

**REGULAR BOARD MEETING**  
Town of Sylva Board of Commissioners  
October 10, 2019

The Town of Sylva Board of Commissioners held a regular meeting on October 13, 2019 at 5:30 p.m. in the Board Room of Municipal Hall, 83 Allen Street, Sylva, N.C.

**PRESENT:** Lynda Sossamon, Mayor  
Barbara Hamilton, Vice-Mayor  
Harold Hensley, Commissioner  
Mary Gelbaugh, Commissioner  
Greg McPherson Commissioner

Amanda Murajda, Town Clerk  
Paige Dowling, Town Manager  
Eric Ridenour, Town Attorney

**ABSENT:** David Nestler, Commissioner

Mayor Sossamon called the meeting to order at 5:30 p.m. at the Jackson County Historic Courthouse for the purpose of swearing in the new Chief of Police Christopher Hatton.

**SWEARING IN CEREMONY:** Mayor Sossamon administered the oath of office to Christopher Hatton, Chief of Police.

**RECESS:** *Commissioner Hamilton made a motion to recess the meeting at 5:45 p.m. and reconvene at Town Hall for the remainder of the board meeting. The motion carries with a unanimous vote.*

**RECONVENE:** *Commissioner McPherson made a motion to reconvene the regular board meeting at 6:20 p.m. The motion carries with a unanimous vote.*

**STAFF PRESENT:** Sylva Police Department, Lynn Bryant (Finance Officer) and Jake Scott (Public Works Director).

**VISITORS:** Savannah Wells, Eddie Wells, Luther Jones, Dan Schaeffer, John Jeleniewski.

**AGENDA:** *Commissioner Gelbaugh made a motion to approve the agenda. The motion carries with a unanimous vote.*

**CONSENT AGENDA:** *Commissioner Hamilton made a motion to approve the consent agenda. The motion carries with a unanimous vote.*

**MAYOR'S REPORT:** None.

**COMMISSIONER'S REPORT:** Commissioner Gelbaugh reported that she recently attended a meeting with Duke Energy about waterflow in the Tuckasegee River and it was noted that Highway 107 was a dangerous road. Commissioner Hamilton reminded everyone about Girls Night Out.

**MANAGERS REPORT:**

- Jackson Co. Municipal Grant: The Jackson County Municipal Grant application is due November 1, 2019. The town can submit an application requesting \$5,000. Manager Dowling and Jake Scott would like to apply to use the county's grant to move the crosswalk at the intersection of Main Street and Evalina Street to the other side of Evalina Street. The curb on the Main Street bump-out (north side) would be extended and made handicap accessible. The bump-out would have brick in the new section so it matches the rest of the area. Relocating this crosswalk would fix pedestrian safety issues discussed September 26, 2019 where traffic on Evalina only looks for pedestrians walking east. This would increase safety and make downtown more handicap accessible.

**MAIN STREET REPORT:**

- Upcoming Events:
  - MSSA's Promotions Committee has organized a downtown shopping event called Girls Night Out on Friday, Oct. 11, 2019 from 4:30-8:30 p.m. 32 businesses are participating. It begins at Fusions Spa at 4:30 p.m.

- WCU’s Homecoming Parade is Friday, October 25, 2019 at 6:15 p.m. The parade begins at Mark Watson and proceeds down Main Street. Walking groups turn on Mill Street and floats continue to Jackson Paper.
- Treat Street is going to be Thursday, October 31, 2019 from 5:30-7:30 p.m.
- The WNC Pottery Festival will be at Bridge Park Saturday, November 2, 2019.
- The Veteran’s Parade is Sunday, November 10, 2019.
- Small Business Saturday is November 30, 2019.

**FIRE DEPARTMENT REPORT:** None.

**PUBLIC HEARING—TEXT AMENDMENT—R1-A ZONING DISTRICT SETBACK REQUIREMENTS:** Mayor Sossamon opened the hearing at 6:25. Being no comment, the public hearing was closed at 6:25 p.m.

**NEW BUSINESS**

**TEXT AMENDMENT—R1-A ZONING DISTRICT SETBACK REQUIREMENTS:** John Jeleniewski presented the staff report related to the text amendment request.

The Town has requested a text amendment to the building setback requirements in the R1-A District as the current standards may be too restrictive for the development/re-development of existing properties in this district.

**Background:**

The R1-A Residential District is established as a low-density residential district for single-family dwellings with customary accessory outbuildings and other related uses that contribute to the district’s residential character. All of the permitted and conditional uses and restrictions listed for the R-1 Residential District shall also apply to the R-1-A Residential District. Currently, the R1-A District mostly consists of traditional neighborhoods with properties of smaller land area sizes.

**Application Response:**

The Town is requesting that the “setback” standards of *Article II – Section 38-33* in the Town of Sylva Zoning Ordinance be amended as follows:

(4) Setbacks.

- a. No building within the R-1A Residential District shall be erected within ten feet of the property line of an adjoining ownership nor within thirty 10 feet of the right-of-way line of any public or private road where the front of the main structure faces. If no right-of-way line is defined among the public records of Jackson County, no building shall be erected within forty-five feet of the road centerline. The building setback for double fronted lots or corner lots (side yard) shall be 0 feet from the right-of-way line, ingress/egress easement or any other easement line.

**Staff Findings:**

The requested text amendment is not project specific as the request would include the entire R1-A District regarding building setbacks.

*Commissioner Gelbaugh made a motion to approve the text amendment request for setback requirements in the R1-A zoning district. The motion carries with a unanimous vote.*

**ADJOURNMENT:** *Commissioner Hensley made a motion to adjourn the meeting at 6:34 p.m. The motion carries with a unanimous vote. A reception honoring Chief Hatton followed the meeting.*

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Lynda Sossamon  
Mayor

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Amanda W. Murajda  
Town Clerk