

**PLANNING AND
COMMUNITY DEVELOPMENT**

Allen McNeill, Director
Ashley Minery, Planner



106 East Morgan Street, Suite 207
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**Transylvania County Planning Board
July 21, 2022 at 6:00 PM
Community Services Building conference Room,
106 East Morgan Street, First Floor**

AGENDA

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 (May 19th, 2022)
 - B. Subdivision Approval and Updates
- V. OLD BUSINESS**
 - A. Comprehensive Plan Review
- VI. NEW BUSINESS**
 - A. Director's Report
- VII. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- VIII. BOARD MEMBERS' COMMENTS**

ADJOURNMENT

**PLANNING AND
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Allen McNeill, Director

Ashley Minery, Planner



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Agenda Item: IV-A

Memorandum

From: Ashley Minery, Planner

To: Transylvania County Planning

Board Date: July 14, 2022

Meeting Date: July 21, 2022

Subject: Minutes from the May 19, 2022 regularly scheduled Planning Board Meeting

Contact Info: Ashley.Minery@transylvaniacounty.org or (828)884-1710

Attachment(s): 1. Draft meeting minutes from the May 19, 2022 regularly scheduled Planning Board Meeting

Purpose: Review and approve the Regular Meeting Minutes of the May 19, 2022 Planning Board Meeting Minutes.

Background: Meeting minutes are prepared after each Planning Board meeting and submitted to the Planning Board for their review and approval.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."

Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff recommends the Transylvania County Planning Board review approve or approve with modification, the regular meeting minutes from May 19, 2022.

**PLANNING AND
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Allen McNeill, Director
Ashley Minery, Planner
Katlyn Galloway, Administrative Support



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**Transylvania County Planning Board
May 19, 2022 at 6:00 PM
Cooperative Extension Conference Room,
106 East Morgan Street**

MINUTES

CALL TO ORDER

- I. **WELCOME:** Mr. Rick Lasater called the meeting to order at 5:58PM. Ms. Karen Gleasman, Mr. Beecher Allison, and Mr. Scott Sullivan were present. Mr. Lauren Wise (excused), Mr. Terry McCracken (excused) and Mr. Kimsey Jackson (excused) were absent. The Planning and Community Development Department staff Mr. Allen McNeill, Ms. Ashley Minery, and Ms. Katlyn Galloway were present. A quorum was 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 agenda modifications.
- IV. **CONSENT AGENDA:**
 - A. Minutes (April 21st, 2022)
 - B. Subdivision Approval and Updates

There was no objection or discussion of the consent agenda. Ms. Gleasman moved to approve the consent agenda. Mr. Allison seconded the motion. All present members voted in favor and the motion carried.
- V. **OLD BUSINESS:**
 - A. Annual Report: Mr. McNeill presented a draft of the Annual Report to the Board. He reminded everyone that this is an open-ended report, meaning it can look however the Board chooses to design it. After the Board reviewed the draft, it was decided no changes needed to be made. Mr. Allison moved to submit the Annual Report to the Commissioners. Mr. Sullivan seconded the motion. All present members voted in favor and the motion carried.
 - B. Comprehensive Plan Review: Mr. McNeill presented three charts regarding the population in Transylvania County. As shown on the first chart "Regional Population change", there was no population growth in Transylvania County during 2020. Despite a decrease in population during this year, there was an increase in residential builds. Mr. McNeill speculated this could be due to an influx of vacation rentals in the area, but he offered to work with Building Inspections to

discover more about this. When looking at the second chart “Transylvania County Age Distribution 2020”, Mr. Lasater mentioned the need for better access to quality healthcare regarding the aging population. Mr. Sullivan noted the housing crisis may be stopping young families from moving to the area, which is shown by the lack of persons aged 20-34 in Transylvania County. Ms. Gleasman suggested the Board should mention the access to quality healthcare and the housing crisis to Commissioners when presenting the Comprehensive Review. The Board will continue to look at the Comprehensive Review next meeting. Mr. McNeill noted the Board will start to work more closely on the review in November, and it will be completed around mid-2023.

VI. NEW BUSINESS:

- A. Director’s Report: Mr. McNeill informed the Board that all future meetings will be held in the Cooperative Extension Conference Room located on the first floor of the Community Services Building at 106 East Morgan Street. The next meeting will be held on June 16th, 2022. Mr. McNeill also mentioned the office structure for the Planning and Transportation departments; how he is looking to fill the vacancy for Transportation Director and hoping to add another Planner to the staff.

- VII. PUBLIC COMMENT:** (15-minute time limit. Speakers are limited to three minutes.) There were no public comments.

