

**PLANNING AND  
COMMUNITY DEVELOPMENT**

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



106 East Morgan Street, Suite 207  
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, September 21, 2017**  
**DATE:** September 14, 2017

Since our last meeting, we have formatted the changes and additions to the draft sign control ordinance based on the both the public comments and your feedback. We are providing you with a “red-line strikethrough” and, for easier reading, a cleaned-up version without any edits. At the meeting, we hope you will approve this final draft so that we can submit it to the County Commissioners along with the Scenic Corridor Ordinance.

I will also provide an update on other projects the Planning and Community Development Department is working on. In addition to planning board business, staff would still like to take a picture of the current planning board for our website. Please let Joy, or me know if you have any questions or if you will not be able to attend.

**Transylvania County Planning Board  
September 21, 2017 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 17, 2017)
- V. Subdivision Approvals and Updates, Joy Fields**
- VI. Old Business:**
  - A. Sign Ordinance – Update and next steps**
  - B. Future Meetings Dates**
- VII. New Business**
  - A. Planning Director - Update**
  - B. Other**
- VIII. Public and Board Member Comment**
- IX. Adjourn**