

**Transylvania County Planning Board
Thursday, August 15, 2024, at 6:00 PM
101 South Broad Street, Brevard
Multipurpose Chambers**

CALL TO ORDER

- I. WELCOME**
- II. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- III. AGENDA MODIFICATIONS**
- IV. CONSENT AGENDA**
 - A. Minutes (July 18, 2024)
- V. OLD BUSINESS**
 - A. Transylvania County Community Appearance Initiative Visibility Policy Text Amendment**

Transylvania County Planning is requesting consideration of a text amendment to the Community Appearance Initiative, Scope and Priorities, broadening the scope from the restrictive reading of visibility from State Roadways.
- VI. NO NEW BUSINESS**
- VII. INFORMATIONAL OR DISCUSSION ITEMS**
 - A. Subdivision & Exemptions Update
 - B. Transportation Update
 - C. Housing Study Update
 - D. Community Appearance Initiative Update
 - E. Transylvania 2050 Comprehensive Plan Update
- VIII. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- IX. BOARD MEMBERS' COMMENTS**
- X. ADJOURNMENT**

**PLANNING AND
COMMUNITY DEVELOPMENT**

Jeff Adams, Director
Ashley Minery, Planner
Darby Terrell, Planner



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**Transylvania County Planning Board
July 18, 2024 at 6:00 PM
Cooperative Extension Conference Room,
106 East Morgan Street**

MINUTES

CALL TO ORDER

- I. **WELCOME:** Mr. Kimsey Jackson, Planning Board's Vice Chair, called the meeting to order at 6:00PM. Ms. Wendy Warwick, Mr. Mike Privette, and Mr. Herschel Johnson were present. A quorum was present. Mr. Rick Lasater (Chair), Mr. Bramley Fisher, and Mr. Greg Cochran were absent (excused). Mr. Jeff Adams, Ms. Darby Terrell, Ms. Ashley Minery, and Mr. Dwayne Smith were also present.
- II. **PUBLIC COMMENT:** (15-minute time limit. Speakers are limited to three minutes.):
There were no public comments.
- III. **AGENDA MODIFICATIONS:** There were no proposed agenda modifications. Mr. Johnson moved to approve the agenda as presented. Mr. Privette seconded the motion. All present members voted in favor and the motion carried.
- IV. **CONSENT AGENDA:**
 - A. **Minutes (May 9, 2024)**
There was no discussion of the minutes from May's meeting. Mr. Privette moved to approve the consent agenda as presented. Mr. Johnson seconded the motion. All present members voted in favor and the motion carried.
- V. **NEW BUSINESS**
 - A. **Transylvania County Community Appearance Initiative Visibility Policy Text Amendment**
Mr. Adams discussed the proposed text amendments to the Transylvania County Community Appearance Initiative Policy. The previous CAI policy, from the last time the program was active, was geared towards the appearance of scenic corridors in the county. Last year, in the new CAI policy, this was changed to now include any properties that are visible from any state-maintained road. The Planning Board has been hesitant to approve current CAI applications based on their location falling outside the scope of the current CAI policy. After a discussion of previously approved projects, Mr. Privette moved to table this until the next meeting so they can seek further direction from Transylvania County's Board

of County Commissioners. Mr. Johnson seconded the motion. All present members voted in favor and the motion carried.

B. Consideration of CAI# 24-03, John Hoxit requesting Community Appearance Initiative Assistance

Mr. Adams explained the request is for removing junk on the property and the demolition debris of a dilapidated structure. It is located at 95 Tom McKinney Drive. Mr. Smith, of Transylvania County Solid Waste, also explained the owners' motivations for cleaning the property and building a new home in the future. Mr. Smith explained the property owners were covering the labor and the CAI funding would cover the tipping fees for depositing the dumpster contents in the landfill. Mr. Smith quoted \$5250 for these fees, but predicted the final cost would be lower. Mr. Privette moved to allocate up to \$5250 of CAI funds for the Jonathan Hoxit property. Mr. Johnson seconded the motion. Mr. Johnson, Mr. Privette, and Mr. Jackson voted in favor. Ms. Warwick was opposed. The motion carried.

C. Consideration of CAI #24-04, Rodney Hamilton, on behalf of Christine Hamilton is requesting Community Appearance Initiative assistance.

Ms. Terrell presented the staff report for the Hamilton property. Junk has been collected in an outdoor carport. The property is located at 50 Maple Hill Rd. Mr. Smith also said most of the junk is paper, cardboard, and building materials. He will oversee approved projects to ensure costs remain as low as possible. He estimated \$6700 for the tipping fees of this project, but predicted the final cost would be lower. Mr. Johnson moved to allocate up to \$6700 of CAI funds for the Rodney Hamilton property. Ms. Warwick seconded the motion. All present members voted in favor and the motion carried.

VI. INFORMATIONAL OR DISCUSSION ITEMS:

A. Subdivision & Exemptions Update

Ms. Minery provided the staff report for the Planning Department's recent approvals. From May 9, 2024, to July 17, 2024, the department approved 9 subdivision applications. This resulted in the creation of 15 new lots. The department also approved 23 subdivision exemption applications. Of these, 15 were for recombination and 6 were for lot line adjustments.

B. Transportation Update

Ms. Terrell provided recent ridership statistics for the Transylvania County Public Transportation's fixed route and demand response services. The board questioned advertising efforts and possible changes to the fixed route stops. Ms. Terrell explained those changes and the marketing campaign will be a priority of the department in the coming months.

C. Comprehensive Plan Update

Mr. Adams informed the board of the next steps in the Comprehensive Plan process. Phase 2 of the project will involve drafting goals, strategies and a community survey. This will likely continue through the fall of 2024, with the final phase of the project beginning in 2025. There was high participation in many of the Kickoff Events. So far, Land Use and

Livability has been identified as the highest priority focus area. Staff also identified affordable housing, quality healthcare, high paying jobs and education improvement as popular concerns of the community.

D. Community Appearance Initiative Update

Mr. Adams explained the CAI funding's is a result of a grant from the Tourism Development Authority (TDA) and is matched by county funds. He also discussed projects that were approved in the past.

E. Housing Study Update

Mr. Adams explained TPMA has received around 500 responses from their surveys so far. These will be available until the end of July.

