

**PLANNING AND
COMMUNITY DEVELOPMENT**

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TRANSYLVANIA COUNTY PLANNING BOARD MINUTES

Regular Meeting, June 15, 2017

Call to Order, Chairman West

The Transylvania County Planning Board met in regular session on Thursday, June 15, 2017 at the special time of 6:30pm in the Board of Elections Conference Room in conjunction with the City of Brevard Planning Board. Members present were Chair Mike West, Kimsey Jackson, Mack McNeely, Steve Woodsmall and Lauren Wise. Sandy Watson and Daryle Hogsed, were absent (excused). Staff members present were Transylvania County Planning and Community Development Director Mark Burrows and County Planner Joy Fields.

City of Brevard Planning Board members attending included Demi Loftis, Jimmy Perkins, Frank Porter, Keenan Smith, and Chris Strassner. Donna Ross, recently appointed to the City of Brevard Planning Board to represent the ETJ, was also in attendance. Katie Thompson was absent (excused). City of Brevard staff members present included Planning Director Daniel Cobb, Planner Aaron Bland, Code Enforcement Officer Paul Ray and Administrative Services Manager Janice Pinson.

I. Welcome – Mike West and Jimmy Perkins

II. Board Member and Staff Introductions

III. Public Comment- None

IV. Approval of Agenda

The joint planning boards confirmed the June 15, 2017 agenda.

V. Staff Updates

- Daniel Cobb provided an update on the projects and activities of the City of Brevard Planning Department including:
 - the Unified Development Ordinance (UDO)
 - updating the stormwater regulation
 - Floodplain Administration – including a recent audit
 - Bicycle Friendly Community - City of Brevard received an honorable mention from The League of American Bicyclists (Aaron Bland)
 - the CDBG renovation grant is moving along smoothly and shall be complete soon (Jimmy Perkins),
 - on-line permitting system – moving more GIS data on-line
 - shell building project with the Transylvania Economic Alliance (TEA) in design phase
 - planning department website

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- Mark Burrows – provided an update on the projects and activities of the Transylvania County Planning and Community Development Department including:
 - Floodplain Administration – coordinating some efforts with the City
 - Grants Awarded – Golden LEAF shell building and STEM in schools; ARC Free WiFi for the Town of Rosman; ARC Wayfinding Grant; NCDOT Bicycle Planning Grant; HOME Funds Housing Renovation for 3 homes; and NC DOT Watch-for-Me NC
 - cell tower applications and permitting
 - Land of Sky (LOS) Rural Planning Organization (RPO) – both Mark and Daniel are members and have seen a lot of activity lately
 - Joint Historic Preservation Commission (JHPC) is active
 - NC 280 Multi-Use Path – public meetings
 - Human Relations Study Committee
 - Community Centers
 - Comprehensive Plan
 - Ordinance updates including Sign Control Ordinance

VI. Comprehensive Plans – Overviews and Similarities

- A. **City of Brevard, Aaron Bland** – Presented on the creation of the City of Brevard’s Plan and shared the reasoning behind limiting the scope of the Plan so that the demographics and land use sections could be finalized in the UDO update/Form Based Code process to reduce duplication and potential discrepancies.
- B. **Transylvania County, Joy Fields** – Presented on the process of developing the Transylvania County 2025 Comprehensive Plan. Discussion included the amount of public participation and the development of the public input survey. A handout with action steps was provided to participants (attached).

VII. Brainstorming

Due to time, Daniel Cobb recommended that the planning boards review the comprehensive plans and meet back in September to brainstorm potential collaboration.

VIII. Next Meeting

The Transylvania County Planning Board will meet at their regularly scheduled time in July. The City of Brevard Planning Board canceled their July meeting due to scheduling conflicts.

X. Public and Board Member Comments

none

X. City of Brevard Adjourns

XI. Transylvania County Planning Board Break

XII. Transylvania County Old Business:

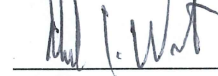
- A. **Sign Ordinance** – Planning Board reviewed the current draft of the Sign Control Ordinance with the changes that had been incorporated by staff since the last meeting. Planning Board asked staff to share the draft with sign companies and the public prior to the next meeting in July. Steve Woodsmall made a motion to obtain public feedback regarding the updated Sign Control Ordinance. The motion was seconded by Kimsey Jackson and carried unanimously.

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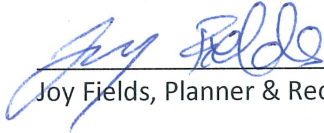
XIII. Adjourn

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

MINUTES APPROVED



Mike West, Chair



Joy Fields, Planner & Recording Secretary