

Cullowhee Planning Council

Minutes

March 12, 2018

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		Mike Wade		X			

Staff Present

Cleis Bonham, Administrative Assistant
Michael Poston, Planning Director
Heather Baker, County Attorney
John Jeleniewski, Senior Planner

Others Present

Odell Thompson, Architect for the Applicant

Call to Order

Chairman Scott Baker called the meeting to order at 6:00 p.m.

Additions to Agenda

No additions were made to the agenda. Jack Debnam made a motion to approve the agenda. Joel Setzer seconded the motion and it passed unanimously.

Approval of Minutes

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

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

There were no public comments; however Mr. Thompson did express his gratitude to the Planning Department.

New Business

a.) Architectural review of Cullowhee Fire Department

John Jeleniewski presented the staff report to the planning Council. The staff report explained the Cullowhee Volunteer Fire Department's proposal to erect a new 16,884 square foot building on a 2.90 acre property located at PIN 7549-72-5549 on Little Savannah Road, Cullowhee NC. The new structure would be adjacent to the existing fire station and parking stalls would be introduced in the second phase of the project after the current fire station structure is demolished. Access to the property will be from Little Savannah Road, which currently provides access to multiple single-family homes and multi-family apartments, commercial properties and the WCU Health and Human Sciences Campus. Site grading will be minimal since the exiting topographic features of the building envelope area are relatively flat. Water and wastewater service will be provided by Tuckaseegee Water and Sewer Authority. A

site plan will be provided to the NCDOT for review and they will be coordinating their requirements with the project engineer of record (Victor Lofquist) for encroachment or driveway connection permits. Cullowhee Fire Department will provide Fire protection, and while a portion of the property is within a designated flood hazard area, the proposed building envelope is not within this hazard area. The property's slope is 12% and thus does not have to comply with the Mountain and Hillside Development Ordinance.

Mr. Jeleniewski also explained that the Cullowhee Community Planning Council was to appoint a committee, composed of at least four members of the council to serve as the Design Review Committee. These members should have some knowledge of design and construction. Their responsibilities will mostly include: To conduct design review of proposed development and make recommendations to the Cullowhee Community Planning Council regarding the compliance of the proposed development with the standards set forth in the Cullowhee Community Design Standards. Mr. Jeleniewski had reviewed the proposed drawings by applying the Cullowhee Community Planning Area ordinance, and he explained in detail to the board how the proposed property's design was meeting the requirements set forth. Staff recommended approval of the architectural plans regarding style, features and materials as presented.

Questions:

The Board asked Mr. Thompson if there is parking in the rear, to which Mr. Thompson explained that due to the slope there is not. Other questions were made as to who the contractor is. The contractor is John Burgin. A question was posed to the applicant regarding the future possible need of further growth and the applicant explained that the building is being constructed in such a way as to facilitate future growth and add-ons if needed. Another question was posed as why a new building was needed. Mr. Thompson explained that the current building is not big enough to meet the needs of the growing Cullowhee area.

Motion:

Jack Debnam made a motion to approve the proposed construction. Joel Setzer seconded the motion and it passed unanimously.

b.) Planning Updates

Michael Poston updated the board regarding the UDO article. The Planning Department has met with the consultants regarding Article III, procedures. They are currently working to consolidate and streamline this article, which has a first draft of 68 pages in length. They will remove the public hearing from the planning board stage permit for rezoning and text amendments, which means one will not have to meet with the Cullowhee Council, then wait a month before meeting with the Planning Board, then wait 6 weeks more before meeting with the Board of Commissioners. The process will be consolidated from 90-120 days to 60-85 days. Article IV for subdivision section is currently being worked on.

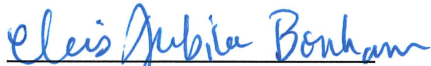
Further Discussion:

The Board discussed sidewalks. Every time property is rezoned, sidewalks are supposed to be constructed. A suggestion was made that the County be given money by the property owners and that the County construct sidewalks once they have sufficient projects to do so that sidewalks would not be constructed one piece at a time. Piecing sidewalks together does not provide sufficient drainage. Everything underneath gets torn back up as sidewalks are added once piece at a time in order to create sufficient drainage. John explained the possible issues to this idea, including that Cullowhee is not incorporated. This topic can be further discussed at future board meetings after Staff further looks into this possibility.

Adjournment

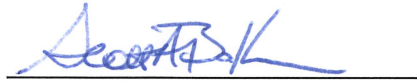
The meeting was adjourned by Chairman Scott Baker at 6:46 p.m.

Respectfully Submitted,



Cleis Bonham

Administrative Assistant- Planning



Scott Baker

Planning Council Chair