VII. PUBLIC COMMENT: (15-minute time limit. Speakers are limited to three minutes.)

Mr. James Green, a driver for Public Transportation, attended the meeting. He explained that his job exposes him to many types of people around the county. He agreed he often hears concerns about good jobs and housing in the county.

VIII. BOARD MEMBERS' COMMENTS: Mr. Johnson said his perspective on the scope of the CAI policy is evolving. Mr. Jackson explained he doesn't want people to abuse the program but is glad it does so much good in the community. Mr. Johnson moved to adjourn the meeting. Mr. Jackson seconded the motion. All present members voted in favor and the meeting adjourned at 7:32PM.

IX. ADJOURNMENT:

Ashley Minery, Planner

Rick Lasater, Chair

Transylvania County Planning Board Staff Report

From: Jeff Adams, Director
Date: August 15, 2024
Subject: **Community Appearance Initiative Visibility Amendment**

Department: Transportation, Planning & Community Development

Public Hearing: No

Attachments: **ATT 01:** Transylvania County Community Appearance Initiative Policy, as Adopted, November, 2023;
ATT 02: Proposed Transylvania County Community Appearance Initiative Policy, as Amended, August, 2024;
ATT 03: Past Projects Map of Community Appearance Initiative projects, Staff produced, 2023;
ATT 04: TDA Annual Report, Staff produced, 2023;

Purpose:

Consideration of proposed Amendment to the Transylvania County Community Appearance Initiative (CAI) Policy's Scope and Priorities.

Background:

Community Appearance Commissions operate under North Carolina General Statute 160D, Article 3, Section 304, according to the powers and duties assigned through G.S. 160D-960: "A community appearance commission shall make careful study of the visual problems and needs of the local government within its planning and development regulation jurisdiction and shall make any plans and carry out any programs that will, in accordance with the provisions of this Part, enhance and improve the visual quality and aesthetic characteristics of the local government."

Transylvania County previously supported a Community Appearance Initiative (CAI) from February 2007 through August 2015 when the commission was dissolved due to a lack of projects to consider. In its operation from 2007 to 2015, the group was responsible for identifying parcels throughout the County that had gone into disrepair or collected large assortments of junk and trash and work with the property owner to improve the visual appearance of the parcel. At the time, the program was specific to properties located on the scenic corridors of U.S. 64, U.S. 178, U.S. 276, NC 215, and NC 280. Property owners would participate in the program on a volunteer basis by applying for assistance and agreeing to maintain the property after the parcel had been cleaned.

As shown in the Past Projects mapping of previous CAI projects provided (ATT 1), there were many projects located many miles from a scenic corridor, with many clustered around the waterways of Transylvania County, indicating that aesthetics was more broadly interpreted than the strict visibility of the adverse effects of accumulated and unwanted junk.

Although the Scope and Priorities of the current policy states, “The initiative will apply to abandoned manufactured homes, junked / abandoned motor vehicles, junk and junkyards visible from state roads. Priority will be given to safety and health and to the major corridors in the County; U.S. 64, U.S.178, U.S. 276, NC 215 and NC 280, but shall include all property visible to an NCDOT state-maintained public right-of-way in Transylvania County,” there are many reasons to believe that the aesthetics of the community may include all of Transylvania County, rather than that limited to “all property visible to an NCDOT state-maintained public right-of-way.”

For instance, in a hypothetical case where there is a historical trend of dumping off of a state-maintained public right-of-way, where the actual junk deposited is over a cliff, where the junk is not directly visible from the roadway, and yet, as the policy states, “***all*** property visible” (my emphasis) would include the property where these trucks have been dumping from, not to mention the remainder of the property, which is visible from a state road.

However, more pertinent, aesthetically speaking, “the safety and health” of the properties and community downstream of the dumping could still be a community appearance concern and this is where the purposes and goals of the policy might be instructive.

The Purpose and Goals of the current Policy language speaks of more than directly observable junk, where “concerns about the appearance and effect of abandoned manufactured homes, junked or abandoned motor vehicles, junkyards, and junk in general have been expressed by County citizens. The concerns include possible adverse effects on adjacent property values, tourism, safety and health, and potential residential and business relocations.” In other words, as the hypothetical case above, or many of those clustered around waterways and other natural resources of the county in the previous rendition of the CAI are concerned, the aesthetics of the community and the health and safety of the community, may be interpreted more broadly than from a strict visibility perspective of the offending matter. Just as the goals and objectives of the Transylvania County Comprehensive Plan “Encourages the preservation of aesthetically and economically valuable views ***and green spaces***,” (my emphasis), the proposed language amendment seeks to clarify the broader way it has been interpreted by the CAI historically.

Program participants receive assistance depending on the work necessary to enhance the appearance of their property. Assistance provided by the County includes decrepit structure demolition, scrap and trash clean up, grading, landscaping, and waste removal. The Community Appearance Committee meets regularly and considered an application to determine if the parcel was applicable to receive assistance, exactly what assistance would be provided, and then prioritize projects to be completed with funds available each fiscal year.

The County was granted \$20,000 annually from the Transylvania County Tourism and Development Authority during the COVID disruption, along with a match of the county’s contribution to support the procurement of the contract services necessary to complete the program’s scope of work. The applicable service that can be contracted is authorized under North Carolina General Statute 160D, Article 3, Section 304, and includes physical waste removal, waste disposal fees, structure demolition, and grading services.

On November 27, 2023, the Board of County Commissioners approved the Planning Board as the Community Appearance Commission for Transylvania County and has This installation of the Committee would fall to the Planning Board, with input from the Transylvania County Solid Waste Director, Transylvania County Health Department Representative, Transylvania Building, Permitting and Enforcement Director and the Transylvania County Planning and Community Development Director. This iteration of the Committee would also expand the scope of applicable parcels. Where the previous Initiative limited applications to properties located on the five (5) scenic corridors listed in the background section, staff would recommend including any property visible from a public road in Transylvania County.

Since the relaunch of the program in November of 2023, the CAI has received five applications, and has considered four applications and approved three applications, providing up to \$12,950 to benefit the clean-up of a property in the County. There has been one application tabled due to visibility concerns, one application closed because of a transfer in ownership and one application closed, because an agreement was never reached.

At the July Planning Board meeting, members discussed that if the 'visibility' language was removed from the 'Scope and Priorities' portion of the CAI Policy, would there be standards for which to make an adequate decision for the dispersal of funds. Staff has included draft language for a text amendment of the 'Standards/Regulations' section of the Policy to provide grounds for assistance, which are included below.

