

**APEX ENVIRONMENTAL ADVISORY BOARD
MEETING MINUTES**

Meeting Date:
January 19, 2023
6:00p.m.



In-Person Meeting
Apex Town Hall Council Chambers

**ENVIRONMENTAL
ADVISORY BOARD
MEMBERS**

Katie Schaaf, Chair	Bill Jensen
Suzanne Mason, Vice Chair	Jason Maynard
Patrick Adams	Greg Reger
Adam Efird	
John Garrison	

Call to Order & Roll Call

The Environmental Advisory Board (EAB) meeting was called to order by Chair Katie Schaaf at 6:01p.m. Members present included Chair Schaaf, Vice Chair Suzanne Mason, and Board members Patrick Adams, Adam Efird, John Garrison, Bill Jensen, Jason Maynard, and Greg Reger. No members were absent.

Councilmember Brett Gantt was in attendance and joined the meeting at 6:08p.m. Town staff members present were Planner II Shelly Mayo, Stormwater Engineering Manager Jessica Bolin, and non-voting staff secretary Sustainability Coordinator Megan Pendell. The meeting was open to members of the public to attend in person as well as to watch via the Town livestream.

Approval of Minutes

A quorum was not reached at the December meeting, and thus the Board did not hold a regular meeting; the last regular EAB meeting occurred in November. Chair Schaaf asked the Board if there were any comments on the Meeting Minutes from November 17, 2022. Board member Garrison made a motion to approve the Minutes, seconded by Board member Reger, and the motion passed.

Announcements

Chair Schaaf kicked off the announcements expressing her gratitude for Commissioner Cheryl Stallings, previous Apex Town Councilmember, for her recent service as Council Liaison to the EAB. Staff Secretary announced updates to Board membership with voting expected at the next Council meeting on January 24th, including reappointment of Board member Jensen and appointment of new member Sean Crowell. She also announced that an EAB representative was still needed for the Special Environmental Boards workgroup. Board member Maynard agreed to try out being the EAB representative, conditional to meeting frequency which will be determined at the first Workgroup meeting.

Discussion: EAB Chair and Vice Chair for 2023

Members discussed the Offices of Chair and Vice Chair, both with 1-year term dates of January-December. Members nominated for the 2023 Offices included Vice Chair Mason for Chair, and Board members Garrison and Maynard for Vice Chair. The Board took a vote and Vice Chair Mason was nominated unanimously for the recommendation for Chair. The Board performed a ballot vote for Vice Chair, which the Staff Secretary counted, with the recommendation going to Board member Garrison. Final recommendations will be passed along to the Town Clerk who will share the recommendations with the Mayor. Council will approve the Mayor's final recommendation at the next Council meeting.

Pre-Application Meeting: Veridea Expansion

The project representative for Veridea Expansion was Jason Barron, Partner with the Morningstar Law Group. A presentation was shared by Planner II and representative Barron gave details about the project. He mentioned that an Environmental Enhancement Plan was being created with the input of Apex Planning staff, and thus the recommendations of the EAB would be difficult to agree to at this meeting ahead of the finalization of the Plan. Discussion topics include transportation and multi-modal options around the property. Following the addition of recommendations, Board member Garrison made a motion to approve the list of recommendations, seconded by Board member Reger, and the motion passed unanimously.

Summary of Recommendations:

- Ensure that a public transportation shuttle-like or bus service stop with shelter and seating is located at this development.
- Increase design storm for retention basins in flood-prone areas.
 - Increase design storm pre- and post-attenuation requirement to the 100-year storm.
- Install signage near environmentally sensitive areas in order to:
 - Eliminate fertilizer near SCM drainage areas.
- Preserve tree canopy and prioritize medium to large, healthy, desirable species.
 - Preserve existing trees (percentage-based).
- Increase biodiversity.
 - Plant pollinator-friendly flora.
 - Plant native flora (Refer to the Apex [Design & Development Manual](#) for approved native species).
- Include energy efficient lighting in building design.
 - *Option 1:* Lower maximum foot-candles outside of buildings.
- Install timers or light sensors or smart lighting technology.
- Incorporate natural lighting techniques into building design.
- Include International Dark Sky Association compliance standards.
 - Outdoor lighting shall be shielded in a way that focuses lighting to the ground.
 - Lighting that minimizes the emission of blue light to reduce glare shall be used.
 - Lighting with a color temperature of 3000K or less shall be used for outside installations.
- Provide 20% of the estimated electrical consumption be provided by solar.

Pre-Application Meeting: Castleberry Assembly

The project representative for Castleberry Assembly was Matthew Carpenter, Associate at Parker Poe. A presentation was shared by Planner II and representative Carpenter gave details about the project. Items discussed include concerns regarding lot density and undeveloped buffers. Recommendations were adjusted and added to the list. Board member Maynard made a motion to approve the list of recommendations, seconded by Board member Efird, abstained by Vice Chair Mason, and the motion passed.

