



Town of Knightdale

Staff Report Cover Sheet

Title: Resolution Appointing Wake County Review Officers

Staff: Jason Brown, Development Services Director

Date: April 19, 2023

PURPOSE

- Plat review is an important duty within the Development Services Department to ensure that the property subdivision and recombination maps meet all UDO and statutory requirements prior to recording with the Register of Deeds office. State Law 1997-309 transfers this responsibility from the Register of Deeds to a Town Appointed Review Officer to ensure these statutory requirements are met and that the review is completed in an expeditious manner.

Development Services Director Jason Brown, Senior Planners Donna Goodman, Kevin Lewis, and Gideon Smith are thoroughly trained and certified to be Review Officers pending Town Council approval. The attached resolution designates the above-mentioned staff members be added to the list of Review Officers for the Town of Knightdale. Staff requests that Town Council adopt the resolution approving Review Officers for the Town. The resolution will then be forwarded to the Wake County Board of Commissioners for approval and Register of Deeds for reference.

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), *if applicable*

- G.S. 47-30.2; SL 1997-309

TYPE OF PUBLIC HEARING, *if applicable*

- N/A

FUNDING SOURCE(S), *if applicable*

- N/A

ATTACHMENT(S)

- Resolution Appointing Town of Knightdale Review Officers – RES #23-04-19-001

STAFF RECOMMENDATION

- Adopt Resolution #23-04-19-001

Knightdale Strategic Priorities



Safe



Connected & Inclusive



Sustainable



Active & Healthy



Organizational Excellence