Proposed Amendments:

The language proposed for amendment:

Scope and Priorities

The initiative will apply to abandoned manufactured homes, junked / abandoned motor vehicles, accumulated junk and junkyards ~~visible from state roads~~. Priority will be given to safety and health and to the major corridors in the County; U.S. 64, U.S.178, U.S. 276, NC 215 and NC 280, but shall include all property ~~visible to an NCDOT state-maintained public right-of-way~~ found to be adversely impacting adjacent properties and the community appearance of ~~in~~ Transylvania County.

Standards / Regulation

Properties under consideration for Community Appearance Initiative Assistance have been found to have one or more of the following:

- Accumulated Junk that has the potential for health and safety concerns to surrounding properties, the community;
- Abandoned Mobile or Manufactured Homes, which are in the process of deteriorating and causing community blight;
- A Junked Motor Vehicle or Vehicles that are detrimental to surrounding properties and environment.

The benefits under this initiative are meant to be a one-time benefit to any property owner. Persons benefiting from this initiative shall agree to prevent further placement or accumulation of abandoned manufactured homes, abandoned motor vehicles or junk on their property and maintained for a period of at least ten years. This agreement shall be in writing as determined by the County Attorney. The County shall be entitled to recover any expense benefiting the person who violates this agreement.

Junkyard owners benefiting from this initiative shall agree to maintain junkyard standards as listed below:

- Limit stacking or piling of material to no more than eight feet.
- Maintain a vegetative screen on sides of the junkyard that are visible from a public road.
- Avoid placement of salvage material or vehicles within fifty (50) feet of any water source, pond, lake, creek, stream or river. Use berms or plantings in this buffer zone to help control storm water run-off.
- Avoid placement of material outside the screened area.

Health violations shall be referred to the health department for action under G.S. 130A-19. Illegal dumping violations shall be subject to penalty per the Transylvania County Solid Waste Ordinance section 8.17 and/or referred to the NC Department of Environment and Natural Resources.

Planning Board Review:

The Planning Board (PB) shall consider the proposed amendment and recommend to the County Commission any changes deemed necessary.

Financial Impact:

The CAI has been granted \$20,000 from Transylvania County, with matching \$20,000 from the Tourism Development Authority's Destination Infrastructure grant program, for a three-year period. As no funds were awarded in the initial FY 23/24 fiscal year, the TDA allowed those funds to roll-over and elected to bring the matter up in the following reporting period to reconsider whether funding would continue, as previously awarded.

Strategic Plan Goal & Strategy:

Goal 3: *"County government is service driven, transparent and performance based with more active and engaged citizens."*

Strategy 3B: *"Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."*

Recommendation(s):

Motion to approve/deny/revise Recommended Policy Amendment to Scope and Priorities, as Amended on November 27, 2023.

Transylvania County Community Appearance Initiative
As Amended on November 27, 2023

Purpose and Goals

Transylvania County is a special place known for its scenic beauty and excellent quality of life. These features have led to steady increases in population as people move to the County to live, work and visit. Concerns about the appearance and effect of abandoned manufactured homes, junked or abandoned motor vehicles, junkyards, and junk in general have been expressed by County citizens. The concerns include possible adverse effects on adjacent property values, tourism, safety and health, and potential residential and business relocations.

Many citizens are also concerned about the protection of private property rights but are interested in finding ways to help improve the appearance of the County and to help remove accumulated but unwanted junk.

The Transylvania County Comprehensive Plan includes several goals and objectives related to this initiative: 1) Encourage the preservation of aesthetically and economically valuable views and green spaces (Goal 2, Objective 10); Promote the best use of land while protecting citizen's property rights (Goal 7); Promote Best Management Practices for Corridors (Goal 7, Objective 2);

The goals of the Transylvania County Community Appearance Initiative (CAI) are:

- Preserve and protect the natural beauty of Transylvania County
- Preserve and protect property rights
- Promote and protect the health and safety of citizens of Transylvania County.
- Promote economic development while protecting individuals and businesses from burdensome regulations.

Mission

Transylvania County will assist citizens to remove and dispose of abandoned manufactured housing, junked / abandoned motor vehicles and junk. The County will also assist owners of junkyards with vegetative screening efforts. The County will help identify areas for improvement, coordinate efforts and may provide financial assistance in some cases to aid in this effort. The County will provide information for citizens and junkyard owners about the initiative, will establish an Advisory Committee and appoint an Administrator.

Scope and Priorities

The initiative will apply to abandoned manufactured homes, junked / abandoned motor vehicles, junk and junkyards visible from state roads. Priority will be given to safety and health and to the major corridors in the County; U.S. 64, U.S.178, U.S. 276, NC 215 and NC 280, but shall include all property visible to an NCDOT state-maintained public right-of-way in Transylvania County.

Description of Roles

Advisory Committee – The Planning Board, appointed by the County Commissioners, periodically reviews applications from citizens requesting assistance and complaints from concerned citizens and prioritizes improvement efforts. The Committee also provides guidance

for the administrator and reports to the Board of Commissioners. The Committee takes input from the Administrator, the Director of Solid Waste, the Building Department Director, Health Department Director and other applicable parties.

Administrator – the Transylvania County Planning & Community Development Director coordinates the improvement efforts, contacts property owners and resources to implement improvement efforts, keeps records of applications for assistance, complaints from citizens and action on each case approved by the advisory council. The administrator will be appointed by the Commissioners/County Manager.

Board of Commissioners – appoints the Advisory Committee, establishes budget and policies governing the initiative.

Citizens – make applications for assistance, comply with initiative standards, communicate concerns, volunteer to support and provide resources for initiative implementation.

Procedures

- Citizens apply to the Administrator for assistance under the voluntary initiative or call regarding concerns.
- The administrator keeps records of applications and concerns.
- The Advisory Committee meets periodically (could be monthly to start and quarterly after the initiative is underway) to review applications and concerns and set priorities for the next period. The Advisory Committee and the Administrator agree on the approach for improvement efforts for the next period.
- The Administrator contacts the property owner and utilizes resources as needed to obtain agreements and waivers of liability and to implement the improvement effort. Records of the action are kept. If payment is needed for any service the administrator verifies the work done and submits a request for payment from the County. A file is kept on each case.

