

**Transylvania County Planning Board
October 20, 2022 at 6:00 PM
Community Services Building conference Room,
106 East Morgan Street, First Floor**

AGENDA

CALL TO ORDER

- I. WELCOME**
- II. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- III. AGENDA MODIFICATIONS**
- IV. PRESENTATIONS**
 - A. Updated Census Data
 - B. Pisgah Forest Zoning
- V. CONSENT AGENDA**
 - A. Minutes (August 18, 2022)
 - B. Subdivision Approval and Updates
- VI. NEW BUSINESS**
 - A. Staff's Report
- VII. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- VIII. BOARD MEMBERS' COMMENTS**

ADJOURNMENT



Ashley Minery, Planner

Agenda Item: IV-A

Memorandum

From: Ashley Minery, Planner
To: Transylvania County Planning Board
Date: October 14, 2022
Meeting Date: October 20, 2022
Subject: Transylvania County 2020 Census Data
Contact Info: Ashley.Minery@transylvaniacounty.org or (828)884-1710
Attachment(s): None

Purpose: In accordance with the Transylvania County Planning and Development Charter, section 16-28, The Planning Board is tasked with reviewing the comprehensive plan and will be involved in writing the new plan starting in 2023. Updated Census data provides the groundwork for future Comprehensive Plans and planning decisions.

Background: Staff has prepared a brief presentation to provide the currently available information from the 2020 Census.

At your meeting on Thursday, August 18, 2022 the board had a discussion about the current plan and the process of writing a new plan.

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: Staff recommends the Transylvania County Planning Board consider the materials presented by staff.



Ashley Minery, Planner

Agenda Item: IV-B

Memorandum

From: Ashley Minery, Planner
To: Transylvania County Planning Board
Date: October 14, 2022
Meeting Date: October 20, 2022
Subject: Pisgah Forest Zoning
Contact Info: Ashley.Minery@transylvaniacounty.org or (828)884-1710

Attachment(s): None

Purpose: Provide information about current Pisgah Forest Zoning Ordinance.

Background:

At your meeting on Thursday, August 18, 2022 the board had a discussion about possible future land use restrictions surrounding water and sewer expansion along the Rosman Corridor. The Pisgah Forest Zoning Ordinance provides an example of land use restriction already used in Transylvania County.

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: Staff recommends the Transylvania County Planning Board consider the materials presented by staff.



Ashley Minery, Planner

Agenda Item: IV-A

Memorandum

From: Ashley Minery, Planner
To: Transylvania County Planning Board
Date: October 14, 2022
Meeting Date: October 20, 2022

Subject: Minutes from the August 18, 2022 regularly scheduled Planning Board Meeting

Contact Info: Ashley.Minery@transylvaniacounty.org or (828) 884-1710

Attachment(s): 1. Draft meeting minutes from the August 18, 2022 regularly scheduled Planning Board Meeting

Purpose: Review and approve the Regular Meeting Minutes of the August 18, 2022 Planning Board Meeting Minutes.

Background: Meeting minutes are prepared after each Planning Board meeting and submitted to the Planning Board for their review and approval.

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 Planning Board review approve or approve with modification, the regular meeting minutes from August 18, 2022.



**Transylvania County Planning Board
August 18, 2022 at 6:00 PM Cooperative
Extension Conference Room, 106 East
Morgan Street**

MINUTES

CALL TO ORDER

I. **WELCOME:** Mr. Lauren Wise called the meeting to order at 6:00PM. Mr. Rick Lasater, Mr. Kimsey Jackson, and Ms. Karen Gleasman were also present. Mr. Beecher Allison and Mr. Scott Sullivan were absent. The Planning and Community Development Department staff Mr. Allen McNeil, Ms. Ashley Minery, Ms. Darby Terrell and Mr. Liam McKissock were also present. A quorum was present.

