



## Planning, Development & Inspections

A Division of Community Services  
P.O. Box 550 • Raleigh, NC 27602  
[www.wake.gov](http://www.wake.gov)

### MINUTES OF REGULAR PLANNING BOARD - December 6, 2023

**LOCATION:** Wake County Justice Center, 301 S. Salisbury St., Room 2700, Raleigh, NC

#### MEMBERS PRESENT:

1. Ms. Brenna Booker-Rouse (Vice-Chair)
2. Mr. Amos Clark
3. Mr. Asa Fleming
4. Mr. Ted Van Dyk

#### MEMBERS ABSENT:

1. Mr. Thomas Wells (Chair)
2. Mr. David Adams
3. Mr. Jason Barron
4. Mr. Bill Jenkins
5. Mr. Daniel Kadis
6. Dr. Kamal Kolappa

#### COUNTY STAFF:

1. Ms. Nancy Daly
2. Mr. Steven Finn
3. Mr. Josh McClellan
4. Mr. Timothy Maloney
5. Ms. Terry Nolan
6. Ms. Sharon Peterson
7. Ms. Beth Simmons

#### GUESTS:

1. Ms. Yolanda Winstead, President, DHIC, Inc.

#### COUNTY ATTORNEY:

1. Mr. Kenneth Murphy, Deputy County Attorney

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1. **Meeting Called to Order:** Ms. Booker-Rouse called the meeting to order at 1:32 p.m.
  2. **Petitions and Amendments:** None.
  3. **Approval of November 1, 2023, Minutes:** Ms. Booker-Rouse noted that, without quorum, the Board would table approval of the November 1, 2023, minutes until the January 3, 2024, meeting.

#### **4. DHIC Affordable Housing Update – Presentation by Yolanda Winstead, President, DHIC, Inc.**

Mr. Maloney introduced Ms. Winstead as the Executive Director, President, and CEO of DHIC and explained that her presentation was a follow up to a request by the Planning Board to learn more about stakeholders in the affordable housing market in the County.

Ms. Winstead explained that DHIC was a locally based nonprofit formed in 1974 with a mission statement to “support individuals, families, and seniors by providing homes and opportunities that promote the financial, physical, and mental well-being of people and communities.” DHIC expanded from downtown Raleigh over the ensuing decades and now own properties and communities in nine counties across the state. Ms. Winstead noted that the goal of DHIC was to make sure that the homes they build were a launching pad for opportunities and creating a better life for the people they serve.

DHIC has been involved in multifamily rental development, primarily using the Low-Income Housing Tax Credit program. Ms. Winstead noted that the 50 communities across the state owned by DHIC served roughly 4,500 residents, and another 9 communities were under development with an estimate of 1,081 units available upon completion. In addition to real estate development, Ms. Winstead explained that DHIC provide partnerships with other nonprofits for Resident Services, Asset Management, and a Homeownership Center. Ms. Winstead clarified that DHIC did not manage their properties and that they contracted services from three different property management companies to maintain residential areas.

Ms. Winstead identified the individuals and families served by DHIC as those who earn 60% Area Median Income (AMI) or less, which is defined as “no more than \$47,640 for a single person and up to \$67,980 for a 4-person household” by the 2023 HUD Income Limits. Through the Low-Income Housing Tax Credit Program, DHIC has been able to provide rental prices that are affordable using tax credits and working with Wake County as a partner to help individuals and families bridge the wage to cost-of-living gap.

Ms. Winstead presented the Board with slides from the various properties developed between the County and DHIC since 1992, as well as several in-development areas within Wake County. DHIC also periodically developed single family or townhome developments for sale for first time buyers with County participation. Ms. Winstead closed her presentation by offering to answer any questions the Board might have.

Mr. Van Dyk asked if DHIC had considered purchasing or offering entry level condominiums to first time homebuyers, and Ms. Winstead responded that the difficulties involved with financing and selling condominiums had prevented them from seriously pursuing that as an option. She did explain that the Townhomes at Washington Terrace were at entry level, but in the Wake County market, entry level units are in the \$300,000 range at minimum. She noted that DHIC attempted to offset those financial hurdles with downpayment assistance, either from the City of Raleigh, the Housing Finance Agency, or from Wake County.