Summary of Recommendations:

- Stormwater control devices shall be designed and constructed so that post-development peak runoff does not exceed pre-development peak runoff conditions for the 24-hour, 1-year, 10-year, and 25-year storm events.
- Landscaping shall include at least four (4) native hardwood tree species throughout the development.
- No clearing or land disturbance shall be permitted within the riparian buffer, except the minimum necessary to install required road and utility infrastructure and SCM outlets. The SCM water storage and treatment shall not be permitted within the riparian buffer. Sewer infrastructure shall be designed to minimize impacts to riparian buffers.
- Install signage near environmentally sensitive areas in order to:
 - Reduce pet waste near SCM drainage areas.
 - Eliminate fertilizer near SCM drainage areas.
- Implement low impact development (LID) techniques as defined by the NC Department of Environmental Quality.
- Stormwater re-use application.
 - Integrate irrigation from the SCM (wet pond) on site.

- Preserve tree canopy and prioritize medium to large, healthy, desirable species.
 - Preserve existing trees (percentage-based).
 - Existing hardwood trees of 18" diameter or larger which are removed by development shall be replaced by 1.5" caliper native trees, either on site or at an alternate location. Tree species shall be chosen from the DDM or in conjunction with Planning Staff.
- Increase biodiversity.
 - Plant pollinator-friendly flora.
 - Plant 75% native flora (Refer to the Apex [Design & Development Manual](#) (DDM) for approved native species).
- Implement green infrastructure.
 - Provide diverse and abundant pollinator and bird food sources (e.g. nectar, pollen, and berries from blooming plants) that bloom in succession from spring to fall, which should be 100% native for birds and 75% for pollinators.
 - Provide and allow for undisturbed spaces (e.g. leaf piles, unmown fields, fallen trees) for nesting and overwintering for native pollinators and wildlife.
- Install community gardens and native pollinator demonstration gardens.
- Include landscaping that requires less irrigation and chemical use.
 - Plant warm season grasses for drought-resistance.
- Install a minimum of four (4) pet waste stations in neighborhoods.
- Include solar conduit in building design.
- Include International Dark Sky Association compliance standards.
 - Outdoor lighting shall be shielded in a way that focuses lighting to the ground.
 - Lighting that minimizes the emission of blue light to reduce glare shall be used.
 - Lighting with a color temperature of 3000K or less shall be used for outside installations.
- To the greatest extent practicable, include a 150-yard (450-foot) NC Game Land safety buffer along the exterior of the property adjacent to the US Army Corps lands.
- Install a minimum of a 4-kW solar PV system to a minimum of 20 homes, including 5 homes with solar before 40% of building permits are approved, 10 homes before 65% of building permits are approved, and 20 homes before 90% of building permits are approved.

Pre-Application Meeting: Triangle Home Services Phase II

The project representative for Triangle Home Services Phase II was Planner II on behalf of Jeff Roach, President of Peak Engineering & Design. Items discussed include the landscape and riparian buffers. Recommendations were revised and added. Board member Maynard made a motion to approve the list of recommendations, seconded by Board member Garrison, and the motion passed unanimously.

Summary of Recommendations:

- Increase design storm for retention basins in flood-prone areas.
 - Increase design storm pre- and post-attenuation requirement to the 25-year storm.
- Add a permit condition which does not allow for tree clearing, stormwater control measures (SCM), or infrastructure in either zone of the riparian buffer; Restricted in Zone one and two of the riparian buffer. Exclude sewer infrastructure.
- Plant trees as designed for efficiency.
 - Plant deciduous shade trees on southern side of buildings.
 - Plant evergreen trees as a windbreak on northern side of buildings.
- Increase biodiversity.
 - Plant pollinator-friendly flora.
 - Plant 75% native flora (Refer to the Apex [Design & Development Manual](#) for approved native species).
- Plant native flora within the buffer.
- Include landscaping that requires less irrigation and chemical use.
 - Plant warm season grasses for drought-resistance.
- Increase the number of native hardwood tree species planted to 3, preferably 4.

- Install convenient electric vehicle charging stations.
- Include energy efficient lighting in building design.
 - Lower maximum foot-candles outside of buildings.
- Install timers or light sensors or smart lighting technology.
- Incorporate natural lighting techniques into building design.
- Include International Dark Sky Association compliance standards.
 - Outdoor lighting shall be shielded in a way that focuses lighting to the ground.
 - Lighting that minimizes the emission of blue light to reduce glare shall be used.
 - Lighting with a color temperature of 3000K or less shall be used for outside installations.
- Preserve tree canopy and prioritize medium to large, healthy, desirable species.
 - Preserve existing trees (percentage-based).
- Install community gardens and native pollinator demonstration gardens.
- Include solar conduit in building design.
- A minimum 10-kilowatt solar PV system shall be installed on the building(s).

Discussion: Revised Draft of the EAB’s Suggested Environmental Zoning Conditions

Planner II shared the final draft of the EAB Suggested Environmental Zoning Conditions document that the workgroup had completed. Chair Schaaf welcomed questions and discussion. Board member Maynard brought up the green building certifications and specificity of the language used. Other items discussed included adding the stipulation of a 4-inch topsoil depth recommendation and removing the recommendation regarding natural lighting techniques. Board member Reger suggested that the Board rename the document “EAB Suggested Zoning Conditions” as the environmental part is implied by the Board’s purpose. Chair Schaaf made a motion to approve the revised Conditions list, seconded by Board member Reger, and the motion passed unanimously.

Open Discussion

None.

Adjourn

Board member Garrison made a motion to adjourn the meeting, seconded by Board member Maynard. The motion was approved unanimously and the meeting adjourned at 6:44p.m.

Katie Schaaf, Chair

ATTEST:

Megan Pendell, non-voting staff secretary