

**PLANNING AND  
COMMUNITY DEVELOPMENT**

Mark Burrows, Director  
Joy Fields, Planner  
Kalen Lawson, Program Assistant



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**MEMORANDUM**

**TO:** Transylvania County Planning Board Members  
**FROM:** Mark Burrows, Director  
**SUBJECT:** **PLANNING BOARD MEETING – Thursday March 17, 2016**  
**DATE:** March 11, 2016

Over the past week, we have received some very positive feedback on the draft goals and strategies from different County department heads and community leaders. Joy has incorporated many of the suggested comments into the updated goals and strategy document included with this agenda package. We look forward to working with you next Thursday to review, edit and prioritize strategies that will be used in the Plan. Once we have your input, we will begin preparing a complete draft. Kalen has also prepared a revised 2025 Comprehensive Plan outline that shows how the final document will be formatted. To remain on schedule, we would like to suggest that you hold two meetings in April.

Please let Joy, Kalen or me know if you have any questions or if you will not be able to attend.

**Transylvania County Planning Board  
March 17, 2016 at 7:00PM  
Community Service Building 1<sup>st</sup> Floor Conference Room**

**AGENDA**

- I. Call to Order, Chairman West**
- II. Pledge of Allegiance and Prayer**
- III. Approval of Agenda**
- IV. Approval of Minutes (February 18<sup>th</sup>, 2016)**
- V. Subdivision Approvals and Updates, Joy Fields**
- VI. Old Business**
  - A. Comprehensive Plan – Goals and Strategies**
- VII. New Business**
  - A. Special Planning Board Meeting April 7<sup>th</sup>?**
  - B. Flood Damage Control Ordinance – Administrators Workshop**
  - C. Planning Director’s Update**
  - D. Other**
- VIII. Public and Board Member Comments**
- IX. Adjourn**