 regular meeting minutes

- First Motion: Board member Martha Rodgers
- Second Motion: Vice-Chair Fussell

Board Member Roll Call Vote:

1. Audra Killingsworth (Non-Voting) – N/A
2. Tina Sherman (Non-Voting) – N/A
3. Philip Welch, Jr., Chair (Voting) – Approve



4. Rhett Fussell, Vice-Chair (Voting) – Approve
5. Valeria Cesanelli (Voting) – Approve
6. Paul Kane (Voting) – N/A
7. Seth Freidman (Voting) – N/A
8. Jacob Rogers (Voting) – Approve
9. Martha Rodgers (Voting) - Approve

Outcome: January 28, 2022 regular meeting minutes was adopted by the Board.

Agenda Item #3: Affordable Housing Incentive Zoning Policy Overview (Old Business Information Item)

Agenda Item Summary:

- Christopher “C.J.” Valenzuela, Housing Program Manager (Town of Apex Planning) presented item to the Board.
- Board member Cesanelli asked when in the process will a legal team look into the incentives to determine if the incentives are feasible
- Town staff commented that the Town legal team has reviewed the first draft of the manuals and as the timeline gets closer staff will have the legal team review again
- Board member Jacob Rogers updated the Board on feedback he received regarding HUD FHA regulations on deed restrictions
- Board member Jacob Rogers commented that City of Raleigh eliminated parking minimums on Tuesday, March 15, 2022 and Raleigh and Durham have great incentives for the Town to look at
- Board member Martha Rodgers asked if neighboring communities have used zoning incentives without causing problems
- Chair Welch, Jr. and Town staff commented that within Wake County the Town would have the first Incentive Zoning Policy
- Vice-Chair Fussell commented that there were clear AMI breakdowns that the Board should discuss further as well as height requirements
- Vice-Chair Fussell commented that nonprofits focus more on 30% AMI and the Board will have to discuss further in regard to balance building and serving those percentages
- Vice-Chair Fussell commented that the development community commented that the 50% threshold is too high in regards to the expedited processing incentive
- Chair Welch, Jr. discussed the general survey comments that the Board would benefit from someone explaining the economics with AMI percentages including what the financial hit would be to developers
- Board member Sherman commented that that Board members should be careful to not use the Teams chat to make comments about items for public full disclosure
- Vice-Chair Fussell asked what the staff burdens would be should the policy be put in place and what the upfront costs would be
- Vice-Chair Fussell commented that he did not fill out the survey or submit comments on behalf of the Raleigh Area Land Trust for public record
- Chair Welch, Jr. asked if the Triangle J Council of Governments (TJCOG) may have information on other municipalities that have done anything similar to the Incentive Zoning Policy
- Town Staff commented that there will be a study session on March, 29th, 2022 with Town Council where various housing information will be covered
- Board member Sherman suggested that there should be a presentation given to Planning Board in



addition to Town Council

- Board member Molly Rodgers said multifamily affordable housing rental units need to be restricted for 30 years
- Vice-Chair Fussell commented that the intent for the next meeting will be to go through changes based on feedback
- Chair Welch, Jr. asked for slides to be sent out to the Board

Motion to Adjourn Meeting:

First Motion: Board member Molly Rodgers

Second Motion: Board member Cesanelli

End of Meeting