Education / Awareness

The Advisory Committee and Administrator will develop an education and awareness program that will include:

- Articles in local newspapers on recycling, Community Appearance Initiative.
- Public service announcements on cable TV.
- County and economic development website to have information about the initiative.
- Service Organizations and Business Associations help publicize.
- Solid Waste Collection Centers distribute initiative information.
- County clean-up week quarterly, including solid waste pick-up and tipping assistance.

Resources

Potential sources of assistance may include the following:

- Commissioners – Approval of: initiative, funds, solid waste equipment, administrative staff
- Solid Waste – equipment, containers, appliance and tire handling
- Salvage Dealers – disposal of vehicles, scrap metal and other salvage materials
- Co-operative Extension / Soil & Water – plantings
- Job Corps – plantings, clean-up

- Grading Contractors / Salvage Dealers – demolition
- Fire Departments – Burning
- NCDENR, NCDOC, NCDOT, USDA, The Rural Center, Congress – Grants
- Public / Environmental groups / Service Clubs – volunteers, fund drives
- TDA - funds
- Private donations / sponsorships
- Other (To Be Determined)

Standards / Regulation

The benefits under this initiative are meant to be a one-time benefit to any property owner. Persons benefiting from this initiative shall agree to prevent further placement or accumulation of abandoned manufactured homes, abandoned motor vehicles or junk on their property and maintained for a period of at least ten years. This agreement shall be in writing as determined by the County Attorney. The County shall be entitled to recover any expense benefiting the person who violates this agreement.

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- Avoid placement of material outside the screened area.

Health violations shall be referred to the health department for action under G.S. 130A-19. Illegal dumping violations shall be subject to penalty per the Transylvania County Solid Waste Ordinance section 8.17 and/or referred to the NC Department of Environment and Natural Resources.

Annual Report

The Advisory Committee shall issue a report annually describing the initiative's effectiveness, specific results achieved and any issues or non-compliance. Recommendations for making the initiative more effective and efficient and means of addressing initiative deficiencies shall also be included.

Budget

The planning board recommends the following budget items for the first year of the initiative:

- Contract costs for demolition of 10 abandoned manufactured homes
- Landfill fees for 100 tons of solid waste
- Assistance with screening
- Miscellaneous initiative costs (advertising, printing, postage,

The planning board estimates that 7.5 hours per week of administrative time will be needed to conduct this initiative during the first year.

Definitions

Abandoned Mobile / Manufactured Home – a mobile/manufactured home not habitable as a dwelling and not providing complete, independent living facilities including permanent provisions for living, sleeping, eating, cooking and sanitation or has not received the proper permits to be located within the County's jurisdiction.

Accumulated Junk - junk covering 600 square feet (approximately 20 feet by 30 feet) or more of surface area, in total, whether in one area or several, on the same or contiguous parcels of land.

Junk – Wrecked, scrapped, disassembled, unusable, cannibalized, inoperable, or un-repairable boats, trailers, camping trailers, construction equipment, appliance, vehicle parts, building materials, scrap metal, rope, rags, paper, and rubber.

Junked Motor Vehicle: A motor vehicle that does not display a current North Carolina license plate and may be partially dismantled or wrecked and cannot be self propelled or moved in the manner in which it was originally intended to move.

Junkyard – Any establishment, place of business or place that is maintained, operated or used for storing, keeping buying or selling junk or for maintenance or operation of an automobile graveyard.

Vegetative Screen – An evergreen, continuous and opaque vegetative planting. Vegetation not less than two feet (2') in height shall be planted not more than six feet (6') apart and shall grow to at least six (6) feet in height within four (4) years of planting. Plants should have leaves or foliage at all times of year and shall include, but not be limited to, white pine, hemlock, southern pine, and spruce trees.

Transylvania County Community Appearance Initiative
As Amended on ~~November 27, 2023~~ August 15, 2024

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Ordinance section 8.17 and/or referred to the NC Department of Environment and Natural Resources.

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Transylvania County Community Appearance Initiative
As Amended on August 15, 2024

Purpose and Goals

Transylvania County is a special place known for its scenic beauty and excellent quality of life. These features have led to steady increases in population as people move to the County to live, work and visit. Concerns about the appearance and effect of abandoned manufactured homes, junked or abandoned motor vehicles, junkyards, and junk in general have been expressed by County citizens. The concerns include possible adverse effects on adjacent property values, tourism, safety and health, and potential residential and business relocations.

Many citizens are also concerned about the protection of private property rights but are interested in finding ways to help improve the appearance of the County and to help remove accumulated but unwanted junk.

The Transylvania County Comprehensive Plan includes several goals and objectives related to this initiative: 1) Encourage the preservation of aesthetically and economically valuable views and green spaces (Goal 2, Objective 10); Promote the best use of land while protecting citizen's property rights (Goal 7); Promote Best Management Practices for Corridors (Goal 7, Objective 2);

The goals of the Transylvania County Community Appearance Initiative (CAI) are:

- Preserve and protect the natural beauty of Transylvania County
- Preserve and protect property rights
- Promote and protect the health and safety of citizens of Transylvania County.
- Promote economic development while protecting individuals and businesses from burdensome regulations.

Mission

Transylvania County will assist citizens to remove and dispose of abandoned manufactured housing, junked / abandoned motor vehicles and junk. The County will also assist owners of junkyards with vegetative screening efforts. The County will help identify areas for improvement, coordinate efforts and may provide financial assistance in some cases to aid in this effort. The County will provide information for citizens and junkyard owners about the initiative,

will establish an Advisory Committee and appoint an Administrator.

Scope and Priorities

The initiative will apply to abandoned manufactured homes, junked / abandoned motor vehicles, accumulated junk and junkyards. Priority will be given to safety and health and to the major corridors in the County; U.S. 64, U.S.178, U.S. 276, NC 215 and NC 280, but shall include all property found to be adversely impacting adjacent properties and the community appearance of Transylvania County.

Description of Roles

Advisory Committee – The Planning Board, appointed by the County Commissioners, periodically reviews applications from citizens requesting assistance and complaints from concerned citizens and prioritizes improvement efforts. The Committee also provides guidance for the administrator and reports to the Board of Commissioners. The Committee takes input from the Administrator, the Director of Solid Waste, the Building Department Director, Health Department Director and other applicable parties.