- VIII. BOARD MEMBERS’ COMMENTS:** Mr. Sullivan welcomed Ms. Gleasman back from visiting her daughter and family in Texas. Ms. Gleasman commented on the space the conference room provided as opposed to the Commissioner’s Chambers, as the conference room is more open. Mr. Gleasman moved to adjourn the meeting. Mr. Allison seconded the motion. All present members voted in favor and the meeting adjourned at 6:51PM.

ADJOURNMENT

Ashley Minery, Planner

Lauren Wise, Chair



Agenda Item: VI-B

Memorandum

From: Ashley Minery, Planner

To: Transylvania County Planning Board

Date: July 14, 2022

Meeting Date: July 21, 2022

Subject: Review of Subdivision Approvals by the Planning Department from May 13, 2022 to July 14, 2022

Contact Info: allen.mcneill@transylvaniacounty.org or (828)884-1710

Attachment(s): 1. Subdivisions and Exemption Log from May 13, 2022 to July 14, 2022

Purpose: Provide a log of Subdivision and Exemption approvals to the Planning Board monthly. The approval log is for information purposes only to the Planning Board.

Background: The Subdivision and Exemption log is for recordkeeping of approvals made by the Planning Department. For May 13, 2022 – July 14, 2022 there were seven **(7) subdivisions- 6 (2 lots) and 1 (5 lot)**. For May 13, 2022 – July, 14 2022 there were 24 **exemptions:** 18 (1.1), and 5 (1.9) and 1 (1.6).

Exemptions:

- 1.1 Recombination or Combination of previously approved lots.
- 1.2 Division of land into parcels greater than 10 acres with no new right of way dedication.
- 1.3 Public Acquisition of Land for widening or opening roads.
- 1.4 Division of a tract of at least 2 acres into no more than three lots.
- 1.5 Division of land conveys a single lot or parcel to persons who are inheriting the land by intestacy or will.
- 1.6 Division of land into no more than two parcels to convey at least one of the lots to a grantee who would have been heir(s)
- 1.7 Court order of a land division
- 1.8 Division of land for cemetery lots
- 1.9 Changing of boundary lines between adjoining property owners.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."

Strategy 6E: *“Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery.”*

Recommendations: Staff recommends the Transylvania County Planning Board review the Subdivision and Exemption log.

- 1.1 Recombination of previously approved lots
- 1.2 Greater than 10 acres
- 1.3 Public Acquisition of land for widening roads
- 1.4 2 acres divided into no more than 3 lots
- 1.5 Single lot inherited by intestacy or will

Subdivisions and Exemptions
May 13, 2022-July 17, 2022

- 1.6 Family Subdivision - no more than 2 parcels
- 1.7 Court order of land division
- 1.8 Division of land for cemetery lots
- 1.9 Changing of boundary lines between adjoining property owners

Date	Subdivision/Owner	Surveyor	Township	Type	Review Officer	Date Approved
6/3/2022	Thomas and Kelli Nugent	Roger Raxter	Eastatoe	2lots	A.Minery	6/3/22
6/3/2022	James and Sherita Worley	Cameron Baker	Cathey Creeks	2 lots	A. Minery	6/15/2022
6/13/2022	Shannon Renee' Raines	Roger Raxter	Catheys Creek	2 lots	A. Minery	Waiting to sign
6/28/2022	Cesar Faustino Mejia Cinto	Roger Raxter	Hogback	2 lots	A. Minery	7/6/2022
7/6/2022	Leroy and Georgette Richter	Jimmy Cain	Catheys Creek	2 lots	A. Minery	7/7/2022
7/7/2022	James and Karen Owen	Kevin Goldsmith	Boyd	2 lots	A. Minery	7/7/2022
7/7/2022	Month and Juanelle Burrell	David Ivey	Little River	5 lots	A. McNeill	6/15/2022
5/23/2022	NC Devgroup LLC (Lot 8&10 Whisper Hills)	Roger Raxter	Hogback	1.9	A. Minery	5/23/2022
5/23/2022	Thomas and Theresa Price	Roger Raxter	Little River	1.1	A. Minery	5/27/2022

