

WEBSTER PLANNING BOARD

FEBRUARY 17, 2022 Meeting Minutes



The Webster Planning Board met via Zoom on February 17, 2022, at 5:30 p.m. for a regularly scheduled meeting.

CALL TO ORDER: Sara Stahlman called the meeting to order at 5:32 p.m.

MEMBERS PRESENT: Tonya Basse, Brandon Core, Brandon McDevitt, Jenny Reisinger, Sara Stahlman, Will Whitfield, Leigh Anne Young

MEMBERS ABSENT: None

OTHERS PRESENT: None

Sara read aloud the ethics statement. No conflicts were expressed.

GENERAL MEETING

Approval of Agenda and Minutes:

The agenda and January 20, 2022 meeting minutes were reviewed.

MOTION: Brandon McDevitt motioned to approve the agenda, Jenny Reisinger seconded. Motion carried unanimously.

MOTION: Brandon Core motioned to approve the January 20, 2022 meeting minutes. Tonya Basse seconded. Motion carried unanimously.

Informal comments by the public: None

Administrative Reports:

Chair Report: Sara Stahlman reported the Land Use Plan (LUP) was approved.

Planning Board Members' Reports: Leigh Anne Young announced a river litter cleanup would be held on Thursday, March 3, 2022 from 3-5 p.m. and offered to pass along additional info. On March 26, a bike event will be held from 1-3 p.m. sponsored by "Safe Route to Schools" group and will include etiquette, bike repair clinic, free items, etc with families/children encouraged to attend. An additional Tuckasegee River cleanup will be held on April 3 with more info forthcoming.

OLD BUSINESS

1. Review Land Use Plan final approval update

Sara Stahlman reported final approval of the Land Use Plan occurred at the town board February meeting and invited Leigh Anne Young to share details. Leigh Anne indicated only changes made included credits updated to include current board when approved and filled in approval dates; otherwise, the plan was approved as presented.

2. Upcoming Planning Board meeting dates

Sara Stahlman reported upcoming meeting dates to include March 17, April 21 and May 19, 2022. Sara will create and send calendar invites, and the planning board will revisit summer dates at a later time.

NEW BUSINESS

1. Town of Webster Budget Meeting Preparation

Leigh Anne Young shared that the town budget process is quickly approaching and the planning board should think about Land Use Plan prioritizations and whether any top priorities should be identified for funding consideration prior to the town board budget meeting. Following discussion among planning board members, Leigh Anne indicated she would share the previous year's budget with the planning board and stated the only way to think about new or exciting projects is to prioritize those for funding purposes. The Town Board's budget meeting is either March 18 or March 25 (Friday; usually midday), and Leigh Anne will check to see if the link is shareable since she doesn't see a joint meeting happening prior to their budget meeting.

2. ARPA Money investment ideas

Leigh Anne Young indicated she wanted to ensure the planning board has a voice in how these funds are spent. The funds are through the American Recovery Plan Act, must be somehow related to COVID response, and Webster's amount is consistent with its tax base. The current figure is \$73,125. She indicated the town board is thinking of investing in community space next to where softball field is and shared that perhaps a pavilion would fit within the allotted amount. Additionally, an unrelated county grant is being used to purchase additional picnic tables, as well as some benches. Once items are purchased/erected, the county would be responsible for upkeep and maintenance. Sara Stahlman indicated this area really can't be a public community space until restrooms for public use are available there. are unlocked and cleaned (available). Brandon Core suggested adding a review of the LUP priorities on a future planning board agenda to consider and determine priorities. Discussion among board members Leigh Anne Young, Sara Stahlman, Brandon Core, Brandon McDevitt, and Tonya Basse occurred about how these types of funds should be utilized, projects prioritized, and planning for the future.. Leigh Anne indicated she will look at the actual timeline for the funds and report back to the planning board, and Sara Stahlman stated planning board members should individually look at the LUP and determine shorter, medium-term priorities between meetings and come back together as a planning board to determine next step priorities for recommendations to the town board. In the meantime, Sara Stahlman will reach out to Don Adams, Jackson County Manager, and Paige Dowling, Sylva Town Manager, for guidance and possible attendance at a future meeting. Leigh Anne Young will inquire into whether anyone from Southwest Commission could provide a presentation on how the money can be spent and/or facilitate a future joint meeting with all the appropriate county/town players present.

