

**PLANNING AND
COMMUNITY DEVELOPMENT**



106 East Morgan Street, Suite 207
Brevard, NC 28712
828.884.3205
planning.transylvaniacounty.org

Allen McNeill, Interim Director
Darby Terrell, Planner
Beth Webb, Administrative Support

**Cedar Mountain Small Area Plan Committee
Regular Meeting Minutes
June 23, 2020 at 6:00 p.m.
Commissioners Chambers, 101 South Broad Street**

- I. **Call to Order** - Chairman Huggins called the meeting to order at 6:03 p.m. on Tuesday, June 23rd. Committee members present were Chairman, Curley Huggins, Vice-Chair, Lucia Gerdes, Tom Oosting, Mark Tooley and Candy Gray. Staff present were Interim Planning Director, Allen McNeill, Planner, Darby Terrell and Transylvania County Management Fellow, Kate Hayes. There were two audience members present, Kate Hayes, County Management Fellow and Richard "Kimsey" Jackson, Chairman to the Planning Board. There were no Media present.
- II. **Welcome-**
Chairman Huggins gave a welcoming statement to the board members and the public present and watching over livestream on the current situation with the committee. Chairman Huggins also gave staff introduction and introduced the two members present in the audience.
- III. **Staff Introduction-**
Allen McNeill, Interim Director of the Planning and Community Development Department introduced himself to the board. Mr. McNeill gave a brief background of his professional and educational careers.
- IV. **Public Comment** (15 minute time limit. Speakers are limited to three minutes.)
Chairman Jackson, spoke on the Small Area Plan and how it became, as well his intentions on keeping his attention and the Planning Board.
- V. **Agenda Modifications-**
Ms. Gray, motioned to approve the Agenda as presented, the motion was seconded by Mr. Tooley and unanimously approved.
- VI. **Consent Agenda-**
 - A. Minutes (February 25, 2020)
Mr. Oosting, motioned to approve the February 25, 2020 meeting minutes as submitted,

the motion was seconded by Ms. Gray, and unanimously approved.

VII. Old Business

- A. Proposed Planning Boundary Modification- Committee was introduced to the changes by Mr. McNeill. Mr. McNeill explained that staff prepared a new map that outlines the tax parcels specifically and added some new tax parcels that are now included.

Mr. Tooley, motioned to accept the modifications added by staff, the motion was seconded by Vice-Chair Gerdes, and unanimously approved.

VIII. New Business

- A. Small Area Planning Process Update-

Mr. McNeill went through the approved Small Area Planning Process by the Transylvania County Board of Commissioners. Mr. McNeill discussed where the committee is in the planning process and what the committee has finished.

- B. Draft Cedar Mountain Small Area Plan Timeline-

Mr. McNeill introduced the draft Cedar Mountain Small Area Plan Timeline to consider, which was put together by staff with the overview of the Board of Commissioners and the County Manager. Mr. McNeill discussed the change he made by moving the demographics section to next month's meeting. Mr. McNeill feels that moving this gives the committee time to focus on the material tonight. Moving the demographics section will not hurt the timeline. The timeline is an aggressive and the fastest timeline that staff could put together. Mr. McNeill suggested the Planning Board felt this timeline was aggressive and think meeting twice a month would be appropriate (i.e. workshop like the Board of Commissioners). An error was pointed out on the September meeting which is on a Monday. Staff will check on the error and get back with the committee.

Mr. Tooley motioned to accept the timeline with changes to correct the September date if needed, the motion was seconded by Mr. Oosting, and approved unanimously.

- C. Draft Cedar Mountain Small Area Plan (Table of Contents)-

Mr. McNeill discussed the Table of Contents with board members that staff put together for the Small Area Plan. Mr. McNeill asks the committee to consider this to be the Table of Contents for the draft Small Area Plan.

Ms. Gray motioned to accept the Table of Contents as presented, the motion was seconded by Mr. Oosting and unanimously approved.

- D. Draft Cedar Mountain Small Area Plan History Section-

Mr. McNeill introduced the history section that staff put together for review by the committee.

