

**PLANNING AND COMMUNITY
DEVELOPMENT**

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



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

**Transylvania County Transportation Advisory Committee
April 11, 2023 at 6:00 PM
Community Services Conference Room, 106 East Morgan
Street**

AGENDA

CALL TO ORDER

- I. WELCOME**
 - II. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
 - III. AGENDA MODIFICATIONS**
 - IV. CONSENT AGENDA**
 - A. Minutes (January 10, 2023)
 - V. OLD BUSINESS**
 - A. NCDOT State STIP Program Update
 - B. NCDOT Current Project Update
 - C. Transylvania County Comprehensive Transportation Plan (CTP) Update
 - VI. NEW BUSINESS**
 - A. Annual Report to County Commissioners Discussion
 - B. Director's Report
 - VII. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
 - VIII. COMMITTEE MEMBERS' COMMENTS**
- ADJOURNMENT**

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Agenda Item: IV-A

Memorandum

From: Darby Terrell, Planner

To: Transylvania County Transportation Advisory Committee

Date: April 4th, 2023

Meeting Date: April 11th, 2023

Subject: Approve the January 10th, 2023, Meeting Minutes

Contact Info: darby.terrell@transylvaniacounty.org or (828)884-1870

Attachment(s): 1. January 10th, 2023, Regular Meeting Minutes

Purpose: Review and approve the regular meeting minutes from January 10th, 2023 Transportation Advisory Committee Meeting.

Background: Meeting minutes are prepared after each TAC meeting and submitted to the Committee for their review and approval in accordance with North Carolina Open meeting law.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."

Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff recommends the Transylvania County Transportation Advisory Committee review and approve, or approve with modifications, the regular meeting minutes from the January 10th 2023.

**TRANSYLVANIA COUNTY TRANSPORTATION ADVISORY COMMITTEE
MINUTES
January 10, 2023, 6:00 PM**

- I. Welcome:** The meeting was called to order at 6:00 PM. Mr. David Carter, Mr. Aaron Bland, Mr. Howie Granat, Mr. Mark Tooley, Mr. Jimmy Whitmire, Mr. Keith Wilmont, and Mr. Harold Paxton were present. Mr. Scott McCall (excused) and Mr. Rick Lasater (excused) were absent. Mr. Troy Wilson, Mr. Steve Williams, and Rusty Darnell from North Carolina DOT also attended. Ms. Vicki Eastland from Land of Sky Rural Planning Organization (RPO) was also in attendance. There were six members of the public present.
- II. Public Comment:** There was no public comments.
- III. Agenda Modifications:** There were no proposed agenda modifications.
- IV. Consent Agenda:**
- A. Minutes (July 12, 2022)**
There was no discussion of the consent agenda. Mr. Tooley moved to approve the consent agenda. Mr. Granat seconded the motion. All present members voted in favor, and the motion carried.
- V. Old Business:**
- A. NCDOT Current Projects Update**
Mr. Williams introduced the Assistant District Engineer, Mr. Rusty Darnell. Mr. Darnell gave updates on the two current construction projects in Transylvania County. Mr. Darnell informed the Committee that the Davidson River Village project was nearing completion by finishing up the roundabout. They will be meeting with the city on how to continue the multi-use path. Attached to that project is the Buchanan section. There was no update from him at this time. Mr. Darnell informed the Committee that the High School project for bike and pedestrian paths had completed the bulk of construction. They are working with the City of Brevard to ensure the correct colors. Mr. Darnell stated he would check with both of those projects and update the Committee on any changes in the future.
- B. Land of Sky RPO Update:**
Ms. Vicki Eastland presented the Committee with an overview of what the following public meeting would center around: the Comprehensive Transportation Plan (CTP). Ms. Eastland discussed the role of public interaction, how Land of Sky RPO was involved, and the overall process after receiving the public input during the later public meeting.

