

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: TOWN CLERK'S REPORT

Meeting Date: March 10, 2026

Item Details

Presenter(s): Allen Coleman, Town Clerk

Department(s): Town Clerk's Office

Requested Motion

- A. Motion to reappoint Mr. Umesh Pai to the Apex Board of Adjustment (BOA) for a three year term effective January 1, 2026 through December 31, 2028.
- B. Motion to reappoint Mr. William "Pat" Hollenbeck to the Apex Board of Adjustment (BOA) for a three-year term effective March 1, 2026 through February 28, 2029.
- C. Motion to reappoint Michael Sayers to the Apex Board of Adjustment (BOA) for a three-year term effective March 1, 2026 through February 28, 2029.
- D. Motion to transfer Mr. Aaron Barnes from the Culture and Arts Advisory Board (CAAB) to the Apex Board of Adjustment (BOA) for a three-year term (restarting) effective April 1, 2026 through March 31, 2029.
- E. Motion to appoint Mr. William Gerherd to the Apex Board of Adjustment (BOA) for a partial unexpired term effective June 1, 2026 through December 31, 2026. This partial term is created by Mr. William Hart's resignation.

Approval Recommended?

Yes

Item Details

A total of **six (6) applications** were received for appointment consideration to the Apex Board of Adjustment (BOA) and they are below in alphabetical order by last name:

- **Barnes, Aaron** - Corporate Limits Resident - Eligible for Voting Over 18 Representative Position
- **Gentry, William** - **Not Eligible** Based on Residency Requirements
- **Gerhard, William** - Corporate Limits Resident -Eligible for Voting Over 18 Representative Position
- **Hollenbeck, William "Pat"** - Corporate Limits - Member Seeking Reappointment
- **Pai, Umesh** - Corporate Limits - Member Seeking Reappointment
- **Sayers, Michael** - Corporate Limits - Member Seeking Reappointment

- **Zhang, Tianduo** - Corporate Limits Resident - Eligible for Voting Over 18 Representative Position

The Town of Apex has two statutorily required resident advisory boards which are the Board of Adjustment (BOA) and the Planning Board. The Board of Adjustment (BOA) is charged with considering particular kinds of development issues that require special use permits or variances from the Town's Unified Development Ordinance (UDO). More specifically, the Board of Adjustment is responsible for the following as stated in Section 2.1.3 of the Town's Unified Development Ordinance (UDO):

- a) Review and approve, approve with conditions, or deny. To review, hear, consider and approve, approve with conditions, or deny
 - Applications for Variance Permits.
 - Applications for Special Use Permits.
- b) Appeals. To review, hear, consider, and reverse or affirm, in whole or in part, or modify:
 - Written orders, decisions, interpretations, requirements, or determinations of the Planning Director or other administrative officials charged with enforcement of any other ordinance that regulates land use or development
 - Mast Subdivision Plans.
 - Construction Plans
 - Master Subdivision Final Plats.
 - Soil Erosion and Sedimentation Control Plans.
- c) Studies. To make studies of the resources, possibilities, and needs of the Town upon the authorization of the Town Council and to report its findings and recommendations with reference thereto, from time to time, to the Town Council.

The Board of Adjustment (BOA) consists of five (5) regular members and three (3) alternate members.

Attachments

- TC1-A1: Applicants At A Glance - Board of Adjustment w-applications
- TC1-A2: Nomination Summary by Councilmember - Multiple Boards

