

# WEBSTER PLANNING BOARD

## MAY 20, 2021 Meeting Minutes



The Webster Planning Board met for a scheduled organizational meeting  
By Zoom May 20, 2021 at 5:30 pm.

**CALL TO ORDER:** Eric called the meeting to order at 5:33 pm.

**MEMBERS PRESENT:** Eric Myers, Leigh Anne Young, Will Whitfield, Tonya Basse

**MEMBERS ABSENT:** Jenny Reisinger, Sara Stahlman, Dale Collins, Walter Turner

**OTHERS PRESENT:**

### GENERAL MEETING

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#### **Approval of Agenda and Minutes:**

The ethics statement, agenda, and April 21st meeting minutes were reviewed.

**MOTION:** Tonya motioned to approve the agenda. Will seconded. Motion carried. Will motioned to approve the April 21, 2021 minutes. Tonya seconded. Motion carried.

**Informal comments by the public:** None

**Administrative Reports:** Leigh Anne reported that the picnic tables were installed at the greenspace adjacent to the Old Rock School. The tables and one trash can were purchased with monies from the County municipal grant. SMHS girl's softball team will no longer be playing at the ballfield in Webster but instead at SMHS, beginning next fall.

**Chair Report:** Eric noted improvements being made at greenspace near Old Rock School.

**Planning Board member reports:** None

### OLD BUSINESS

#### **1. Reviewed Land Use Plan Draft** Discussion included:

- Eric noted that the most recent draft has incorporated the board's previous suggestions.. Eric asked if we should distinguish more clearly some of the differentland uses and residential possibilities on the Future Land Use Map. Leigh Anne responded that perhaps the town board could help clarify if more specificity is needed; community consensus on some of these issues is ambiguous.
- Leigh Anne mentioned that the updated future land use map includes greenway aspirations and highlights of areas that fall within Jackson County's Mountain and Hillside Development Ordinance guidelines (above 2500 feet) and a 100 ft buffer along the Tuckasegee River; these are areas that may one day warrant additional protections.
- Eric suggested that the draft is ready to share with the Town Board; Will and Tonya concurred.
- Eric requested that we add the words DRAFT to the cover page of the document before sharing. Leigh Anne will make that addition.

#### **2. Schedule a presentation of the draft to the Town Council.**

- Eric suggested a cover memo be attached to the draft LUP prior to sharing. Eric will draft a memo.
- Leigh Anne will share the memo and draft LUP with the Town Board prior to the Town Board's June 2 meeting, at which point we will plan a joint meeting between Town and Planning Boards (possibly at the next Town Board meeting in July). We hope to discuss the board's suggestions at our July 15th meeting.

3. Identify next steps.

- Following a joint meeting with the Town Board and incorporating any edits from the Town Board, we will share the LUP with Webster citizens and our community partners. Tonya asked how we solicit citizen feedback so that comments are helpful. Eric suggested placing parameters and a time limitation for public comment, perhaps 30 days. Leigh Anne suggested that in addition to making available to the public that we target individually a handful of people - a cross-section of the community - with a direct request to read and provide input. Also, we might want to attach a few survey questions asking the community for their input on a few key issues that might help us refine our recommendations - regarding minimum lot size, housing options, and short-term rentals.
- We may need to rely on our County planning department and Southwest Commission partners for advice and support with this public-sharing step.
- For public transparency, Eric suggested that we post our agenda ahead of each meeting, so that any interested public will know what is being discussed ahead of time. Tonya concurred. Leigh Anne will follow through with adding the planning board meeting agenda to the Town of Webster website.

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*NEW BUSINESS*  
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None

**MEETING SUMMARY:**

- Eric will write a memo as introduction to LUP.
- LUP will be shared with the Town Board prior to their June 2 meeting
- We will plan for a joint meeting to discuss the Town Board's edits.
- The Planning Board will not meet until after the Town Board has had an opportunity to read and comment on the draft LUP. No meeting in June.

**NEXT MEETING PLAN(S):** Next meeting is July 15, 2021, 5:30 pm by Zoom.

**MOTION:** Tonya motioned to adjourn at 6:44. Will seconded. Motion carried.

**REMINDER:** Next meeting is July 15, 2021 at 5:30 pm by Zoom.

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Eric Myers, Webster Planning Board