VI. New Business:

A. Director's Report:

Ms. Terrell gave an update on the letter requesting NCDOT to work with the Forest Service to take down dangerous trees was sent to the County Commissioners for their consideration and approval. The Commissioners did approve the letter, and it was sent to NCDOT. Ms. Terrell informed the Committee that NCDOT had responded that the requested roads would need substantial money from the budget. Mr. Darnell told the board that the maintenance departments of NCDOT were seeing a decrease in budgets this year. Ms. Terrell informed the Committee that the next meeting for the Committee would be on April 11, 2023.

VII. Public Comment:

There was no public comments.

VIII. Committee Members' Comments:

Harold Paxton: Mr. Paxton stated he would also like Hannah Ford Road to be looked at by NCDOT for removing dangerous trees. Chair Carter also mentioned he had received a request from someone on US 276 South. Mr. Darnell stated that the Maintenance department is running on a skeleton budget, and they need more in the budget to be proactive regarding removing trees. Mr. Paxton stated he wants Hannah Ford Road to look at a speed reduction. Mr. Williams stated that Mr. Paxton could contact NCDOT to discuss speed reduction.

Mr. Paxton moved to request the County Commissioners to propose a reduction in speed on Hannah Ford West from 40 mph to 30 mph.

Mr. Williams stated that this request could come directly from this Committee or a citizen. Mr. Paxton stated that citizens had requested this from NCDOT, which has stayed the same. Mr. Darnell stated he would pursue this for Mr. Paxton.

Chair Carter moved to have a letter sent to the State Highway Patrol about more enforcement on Hannah Ford Road from the Committee, seconded by Mr. Granat. All present members voted in favor, and the motion carried.

Howard Granat: Mr. Granat stated he and Mr. Tooley requested NCDOT to investigate reducing the speed on US 276 in Pisgah Forest. Mr. Williams stated the request had been reviewed and they should have received a response. Mr. Tooley stated that he received an email from NCDOT stating the speed would be reduced to 45 mph. Mr. Granat asked NCDOT if there was a timeline for putting shoulders on that section of the road. Mr. Williams stated it depends on the Forest Service telling NCDOT what they want for this project. It is currently on hold due to cost increases and design changes. Ms. Eastland stated that NCDOT is now trying to use the designated funding to pay for the final design and look for additional funding for the construction piece. Mr. Granat also asked if adding a pedestrian crossing near the end of

Caldwell Street was possible. Mr. Williams stated that Mr. Granat needs to reach out to NCDOT. It will be easier to get to a crosswalk if the location is at an intersection.

Mark Tooley: Mr. Tooley wanted to thank Mr. Williams and the NCDOT for getting back so fast to Mr. Granat and him about the speed reduction inquiry.

Jimmy Whitmire: Mr. Whitmire discussed the Green River Bridge construction, in how he and all the citizens who gave their feedback to NCDOT are disappointed their ideas were not included in the bridge's construction.

Mr. Tooley moved to adjourn the meeting. Mr. Wilmont seconded the motion. All present members voted in favor, and the meeting was adjourned at 6:32 PM.

Darby Terrell, Planner

Date

Chair

Date

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Ashley Minery, Planner
Darby Terrell, Planner



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Agenda Item: V-A

Memorandum

From: Darby Terrell, Planner
To: Transylvania County Transportation Advisory Committee
Date: April 4th, 2023
Meeting Date: April 11th, 2023

Subject: NCDOT State STIP Program Update

Contact Info: darby.terrell@transylvaniacounty.org or (828)884-1870

Attachment(s): None

Purpose: Receive an update on the North Carolina State Transportation Improvement Plan from Mr. Steve Williams and Mr. Troy Wilson, NCDOT Division 14 Planning Engineer.

Background: This is a routine update for the committee to stay informed on the status of future transportation projects and NCDOT funding statuses as it pertains to Transylvania County.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."
Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff has no recommendations at the time this memo was prepared as this update is intended to be informative with no known actionable items.

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Darby Terrell, Planner



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Agenda Item: V-B

Memorandum

From: Darby Terrell, Planner
To: Transylvania County Transportation Advisory Committee
Date: April 4th, 2023
Meeting Date: April 11th, 2023

Subject: NCDOT Current Project Update

Contact Info: darby.terrell@transylvaniacounty.org or (828)884-1870

Attachment(s): None

Purpose: Receive an update from the NCDOT Division 14 District 1 Engineer, about current transportation project statuses.

