

WEBSTER PLANNING BOARD

MARCH 17, 2022 Meeting Minutes



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

CALL TO ORDER: Sara Stahlman called the meeting to order at 5:31 p.m.

MEMBERS PRESENT: Tonya Basse, Brandon Core, Brandon McDevitt, Jenny Reisinger, Sara Stahlman, Will Whitfield, Leigh Anne Young;; Rachel Pollack (arrived at 5:34 p.m.)

MEMBERS ABSENT: None

OTHERS PRESENT: None

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

GENERAL MEETING

Approval of Agenda and Minutes:

The agenda and February 17, 2022 meeting minutes were reviewed.

MOTION: Will Whitfield motioned to approve the agenda, Jenny Reisinger seconded. Motion carried unanimously.

MOTION: Will Whitfield motioned to approve the February 17, 2022 meeting minutes, Tonya Basse seconded. Motion carried unanimously.

Informal comments by the public: None

Administrative Reports:

Chair Report: Sara Stahlman reported she has reached out to Town of Sylva and Jackson County planners and have not heard back as of yet. She will update planning board members when she has more information.

Planning Board Members' Reports: Leigh Anne Young reported she reached out to the Southwestern Commission to request support related to ARPA funding. Becca Scott is available to attend our Planning Board meeting on behalf of the Commission during either our April 21 or June 16 meeting to present on grant spending. The UNC School of Government website is the best resource for researching this grant funding in the meantime.

Leigh Anne also reported on a recent Lowe's playground grant that had a brief application period. She nominated the Town of Webster on behalf of the Jackson County Parks and Recreation Department as the recipient. The County Commissioners reached out to Mayor Rodes and thought our project would be worth submitting.

OLD BUSINESS

1. Priority Prioritization and ARPA Grant Funding Ideas

Sara Stahlman opened the floor for discussion on resource prioritization, whether through budget allocations or future grant funding.

Leigh Anne Young shared an updated plan for the Webster playground project submitted by Jackson County Parks and Recreation Department. She reviewed their proposed diagram and discussed existing components that have already been secured by the Department. Planning board members propose the Town Board make a formal request to the Department that the Planning Board is involved in future and final plans in any recreation space at the Old Rock School in Webster. Discussion also included a letter to the Jackson County Parks and Recreation Department being drafted for the Webster Town Board to consider approval of the Planning Board issuing the formal request for collaboration on this project. The letter would be signed by all interested planning board members. Sara Stahlman will draft the letter and send to all planning board members for feedback before sending onto Town Board for approval/permission to send.

In the future, Town Board and Planning Board have a joint meeting prior to the Town's budget planning workshop. In the meantime, ideas to pass along to the Town Board for either grant funding or budget prioritization include:

(1) inquire on the purchase of the triangular piece of property between Old Settlement Road, Dillard Road, and Tuckasegee River that continues to be used for fly fishing parking. This particular priority suggestion would not qualify for ARPA funding, as the grant does not allow for the purchase of land. Floodplain restrictions would hinder the use of these funds for that purpose.

(2) access to public restrooms is critical in Webster. This would potentially fit into the wastewater provision in the ARPA funding guidelines. The need for public restrooms exists at both the Tuckasegee River and future playground area.

(3) Water monitoring stations along Mill Creek to check for runoff and pollution. This would fit within the clean water provisions in the ARPA funding guidelines.

(4) Strategies to address vehicular speed control and pedestrian safety in Webster. In addition to the current patrolling and installation of the single digital speed sign, more measures are needed. Board members discussed various effective traffic calming measures, including, but not limited to, raised crosswalks, speed bumps, flashing lights, rumble strips, a roundabout, additional digital speed sign(s), and other nonpunitive measures such as systems that would automatically generate letters to be mailed by logging vehicular speeds linked to license plates. While it was shared that Webster Road is a Department of Transportation (DOT) owned and maintained road and only DOT can make changes to existing roadway patterns based on data and a departmental formula, the question remained: what options do exist to

us as a town? It was pointed out that Webster does own the sidewalks and inquiries were made as to whether the Town could explore the widening of sidewalks in especially unsafe areas, such as at/near the main curve on Webster Road at Buchanan Loop.

