

**Planning Board Minutes
Regular Meeting
Maggie Valley Town Hall Boardroom
Tuesday, July 16, 2024
5:30pm**

Planning Board Members Present: Chairman Eric Helfers, Bill Sebastyn, Jared Lee, Chuck Cummings, Janet Banks.

Members Absent: None

Staff Present: Sam Cullen, Town Planner, Noah Taylor, Assistant Town Planner, Alexis Livesey, Administration Intern.

Others Present: 0

1. Call to Order

The meeting was called to order at 5:21 pm by Chairman Helfers. The Pledge of Allegiance was said by all.

2. Roll Call/Quorum Determination

Five members are present. A quorum was established.

3. Disclosure of Conflicts/Approval of Agenda

Chairman Helfers asked if there were any conflicts of interest on the agenda for anyone. There were none.

Chairman Helfers requested to add Items C&D to new business:

C. Thanking staff for the work on Maggie's Birthday Celebration.

D. Acknowledgment of the new "Maggie Minute" email digest.

He also requested an item be added to old business concerning Cool Breeze Campground and the status of their landscaping project.

Chairman Helfers then asked for a motion to approve the modified agenda.

Chuck Cummings made the motion to approve the modified agenda for the July 16th meeting. Jared Lee seconded. The Motion passed with all in favor.

4. Approval of Minutes

a. June 18th, 2024

Chairman Helfers noted corrections to pages 3 & 4 concerning grammar.

He asked if there were any other corrections to the minutes. There were none.

Chairman Helfers then asked for a motion to approve the corrected minutes.

**Planning Board Minutes
Regular Meeting
Maggie Valley Town Hall Boardroom
Tuesday, July 16, 2024
5:30pm**

A motion to approve the corrected minutes was made by Bill Sebastyn. Janet Banks seconded. The Motion passed with all in favor.

5. New Business

a. Adoption of the Planning Board Rules and Procedures.

Planner Cullen gave a report and background information. He also noted the name change of Board of Aldermen to Town Council to align with other sections of the Unified Development Ordinance (UDO).

Chairman Helfers asked Planner Cullen to give a summary of the changes to the rules and procedures.

Planner Cullen stated that the board size and attendance requirements were the main parts that changed. The board size changed from 7 to 5 due to the removal of the ETJ.

He asked the board to discuss the public comment section 6.1 of the rules and procedures.

He stated that if the board is making an administrative decision, that public comment should not be taken into consideration when voting but rather what the adopted code says. Only comments on legislative decisions should be heard and taken into consideration then forwarded the Board of Aldermen Meetings.

Planner Cullen offered to answer any questions.

Chairman Helfers stated that in the past the Planning Board has listened to concerns but it doesn't have bearing on how the board votes.

Bill Sebastyn stated that the public comment section needs to be updated and that their role as planning board members is to send recommendations to the Aldermen for anything other than administrative decisions.

He stated that there needs to language stating the differences between Administrative and Legislative decisions.

Chairman Helfers stated that the legislative decisions should be spelled out.

Planner Cullen recommended the following amendment to Section 6.1. "Comments may be accepted from members of the public by vote of the majority of the Board for all decisions other than administrative decisions. Examples of decisions allowing public comment include but are not limited to:

1. Text Amendments
2. Rezoning
3. Conditional Zonings "

**Planning Board Minutes
Regular Meeting
Maggie Valley Town Hall Boardroom
Tuesday, July 16, 2024
5:30pm**

Chairman Helfers asked if there was any more discussion. There was none. He then asked for a motion.

Janet Banks made the motion to approve the adoption of the corrected planning board rules and procedures. Bill Sebastyn seconded. The Motion passed with all in favor.

b. Revision/update to the Comprehensive Land Use Plan

Planner Cullen gave the report and background information.

In accordance with North Carolina General Statutes (N.C.G.S.), local governments are required to maintain their comprehensive land use plan to align with community goals and development.

He stated that due to recent development approvals, steep slope language is needed to work towards more sustainable developments. He stated that it is not to discourage building on slopes but to make sure it is safe and stable.

