

Cullowhee Planning Council

Minutes

February 4th, 2019

6:00 p.m.

Conference Room 101A, WCU Cordelia Camp Building

| Members | Present | Absent | Members | Present | Absent | Members | Present | Absent |
|--------------|---------|--------|-----------------|---------|--------|------------|---------|--------|
| Rick Bennett | | X | Myrtle Schrader | | X | Mike Byers | X | |
| Scott Baker | X | | Joel Setzer | X | | Jim Lewis | X | |
| Jack Debnam | X | | David Claxton | X | | | | |

Staff Present

Michael Poston, Planning Director
Heather Baker, County Attorney
Caroline Edmonds LaFrienier, Planner 1

Call to Order

Chairman Scott Baker called the meeting to order at 6:00 p.m. and a quorum was present.

Additions to Agenda

Jack Debnam made a motion to approve the agenda as written. Joel Setzer seconded the motion, and it passed unanimously.

Approval of Minutes

Joel Setzer made a motion to approve the minutes from the January 7th, 2019 meeting. Jack Debnam seconded the motion, and it passed unanimously.

Public Comment- Sign-up sheet- 3 minutes per speaker

There were no public comments.

New Business

a. Cullowhee Small Area Plan

Mike Poston informed the Council the date for the Cullowhee Small Area Plan kick-off meeting would be on March 4th, 2019. He stated the Council would have their regular scheduled meeting on March 4th, 2019 and staff is expecting to have a Special Use Request along with the Small Area Plan kick-off on the agenda. Mr. Poston stated the consultants would be in attendance to discuss the process and ask questions from the Council as the steering committee to provide input of their views on the Cullowhee area. The consultants will conduct a mapping exercise to define "What is Cullowhee?" as the Zoned District may not fully capture the Cullowhee area. Having this feedback from the community would provide the general scope of Cullowhee, and the consultants will do this same process in the public workshop. In addition, staff plans to give the consultants a tour of the Cullowhee area to help define the scope.

Mr. Poston stated on March 5th, 2019 the stakeholders in the Cullowhee community would gather together to discuss the future development of Cullowhee. He stated there was the discussion at the last Council meeting of adding additional steering committee members for this process and the Board of Commissioners can appoint those members. Mr. Poston stated Mike Byers had found a student, Harrison Conner that lives inside the jurisdiction that may be interested. Mr. Conner's mother works at Southwestern Community College, he is from Macon County and currently lives and attends college studying physical therapy at Western Carolina University (WCU). Mr. Poston informed the Council he had been in contact via email with Mr. Conner, and he seems to have interest in the Small Area Plan process.

Jim Lewis asked staff to consider members in the Political Science Department that are trained in public affairs. Mr. Poston stated staff would reach out to that department to see if they had anyone to recommend. He felt that the only constraint is the kick-off meeting is the next Council meeting, and all additional members should be appointed before the start to reduce falling behind in the process.

Mike Byers stated he asked the Chief Academic Officer and the Vice Chancellor of Student Affairs at WCU how he should go about finding the right student for this process. He stated a few weeks later the provost provided Harrison Conner's name as he had recently served on a committee and was very engaged. The Council requested staff to present Harrison Conner's name through student government to get their blessing or if they had another recommendation.

The Council discussed to start the March 4th, 2019 meeting at 5:30 p.m. due to the agenda items to discuss. Mr. Poston stated staff would be looking for a bigger venue to allow more room for community members in attendance. He stated Mike Byers is looking to see if the Ramsey Center would be available. The Council offered other venue suggestions such as the cafeteria at Cullowhee Valley School.

Caroline LaFrienier showed the Council the schedule for the Stakeholders Interviews on March 5th, 2019. She stated the Planning Department would have five different groups starting at 8:30 a.m. The meetings will last for an hour and consist of approximately 8 to 10 people per group. Within these groups will be representatives from the Cullowhee community. The Stakeholder groups are listed as follows:

- Developers, Builders, HBA, Land Planners, Architects, Engineers, and Surveyors
- Realtors, Large Landowners, and Economic Development
- Citizens and Neighborhood Groups, and Civic Groups
- Schools and Institutions
- Cultural and Natural Resources, Parks and Conservation
- Infrastructure and Services

Mike Poston informed the Council both staff and the consultants would conduct a survey to be distributed to gain further input from the community. This will allow those individuals who could not make it to the kick-off meeting to have a voice.

Chairman Baker asked staff under broadband providers to include Travis Lewis, which is a smaller company to gain further input. Joel Setzer asked staff to include the Cullowhee Fire Department on the list of Stakeholders, and Mike Byers asked staff to include WCU Power.

b. UDO Discussion

Mike Poston asked the Council if they had any questions regarding the Unified Development Ordinance (UDO). With no further questions, Mr. Poston informed the Council they would schedule a Public Hearing at the next scheduled March 4th, 2019 meeting. This hearing to consider to recommend adoption of the UDO.

c. Nominations

Jack Debnam made a motion to keep Scott Baker as Chair for the next term. Joel Setzer seconded the motion, and it passed unanimously.

Chairman Baker made a motion to keep Jack Debnam as Vice Chair. Joel Setzer seconded the motion, and it passed unanimously.

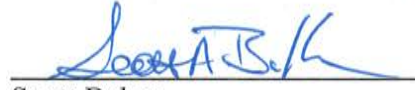
Adjournment

With no further business, Chairman Scott Baker adjourned the meeting at 6:33 p.m.

Respectfully Submitted,


Allison Kelley

Administrative Assistant- Planning



Scott Baker

Planning Council Chair