Administrator – the Transylvania County Planning & Community Development Director coordinates the improvement efforts, contacts property owners and resources to implement improvement efforts, keeps records of applications for assistance, complaints from citizens and action on each case approved by the advisory council. The administrator will be appointed by the Commissioners/County Manager.

Board of Commissioners – appoints the Advisory Committee, establishes budget and policies governing the initiative.

Citizens – make applications for assistance, comply with initiative standards, communicate concerns, volunteer to support and provide resources for initiative implementation.

Procedures

- Citizens apply to the Administrator for assistance under the voluntary initiative or call regarding concerns.
- The administrator keeps records of applications and concerns.
- The Advisory Committee meets periodically (could be monthly to start and quarterly after the initiative is underway) to review applications and concerns and set priorities for the next period. The Advisory Committee and the Administrator agree on the approach for improvement efforts for the next period.
- The Administrator contacts the property owner and utilizes resources as needed to obtain agreements and waivers of liability and to implement the improvement effort. Records of the action are kept. If payment is needed for any service the administrator verifies the work done and submits a request for payment from the County. A file is kept on each case.

Education / Awareness

The Advisory Committee and Administrator will develop an education and awareness program that will include:

- Articles in local newspapers on recycling, Community Appearance Initiative.
- Public service announcements on cable TV.
- County and economic development website to have information about the initiative.
- Service Organizations and Business Associations help publicize.
- Solid Waste Collection Centers distribute initiative information.
- County clean-up week quarterly, including solid waste pick-up and tipping assistance.

Resources

Potential sources of assistance may include the following:

- Commissioners – Approval of: initiative, funds, solid waste equipment, administrative staff
- Solid Waste – equipment, containers, appliance and tire handling
- Salvage Dealers – disposal of vehicles, scrap metal and other salvage materials
- Co-operative Extension / Soil & Water – plantings
- Job Corps – plantings, clean-up
- Grading Contractors / Salvage Dealers – demolition
- Fire Departments – Burning
- NCDENR, NCDOC, NCDOT, USDA, The Rural Center, Congress – Grants
- Public / Environmental groups / Service Clubs – volunteers, fund drives
- TDA - funds
- Private donations / sponsorships
- Other (To Be Determined)

Standards / Regulation

Properties under consideration for Community Appearance Initiative Assistance have been found to have one or more of the following:

- Accumulated Junk that has the potential for health and safety concerns to surrounding properties, the community;
- Abandoned Mobile or Manufactured Homes, which are in the process of deteriorating and causing community blight;
- A Junked Motor Vehicle or Vehicles that are detrimental to surrounding properties and environment.

The benefits under this initiative are meant to be a one-time benefit to any property owner. Persons benefiting from this initiative shall agree to prevent further placement or accumulation of abandoned manufactured homes, abandoned motor vehicles or junk on their property and maintained for a period of at least ten years. This agreement shall be in writing as determined by the County Attorney. The County shall be entitled to recover any expense benefiting the person who violates this agreement.

Junkyard owners benefiting from this initiative shall agree to maintain junkyard standards as listed below:

- Limit stacking or piling of material to no more than eight feet.
- Maintain a vegetative screen on sides of the junkyard that are visible from a public road.
- Avoid placement of salvage material or vehicles within fifty (50) feet of any water source, pond, lake, creek, stream or river. Use berms or plantings in this buffer zone to help control storm water run-off.
- Avoid placement of material outside the screened area.

Health violations shall be referred to the health department for action under G.S. 130A-19. Illegal dumping violations shall be subject to penalty per the Transylvania County Solid Waste

Ordinance section 8.17 and/or referred to the NC Department of Environment and Natural Resources.

Annual Report

The Advisory Committee shall issue a report annually describing the initiative's effectiveness, specific results achieved and any issues or non-compliance. Recommendations for making the initiative more effective and efficient and means of addressing initiative deficiencies shall also be included.

Budget

The planning board recommends the following budget items for the first year of the initiative:

- Contract costs for demolition of 10 abandoned manufactured homes
- Landfill fees for 100 tons of solid waste
- Assistance with screening
- Miscellaneous initiative costs (advertising, printing, postage,

The planning board estimates that 7.5 hours per week of administrative time will be needed to conduct this initiative during the first year.

Definitions

Abandoned Mobile / Manufactured Home – a mobile/manufactured home not habitable as a dwelling and not providing complete, independent living facilities including permanent provisions for living, sleeping, eating, cooking and sanitation or has not received the proper permits to be located within the County's jurisdiction.

Accumulated Junk - junk covering 600 square feet (approximately 20 feet by 30 feet) or more of surface area, in total, whether in one area or several, on the same or contiguous parcels of land.

Junk – Wrecked, scrapped, disassembled, unusable, cannibalized, inoperable, or un-repairable boats, trailers, camping trailers, construction equipment, appliance, vehicle parts, building materials, scrap metal, rope, rags, paper, and rubber.

Junked Motor Vehicle: A motor vehicle that does not display a current North Carolina license plate and may be partially dismantled or wrecked and cannot be self propelled or moved in the manner in which it was originally intended to move.

Junkyard – Any establishment, place of business or place that is maintained, operated or used for storing, keeping buying or selling junk or for maintenance or operation of an automobile graveyard.

Vegetative Screen – An evergreen, continuous and opaque vegetative planting. Vegetation not less than two feet (2') in height shall be planted not more than six feet (6') apart and shall grow

to at least six (6) feet in height within four (4) years of planting. Plants should have leaves or foliage at all times of year and shall include, but not be limited to, white pine, hemlock, southern pine, and spruce trees.

Transylvania County Planning Board

Staff Report:

TRANSYLVANIA COUNTY COMPREHENSIVE HOUSING STUDY UPDATE

Agenda Date: August 15, 2024

Prepared By: Jeff Adams

GENERAL INFORMATION

The Transylvania County Comprehensive Housing Study has conducted a county-wide Housing Survey, which was released on June 24th and has received over 540 responses since its release. The Survey will provide Transylvania County an understanding of citizen concerns and needs around housing.

An infographic summary of some of the findings is provided in this month's Board presentation. To summarize some of the demographic findings of who took the survey, over 85% were county residents, over 30% had lived in the county for thirty years or more and the majority of respondents had a household income of between \$50,000 and \$150,000.

