

**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, July 19, 2018**  
**DATE:** July 12, 2018

At our last meeting, Joy and I noted that the County Commissioners requested that the Planning Board review draft revisions to the Transylvania County Voluntary Agriculture District Ordinance. Bart Renner, with the NC Cooperative Extension Office, has provided the attached changes and will be at the meeting to answer any questions you have. Our task is not to re-write the draft, but to review it and make sure that it is consistent with other planning related ordinances.

We have received multiple sign permits from the Historic Toxaway Foundation to install four signs that say "Explore Historic Toxaway a storied community". All proposed signs are located on NC DOT Scenic Byways and will require approval from NC DOT. In addition, the Foundation is requesting a variance for one of the signs proposed to be located on a Transylvania County Scenic Corridor at the Sapphire Community Center. The proposed sign exceeds the maximum size requirements of 20 square feet for off-premise signs on Scenic Corridors.

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  
July 19, 2018 at 7:00 PM  
Community Services Building**

**AGENDA**

**Call to Order, Daryle Hogsed**

- I. Welcome**
- II. Public Comment** (15-minute time limit. Speakers are limited to three minutes.)
- III. Approval of Agenda**
- IV. Approval of Minutes** (Meeting June 21, 2018)
- V. Subdivision Approvals and Updates, Joy Fields**
- VI. Variance Request for a Sign Permit – Joy Fields**
- VII. Old Business**
  - A. Transylvania County Voluntary Agriculture District Ordinance**
  - B. Other**
- VIII. New Business**
  - A. Planning Director Update, Mark Burrows**
  - B. Other**
- IX. Public and Board Member Comments**
- X. Adjourn**