5/24/2022	Daniel and Casey Telenko	Kevin Goldsmith	Little River	1.1	A. Minery	5/24/2022
5/24/2022	Brian And Wendy Williams	Michael Pfoutz	Dunns Rock	1.1	A. Minery	5/24/2022
5/24/2022	Crone Custom Homes	Roger Raxter	Dunns Rock	1.1	A. Minery	5/24/2022
5/24/2022	Jeffrey and Gwen Devlin	Jennifer Leonard	Dunns Rock	1.1	A. Minery	5/24/2022
5/26/2022	Phylliss Camesano	Roger Raxter	Dunns Rock	1.1	A. Minery	5/26/2022
5/27/2022	Uwoduhi Land LLC	Michael Petit	Little River	1.1	A. Minery	5/27/2022
6/1/2022	Thomas and Sylvia Skafidas	Kevin Goldsmith	Dunns Rock	1.1	A. Minery	6/1/2022
6/3/2022	Burt Tait	Robert Raxter	Dunns Rock	1.1	A. Minery	6/6/2022
6/6/2022	Richard and Christine Coad	Cameron Baker	Hogback	1.1	A. Minery	6/8/2022
6/6/2022	Bradley and Rhonda Davin	Kevin Goldsmith	Hogback	1.1	A. Minery	6/8/2022
6/9/2022	Robert and Priscilla Dein	Kevin Goldsmith	Dunns Rock	1.1	A. Minery	6/9/2022
6/16/2022	Deborah Shelton	Kevin Goldsmith	Dunns Rock	1.1	A. Minery	6/16/2022
6/21/2022	Cindy L Cast	Kevin Goldsmith	Dunns Rock	1.1	A. Minery	6/21/2022
6/23/2022	Patricia Chapman Jarrett	Roger Raxter	Cathey's Creek	1.1	A. Minery	6/24/2022
6/23/2022	Catherine Cantrell	Roger Raxter	Cathey's Creek	1.1	A. Minery	6/24/2022
6/28/2022	Keith and Sharon Owen	Roger Raxter	Cathey's Creek	1.1	A. Minery	6/30/2022
28-Jun	Erin and Rachel McKinney	Roger Raxter	Gloucester	1.9	A. Minery	6/30/2022
6/28/2022	Catheys Creek Electric and Gaia Herbs	Michael Petit	Cathey's Creek	1.9	A. Minery	6/28/2022
6/30/2022	Joseph and Melissa Furst	Michael Petit	Hogback	1.9	A. Minery	6/30/2022
7/1/2022	Patricia Fisk	Kevin Goldsmith	Brevard	1.1	A. Minery	7/1/2022
7/6/2022	Duane and Elizabeth Aiken	Cody Petit	Eastatoe	1.6	A. Minery	7/6/2022

7/12/2022	Timothy Phillips	Robert Raxter	Boyd	1.9	A. Minery	7/12/22
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Planning and Community Development

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Agenda Item: V-A

Memorandum

From: Allen McNeill, Planning and Community Development Director

To: Transylvania County Planning Board

Date: July 13, 2022

Meeting Date: July 21, 2022

Subject: Transylvania County Comprehensive Plan Review

Contact Info: allen.mcneill@transylvaniacounty.org or (828)884-1710

Attachment(s): Comprehensive Plan Review Letter

Purpose: In accordance with the Transylvania County Planning and Development Charter, section 16-28, The Planning Board is tasked with reviewing the comprehensive plan annually and shall submit to the Board of Commissioners its recommendations, if any, for adoption or revision.

Background: All members of the Transylvania County Planning Board have been provided a copy of the 2025 Comprehensive Plan, adopted March 27th, 2017. Staff has prepared a brief presentation to review the content of the plan ahead of the Planning Board's review.

Special consideration should be made to plan sections specific to Focus Areas 2 and 3, Environmental Health Goals and Land Use & Livability Goals, as those sections more specifically pertain to regular items of business tasked to the Planning Board.

At your meeting on Thursday, May 19, 2022 the board had a discussion about the plan and directed staff to prepare a letter for Transylvania County Commissioners containing their areas of concern.

Financial Impact: None

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."

Recommendations: Staff recommends the Transylvania County Planning Board consider the materials presented by staff.

Memorandum

From:
To: Transylvania County Board of Commissioners
Date:
Subject: 2021-2022 Comprehensive Plan Review – Transylvania County Planning Board
Attachment(s): None
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.”

In accordance with Section 16-28 of the Transylvania County Planning and Development Charter Ordinance, The Planning Board is required to review the Comprehensive Plan annually. On Thursday May 19, 2022, the Planning Board conducted their review. While many subjects were discussed, the following items were the most prevalent in the discussion. The Transylvania County Planning Board believe the following are the most need of the Commissioners’ attention for this year’s review:

- Affordable Housing for the younger population
- Quality Healthcare access in Transylvania County
- Revitalize downtown Brevard and spur business growth
- Land use regulation along the US 421 Corridor

The Planning Board looks forward to beginning to develop the next Comprehensive Plan.

Please let me know if you have any questions about our concerns and if you would like me to elaborate at a future County Commissioner’s meeting.

Sincerely,

Lauren Wise
Planning Board Chair

cc: Jaime Laughter, Transylvania County Manager