

**PLANNING AND  
COMMUNITY DEVELOPMENT**



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**TRANSYLVANIA COUNTY PLANNING BOARD  
MINUTES  
Regular Meeting, October 15, 2020**

**Call to Order:** The Transylvania County Planning Board met in regular session on Thursday, October 15, 2020, in the Commissioners Chambers.

Members present were: Chair, Kimsey Jackson, Bob Twomey, John Wayne Hardison, Karen Gleasman, Beecher Allison, Vice Chair, Lauren Wise and Rick Lasater. Staff members present were Interim Director of Planning and Community Development, Allen McNeill, Planner, Darby Terrell and Anna Cain, Program Specialist. One member of the public was present. No media attended.

- I. **Welcome:** Chairman Jackson welcomed everyone. The meeting began at 7:10 p.m. Mr. Hardison said the invocation and Mr. Allison led the Pledge of Allegiance.
- II. **Public Comment:** No comments at this time
- III. **Agenda Modifications:** Chairman Jackson asked if there were any agenda modifications and there were none. Ms. Gleasman stated she did not see the NC General Statute 160D on the agenda. Mr. McNeil stated Legal Counsel needed more time to review the revised Subdivision ordinance. It is staff's intention for this Board to review the document and possibly other ordinances at your next meeting.
- IV. **Consent Agenda:**
  - A. Minutes (September 17, 2020) – Ms. Gleasman stated there is one needed correction. The September minutes reflect Mr. Lasater's absence was "unexcused". His absence was "excused". Ms. Gleasman motioned to approve minutes and Mr. Wise second the motion. Passed.
  - B. Subdivision Approvals and Updates  
Chairman Jackson asked for a motion to approve the consent agenda. Mr. Wise motioned to approve the consent agenda, Mr. Twomey seconded the motion and it carried unanimously.
- V. **Old Business:**

**Cedar Mountain Small Area Plan Update** – The Committee has met once since the Board's last meeting. The Committee's tentative public workshops have been postponed; however, later this month there will be a special meeting. The special meeting will provide subject matter experts to speak on the topics of Telecommunications, Environmental Services, etc. to assist the Committee in their efforts of completing the Small Area Plan for Cedar Mountain. The Committee will then draft a proposal with their recommendations from this special meeting. On October 19<sup>th</sup>, 2020, Soil and Water will discuss water quality in Cedar Mountain

area. Applicable planning tools were not formally identified by the Committee. Planning Tools will be discussed at a later date.

**2020 US Census Update** – Mr. McNeil stated the Census count will be allowed until Midnight tonight. Originally the deadline was pushed forward to end of Sept. 2020. Then on September 25<sup>th</sup>, the Census Liaison stated US District Court Judge pushed the deadline again to Oct 30<sup>th</sup>. Effective 10/15/20 the census will end tonight. 52.2% response rate for the State of NC. The County’s response rate was half a point behind the State’s 2010 final response rate.

**VI. New Business:**

**Cedar Mountain Small Area Plan Approved Goals Discussion** – On September 8<sup>th</sup>, the Cedar Mountain Small Area Plan Committee discussed Draft Plan Goals. The Committee approved 15 goals to include in the Plan. The Committee has asked the Board to review these goals, not to approve the goals at this time, but to provide feedback. Draft Plan Goals have been approved by the Committee, but it continues to be a fluid document. Mr. McNeil presented the 15 goals.

The Planning Board committee discussed the 15 goals that have been presented to them. Staff answered questions from the Board members. Mark Tooley answered the Board’s questions pertaining to the use of wording of goals as a representative of the Cedar Mountain Small Area Plan Committee.

Staff notified the Board the wording “commercial node” in Goal ED 1 would be discussed further during their next regularly scheduled meeting on October 27, 2020. The Board discussed the word “remaining” in Goal A 1. Ms. Gleasman made a recommendation to change the word “remaining”. Chair Jackson asked for a definition of “natural communities” in Goal NCR 1. Mr. Tooley stated it is unique areas; such as, rock out crops, etc. Mr. Twomey recommended to the Committee to maybe define further.

The Board agreed the Committee’s plan may serve as a template for other small area communities. The Board stated the Committee has done a great job and we don’t want them to take as criticism, but providing feedback. We appreciate being asked to be the second eyes on the goals.

Director’s Report – Mr. McNeil introduced Anna Cain which is Beth Webb’s replacement. NC General Statue 160D Review: Legal Counsel needed more time to review. Staff intention to review at next meeting possibly with another ordinance to review in addition.

**VI. Public Comment** (15-minute time restriction. Speakers are limited to three minutes.). There was no public comments given. No comments on chat.

**VII. Board Members’ Comments:**

Ms. Gleasman wanted to thank Mike for remote help over the last few months. She has a question about a Subdivision definition. What does “two lot” mean? Mr. McNeil stated “two lot is one parcel becoming two parcels. Ms. Gleasman requested a County map reflecting township detail; specifically Map 13. Board stated Great job on Cedar planning. Mr. Twomey stated we are behind you. Mr. Wise recognized Cedar for their amazing work. Thank you to everyone on the committee, thank you to staff and Mike.

- VIII. Adjournment:** The next Planning Board meeting is scheduled for November 19th, 2020, at 7:00 pm in the Commissioners Chambers. There being no further discussion, Chair Jackson asked for a motion to adjourn, Mr. Twomey seconded the move to adjourn and carried unanimously. The meeting ended at 8:20p.m.

**MINUTES APPROVED**

  
Richard K. Jackson, Chair

  
Anna Cain, Recording Secretary