He gave examples of local towns that have had issues with steep slope development and showed a picture of a landslide that affected Maggie Valley.

Planner Cullen reviewed the language that will be added to the comp plan and showed the section where it was added. He stated that this will aid the Town in crafting a steep slope ordinance in the future.

Chairman Helfers stated that we have the Ridge Top Protection Ordinance through North Carolina General Statutes as well.

Bill Sebastyn asked if this language would help get Maggie Valley on the right track once the Town is able to proceed with enacting a steep slope ordinance.

Planner Cullen stated that there is a lot of background work to do, but this will help staff move more efficiently when the time comes

Chairman Helfers asked if there was any more discussion. There was none. He then asked for a motion.

Bill Sebastyn made the motion to recommend approval of the Revision/Update to the Comprehensive Land Use Plan. Janet Banks seconded. The Motion passed with all in favor.

Janet Banks made the motion to adopt the consistency statement for the Revision/Update to the Comprehensive Land Use Plan. Jared Lee seconded. The motion passed with all in favor.

c. Maggie Minute

Chairman Helfers stated that he was impressed with the Maggie Minute and that it was very informative. Planner Cullen and Taylor said that Kathy Johnson, the Town Clerk, was

Planning Board Minutes
Regular Meeting
Maggie Valley Town Hall Boardroom
Tuesday, July 16, 2024
5:30pm

responsible for that project and would relay the compliments. They thanked Chairman Helpers for the compliment.

d. Maggie Valley's 50th Birthday

Chairman Helpers stated that he was impressed with what the Town Staff accomplished with the Birthday and gave special thanks to Assistant Town Planner, Noah Taylor, for his work on the Birthday.

Planner Taylor gave a brief summary of the schedule and once again invited the members to the celebration.

6. Old Business

a. Cool Breeze Campground

Planner Cullen stated the Board of Aldermen approved the application for a landscaping grant at Cool Breeze Campground. They are in the process of adding vegetative buffers to the front and east side of the property.

Bill Sebastyn stated that the trees looked good, and they will grow a couple feet by next year.

Chairman Helpers stated adding those buffers has been an ongoing effort and congratulated staff on completing it.

b. Update on Haywood County Planning Board, Chairman Helpers

Chairman Helpers stated that board received a recycling program update, and he stated that plastic bags cannot be processed in the recycling machines that the County currently has.

Chairman Helpers stated that he asked County Recycling Coordinator, Zondra Kuykendall, if they could talk to local stores to switch to alternative bags such as paper bags.

Planner Cullen stated that Ms. Kuykendall will be contacted by Town Manager, Vickie Best, to speak at an upcoming Board of Aldermen meeting.

Chuck Cummings stated that Asheville does not allow plastic bags anymore. And certain grocery stores will take used plastic bags to recycle.

Janet Banks stated that Ingles in Haywood County does it as well.

Chairman Helpers stated that at the next Haywood County Planning Board meeting they will vote on an application for a new cell tower.

Janet Banks stated that the current ordinance will only allow a 125-foot-tall tower.

Chairman Helpers stated yes, and that there where many things to weigh in the decision-making process.

Janet Banks asked if the tower will be lit.

Planning Board Minutes
Regular Meeting
Maggie Valley Town Hall Boardroom
Tuesday, July 16, 2024
5:30pm

Chairman Helfers stated yes.

He stated that the board will be talking about how to streamline development services.

He stated that they also talked about housing issues affecting the county and he asked the board if there were any questions they wanted to ask the county board.

Janet Banks stated that building materials are so high it is leading to less affordable housing.

Planner Cullen stated that the Town is talking to Mountain Projects and the County to move forward with a paving project in Bethel Village, this should aid in the financing of new mortgages in the neighborhood.

7. Adjourn

Janet Banks made a Motion to adjourn, seconded by Bill Sebastyn. The Meeting adjourned at 6:15pm.

s/ Eric C. Helfers

Eric C. Helfers, Chairman

s/ Noah Taylor

Noah Taylor, Town Planning Assistant