

**MEMORANDUM**

**TO:** Transylvania County Planning Board Members  
**FROM:** Mark Burrows, Director  
**SUBJECT:** **PLANNING BOARD MEETING – Thursday, November 9, 2017**  
**DATE:** November 2, 2017

Since our last meeting, the draft Sign Control and Scenic Corridor Ordinances were removed from the October 23<sup>rd</sup> agenda for the County Commissioners meeting to allow the Transylvania County Planning Board address the public's concern over off-premise signs located on a Scenic Corridor. Staff have also received a variance request and prepared the Mountain Ridge Protection Ordinance for your review.

We look forward to working with the Transylvania County Planning Board to complete the review of the Sign Control Ordinance, continue the review of the Mountain Ridge Protection Ordinance and consider the variance request. I will also provide you with department updates.

Please let Joy, or me know if you have any questions or if you will not be able to attend.

**Transylvania County Planning Board  
November 9, 2017 at 7:00 PM  
Community Services Building**

**AGENDA**

**Call to Order, Chairman West**

- I. Welcome**
- II. Public Comment** (15-minute time limit. Speakers will be limited to three minutes.)
- III. Approval of Agenda**
- IV. Approval of Minutes** (October 19, 2017)
- V. Subdivision Approvals and Updates, Joy Fields**
- VI. Old Business:**
  - A. Sign Ordinance – Finalize**
  - B. Mountain Ridge Protection Ordinance - Review**
- VII. New Business**
  - A. Baird Variance Request – Sugar Creek**
  - B. Planning Director - Update**
  - C. Other**
- VIII. Public and Board Member Comment**
- IX. Adjourn**