Vice-Chair, Gerdes motioned to table the history section and asked staff to work with local historians, Patty Stahl and Beth Owings, for their input. The committee would like their input to be brought to the next meeting. The motion was seconded by Ms. Gray and unanimously approved.

- E. Draft Cedar Mountain Small Area Plan Public Input Survey-
Mr. McNeill discussed the draft survey that staff put together. The committee is asked to review and give feedback. If the committee would approve to have it sent out as is or with modifications from the committee to the community by the end of the week.

Committee members discussed the length of time that the survey is open. The committee gave staff direction to investigate the response rate of older county surveys, specifically the 2025 Comprehensive Report and the Bike Plan. More discussion on the questions presented and ways to modify them.

Committee members discussed wording for each survey question:

- Question one (1) to say “...encourage the preservation and protection of natural resources.”
- Changing question two (2) to say “...encourage more commercial businesses in the Cedar Mountain area (grocery, shopping, etc.).”
- Questions three (3) through eleven (11) were approved as written.
- Question twelve (12) approved to say “...regulate the size, design, and type (multi-family or single family) of new residential developments.”
- Question 13 approved to say “...regulate the size, design, and usage of new commercial developments.”
- Question 14 approved to say “...regulate the size, design, and usage of new industrial developments.”
- Question 15 approved to say “...more strictly protect the headwaters water quality of the streams and rivers in the Cedar Mountain area.”
- Question 16 approved to say, “...require more regulations in order to develop properties inside existing floodplain in the Cedar Mountain area.”
- Committee approved to add Question 17, “...encourage the development of more robust telecommunication services such as cellular service and broadband in the Cedar Mountain area.”
- Questions 18 through 20, were approved as written.
- Committee added question 21 to say, “...protect indigenous plant species in the Cedar Mountain area.”
- Committee added Question 22 to say, “...develop and maintain a public recreational park in the Cedar Mountain area.”
- Questions 23 and 24 were approved as written.
- Committee approved to add question 25, “How would you describe the development growth in the Cedar Mountain area in the last decade?”

- Questions 26 through 29 were approved as written.
- Committee approved to add question 30 asking, "Are you aware that Transylvania County currently provides a ride request service to the County's general public, including those in the Cedar Mountain area?"
- Committee approved questions 31 and 32 with the addition of the words "as it is defined".
- Questions 33 and 34 were approved as written.
- Question 35 was approved to ask, "Do you believe the map above accurately depicts the Cedar Mountain area?"
- Question 36 was approved as written.

Mr. Oosting motioned to approve the survey with modifications and amendments suggested by Committee members. The motion was seconded by Vice-Chair, Gerdes, and unanimously approved.

F. Director's Report-

- Mr. McNeill gave the board information on the feedback that the Planning Board had at their last meeting.
- The Planning Board was informed that the County buildings are open, but there are still requests to use social distancing.
- Staff has been relocated in the Community Services Building to the Community Services Conference Room on the 1st floor.
- Public may come into the Community Services Building

G. Modification to Vision Statement per Planning Boards suggestion-

Mr. Tooley motioned to amend the vision statement to include the word "plan" instead of the word "perspective". The motion was seconded by Vice-Chair Gerdes and unanimously approved.

"The Cedar Mountain Small Area Planning Committee will develop a land-use management perspective that strives to balance the area's natural beauty, historic, and cultural resources with responsible commercial and private development. The Committee respects the evolution of this community, its values and will develop its management plan by being responsive to the many voices of the Cedar Mountain citizens"

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

Planning Board Chairman, Kimsey Jackson, discussed being a resident who was born in Transylvania County.

X. **Committee Members' Comments**

Mr. Oosting thanked Mr. McNeill for taking his time to help the committee.

Ms. Gray mentioned her concern of the new physical location due to COVID because it

will affect community actively participating in the process, plan, and committee meetings.

ADJOURNMENT

Vice-Chair Gerdes motioned to adjourn the meeting at 8:45 p.m., the motion was seconded by Mr. Oosting and approved unanimously. The next Cedar Mountain Small Area Plan Committee meeting is scheduled for Tuesday, July 28th, 2020 at 6:00 p.m. in the Commissioners' Chambers.

MINUTES APPROVED



Darby Terrell, Recording Secretary



Curley Huggins, Chair