3. Jackson County Historical Association Board

Leigh Anne Young shared how the Jackson County Historical Association has historically been a collection of resources and that Joe Rhinehart had been the guardian of historical knowledge for Webster and much of Jackson County. Mike Poston, head of the Jackson County Planning Department, with the assistance of one of the department's planners from Charleston, is stepping in to create potential historical areas or zones. The two of them are reforming the Jackson Historical Association Board and are seeking a representative(s) from Webster. Ideally, this would be someone from either the town or planning boards to ensure a seamless channel of communication between Webster and the county historical association. Brandon McDevitt expressed interest in serving, as did Brandon Core. Leigh Anne Young will share this information with the town board and Mike Poston and see if there is an opportunity for Webster to have more than one representative on the board. Leigh Anne also indicated she will share Webster Historical Society publications from the WCU Archives with the planning board.

4. Next steps for Planning Board

Sara Stahlman reiterated ideas shared previously during the meeting, along with potential future projects and next steps. Sara invited Leigh Anne Young to share obstacles related to the town ordinances. Leigh Anne indicated ordinances were reviewed and last fall, and, as a result, all ordinances were approved. These still appear in draft form on the town website and are not really appropriate for public consumption in their current form. She has reached out to our town attorney and will sit down with him, review the ordinances, and clean up the document for posting. Sara indicated the planning board, as a result, will table any ordinance-related conversations for now and focus its efforts on the prioritization of money use.

Leigh Anne also discussed the topic of traffic and speeding in our town and indicated the county received grant funding and will provide a digital speed sign in Webster similar to what they did in Dillsboro. Lots of discussion ensued about the issues with speeding in Webster, including Webster Road, as well as Buchanan Loop. Sara pointed out speed/traffic safety is a priority coming out of the LUP recommendations. Discussion also included a brief update on the return on the town's investment for additional patrolling in Webster.

Brandon Core reviewed key takeaways and next steps from tonight's meeting.

MOTION: Tonya Basse made a motion to adjourn the meeting at 6:58 p.m., seconded by Brandon McDevitt; motion carried unanimously.

MEETING SUMMARY:

- Sara Stahlman reported the LUP was approved by the town board
- Leigh Anne Young shared upcoming community events in the area

- Upcoming Planning Board meeting dates are March 17, April 21 and May 19, 2022; Sara Stahlman will create and send calendar invites, and the planning board will revisit summer meeting dates at a later time
- Town of Webster Budget Meeting preparation process was outlined, and Leigh Anne Young indicated she would share the previous year's budget with the planning board and will check to see if the link to the Town Board's March budget meeting is shareable and, if so, pass it along to planning board members
- ARPA Money investment ideas were shared, and Sara Stahlman indicated planning board members should review the LUP and determine shorter, medium-term priorities between meetings and come back together as a planning board to determine next step priorities for recommendations to the town board; Sara will also reach out to Jackson County and Town of Sylva managers for guidance and possible attendance at a future meeting; Leigh Anne Young will inquire into whether Southwest Commission could provide a presentation on how the money can be spent and/or facilitate a future joint meeting with all the appropriate players present
- Jackson County Historical Association Board updated was provided; Leigh Anne Young will inquire into whether can have more than one representative on the board and, if so, pass along Brandon McDevitt and Brandon Core's names to the town board and county planning department
- Next steps for Planning Board were discussed, including Leigh Anne Young meeting with town attorney to review and clean up ordinances and Sara Stahlman will include a future agenda item for planning board to discuss and prioritize funding recommendations for town board

NEXT MEETING: The Planning Board will meet on March 17, 2022, via Zoom.

Brandon Core, Secretary, Planning Board, Town of Webster