Nearly three-quarters of respondents were homeowners and live in single-family/detached homes. Renters struggle with affording housing costs (81.3%), while only a quarter of homeowners faced such difficulties.

Those considering moving cite 'cost to rent a home,' 'lack of availability housing options,' and 'cost to buy a home' as the leading reasons. With over three-quarters of homeowners commenting that they are not considering moving.

The top-five considerations of respondents when choosing a home were 'having a yard,' 'proximity to shopping/groceries,' 'proximity to my job,' 'proximity to parks/green space,' and 'having limited maintenance.'

Over half of respondents felt development priorities should include 'rental housing' and 'detached homes (single-family),' while over a third of respondents said 'low-density and medium-density multifamily' should be included in the mix.

The TPMA continues to interview the community and has released a 'business survey,' targeting business owners and their employees, regarding their unique workforce challenges.

STAFF RECOMMENDATION

This is an informational staff report, no action is needed.

Transylvania County Planning Board

Staff Report:

COMMUNITY APPEARANCE INITIATIVE UPDATE

Agenda Date: August 15, 2024

Prepared By: Jeff Adams

GENERAL INFORMATION

CAI#23-01 Powell Property

The project has been abandoned.

CAI#24-01: Purple Bucket Enterprises LLC Property

The owners requested to table the application until further notice. Staff will contact the owners in September regarding their plans.

CAI#24-02: McCall Property (Hoxit Property, see below)

At the Technical Advisory Committee Meeting, Solid Waste staff reported that the property has changed hands and that the new property owners are still interested in receiving help with disposal of the demolished house on the property. Staff has closed the initial application, and a new one has been submitted on behalf of the new owners.

CAI#24-03: Hoxit Property

The site was cleared of debris and hauled to the County Solid Waste Facility for processing. Approximately 77,000 pounds of debris was removed from the site, at a cost of \$2,445.90, well under the project's estimate and 'not to exceed' amount of \$5,250. Pictures of the project clean-up are included in the presentation.

CAI#24-04: Hamilton Property

Staff has been in contact with the applicant and clean-up is projected for September.

CAI#24-05: Blythe Property

Staff has received an application from a property owner on Solomon Jones Road, in Cedar Mountain. The Technical Advisory Committee is working out details with the applicant and will hopefully have a proposal for review for September's Planning Board Meeting.

CAI#24-06: Minerva Lane Property (Rejected)

Staff contacted the applicant and the property falls outside of the scope of work. This is a case of a citizen who has had no contact to the property owner, applying for program assistance without the permission of the property owner. This program's objectives clearly state that this is a voluntary program benefitting the community.

STAFF RECOMMENDATION

This is an informational item, no action is required.

Transylvania County Planning Board

Staff Report:

TRANSYLVANIA 2050 COMPREHENSIVE PLAN UPDATE

Agenda Date: August 15, 2024

Prepared by: Jeff Adams

GENERAL INFORMATION

Staff are compiling the feedback from the Community Kick-off Events from around the County and have included a few of the demographic profiles of those who participated in the events in this month's presentation.

The goal will be to have a Draft Community Kick-off Report for the Planning Board's review at the September Planning Board meeting. Staff have also attached the Draft Community Survey, which will serve as the basis from which to consider the results of the Kick-off feedback and inform the development for the Community-wide Survey and the Randomized Survey. An amended Transylvania 2050 Timeline has been included, to show the projected Community Survey release, set for late October/early November.

The Draft Kick-off Report and Community Survey will be before the Planning Board for consideration at its September meeting. The Planning Board's recommendations will be forwarded to the Board of Commissioners for their consideration at the next available meeting.

2050 Comprehensive Plan - DRAFT Work Plan Schedule																										
Project Step	2023				2024							2025														
	Aug	Sep	Oct	Nov	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov
Step 1. Project Planning	S/PB																									
a. 2025 Comprehensive Plan Review																										
b. Comprehensive Plan Examples																										
c. Work Plan and Schedule																										
e. Marketing and Branding																										
f. <i>Report to Commissioners</i>																										
Step 2. Community Assessment	S/PB																									
a. Technical Planning Elements Report																										
b. Key Indicators																										
c. <i>Report to Commissioners</i>																										
Step 3. Community Participation					S/PB/P																					
a. Survey and Other Questions																										
b. Kickoff Meeting																										
c. Open Houses (Community Areas)																										
d. Vision Statement																										
e. Opportunities and Challenges																										
f. <i>Report to Commissioners</i>																										
Step 4. Focus on 2050																										
a. Survey of Values																										
b. Priority Building																										
c. 2050 Community Priority Sessions																										
d. <i>Report to Commissioners</i>																										
Step 5. Action Plan																										
a. Focus Areas																										
b. Action Plan																										
c. <i>Report to Commissioners</i>																										
Step 6. Refine Action Plan																										
a. County Commissioners																										
b. Public Comment																										
c. Planning Board Revisions																										
d. County Commissioners Adoption																										
Step 7. Next Steps (2026-2050)																										
a. Monitoring and Reporting																										S/PB
b. Updating																										S/PB
c. <i>Annual Report to Commissioners</i>																										

S = Staff
PB = Planning Board
SME=Subject Matter Experts
CC = County Commissioners
P = Public

<i>Please complete this questionnaire if you are the adult (age 18 or older) in the household who most recently had a birthday. The adult's year of birth does not matter. Your responses to this survey are completely confidential.</i>							
1	Please tell us where you live most of the year?	City of Brevard	City of Rosman	Unincorporated Transylvania County	Henderson County	Buncombe County	Elsewhere in North Carolina
		South Carolina	Other:	Prefer not to Answer			
2	If you live within Transylvania County, what Community do you call home?	Balsam Grove	Brevard	Catheys Creek	Cedar Mountain	Dunns Rock	Eastatoe
		Lake Toxaway	Little River	Quebec	Rosman	Sapphire	See Off
		Silversteen	Williamson Creek	Don't know	Other...	Prefer not to answer	
3	How many years have you lived in the region?	Born and raised in the region	20 or more years	10-19 years	5-9 years	5 or fewer years	Don't live in region, but have a second home in the area
		Don't live in region, but work in region	Don't live in region, just a guest	Prefer not to Answer			
<i>The following set of questions asks specifically about your Community, whether Balsam Grove, Brevard, Williamson Creek or whichever you identified as your home community in question #2 above, please consider the following:</i>							
4	Please rate the quality of your Community on each of the items listed below.	Very Bad	Bad	Average	Good	Very Good	No Opinion
	as a place to live	1	2	3	4	5	6
	as a place to raise children	1	2	3	4	5	6
	as a place to retire.....	1	2	3	4	5	6
	access to everyday needs (i.e., grocery shopping, services, and amenities).....	1	2	3	4	5	6
	safety of community members.....	1	2	3	4	5	6
	affordable quality housing.....	1	2	3	4	5	6
	arts and cultural opportunities.....	1	2	3	4	5	6
	recreational opportunities.....	1	2	3	4	5	6
<i>The following set of questions asks you to imagine the future of Transylvania County and what you envision for that future:</i>							
5	Please rate the quality of the environment in Transylvania County on each of the items listed below.	Very Bad	Bad	Average	Good	Very Good	No Opinion
	Air quality.....	1	2	3	4	5	6