Mr. Fleming asked about the breakdown of AMI ranges in communities owned by DHIC, and Ms. Winstead responded that the average income in their family properties were around \$26,000 a year, with the senior properties (restricted to 55 and older) averaging \$21,000 annually.

Ms. Booker-Rouse thanked Ms. Winstead for her presentation.

#### **5. Wake County One Water Plan – Presentation by Nancy Daly, Water Resources Program Manager**



Ms. Daly introduced herself as the Water Resources Program Manager for Environmental Services and mentioned that she wanted to provide an update on the One Water Plan for Wake County. The One Water Plan was designated in 2019 as a 50-year water supply plan that integrated water planning with development and transportation planning. Ms. Daly noted that the goal was to support a growing population while preserving limited natural resources. In partnership with the United States Geological Survey with a goal to better understand the groundwater capacity, they identified private wells that are not required to submit plans on the state of their water supply sources and developed a groundwater model to help inform future planning and growth. She explained that Phase One the study should be complete in 2024.

Phase Two of the One Water Plan involved collaboration with a consultant team to review stormwater and wastewater and to work with municipalities on their growth projections and water demands. Ms. Daly explained that Phase Two also included stakeholder outreach, data development, and scenario analysis, and plan development. After Phase Two, Phase Three will involve plan implementation.

Key takeaways from outreach included the business community's concerns about wastewater treatment capacity and public-private partnerships. Community organizations expressed a desire for clean and affordable water, education, and outreach. Environmental organizations expressed the importance of linking regional initiatives (such as Jordan and Falls Lake watershed initiatives) and watershed protection.

Ms. Daly provided slides of responses from the public survey and identified five takeaways of "important" or "very important" issues. Based on this feedback, Ms. Daly explained that they developed a draft vision for goals in the One Water Plan centered on Community, Economy, Environment, and Governance.

Ms. Daly closed her presentation by explaining the next steps of data development and scenario analysis would include reviews of technical assessments, scenario testing, strategy identification, a draft strategy, and additional public surveys to draft a living document capable of meeting the needs as they change and grow. Ms. Daly offered to answer any questions the Board might have.

Mr. Van Dyk expressed curiosity about the limit of Wake County's water in its ability to continue growth, and Ms. Daly responded that the goal of the plan was to address municipal and local water suppliers. Whenever possible, she noted that the ability to reuse water would be a fundamental component of the One Water Plan to avoid any future crises or water drought. Mr. Maloney added that there would be a limit to how much the County could grow outside of municipalities, but the exact answer would be clearer once the One Water Plan was implemented.

Mr. Fleming asked to what degree the private corporations were collaborating with the data development and Ms. Daly explained that there were some challenges in extracting information, but that she hoped moving forward the public-private partnerships would be beneficial in development of new communities.

Ms. Booker-Rouse thanked Ms. Daly for her presentation.

#### **6. Commercial Use Analysis – Presentation by Terry Nolan, Wake County Planner III**

Ms. Nolan began her presentation by explaining to the Board that after discussion, Staff had opted to transition their report to updates to the Unified Development Ordinance (UDO) regarding Non-Residential uses. As a result of their Non-Residential Review, Ms. Nolan noted that Planning Staff had identified several sections to the UDO that would be brought before the Board over 2024 for

review and approval. She explained that the UDO review of Land Uses was identified as a Board Goal to provide clear and efficient standards. Staff determined that equity would be the primary goal of this Non-Residential review and was the lens by which they approached any UDO amendments.

Ms. Nolan identified the Growth & Sustainability goals of Wake County have been categorized and prioritized by Staff to remove unnecessary barriers and to avoid creating additional harm while fostering inclusive languages. Ms. Nolan explained that the Non-Residential Review process would fall into two categories: the first, to be brought to the Board in 2024, would include definition clarifications, minor use standards edits and additions, Home Occupation changes, and Turkey Shoots. In 2025, she noted that larger amendments regarding Parking standards and Watershed Uses would be brought before the Board for adoption.

