

**PLANNING AND  
COMMUNITY DEVELOPMENT**

Jeff Adams, Director  
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**Transylvania County Planning Board  
May 18, 2023 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. Mr. Fred Morse, Ms. Wendy Warwick, Mr. Herschel Johnson, and Mr. Kimsey Jackson were present. Mr. Mike Privette was absent (excused). A quorum was present. Planning Department staff Jeff Adams, Ashley Minery and Darby Terrell were also present.
- II. **PUBLIC COMMENT:** (15-minute time limit. Speakers are limited to three minutes.): Commissioner Chapman greeted the Planning Board and thanked them for their work and time.
- III. **AGENDA MODIFICATIONS:** There were no agenda modifications.
- IV. **CONSENT AGENDA:**
  - A. Minutes (April 20, 2023)
  - B. Subdivision Approval and Updates

There was no discussion of the consent agenda. Ms. Warwick moved to approve the consent agenda. Mr. Johnson seconded the motion. All present members voted in favor and the motion carried.

- V. **Old Business**
  - A. Annual Report
  - B. Comprehensive Plan Review

Mr. Adams presented the Board with a draft Annual Report to be sent to County Commissioners. The Comprehensive Plan was discussed at a later point in the meeting. There was no objection to the Annual Report Draft. Mr. Jackson moved to approve the Annual Report. Mr. Johnson seconded the motion. All present members voted in favor and the motion carried.

- VI. **NEW BUSINESS:**
  - A. Longcliff, at Toxaway Re-Subdivision Work Session

Ryan Stahl, Matt Sprouse, and others from the Longcliff Development team gave a presentation on the plans for the development process and community. The presentation covered building use, density, neighboring properties, safety, water, and waste management. Planning Board members took turns asking for clarification on plans involving fire departments, trash pickup, electrical providers, and cell service. The main concern of the planning board was a secondary access road that could be used in emergencies for rescue vehicles. This was also recommended by NCDOT. The Longcliff team further explained access to Gorges State Park and the timeline for development. They also explained they hoped to have a diverse demographic of all age groups. Mr. Johnson moved to support the development. Mr. Jackson seconded the motion. All present members voted in favor and the motion carried.

**B. Community Appearance Initiative Work Session**

Mr. Adams provided the board with background on a similar program that was in place in the past, in Transylvania County. For the current program, \$20,000 has been allocated per year for the next three years. Mr. Adams presented a draft agreement between property owners and Transylvania County. This agreement will be reviewed by Transylvania County's Manager and Attorney. The Board asked various questions about the program and agreed to revisit the discussion at a later date.


**C. Comprehensive Plan Work Session**

Mr. Adams gave a presentation on the Comprehensive Plan writing process. He explained the purpose, schedule, best practices, goals, expectations, success matrix, priorities and community outreach. He also gave examples from jurisdictions like Greenville, SC, Asheville, NC, and Duluth, GA. He also gave examples of feedback loops and fact-finding resources.

- VII. PUBLIC COMMENT:** (15-minute time limit. Speakers are limited to three minutes.) There were no public comments.
- VIII. BOARD MEMBERS' COMMENTS:** The board briefly discussed topics like homelessness, workforce and affordable housing and noise pollution. Board members expressed their eagerness for the process.
- IX. ADJOURNMENT:** Mr. Johnson motioned to adjourn the meeting. Mr. Morse seconded the motion. All present members voted in favor and the motion carried. The meeting adjourned at 8:21PM.



Ashley Minery, Planner



Rick Lasater, Chair