	Water quality.....	1	2	3	4	5	6
	Recycling programs.....	1	2	3	4	5	6
	Conservation efforts.....	1	2	3	4	5	6
	Overall quality of the environment.....	1	2	3	4	5	6
6	Please tell us how safe you feel in or on each of the following in Transylvania County.	Always Unsafe	Usually Unsafe	Sometimes Safe/Sometimes Unsafe	Usually safe	Always Safe	No Opinion
	Parks	1	2	3	4	5	6
	Natural areas/open spaces.....	1	2	3	4	5	6
	Recreation facilities.....	1	2	3	4	5	6
	Trails	1	2	3	4	5	6
	Transylvania County overall during the day.....	1	2	3	4	5	6
	Transylvania County overall at night.....	1	2	3	4	5	6
7	Please rate the quality of each of the following in Transylvania County	Very Bad	Bad	Average	Good	Very Good	No Opinion
	Emergency preparedness (services that prepare the community for natural disasters or other emergency situations).....	1	2	3	4	5	6
	Disaster response	1	2	3	4	5	6
	Fire services overall	1	2	3	4	5	6
	Crime prevention.....	1	2	3	4	5	6
	Law enforcement services overall.....	1	2	3	4	5	6
	Code enforcement	1	2	3	4	5	6
	Noise enforcement.....	1	2	3	4	5	6
	Animal control	1	2	3	4	5	6
8	Please rate the quality of each of the programs or facilities listed below.	Very Bad	Bad	Average	Good	Very Good	No Opinion
	Natural areas and open space	1	2	3	4	5	6
	Parks	1	2	3	4	5	6
	Trails	1	2	3	4	5	6
	Solid Waste/Landfill Collection Services.....	1	2	3	4	5	6
	Athletic fields.....	1	2	3	4	5	6
	Silvermont Mansion.....	1	2	3	4	5	6
	Rosman County Park.....	1	2	3	4	5	6
	Transylvania County Recreation Facility.....	1	2	3	4	5	6
	Transylvania County Library	1	2	3	4	5	6
	Transylvania County Library Programs	1	2	3	4	5	6
	Community Centers	1	2	3	4	5	6
	Adult recreation programs.....	1	2	3	4	5	6

	Senior recreation programs.....	1	2	3	4	5	6
	Youth/teen recreation programs.....	1	2	3	4	5	6
10	Please rate the following areas of transportation in Transylvania County.	Very Bad	Bad	Average	Good	Very Good	No Opinion
	Ease of travel by car.....	1	2	3	4	5	6
	Ease of travel by public transportation	1	2	3	4	5	6
	Ease of walking	1	2	3	4	5	6
	Accessibility for people with disabilities (e.g., people with low vision or in wheelchairs)	1	2	3	4	5	6
	Ease of travel by bicycle.....	1	2	3	4	5	6
	Traffic flow.....	1	2	3	4	5	6
	Street maintenance	1	2	3	4	5	6
	Availability of electric vehicle charging stations.....	1	2	3	4	5	6
	Access to Asheville Regional Airport	1	2	3	4	5	6
11	In the last 12 months, about how many times, if at all, have you or other household members done each of the following in Transylvania County?	Not at all	Once a month or less	2-4 times a month	2 times a week or more		
	Visited a park.....	1	2	3	4		
	Utilized Transylvania in Motion services...	1	2	3	4		
	Attended a community-sponsored event.....	1	2	3	4		
	Attended a government-organized event (open house, County appointed or elected Board or Commission session, etc.).....	1	2	3	4		
	Attended a school function, event or performance...	1	2	3	4		
	Attended a local church service, activity or function...	1	2	3	4		
	Attended a local arts event or musical performance...	1	2	3	4		
	Attended a local civic meeting, event or function...	1	2	3	4		
	Volunteered your time in Transylvania County	1	2	3	4		
12	Please indicate how frequently, if ever, you or other members of your household use each of the following sources for information regarding County issues, services and programs	Never	Sometimes	Frequently	Always		
	Online video of Commissioner Board Meetings...	1	2	3	4		
	County's website (www.transylvaniacounty.org)	1	2	3	4		
	County Clerk's Email or Sunshine List	1	2	3	4		
	Newsletters or brochures from County departments ...	1	2	3	4		
	County employees or departments (e.g., contacting by phone, email or in person)...	1	2	3	4		
	Word of mouth.....	1	2	3	4		
	Newspaper (print or online) ...	1	2	3	4		
	Radio...	1	2	3	4		

