



FINAL ADOPTED

Town of Apex Housing Advisory Board

Special Meeting Minutes

June 1, 2022 @ 8:15 AM

Virtual – Microsoft Teams

Meeting Purpose

The main purpose of this meeting was to: (1) review and approve May 5, 2022 special meeting minutes, and (2) review Affordable Housing Incentive Zoning Policy.

Agenda Item #1: Roll Call

Board Member Roll Call:

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

Staff Present:

1. Christopher “C.J.” Valenzuela, Housing Program Manager (Town of Apex Planning)
2. Amanda Bunce, Current Planning Manager (Town of Apex Planning)
3. Noor Sandhu, Housing and Community Programs Specialist (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 May 5, 2022 special meeting minutes.

- First Motion: Board member Rogers
- 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 J. Welch, Jr., Chair (Voting) – Approve
4. Rhett Fussell, Vice-Chair (Voting) – Approve
5. Valeria Cesanelli (Voting) – Not Present
6. Paul Kane (Voting) – Approve



7. Seth Friedman (Voting) – Approve
8. Jacob Rogers (Voting) – Approve
9. Martha L. Rodgers (Voting) - Approve

Outcome: May 5, 2022 regular meeting minutes was adopted by the Board.

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

Agenda Item Summary:

- Christopher “C.J.” Valenzuela, Housing Program Manager (Town of Apex Planning) presented item to the Board.
- The Board member feedback represented their current position on the policy items discussed and were not for purposes of voting on a formal policy recommendation.

Section 1: Proposed Incentives

- Incentive #7 – Parking Reductions Polling Results
 - Board member Killingsworth – Changed from Question Mark to Yes
 - Vice-Chair Fussell – Changed from No to Yes
 - Board member Kane – Changed from No to Yes
 - Chair Welch, Jr. – Changed from Yes with Question Mark to Yes
 - Board member Sherman – Changed from with Yes

Summary: Board member Sherman changed polling from Yes with Question Mark to Yes for quarter mile. Chair Welch, Jr. changed from Yes with Question mark to Yes for half or quarter mile. Board member Killingsworth changed from Question Mark to Yes for quarter mile. Vice Chair Fussell changed from No to Yes for quarter mile, indicated original polling result was due to preference for a half mile, not the incentive. Board member Kane changed from No to Yes for quarter mile, indicated original preference was for a half mile.

Section 2: Proposed Applicability Standards

- #1 – Minimum Development Unit/Lot Threshold Polling Results
 - Board member Killingsworth – Yes
 - Vice-Chair Fussell – Question Mark
 - Board member Martha Rodgers - Yes
 - Board member Jacob Rogers - Yes
 - Board member Friedman – Question Mark
 - Board member Kane – Question Mark
 - Board member Cesanelli – Not Present
 - Chair Welch, Jr. – Yes
 - Board member Sherman – Yes

Summary: Board discussed if incentive would be effective for developers. Staff discussed that incentive is not mandatory but a set of policy recommendations to have a framework. Board member Kane asked for specific clarification on language of incentive that is being polled on and on having open discussions. Board member Kane, Board member Friedman, and Board member Rogers asked for more clarification in regard to polling and meeting structure. Discussion on this item to be continued.



- **#2 – Maximum Rental AMI % & Affordable Income Category @ Up to 60% AMI Low-Income (Tier 1)**

Polling Results

- Board member Killingsworth – Yes
- Vice-Chair Fussell - Yes
- Board member Martha Rodgers - Yes
- Board member Jacob Rogers - Yes
- Board member Friedman - Yes
- Board member Kane – Yes
- Board member Cesanelli – Not Present
- Chair Welch, Jr. – Yes
- Board member Sherman – Yes

Summary:

Board member Kane asked if AMI percentages meant that in order to qualify for incentives you have to be building at a certain percentage or lower, and staff responded yes. Board decided to poll on up to 60 percent AMI instead of polling on a range of AMI percentages of 30 percent AMI – 70 percent AMI.

- **#3 – Minimum Rental On-Site Unit Percentage @ 5% Polling Results**

- Board member Killingsworth – Yes
- Vice-Chair Fussell – Yes
- Board member Martha Rodgers – Yes
- Board member Jacob Rogers – Yes
- Board member Friedman – Yes
- Board member Kane – Yes
- Board member Cesanelli – Not Present
- Chair Welch, Jr. – Yes
- Board member Sherman – Not present, left meeting early

Summary:

Board initially decided to poll on their own recommended percentages. After seeing consensus around 10%, the Board decided to poll on 10%. Board member Rodgers recommended that the Board hear staff's rationale on initial recommendations first, then poll. After hearing staff's initial recommendation of 5%, the Board decided to poll on 5%.

- **#4 – Minimum Rental Affordable Restriction Period @ 20 Years Polling Results**

- Board member Killingsworth – Yes
- Vice-Chair Fussell - Yes
- Board member Martha Rodgers - Yes
- Board member Jacob Rogers - Yes
- Board member Friedman - Yes
- Board member Kane – Yes
- Board member Cesanelli – Not Present
- Chair Welch, Jr. – Yes
- Board member Sherman – Not present, left meeting early

Summary:

No comments from the Board.



Motion to Adjourn Meeting:

First Motion: Board member Rodgers

Second Motion: Board member Kane

End of Meeting