2. Reminder: Budget Meeting Friday

Sara Stahlman reported the Town Board will meet on Friday, March 18 at 1-3 p.m. for a budget planning workshop.

3. Historical Society Board

Sara Stahlman called on Leigh Anne Young to report. Leigh Anne shared that Webster is allowed only one representative on the Jackson County Historical Preservation Commission. She expressed appreciation to both Brandon Core and Brandon McDevitt for expressing interest in serving, but since Core inquired first, the Town Board sent his name forward as Webster's nomination. Brandon Core is currently awaiting approval by county commissioners.

4. Ordinance Update

Sara Stahlman invited Leigh Anne Young to report. Leigh Anne outlined her efforts to clean up ordinance documents for purposes of public consumption on the Town website. She will have a product to share with planning board members sometime this spring. This UDO (unified development ordinance) is a large document and a huge undertaking. Sara thanked Leigh Anne for her efforts.

NEW BUSINESS

1. Stand Alone Ordinance Compliance

Sara Stahlman invited Leigh Anne Young to report. Leigh Anne shared that two ordinances are coming our way for review. The specific action would include making the verbiage for animal control and noise control ordinances more current and up to date. The assignment is coming from the Town Board to update the ordinances and reflect new violations of \$175 penalties as outlined in general statute 160D. Leigh Anne will send this for review along with general statute, and Sara will compare the law to our ordinances and adjust as necessary. Sara will update planning board members at our next meeting.

2. Future Meetings - In Person?

Sara Stahlman asked the degree to which planning board members wish to meet in person and shared the advantages of meeting in person versus virtually. The Town does not have the infrastructure to accommodate both in-person and Zoom meetings in a single meeting. The limitation would include the inability to be an active participant if traveling or otherwise unable to attend in person. After some discussion, the Planning Board decided to meet in person at its April meeting. Any pivot would need to occur at least one week in advance of the meeting. Sara will send an email reminder to poll planning board members on their ability to meet in person and can pivot, if necessary. The Planning Board would meet outdoors at the ball field next to the Old Rock School if full attendance, weather

permitting, and inside Town Hall if weather precludes an outdoor meeting. Leigh Anne Young will invite Becca Smith with the Southwestern Commission to attend that April meeting.

MOTION: Brandon Core made a motion to adjourn the meeting at 6:49 p.m., seconded by Brandon McDevitt; motion carried unanimously.

MEETING SUMMARY:

- Sara Stahlman reported she has reached out to planners with both the Town of Sylva and Jackson County and will update planning board members when she hears back.
- Leigh Anne Young reported Becca Smith with Southwestern Commission is available to meet with Planning Board at either its April or June meeting. She will extend invitation for our April 21 meeting.
- Leigh Anne also reported on Lowe's grant submitted nominating Jackson County Parks and Recreation Department for purposes of park and playground space in Webster.
- Sara Stahlman will draft letter and send to planning board members for review before seeking action from the Town Board for permission to formally request the Jackson County Parks and Recreation Department collaborate with the Planning Board on any park projects here in the Webster community.
- Funding priorities to be shared with the Town Board include the purchase of land for fly fishing parking at Tuckasegee River, access to public restrooms in Webster, water monitoring stations along Mill Creek, and additional efforts to address vehicular speed control and pedestrian safety in Webster.
- Brandon Core was nominated by Town Board as Webster appointee to the Jackson County Historical Preservation Commission.
- Leigh Anne Young will continue to update the Unified Development Ordinance (UDO) and share with planning board members later this spring.
- Sara Stahlman will make updates to animal control and noise control stand-alone ordinances and update planning board members at next meeting.
- Future meetings will be held in person, beginning with the April meeting to occur near the ball field area at the Old Rock School, weather permitting.

NEXT MEETING: The Planning Board will meet on April 21, 2022, via Zoom.

Brandon Core, Secretary, Planning Board, Town of Webster