	Television news...	1	2	3	4		
	Social media (Facebook, Twitter, Nextdoor, YouTube, etc.) ...	1	2	3	4		
	County booths at local events...	1	2	3	4		
	Other (please specify) _____	1	2	3	4		
13	When you think of the future of Transylvania County, what is important to you...	Not Very Important	Not Important	Average	Important	Very Important	No Opinion
	as a place to live	1	2	3	4	5	6
	as a place to raise children.....	1	2	3	4	5	6
	as a place to retire.....	1	2	3	4	5	6
	as a place to attend college.....	1	2	3	4	5	6
	as a place to work	1	2	3	4	5	6
	safety of community members.....	1	2	3	4	5	6
	shopping opportunities.....	1	2	3	4	5	6
	dining opportunities	1	2	3	4	5	6
	entertainment opportunities.....	1	2	3	4	5	6
	civic, social and spiritual opportunities....	1	2	3	4	5	6
	job opportunities.....	1	2	3	4	5	6
	affordable housing.....	1	2	3	4	5	6
	arts and cultural opportunities.....	1	2	3	4	5	6
	recreational opportunities.....	1	2	3	4	5	6
	quality healthcare	1	2	3	4	5	6
	quality eldercare facilities and services.....	1	2	3	4	5	6
	affordable quality childcare.....	1	2	3	4	5	6
	quality of public schools.....	1	2	3	4	5	6
	quality of public library services.....	1	2	3	4	5	6
	openness and acceptance of the community toward people of diverse backgrounds...	1	2	3	4	5	6
	access to family and friends....	1	2	3	4	5	6
	access to natural areas, parks and trails...	1	2	3	4	5	6
	appearance of the County	1	2	3	4	5	6
14	When you think of the future of Transylvania County, what is important to you...	Not Very Important	Not Important	Average	Important	Very Important	No Opinion
	Managing and planning for growth.....	1	2	3	4	5	6
	Efficient operation of programs and services...	1	2	3	4	5	6
	Protection of private property rights...	1	2	3	4	5	6

	Promotion of the social health of Transylvania County (providing human services, promoting public health, through medical and mental health care programs, alleviating homelessness, etc.)...	1	2	3	4	5	6
	Promotion of the workforce through development of affordable housing...	1	2	3	4	5	6
	Promotion of the workforce through support of affordable child care...						
	Promotion of the economic health of Transylvania County...	1	2	3	4	5	6
	Encouraging a variety of businesses...	1	2	3	4	5	6
	Retaining existing businesses...	1	2	3	4	5	6
	Attracting new businesses...	1	2	3	4	5	6
	Attracting new industry and manufacturing ventures...	1	2	3	4	5	6
	Expanding water and wastewater infrastructure...	1	2	3	4	5	6
	Improving and expanding transportation facilities, state roadways and intersection treatments...	1	2	3	4	5	6
	Improving and expanding pedestrian and cycling transportation facilities, such as sidewalks and trails...	1	2	3	4	5	6
	Improving and expanding park facilities, such as sports fields, dog parks, aquatics, etc...	1	2	3	4	5	6
	Improving and expanding recreational services, such as sports leagues, exercise programs, etc....	1	2	3	4	5	6
	Supporting a regional hospital facility and accessible medical care...	1	2	3	4	5	6
	Providing superior public educational facilities and services, from K-12 and vocational training to higher education...	1	2	3	4	5	6
	Supporting superior Sheriff, Fire, Life-Safety and Emergency preparedness resources and services...	1	2	3	4	5	6
	Providing library programming and services, such as reference support, timely and accessible educational and research materials and meeting facilitation...	1	2	3	4	5	6
	Organizing a water district for protecting water rights...	1	2	3	4	5	6
	Providing opportunities to participate in government activities ...	1	2	3	4	5	6
	Providing emergency information...	1	2	3	4	5	6
15	First, please select the option that best describes how you think the County should address each of the following aspects of the community. Then, please select which three (3) should be the top priorities for the County to focus on in the next 5 years.	Less Effort	Same Effort	More Effort	No Opinion	Top 3 Priorities	
	Economy: Includes economic planning and development activities, workforce training and development, tourism promotion and development and providing a variety of employment opportunities...	1	2	3	4		☐
	Environment: Includes efforts to ensure adequate and resilient water resources, good air quality, land conservation, eroision control, recycling, and maintaining an attractive community	1	2	3	4		☐

	Education & Public Health: Includes providing superior public education, public health, social services and supporting public welfare...						
	Community Livability: Includes providing an adequate supply of quality affordable housing for all socio-economic groups, addressing poverty and homelessness, creating engaged and engaged community centers....	1	2	3	4		?
	Safety: Includes police and sheriff services, fire services, stormwater facilities, emergency medical response, building inspection and emergency preparedness....	1	2	3	4		?
	Arts & Culture: Includes supporting the practice and proliferation of the arts, galleries, public art, historic museums, music and cultural events, while ensuring historic preservation...						
	Parks & Recreation: Includes providing recreational programming for all walks of life, maintaining and expanding access to parks, recreational facilities, trails and natural areas.....	1	2	3	4		?
	Transportation and Mobility: Includes transportation planning and development, maintaining roads and traffic operations, Transylvania In Motion bus operations, and bicycle and pedestrian safety	1	2	3	4		?
	General Government: Includes internal support functions, County management, Council, boards and commissions, volunteers, technology, communicating with community members and building maintenance and repair.....	1	2	3	4		?
16	Thinking about the next five years, what is ONE item or focus area you would like the County to improve?						
17	Why is it important to you, or the community overall, for the County to focus on the area you mentioned?						
18	Please indicate how likely or unlikely you are to do each of the following:	Very Unlikely	Somewhat Unlikely	Somewhat Likely	Very Likely	Don't Know	
	Recommend living in Transylvania County to someone who asks	1	2	3	4	5	
	Remain in Transylvania County for the next five years.....	1	2	3	4	5	
DEMOGRAPHICS							
19	What is your age?	18-24	25-34	35-44	45-54	55-64	65-74
		75+	Prefer not to Answer				
20	What is your gender?	Female	Male	Prefer not to Answer			
21	What is your race/ethnicity?	Asian or Asian-American	Black or African-American	Native American or Islander	White or Caucasian	Hispanic or Latino	Two or More Races
		Other:	Prefer not to Answer				

22	What is your Household Income prior to taxes?	Under \$25,000	\$25,000-\$49,999	\$50,000-\$74,999	\$75,000-\$99,999	\$100,000-\$149,999	\$150,000 & Over
		Prefer not to Answer					
23	What is your highest grade of school completed?	Did not graduate from high school	High school graduate or GED	Associates degree	Some college	College graduate	Post-graduate or professional degree
		Prefer not to Answer					
24	What is your type of employment?	Self-Employed/Private Business Owner	Private Business Employee	Public Employee	Non-Profit Owner/Operator	Non-Profit Employee	Retired
		Student	Unemployed	Other:	Prefer not to Answer		
25	Where do you currently work?	City of Brevard	City of Rosman	Unincorporated Transylvania County	Henderson County	Buncombe County	Remotely
		Elsewhere in North Carolina	South Carolina	Other:	Retired	Unemployed, actively seeking work	Unemployed, not seeking work
		Prefer not to Answer					
Thank You!							