II. **PUBLIC COMMENT:** (15-minute time limit. Speakers are limited to three minutes.): There were no public comments.

III. **AGENDA MODIFICATIONS:** There were no agenda modifications.

IV. PRESENTATIONS

A. Comprehensive Planning

Mr. McNeill gave a presentation on state requirements for Planning Boards' role in writing and updating comprehensive plans. He also discussed popular areas of concern for comprehensive planning. Comprehensive Plans from Jackson and Lee counties were shown as examples. Mr. McNeill explained the process for the newest plan would likely begin at the beginning of 2024. This process could be completed by the Planning Department staff or an external consultant. The board discussed the timeline and their interest in future planning surrounding water and sewer expansion.

V. CONSENT AGENDA:

A. Minutes (July 21, 2022)

B. Subdivision Approval and Updates

Mr. McNeill briefly explained the subdivision numbers for the month. There was no objection to the proposed minutes. Mr. Lasater moved to approve the consent agenda. Ms. Gleasman seconded the motion. All present members voted in favor and the motion carried.

VI. NEW BUSINESS:

A. Community Appearance Initiative

Mr. McNeill gave background on Transylvania County's previous Community Appearance Initiative and its involvement with Transylvania County Tourism and Development Authority. Currently the TDA is providing \$20,000/ year for 3 years for the initiative. The program will be advertised and will be executed on a voluntary basis only. The county will provide staff time as their contribution to the program.

- B. Director's Report: Mr. McNeill announced that he would be leaving his position. He also announced that Ms. Darby Terrell had returned to the Planning Department staff as the Transportation Planner. The next meeting will be held on September 15, 2022 at 6:00PM.

VII. PUBLIC COMMENT: (15-minute time limit. Speakers are limited to three minutes.) There were no public comments.

VIII. BOARD MEMBERS' COMMENTS: Board members took turns wishing Mr. McNeil luck in his new position. Mr. Jackson gave updates on the school board projects. Ms. Gleasman moved to adjourn the meeting. Mr. Lasater seconded the motion. All present members voted in favor and the meeting was adjourned at 7:06PM.

ADJOURNMENT

Ashley Minery, Planner

Lauren Wise, Chair

Ashley Minery, Planner

Agenda Item: VI-B

Memorandum

From: Ashley Minery, Planner

To: Transylvania County Planning Board

Date: October 14, 2022

Meeting Date: October 20, 2022

Subject: Review of Subdivision Approvals by the Planning Department from August 9, 2022- October 10, 2022

Contact Info: Ashley.Minery@transylvaniacounty.org or (828)884-1710

Attachment(s): 1. Subdivisions and Exemption Log from August 9, 2022- October 10, 2022

Purpose: Provide a log of Subdivision and Exemption approvals to the Planning Board monthly. The approval log is for information purposes only to the Planning Board.

Background: The Subdivision and Exemption log is for recordkeeping of approvals made by the Planning Department. For August 9, 2022- October 10, 2022, there were thirteen **(13) subdivisions- 1- 5 lots, 1- 3 lots, 11- 2 lots**. For August 9, 2022- October 10, 2022, there were fourteen **(14) exemptions: 5 (1.1), 1 (1.2) 1 (1.6) and 4 (1.9) and 3 Review Only**.

Exemptions:

- 1.1 Recombination or Combination of previously approved lots.
- 1.2 Division of land into parcels greater than 10 acres with no new right of way dedication.
- 1.3 Public Acquisition of Land for widening or opening roads.
- 1.4 Division of a tract of at least 2 acres into no more than three lots.
- 1.5 Division of land conveys a single lot or parcel to persons who are inheriting the land by intestacy or will.
- 1.6 Division of land into no more than two parcels to convey at least one of the lots to a grantee who would have been heir(s)
- 1.7 Court order of a land division
- 1.8 Division of land for cemetery lots
- 1.9 Changing of boundary lines between adjoining property owners.

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 Planning Board review the Subdivision and Exemption log.