Background: Mr. Watkins will provide the committee status updates for transportation projects that are already funded or are already under construction as they pertain to Transylvania County.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."
Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff has no recommendations at the time this memo was prepared as this update is intended to be informative with no known actionable items.

Agenda Item: V-C

Memorandum

From: Darby Terrell, Planner

To: Transylvania County Transportation Advisory Committee

Date: April 4th, 2023

Meeting Date: April 11th, 2023

Subject: Transylvania County Comprehensive Transportation Plan (CTP) Update

Contact Info: darby.terrell@transylvaniacounty.org or (828)884-1870

Attachment(s): None

Purpose: Receive an update from Ms. Vicki Eastland on the status of the Transylvania County CTP.

Background: Ms. Eastland will provided staff with her update since she is unable to attend, please see below:

Daniel Sellers, PE, NCDOT Transportation Planning Division (TPD), the plan engineer is compiling public comments, and drafting the document. Basically, putting the information and data in the template for review and final edits. Once the public comments and survey results are compiled, we will schedule a meeting with the work group to review them and address anything the work group wishes to. This information will also be shared with the TAC.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."

Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff has no recommendations at the time this memo was prepared as this update is intended to be informative with no known actionable items.

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Agenda Item: VI-A

Memorandum

From: Darby Terrell, Planning and Community Development Director
To: Transylvania County Transportation Advisory Committee
Date: April 4, 2023
Meeting Date: April 11, 2023
Subject: Transylvania County Transportation Advisory Committee Annual Report
Contact Info: darby.terrell@transylvaniacounty.org or (828)884-1870
Attachment(s): 22-23 Annual Report
Purpose: Update the County Commissioners with an Annual Report
Background: With the County Comprehensive Transportation Plan nearing its end, staff believes updating the Transylvania County Board of Commissioners with an annual report in May of this year would be beneficial.

An annual report reviews and confirms the work that the Transportation Advisory Committee has completed in the last year. There is no standard format for an annual report to conform to. Staff has created a report for the Committee to review and discuss.
Financial Impact: None
Strategic Plan Goal & Strategy: Goal 3: "County government is service driven, transparent and performance based with more active and engaged citizens."

Strategy 3B: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."
Recommendations: Review the staff-provided annual report and discussion for what should be included in this year's annual report and direct staff to send already created draft or add any additions approved during discussion.

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Jeffery Adams, Director
Ashley Minery, Planner
Katlyn Galloway, Administrative Support



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Memorandum

From:

To: Transylvania County Board of Commissioners

Date:

Subject: 2022-2023 Annual Report – Transylvania County Transportation Advisory Committee

Attachment(s): Transportation Advisory Committee 2022 – 2023 Meetings and Activities.

Strategic Plan Goal & Strategy: Goal 3: "County government is service driven, transparent and performance based with more active and engaged citizens."

Strategy 3B: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

The Transylvania County Transportation Advisory Committee would like to update the County Commissioners on the Comprehensive Transportation Plan (CTP) for the County is nearing its end. The Committee worked with Land of Sky RPO and NCDOT representatives to complete the planning process and help notify citizens of the ability to send in their plans by taking the NCDOT-developed survey in their Joint meeting in January 2023. The Committee awaits the draft's approval from the State's Board of Transportation. Once reviewed and approved, the Committee will review and vote to approve and recommend approval to the County Commissioners. The Committee would also like to update the County Commissioners that, with their authorization, sent the letter to the NCDOT about road areas where dangerous trees were located. The NCDOT doesn't have the funds currently available to address all the areas within the letter.

Copies of our meeting minutes can be found on the Planning and Community Developments website.

Please let me know if you have any questions about the attached report and if you would like me to present this information at a future County Commissioner's meeting.

Sincerely,

David Car
Transportation
Advisory Committee
Chair

cc: Jaime Laughter, Transylvania County Manager