



PLANNING BOARD AGENDA

APRIL 10, 2025, 5:30 PM
BRYANT H. WOMACK JUSTICE & ADMINISTRATION BUILDING
40 COURTHOUSE STREET
COLUMBUS, NC 28722

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
 - A. Draft Minutes - March 13, 2025
4. Agenda Items
 - A. Text Amendment: Request to allow Residential Vacation Rentals in Residential Estate/Very Low Density, (RE-5) Zoning District
5. Other Business
6. Public Comments
7. Adjournment

POLK COUNTY PLANNING BOARD
Regular Meeting
March 13, 2025 - 5:30 PM
Bryant H. Womack Justice & Administration Building
40 Courthouse Street
Columbus, NC 28722
MINUTES

1. Call to Order

Members Present: Kimberly Daniel, Toney Dale, Warren Eadus, Carrie Federici, Ray Gasperson, Lisa Krolak, Anwar Timol

Members Absent: Warren Watson

Staff Present: Cathy Ruth, Chelsea Louray

Public Present

2. Approval of Agenda

A motion was made to approve the agenda by Tony Dale, seconded by Lisa Krolak. A vote was taken and all were in favor. The motion carried unanimously.

3. Approval of Minutes

A. February 13, 2025, Draft Planning Board Minutes

A motion was made to approve the minutes from February 13, 2025, by Kim Daniel, seconded by Carrie Federici. A vote was taken and all were in favor. The motion carried unanimously.

4. Agenda Items

A. Subdivision Ordinance update

Cathy Ruth gave an overview of the Board of Commissioners' meeting on February 17, 2025. The Planning Board, with support from staff and county attorney, updated the Polk County Subdivision Ordinance. The Planning Board sent a draft document to the Board of Commissioners. The Board of Commissioners requested the Planning Board review the right-of-way width, notice to property owners affected by right-of-way reduction, and town roads. The Board discussed the recommendations and found that this request is consistent with the Polk County 20/20 Vision Comprehensive Plan, adopted March 15, 2010, amended September 18, 2017:

a. Vision for Polk County: Polk County's rural atmosphere and serene natural beauty will be vigorously protected. Visionary and pragmatic county and municipal governments will work together in a cooperative manner as they continue to enhance the quality of life for all Polk County citizens.

b. I.47 As necessary, revise/update the Polk County Ordinances.

A motion was made by Ray Gasperson to make the minimum width for access easements 20' ft, comply with the fire code, connect to a public road, and a road maintenance agreement shall be made and recorded with the plat. In the case this requirement cannot be met, a citizen can remedy the situation by applying for a variance with the Board of Adjustment. This motion includes all other changes previously discussed. Tony Dale seconded the motion. Warren Eadus, Lisa Krolak, and Libby Morris voted in favor and Carrie Federici and Kim Daniel voted in opposition. Anwar Timol abstained from voting and Warren Watson was absent. The motion carried, 5-2.

5. Other Business

None.

6. Public Comments

The public commented on the agenda item.

7. Adjournment

Warren Eadus adjourned the meeting at 6:12 pm.

POLK COUNTY

• PO Box 308 • Columbus, NC 28722 • 828-894-2732 • 828-894-2913 (Fax)

Amendment Application



Case #:

1. Application Type

Rezoning (Map Amendment): ☒

Rezoning ☐

Text Amendment: ☐

Other: ☐

2. Project Information

Date of Application _____ Name of Project _____

Location _____

Property Size (acres) _____ # of Units (residential) _____

Current Zoning _____ Proposed Zoning _____

Current Land Use _____ Proposed Land Use _____

Tax Parcel Number(s) _____

3. Contact Information

Developer _____

Developer Address _____ City, State Zip _____

Telephone _____ Fax _____

Signature _____ Print Name _____ Date _____

Agent (Registered Engineer, Designer, Surveyor, etc.) _____

Address _____

City, State Zip _____

Telephone _____ Fax _____

Signature _____ Print Name _____ Date _____

Property Owner _____

Address _____

City, State Zip _____

Telephone _____ Fax _____

Signature _____ Print Name _____ Date _____

3. Description of Project

a. Briefly explain the nature of this request.

b. For All Rezoning: Provide a statement regarding the consistency of this request with Comprehensive Plan and the surrounding land uses.

c. For Text Amendments: Provide a statement regarding the reasonableness of the text amendment request.