- 1.1 Recombination of previously approved lots
- 1.2 Greater than 10 acres
- 1.3 Public Acquisition of land for widening roads
- 1.4 2 acres divided into no more than 3 lots
- 1.5 Single lot inherited by intestacy or will

Subdivisions and Exemptions
August 9, 2022- October 10, 2022

- 1.6 Family Subdivision - no more than 2 parcels
- 1.7 Court order of land division
- 1.8 Division of land for cemetery lots
- 1.9 Changing of boundary lines between adjoining property owners

Date	Subdivision/Owner	Surveyor	Township	Type	Review Officer	Date Approved
8/18/2022	Noel Kirila	Cameron Baker	Little River	2 lots	A. Minery	Waiting to sign
8/24/2022	Melissa Woodbury	Robert Raxter	Eastatoe	2 lots	A. Minery	8/24/2022
8/30/2022	Richard and Shela Hunter/ Michael / Reba Bane	Cody Petit	Boyd	3 lots	A. Minery	8/31/2022
8/31/2022	Timothy Galloway	Roger Raxter	Eastatoe	2 lots	A. Minery	8/31/2022
9/6/2022	Noel Kirila	Cameron Baker	Brevard	2 lots	A. Minery	9/6/2022
9/20/2022	James and Elizabeth Landreth	Cody Petit	Hogback	2 lots	A. Minery	9/22/2022
9/20/2022	Rex Marshall Galloway	Roger Raxter	Boyd	2 lots	A. Minery	9/22/2022
9/21/2022	James Allen Spinks	Michael Petit	Brevard	2 lots	A. Minery	9/22/2022

9/22/2022	John and Alice Tinsley	Kevin Goldsmith	Cathey's Creek	2 lots	A. Minery	9/22/2022
9/26/2022	Raymond and Karin Smith	Robert Raxter	Catheys Creek	2 lots	A. Minery	9/27/2022
10/6/2022	Glen Laurel Preserve Phase I	Cody Petit	Catheys Creek	5 lots	A. Minery	10/6/2022
10/7/2022	David Hunter Galloway	Michael Petit	Catheys Creek	2 lots	A. Minery	10/7/2022
10/11/2022	Douglas and Billie Nicholson	Cody Petit	Boyd	2 lots	A. Minery	10/11/2022
8/10/2022	Ross and Afton Lorenz	Robert Raxter	Eastatoe	1.6	A. Minery	8/10/2022
8/16/2022	The Conservation Fund	Michael Petit	Eastatoe	1.1	A. Minery	8/23/2022
8/23/2022	Horseshoe Farms	Ronnie Cutshall	Little River/ Dunns Rock	RO	A. Minery	8/23/2022
8/23/2022	Jeff Goutcher	Cameron Baker	Hogback	RO	A. Minery	8/23/2022
8/24/2022	Lewis and Jennifer McGaha	Cody Petit	Boyd	1.2	A. Minery	9/16/2022
9/12/2022	Jenkins Resort Properties	Roger Raxter	Hogback	1.9	A. Minery	9/12/2022
9/12/2022	Brian and Alison Parrella	Kevin Goldsmith	Dunns Rock	1.1	A. Minery	9/12/2022
9/12/2022	Kevin and Linda Felderhoff	Mike Pfoutz	Eastatoe	1.1	A. Minery	9/12/2022
9/13/2022	Mark and Adriana Bossey	Mike Pfoutz	Dunns Rock	1.1	A. Minery	9/14/2022
9/13/2022	Jeffrey and Carroll Stamey	Roger Raxter	Gloucester	1.9	A. Minery	9/14/2022
9/16/2022	Daniel Forsman Berry Anderson	Kevin Goldsmith	Brevard	1.1	A. Minery	9/16/2022
9/20/2022	Bonnie Whitmire Heirs/ Chris and Ashley Owen	Cody Petit	Dunns Rock	1.9	A. Minery	9/22/2022
9/20/2022	Levi and Anita Blalock	Ron Zietlow	Hogback	RO	A. Minery	9/20/2022
10/7/2022	Old Cove, LLC	Michael Petit	Eastatoe	1.9	A. Minery	10/7/2022

Planning and Community Development

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