

**PLANNING AND  
COMMUNITY DEVELOPMENT**

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



98 East Morgan Street  
Brevard, NC 28712  
828.884.3205  
planning.transylvaniacounty.org

---

**MEMORANDUM**

**TO:** Transylvania County Planning Board Members  
**FROM:** Mark Burrows, Director  
**SUBJECT:** **PLANNING BOARD MEETING – Thursday, October 20, 2016**  
**DATE:** October 13, 2016

Since our last meeting, staff have been reviewing current ordinances and legislative changes, coordinating the NC Watch-for-Me educational campaign, applying for grants, and incorporating minor text edits to the draft 2025 Comprehensive Plan. The updated draft 2025 Comprehensive Plan is on our website.

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**  
**October 20, 2016 at 7:00 pm**  
**Community Services Building**

**AGENDA**

**Call to Order, Chairman West**

- I. Welcome**
- II. Public Comment** (15 minute time limit. Speakers will be limited to three minutes.)
- III. Approval of Agenda**
- IV. Approval of Minutes** (August 18, 2016)
- V. Subdivision Approvals and Updates, Joy Fields**
- VI. Old Business:**
  - Comprehensive Plan – Update
- VII. New Business**
  - A. Ordinance Amendments**
  - B. November 2, 2016: Regional Board Workshop for Planning and Development Regulation in Asheville**
  - C. Planning Director's Update**
  - D. Other**
- VIII. Public Comment**
- IX. Board Member Comments**
- X. Adjourn**