

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: August 12, 2025

Item Details

Presenter(s): Allen Coleman, Town Clerk
Jeremy Bradham, Preservation Program Manager
Department(s): Town Clerk's Office
Capital Area Preservation, Inc.

Requested Motion

Motion to waive building inspections and permitting fees associated with the Utley Farms Historic Home Restoration and Preservation project located at 3720 Old Use 1 Highway, New Hill, North Carolina, for a maximum not to exceed one-thousand dollars (\$1,000), and only while the home is under ownership of Capital Area Preservation Inc.

Approval Recommended?

Yes

Item Details

On July 10, 2025, Capital Area Preservation (CAP), Inc. submitted a request for building inspections and permitting fees to be waived associated with the Utley Farms Historic Home Restoration and Preservation Project. Below are the responses received associated with the request:

1. What is the extent and purpose of the work you will be doing at Utley Farms? Moving the house? Renovations?

CAP RESPONSE: The purpose is to restore and preserve the house, relocate the large red barn closer to the house to move out of the way of development, and sell the property with a preservation easement and rehab agreement and eventually designate the property as an Apex Historic Landmark.

2. Are you looking for a loan to move the house? Shouldn't the builder be paying for this? Can the builder pay the fees you are looking to have waived?

CAP RESPONSE: The builder has already committed to expenditures under the MOA with CAP, the State Historic Preservation Office, and the Army Corps of Engineers in the 106 process, so the budget was developed assuming no permit fees as before. We don't need a loan for this project.

3. What exact fees are you looking to have waived? It appears that only building permit fees were waived through the attached loan agreement. Some fees (like utility-related ones) cannot be waived.

CAP RESPONSE: We are requesting only building permit fees (demo/footings, etc.) be waived.

4. Have you requested other fees to be waived associated with this type of work?

CAP RESPONSE: Yes, inspections and permitting fees were waived on the last project at the Upchurch-Williams House on Roberts Road from calendar year 2015 through 2019.

In accordance with the Town's adopted fee schedule for fiscal year 2025-26, the following fees were quoted by the Building and Inspections Department:

The "restore and preserve" of the house could be a single trade building permit to do some basic structural repairs to a full-blown renovation which would be dictated by the square footage.

Single trade permits on the house = \$375.00

A Demo Permit = \$150.00

Permit to move barn = \$375.00

Total = \$900.00 on permit fees which could increase depending on the scope of work.

Capital Area Preservation is respectfully requesting a waiver of building and permitting fees, not to exceed \$1,000.

Attachments

- CN13-A1: Memo from Capital Area Preservation - Fee Waiver Request - Utley Farms Historic Home Restoration and Preservation Project
- CN13-A2: Recorded Deed of Easement for Utley Horton Farm - Fee Waiver Request

