

**PLANNING AND COMMUNITY
DEVELOPMENT DEPARTMENT**

Allen McNeill, Director
Darby Terrell, Planner
Ashley Minery, Administrative Support Specialist



106 East Morgan Street, Suite 207
Brevard, NC 28712
828.884.3205
Planning.transylvaniacounty.org

**Transylvania County Planning Board
July 15, 2021 at 6:00 PM
Commissioners Chambers, 101 South Broad Street**

MINUTES

CALL TO ORDER

- I. **WELCOME:** Chair Kimsey Jackson called the meeting to order at 6:05PM. In addition to Mr. Jackson, Vice Chair Lauren Wise, and Members Rick Lasater and Terry McCracken also attended the meeting. Members Scott Sullivan (excused), Beecher Allison (unexcused) and Karen Gleasman (unexcused) were absent. A quorum was present. Planning Director Allen McNeill, Planner Darby Terrell, and Administrative Assistant Ashley Minery were also in attendance. There were no members of the public or media present. In honor of first responders, Mr. Jackson led the meeting in a moment of silent reflection. Mr. Lasater led the meeting in the Pledge of Allegiance.
- 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. Lasater moved to approve the proposed agenda, and Mr. Wise seconded his motion. All present members voted in favor and the motion carried.**
- IV. **CONSENT AGENDA:** There were no objections to the following consent agenda.
 - A. Minutes (June 17,2021)
 - B. Subdivision Approval and Updates**Mr. Lasater moved to approve the consent agenda in its entirety. Mr. Wise seconded the motion. All present members voted in favor and the motion carried.**
- V. **PRESENTATIONS/ RECOGNITIONS:**
 - A. Transylvania County Planning Department Annual Review

Planning Director Allen McNeill gave a presentation to the board to provide updates on various areas, duties, and projects of the Transylvania County Planning

Department. In summary, Mr. McNeill concluded, from plat approval statistics, development in Transylvania County is on the rise. In the previous fiscal year, the Planning Department also updated N.C. GS. 160-D Ordinances, in accordance with State requirements, that aim to create a more uniform system across the State of North Carolina. Mr. McNeill also summarized the department's work on the Cedar Mountain Small Area Plan. The Transportation and Planning Departments also jointly worked on the establishment and growth of Transylvania County's Fixed Route Service. Mr. McNeill also conveyed the department's goals for the next fiscal year and possible future projects. After questions from board members, Mr. McNeill elaborated on various points of the presentation.

VI. OLD BUSINESS:

A. Transylvania County 2025 Comprehensive Plan Annual Review

After discussing the 2025 Comprehensive Plan at the June meeting, the board agreed for Planning Department Staff to draft a letter summarizing their discussion and impression of the Plan's progress. After reviewing the statement, **Mr. Lasater moved to approve the letter to be sent to Transylvania County Commissioners on behalf of the Planning Board. Mr. Wise seconded the motion. All present members voted in favor and the motion carried.**

VII. NEW BUSINESS:

A. Director's Report: Mr. McNeill reminded the Board of their next meeting on Thursday August 19, 2021 at 6:00PM in the Transylvania County Commissioners' Chambers. Mr. McNeill also updated the board on the recent Transportation Advisory Committee (TAC) meeting and upcoming transportation projects by the City of Brevard and NCDOT. He also updated the board on possible future agenda items.

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

There were no public comments.

IX. BOARD MEMBERS' COMMENTS: Each present board member thanked staff for their work and asked follow-up questions on future projects and Mr. McNeill's presentation. Mr. Jackson also updated the Planning Board on the recent School Board meeting. **Mr. Wise motioned to adjourn the meeting. Mr. Lasater seconded the motion. All present members voted in favor and the meeting was adjourned at 6:36PM.**

ADJOURNMENT

MINUTES APPROVED



Ashley Minery, Recording Secretary



Kimsey Jackson, Chairman