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**TRANSYLVANIA COUNTY PLANNING BOARD MINUTES**

**Special Meeting, December 13, 2018**

**Call to Order, Daryle Hogsed**

The Transylvania County Planning Board met in special session on Thursday, December 13, 2018, at 7:00pm in the Community Services Building Conference Room. Members present were Chair Daryle Hogsed, Vice-Chair Mack McNeely, Bob Twomey, Sandy Watson, Lauren Wise and Steve Woodsmall. Kimsey Jackson was absent (excused). Staff members present were Transylvania County Planning and Community Development's County Planner, Joy Fields, and Program Assistant, Kalen Lawson. Also present were close to a dozen members of the public. No media were present.

**I. Welcome**

**II. Public Comment**

– none

**III. Approval of Agenda**

Bob Twomey moved to approve the December 13, 2018 agenda. The motion was seconded by Mack McNeely and carried unanimously.

**IV. Approval of Minutes**

Sandy Watson moved to approve the minutes of the November 15, 2018 regular meeting. The motion was seconded by Lauren Wise and carried unanimously.

**V. Subdivision Approvals and Updates**

Joy Fields notified the Planning Board that there were seven (7) exception plats, and one (1) 2-lot subdivision approved between November 15, 2018 and December 13, 2018.

**VI. Old Business:**

**A. Watershed Protection Ordinance Review**

- Joy Fields informed the planning board that a 1997 Watershed Protection Ordinance version had been uncovered and the Planning Board's recent update of the ordinance was based upon a 1993 version. Joy has incorporated the updates from the 1997 version, and included definitions for balance of watershed, built-upon area and cluster development. The definitions for major and minor variance were updated. A 'non-conforming lot of record' was also included and defined.
- Mack McNeely suggested, and Daryle Hogsed concurred, that the ordinance should use the state's most current definitions for 'built upon area' and 'cluster development'.
- Joy noted she had added section titles for uniformity with other ordinances.

- Joy noted that language from a 1995 general statute was included in 8.2.2 increasing built-upon area to be an option up to 10% (up from 5%).
- Section 9.3 was changed; 12.1 'vacant lots' was removed.
- The order after Article 8 was changed, but the content was not.
- Joy Fields covered the remaining insignificant updates and changes.
- Joy Fields noted the map was updated to better show updated boundaries including the Mills River Watershed II with no critical area. Planning Board asked Joy Fields to gather more information regarding the Mills River Watershed.
- It was decided that at the next meeting, the map will be reviewed and then can be recommended to the Board of Commissioners for a public hearing and their review.

**B. Small Area Planning Process**

- Joy Fields presented the draft Small Area Planning Process for discussion and revision by the planning board, and charged them to recommend to the Board of Commissioners for their approval.
- Cedar Mountain community has expressed interest and eight or more community members were in attendance and participated in the discussion.
- After discussion and updates, Steve Woodsmall made a motion to approve the Small Area Planning Process and recommend for approval by the Board of Commissioners. Lauren Wise seconded the motion which passed unanimously.

**C. Noise Ordinance**

- The discussion to update the Noise Ordinance was tabled until the next planning board meeting.

**VI. New Business:**

**A. Comprehensive Bicycle Plan**

- Joy Fields shared draft of plan and noted there would be a stakeholders meeting tomorrow. Planning Board is listed as a key partner for the plan and members will be given a draft and will be kept informed throughout the process. There will be public comment sessions in January.
- By consensus, whether or not planning board participates in implementation, planning board would like input on the plan. PB wants the ability to recommend or not to BOC.
- Joy Fields will go ahead and send the current version of the plan to planning board members who may email comments.

**B. Planning and Community Development Update**

- JHPC was cancelled last month.
- Kalen Lawson shared this would be her last planning board meeting as she has given her notice to the county.

**C. Other**

- none

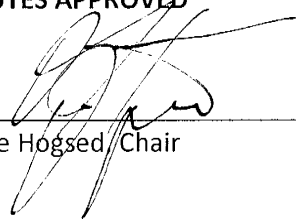
**VIII. Public and Board Member Comments**


- Steve Woodsmall shared his frustration about the cell tower in that the Board of Commissioners did not take Planning Board's recommendation to negotiate collocation with the Fox tower.
- Joy Fields noted that a Mountain Ridge Protection Permit will be requested from the Planning Board in January for the SeeShore Cell Tower.
- Daryle Hogsed, along with other Planning Board members, thanked Kalen Lawson for her service to the county, especially support of the Planning Board.

**IX. Adjourn**

There being no further discussion, Sandy Watson moved to adjourn. The motion was seconded by Bob Twomey and carried unanimously.

**MINUTES APPROVED**

  
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Daryle Hogsed, Chair

  
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Joy Fields, Recording Secretary & Planner