

# | Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: August 12, 2025

## Item Details

Presenter(s): Amanda Bunce, Assistant Director, and,  
Allen Coleman, Town Clerk

Department(s): Planning, and,  
Town Clerk's Office

### Requested Motion

Motion to approve a "Resolution Recommending the Appointment and Removal of Review Officers for the Town of Apex" pursuant to N.C.G.S § 47-30.2.

### Approval Recommended?

The Planning Department and Town Clerk recommends approval.

### Item Details

North Carolina General Statutes (NCGS), Chapter 47, Article 2 (§47-30.2 Review Officer) requires the Board of Commissioners of each county, by resolution, designate by name one or more persons experienced in mapping or land records management to be appointed as a "Review Officer" to certify the maps or plats presented to the Register of Deeds as complying with all statutory requirements for recording.

This action would recommend for appointment or reaffirm the list of Review Officers for the Town of Apex.

<b>Name</b> (alphabetical by last name)	<b>Position</b>	<b>Action</b>
Elise Bielen	Senior Planner	Initial Appointment
Bruce Venable	Planner II	Initial Appointment
Nick Baker	Planner II	Initial Appointment
Liz Loftin	Senior Planner	Remove Appointment
Katherine Mayo	Planner II	Remove Appointment

### Attachments

- CN18-A1: Resolution Recommending the Appointment and Removal of Review Officers for the Town of Apex

