

**PLANNING AND
COMMUNITY DEVELOPMENT**

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**Cedar Mountain Small Area Plan Committee
Regular Meeting Minutes
September 29, 2020 at 6:00 p.m.
Commissioners Chambers, 101 South Broad Street**

- I. **Welcome** – Chairman, Curley Huggins called the meeting to order at 6:04 pm, Committee Members present were Chairman Curley Huggins, Vice Chair Lucia Gerdes, Committee Members Mark Tooley, and Tom Oosting. Chairman Huggins introduced the present staff members Darby Terrell, Planner and Allen McNeill, Interim Director of Planning and Community Development, and Mike McKinney IT support from the IT department. There was one audience member physically present, Mr. Larry Chapman. There were no Media present.
- II. **Public Comment** (15-minute time limit. Speakers are limited to three minutes.)
Larry Chapman- owns property in Sherwood Forest, what the committee is doing is very important and he commends the committee for their work. Asks that this committee keeps in touch with the Board of Commissioners and makes sure to keep all community members involved in this process.
- III. **Agenda Modifications**
Chairman Huggins asked for a motion to move the discussion of the Public Workshops before the Cedar Mountain Small Area Recommendations Discussions. Mark Motioned, Tom seconded, it was unanimously approved.
- IV. **Consent Agenda**
Chairman Huggins asked for a motion to approve the agenda, Mr. Oosting motioned to approve, and Mr. Tooley seconded. It was passed unanimously. Mark Tooley motioned to approve minutes and special meeting minutes approved, Lucia second.
- V. **New Business**
 - A. Regular Meeting Schedule
At the first regular meeting on September 24th, 2019 this Committee approved a meeting schedule on the 4th Thursday of each month. Though after the November 20th, 2019 meeting the Committee switched its meeting days to the 4th Tuesday. This switch is in no way in violation of North Carolina Open Meetings law since it was advertised in the Transylvania Times newspaper with the date, time, and place each month. Staff asks the Committee to make a motion to officially change the meetings to the 4th Tuesday of each month.

Chairman Huggins asked for a motion for the Regular meeting each month be held the last Tuesday of the month at 6pm in the Commissioners Chambers. Mr. Oosting motioned; Vice Chair Gerdes seconded and it was unanimously approved.

B. Public Workshop Setup-Moved by Agenda Modification

On the August 25th, this committee discussed the dates, times, and formats to host public input sessions. These being October 6th, 8th, and 20th. The 20th being in person at Rocky Hill Baptist Fellowship Hall at 6pm.

Staff recommended that the committee reschedule tentative public input sessions to give staff more time to prepare and allow the committee more time to consider possible plan recommendations. This will also allow staff to learn more alternatives to use for the webinar. Staff believes they have not given the committee enough information beforehand to help correlate the goals that they have discussed in previous meetings.

The Committee discussed the new suggestion by staff and their options for the public workshop public input sessions. Committee members asked staff clarifying questions. The Committee had a discussion on the possibility of future special meetings to approve the information and documents staff is putting together for the plan. Mr. Tooley stated it would be important for the committee to review the maps created by staff before having any public input sessions.

Vice Chairwoman Gerdes motioned to cancel the previously scheduled public input session and revisit our next scheduled meeting October 27th. Ms. Gray seconded this motion and it passed unanimously.

Chairman Huggins came up with a public input agenda draft for the committee to review. Staff agreed that the committee may review this document for this meeting. The Committee began discussing the draft briefly. After which Mr. Oosting motioned to approve the format presented, seconded by Chairman Huggins, and unanimously approved.

C. Cedar Mountain Small Area Plan Recommendations Discussion

Following the Small Area Plan Process, as approved by the Transylvania County Board of Commissioners, under the "Project Development", the committee is tasked with identifying potential solutions and planning tools. As well as to "Review pros, cons, and alternatives of available planning tools during community meetings." The plan priorities and potential solutions should be confirmed through public input sessions before being evaluated by the TC PB and BC. Staff recommends that they brainstorm tools that could be included in the Small Area Plan that associates with the goals approved last meeting.

Committee members started asking what type of voting or polling tools we have looked at; Staff has been working with IT department for one particular polling options they have been looking at. Staff will use next meeting to show these tools to the Committee for them to view it before the public input meetings. The Committee asked specific questions and queries on the tools for staff to provide. The Committee members asked staff to see the availability of experts such as Bart Renner of the Cooperative Extension, Josh Hallingse the Executive Director of Transylvania Economic Alliance, Jeff Parker Director of the Soil and Water District Department for Transylvania County, and Kevin Shook Director of Emergency Management. As well as others that they deem important for the committee to hear them discuss their specialized topics. Staff will work with the experts the committee would like to hear from, for the dates of October 14, 19, 20, 21. If they are unavailable then staff would suggest for them to come to the October 27th regularly scheduled meeting.

The committee reviewed the draft Land Use Planning Tool document presented to staff and discussed each tools and goals as presented on the document. They pointed out specific tools and goals that they would like to be moved, corrected, or removed all together. Some of the suggestions are below:

- Mr. Tooley suggested using conservation easements as a tool for agriculture protections.
- Mr. Tooley suggested having more community action with community created boards, such as using the community center board to be the partner with the County or County board/committee.
- The Committee would like to move “Preserve the unique natural communities found in Cedar Mountain” to natural and cultural resources section.

The committee discussed assessing the effectiveness of the NC Scenic Corridor, which is part of the Sign Control Ordinance, to see if they have any suggestions as to improve it for the Cedar Mountain Area. The committee is also interested in reviewing the existing Parks and Recreation Master Plan to see its applicability to the Cedar Mountain Plan.

D. Director’s Report

Staff changes, Mrs. Webb has moved across the hall to the Buildings and Inspections Department. The new Administrative Support Specialist IV will start on October 5.

VI. Public Comment (15-minute time limit. Speakers are limited to three minutes.)

No comments from the Public were given.

VII. Committee Members Comments

Mr. Tooley- commented that he listened to the Planning Board meeting that Lucia was

present and said she did a really good job. When listening to Mrs. Gleasman's statement on the goals and how some of them she could not find the relation to the survey answers. He wanted to clarify those goals came from comments that were given in the survey which turned into goals. If we need more special meetings, he is in favor of them. And he believes that the community is in favor of that.

Ms. Gray- request that the items we are discussing, such as the recommendations or tools need to be available online or be available to the community. Especially for meetings, so the audience watching could go along with the committee in reviewing them.

VIII. ADJOURNMENT

Mr. Tooley motioned to adjourn the meeting at 8:54 p.m., the motion was seconded by Vice Chair Gerdes and approved unanimously. The next meeting will be a regular meeting on Cedar Mountain Small Area Plan Committee meeting is scheduled for Tuesday, October 27th, 2020 at 6:00 p.m. in the Commissioners Chambers.

MINUTES APPROVED



Curley Huggins, Chairman



Darby Terrell, Recording Secretary