

TRANSYLVANIA COUNTY PLANNING BOARD MINUTES

Regular Meeting, May 18, 2017

Call to Order, Chairman West

The Transylvania County Planning Board met in regular session on Thursday, March 18, 2017 at 7:00pm in the Community Services Building Conference Room. Members present were Chair Mike West, Daryle Hogsed, Kimsey Jackson, Sandy Watson, Lauren Wise and Steve Woodsmall. Mack McNeely was absent (excused). Staff members present were Transylvania County Planning and Community Development Director Mark Burrows, County Planner Joy Fields and Program Assistant Kalen Lawson. No media or citizens were present.

I. Welcome

II. Public Comment

- Mark Burrows introduced the Planning and Community Development Department summer intern, Ilana Bleich who will be focusing on historic preservation.
- Mark Burrows noted that Joy Fields was being recognized by the Historical Society for her assistance in obtaining a grant through the Joint Historical Preservation Commission (JHPC) for the Allison-Deavor House. She also administered the Request for Proposals (RFP).

III. Approval of Agenda

A motion was made by Daryl Hogsed to approve the March 18, 2017 agenda, which was seconded by Steve Woodsmall, and carried unanimously.

IV. Approval of Minutes

It was noted that the word "of" was missing midway on page 3. A motion was made by Daryl Hogsed to approve the April 27, 2017 regular meeting minutes as amended. The motion was seconded by Steve Woodsmall and carried unanimously.

V. Subdivision Approvals and Updates

Joy Fields notified the Planning Board that there were four (4) exception plats and one (1) 2-lot subdivision approved since April 28, 2017.

VI. Old Business:

A. Sign Control Ordinance - Update

- Joy Fields and Mark Burrows presented the current draft of the Transylvania County Sign Ordinance for the board to continue updating and revising.
- Joy Fields will issue both marked-up and clean versions of the latest revised ordinance.
- It was proposed to run notices in *The Transylvania Times* newspaper for a public hearing regarding the finalized sign control ordinance at the regular meeting of the board in July.
- It was proposed that there be an article in *The Transylvania Times* to explain the reason(s) to revise the ordinance.
- It was proposed to add a final review of the sign control ordinance to the June 2017 agenda, before inviting public comment at the July planning board meeting.
- Other stakeholders and resources will have an opportunity for input, including the Building & Permitting Department, the Chamber of Commerce, sign companies, TEA, TDA, etc.

VII. New Business:

A. Planning and Community Development Department Director's Report

- Mark Burrows presented the draft agenda for the June joint City of Brevard / Transylvania County Planning Boards. Finalization of the sign control ordinance will be added to that agenda.
- Joy Fields noted that the City of Brevard Planning Board is looking at their Comprehensive Plan and how they may be more involved.
- Mark Burrows noted that he attended the American Planner's Association National Conference last month which included many credit hours. He noted the he was able to attend 13 sessions mostly related to small rural counties. In comparison to other counties, he felt confident that Transylvania County is very proactive and involved.
- The McCrary Telecommunications Tower was given conditional approval by the board last month and the final outstanding document is anticipated by end of this month. Since the last board meeting, concerns over Indian burial grounds have been made to the Board of Commissioners by a neighbor. Planning staff has provided further information to commissioners. It was noted that the State Historical Commission has already given approval.
- Mark Burrows noted that Claudia Hawkins, Chair of the Transylvania County Community Land Trust gave presentations about workforce housing affordability to the Board of Commissioners and the City of Brevard. She will also present to the the Town of Rosman Aldermen in early June. The presentation will be on the department website.

B. Other

- none

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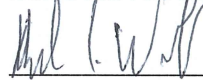
VIII. Public and Board Member Comments

- Mike West noted that he will review and sign the planning board annual report, a summary of the board's activities from June 2016 through May 2017, to be submitted to the Board of Commissioners.

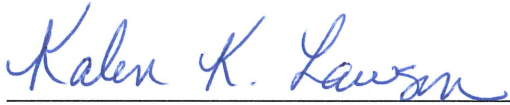
IX. Adjourn

There being no further discussion, a motion was made by Sandy Watson to adjourn, seconded by Steve Woodsmall and carried unanimously.

MINUTES APPROVED



Mike West, Chair



Kalen Lawson, Recording Secretary