Ms. Nolan closed by noting that her presentation was more introductory in nature, but that the Board could expect to see components of this for consideration and review in the coming months. She offered to answer any questions the Board might have.

Ms. Nolan took a moment to explain that a Turkey Shoot is not identified in the UDO, nor is there a definition in the Code of Ordinances, but that Turkey Shoots are exempt from firing range regulations and has been the source of nuisance complaints. Ms. Nolan explained that while there were a range of definitions, turkey shoots involved firing at paper targets as a fundraiser in which a turkey was the prize.

Mr. Van Dyk asked that, if a category for homeless shelters did not exist in the UDO, would anything not specifically listed be prohibited or permitted, and Mr. Finn responded that if the use is not expressly identified, there was guidance in how to interpret them based on use type classifications. He did note that he was unaware of any application for a homeless shelter in the unincorporated areas of the County in at least 17 years.

Ms. Booker-Rouse thanked Ms. Nolan for her presentation.

## **7. Committee Reports**

Mr. Maloney updated the Board Members on the Land Use Committee Meeting regarding the Lower Neuse Area Plan, informing them that the draft plan would be appearing before the full Board in early 2024. He also noted that public engagement meetings would be taking place in early January and that he would make them aware when they took place. Mr. Maloney also explained that the next Land Use Plan on the docket was Little River, which would be unique in that Staff would bring a consultant in to prepare. He explained that the Little River Area Plan would be drafted in conjunction with municipal partners the City of Raleigh, Towns of Wendell, Rolesville, and Zebulon.

## **8. Planning, Development, and Inspections Report**

Ms. Peterson reported that she and Mr. Nishawala attended the November meeting of the Agriculture Advisory Board, and it was reported that they received 11 applications for either VAD or EVAD in agricultural districts ranging from 8 ½ to 136 acres. Property owners had expressed considerable interest in the farmland preservation programs established over the past year.

Ms. Peterson also reported that staff had had been contacted about historic preservation following a community meeting for the Lower Neuse Area Plan and that Staff met with contractors from Capital Area Preservation Inc. to discuss the logistics of applying to add a church for preservation. She closed her presentation by mentioning that Staff would be attending the Town of Apex's land use plan



meeting to hear community feedback and to participate in a joint meeting with regional planning partners.

Mr. Finn reported on land development trends since July 1<sup>st</sup>, noting that the subdivision activity has been heavy with an average lot yield of 36. Three preliminary reviews included subdivisions of 40 lots apiece. He explained that 9 subdivisions were currently in the construction phase – which entailed utilities, well, septic installation, and soil analysis – under the purview of Environmental Services, but with heavy input from the Planning Staff. He noted that the soil review process had resulted in more open space and conservation areas within subdivisions without dramatically impacting the lot yield.

Mr. Maloney updated the Board on the Reforestation Pilot Program, explaining that the Morrisville interchange planting project was on track and had been subject to site visits and reviews from NCDOT. He noted that the consultant indicated soils were good and that February was targeted for planting. When planting occurred, Mr. Maloney added, Staff would be certain to provide social media to demonstrate low cost, low impact, low maintenance trees.

#### **9. Chairman's Report**

Ms. Booker-Rouse thanked the members for attending and the guests for their presentations at today's meeting.

#### **10. Adjournment**

The meeting was adjourned at 2:51 p.m.

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REGULAR MEETING  
WAKE COUNTY PLANNING BOARD  
December 6, 2023

Vice Chair Brenna Booker-Rouse declared the regular meeting  
of the Wake County Planning Board for  
Wednesday, December 6, 2023, adjourned at 2:51 p.m.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Brenna Booker-Rouse". The signature is written in a cursive style with a long horizontal stroke at the end.

Brenna Booker-Rouse  
Wake County Planning Board

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