

**PLANNING AND  
COMMUNITY DEVELOPMENT**

Jeff Adams, Director  
Ashley Minery, Planner  
Darby Terrell, Planner



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**Transylvania County Planning Board  
January 18, 2024 at 6:00 PM  
Cooperative Extension Conference Room,  
106 East Morgan Street**

**MINUTES**

**CALL TO ORDER**

- I. **WELCOME:** Mr. Rick Lasater called the meeting to order at 6:00PM. Ms. Wendy Warwick, Mr. Herschel Johnson, Mr. Mike Privette and Mr. Greg Cochran were present. A quorum was present. Mr. Kimsey Jackson was absent. Planning Department staff Jeff Adams, Darby Terrell, and Ashley Minery were also present. One member of the public was present.
  
- II. **PUBLIC COMMENT:** (15-minute time limit. Speakers are limited to three minutes.): Alan Mercaldo inquired about surveyors' recent work on county property that is near the airport. He wanted to know if any plans for the property had been confirmed. Staff informed him they were unaware of any projects in the area.
  
- III. **AGENDA MODIFICATIONS:** Rick announced that meeting minutes from December 21, 2023, would need to be tabled until the next meeting. Ms. Warwick made the motion, and Mr. Privette seconded the motion. All present members voted in favor and the motion carried.
  
- IV. **CONSENT AGENDA:**
  - A. Subdivision Approval and Updates
  - B. Transportation Updates

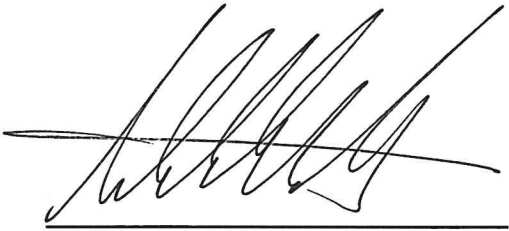
Ms. Minery explained the subdivision approvals and updates for the month. The numbers were also compared to other months in 2023. Mr. Adams provided an update on transportation ridership and possible future changes to fixed route stops. There was no further discussion of the consent agenda. Mr. Privette moved to approve the consent agenda. Ms. Warwick seconded the motion. All present members voted in favor and the motion carried.
  
- V. **INFORMATIONAL OR DISCUSSION ITEMS:**
  - A. Comprehensive Plan Work Session, Outreach and Survey Questions

Mr. Adams gave a brief review of the survey and questions that were discussed at the previous meeting. He also presented a copy of the survey questions with the



suggested updates. Mr. Privette thought the rearranged survey worked better. The board briefly discussed some of the demographic answer options. Mr. Adams also provided an academic article from the *Research Journal*. The article explores options forming the best survey questions, and highlights what to avoid. Mr. Adams encouraged the board to review the article prior to the next meeting, along with the updated survey.

- VI. **PUBLIC COMMENT:** (15-minute time limit. Speakers are limited to three minutes.) There were no public comments.
- VII. **BOARD MEMBERS' COMMENTS:** There were no board member comments.
- VIII. **ADJOURNMENT:** Mr. Johnson motioned to adjourn the meeting. Mr. Cochran seconded the motion. All present members voted in favor and the motion carried. The meeting adjourned at 6:40PM.

A handwritten signature in black ink, appearing to be 'Ashley Minery', written over a horizontal line.

Ashley Minery, Planner

A handwritten signature in black ink, appearing to be 'Rick Lasater', written over a horizontal line.

Rick Lasater, Chair

