

**PLANNING AND  
COMMUNITY DEVELOPMENT**

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**Cedar Mountain Small Area Plan Committee  
Regular Meeting Minutes  
August 25, 2020 at 6:00 p.m.  
Commissioners Chambers, 101 South Broad Street**

- I. **Welcome** – Chairman, Curley Huggins called the meeting to order at 6:03 pm, Committee Members present were Chairman Curley Huggins, Vice Chair Lucia Gerdes, Committee Members Mark Tooley, Candy Gray, 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. Richard “Kimsey” Jackson, Chairman to the Planning Board. There were no Media present.
- II. **Public Comment** (15-minute time limit. Speakers are limited to three minutes.)  
There was no public comment given at this time from public via email or Livestream.
- III. **Agenda Modifications**  
With no additions requested Chairman Huggins asked to have a motion to approve the agenda for the meeting of August 25<sup>th</sup>, 2020. Mr. Oosting motioned to approve the agenda as presented, Mr. Tooley seconded and it was unanimously approved.
- IV. **Consent Agenda**
  - A. Minutes (July 28, 2020)  
Chairman Huggins asked for the motion to approve as presented the minutes for the July 28, 2020, Mr. Tooley motioned to approve the minutes, seconded by Vice Chair Gerdes and it was unanimously approved.
- V. **Presentation/Recognitions**
  - A. Cedar Mountain Small Area Plan Public Input Survey Report  
Mr. McNeill presented a slideshow with information on the survey results that was sent out to the public and property owners. The presentation discussed the whole process of how the survey was created, the process of reaching out to the public via advertisements, how many people responded to each question. Mr. McNeill went through each question and explained the results by using the data of responses to the multiple-choice answers. The committee was given a hard copy of the comments that were given to the survey, anyone can reach out to the planning department to receive a physical or digital copy of these comments. The committee members discussed the Public Input Survey Report. Mr. Oosting asked if staff could provide the committee

with data from the Building Department on new buildings within the past 6, 8, or 10 years. Mr. McNeill said staff would be able to help provide the number of permits given over any certain time frame the committee would like.

Committee also briefly discussed the presenting of the results to both the Planning Board and the Board of Commissioners. Chairman Huggins and Vice Chair Gerdes volunteered to be representatives of the committee for that meeting.

## **VI. Old Business**

### **A. October Public Workshops Discussion**

The committee discussed the recommended workshop options given by staff. The first option is to have a modified traditional in-person workshop that all participants would be required to follow the CDC guidelines. Staff can provide PPE for those who would attend. The committee has the options of using the County Commissioners Chambers, the Cedar Mountain Community Center, and the Rocky Hill Baptist Church has allowed us to use their Fellowship Hall, they ask that we plan not using on Wednesday nights. Staff advised the Committee to have multiple meeting alternatives to allow differing schedules and to spread out the attendees to anyone meeting. Staff also suggests that attendees register with staff for when they can attend to help with staying within CDC guidelines.

The Second option is using a Virtual Webinar, this would be the same information and presentation as a traditional workshop but over a virtual webinar and make the recording of the webinar available to the public. To receive feedback from the public we would ask to receive comments in a comment section or use a survey tool to gather the input from the public like the public input survey that was just done.

The Third option is a Video Presentation and Survey, which would have a recorded video, that would be available and the public would not be able to give immediate feedback to staff. The public would review the video and then respond back with the survey. The difference between the second option is that the webinar would have some participants during it from the public that can give staff and the committee live feedback during and then we would record the whole webinar to be seen by the public.

The committee discussed greatly all the options and asked staff questions to help them decide.

Mr. Tooley moved to have two zoom meetings; one being on Tuesday October 6<sup>th</sup> at 3:00 pm and the second being on Thursday October 8<sup>th</sup> at 6:00 pm. Have the recording made available to all those who cannot make it. An in-person meeting will be held on Tuesday, October 20<sup>th</sup> at 6:00 pm at the Rocky Hill Baptist Fellowship Hall. Ms. Gray seconded and passed unanimously.

### **B. Cedar Mountain Small Area Plan Goals Discussion**

The committee was given three different examples of goals that were provided and created by three different committee members. The committee discussed each presented goals made by the committee members and others that came up during the discussion.

Mr. Tooley motioned to have a special meeting Tuesday September 8<sup>th</sup>, 2020 at 6:00 pm to discuss the Draft Small Area Plan Goals. Vice Chair Gerdes seconded and the motion passed unanimously.

**VII. New Business**

A. Director's Report

Mr. McNeill congratulated both Darby Terrell, Planner for completing the Intro to ArcGIS I course and Beth Webb, the Administrative Support for completing her Notary Public course.

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

Most comments were on what type of October public workshop meetings. The comments asked for having both zoom and in person meetings.

Anna Creaseman made a comment on bike lanes on 276, and the importance of having those.

**IX. Committee Members Comments**

Chairman Huggins asked staff if we would be looking at the History sections and other sections in September. He asked if the planning board needs to view those sections separately. Staff said no.

**X. ADJOURNMENT**

Ms. Gray motioned to adjourn the meeting at 8:15 p.m., the motion was seconded by Mr. Oosting and approved unanimously. The next meeting will be a special meeting on Tuesday September 8<sup>th</sup>, 2020 at 6:00 pm in the County Commissioners Chambers. The next regularly scheduled Cedar Mountain Small Area Plan Committee meeting is scheduled for Tuesday, September 29<sup>th</sup>, 2020 at 6:00 p.m. in the Commissioners Chambers.

**MINUTES APPROVED**

  
Curley Huggins, Chairman

  
Darby Terrell, Recording Secretary