Staff Use Only:

Date Application Received: _____

Received By: _____

Fee Paid: \$_____

Case #: _____

Notes: _____

DATE 3/04/25
TIME 9:29:22
USER PLCHLS

POLK COUNTY
APPLICATION AND PERMIT

PAGE 1
PROG# PT2000

PERMIT NUMBER ZP 27874 ZONING PERMIT APPLIED 3/03/2025
WORK ORDER# 55860 TYPE MISCELLANEOUS ISSUED 3/03/2025
LOCATION 252 HILLBROOK RD EXPIRES 8/30/2025
PIN HEALTH
PARCEL ID P63-5 TRYON REFERENCE Z00024915
TOWNSHIP 8 TRYON- OUTSIDE ACREAGE 4.680 CENSUS TRACT
WATERSHED FLOOD PLAIN? N SBC#
DIRECTIONS NC-108/ US-176 THROUGH TRYON INTO SC; L ON RIDGE RD; CONT ON
HUNTING COUNTRY RD AND BLOCKHOUSE; L ON HILLBROOK RD; ON R

KELLER, CARL SHAWN
252 HILLBROOK DRIVE

OWNER ID 51965
PHONE 843.452.8071

TRYON NC 28782

OWNER KELLER CARL SHAWN
OCCUPANT

SUBDIVISION
W/ HOME PARK LOT #:
ZONING DISTRICT RE- 5
COND/ SPECIAL USE
SETBACK FRONT: 50 REAR: 50 RIGHT: 50 LEFT: 50
PARKING SPACES
SIGNS/ PAVING
TYPE WATER/ SEWER
DESCRIPTION APPLICATION FOR TEXT AMENDMENT REQUESTING RESIDENTIAL
VACATION RENTALS BE PERMITTED IN RE-5 ZONING DISTRICT

SURVEYOR
GENERAL

SITE PLAN

*
*
*
*
*
*
*
*
*
*

PERMIT ISSUED: 3/03/2025 BY: PLCHLS PERMIT EXPIRES: 8/30/2025 or 12
months from last inspection

I HEREBY CERTIFY THAT THE INFORMATION GIVEN IS TRUE TO THE BEST OF MY
KNOWLEDGE AND THAT ZONING IS SUBJECT TO ALL ADDITIONAL REGULATIONS PERTAINING
TO THE PROPOSED USE. I UNDERSTAND THAT THIS PERMIT IS VOID AND OF NO EFFECT
WITHIN 30 DAYS OF ISSUANCE IF NO BUILDING PERMIT HAS BEEN ISSUED FOR THE
PROPOSED USE.

all file

SIGNATURE OF OWNER/ AGENT
Chelsea A. Lammey

CODE ENFORCEMENT OFFICIAL

3/03/2025

DATE

DATE 3/04/25
TIME 9:29:22
USER PLCHLS

POLK COUNTY
BILLING NOTICE

PAGE 2
PROG# PT2000

PERMIT NUMBER ZP 27874 ZONING PERMIT
WORK ORDER# 55860 TYPE MISCELLANEOUS
LOCATION 252 HILLBROOK RD
PIN
PARCEL ID P63-5 TRYON
TOWNSHIP 8 TRYON- OUTSIDE ACREAGE 4.680 CENSUS TRACT
WATERSHED FLOOD PLAIN? N SBC#
DIRECTIONS NC-108/US-176 THROUGH TRYON INTO SC; L ON RIDGE RD; CONT ON
HUNTING COUNTRY RD AND BLOCKHOUSE; L ON HILLBROOK RD; ON R

KELLER, CARL SHAWN
252 HILLBROOK DRIVE
TRYON NC 28782

OWNER ID 51965
PHONE 843.452.8071

OWNER KELLER CARL SHAWN
OCCUPANT

SERVICE	QUANTITY	RATE	FEE	AMOUNT	FEE PAID	FEE DUE
MISCZ	1	100.00		100.00	100.00	
PAID BY: KELLER CARL SHAWN				CK#:	292 PAID BY CHECK	
TRANSACTION 935471 TOTALS				100.00	100.00	

CASH RECEIPT

POLK COUNTY

User ID : PLCHELS
Todays Date : 3/04/2025
For : ZONING PERMITS

Collected By : PLCHELS
Transaction Date 3/04/2025 Number 935471

Received From : KELLER CARL SHAWN PMT# ZP00027874 CK# 0000000292

Total Transaction Amt 100.00 CK#: 292