

Cullowhee Planning Council

Minutes

August 6, 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		David Claxton	X				

Staff Present

Michael Poston, Planning Director
Heather Baker, County Attorney
Caroline Edmonds, Planner
John Jeleniewski, Senior Planner
Allison Kelley, Administrative Assistant

Others Present

Joe Walker

Call to Order

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

Additions to Agenda

Chairman Scott Baker introduced the new appointed board member, David Claxton that will replace Mike Wade. Mike Poston introduced the board to Allison Kelley, the new Administrative Assistant for the Planning Department.

Approval of Minutes

Jack Debnam made a motion to approve the minutes from the July 9th, 2018 meeting. Rick Bennett seconded the motion and it carried unanimously.

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

There were no public comments however, Chairman Scott Baker informed the board that Joe Walker will be standing in for Mike Byers and will answer questions or updates about Western Carolina University if it comes up in context during the meeting.

New Business

a. Jackson County Unified Development Ordinance (UDO) Articles III & IV

Mike Poston updated the council about the draft of Article III, and Article IV. The highlights include that the Planning Department did not change the ordinance content but moved around sections in order to be more user friendly and easier to comprehend. The Development Review Procedures table in Article III is a valuable tool created for a reference guide to know what type of permit process, who is responsible for the review and recommendation, final decision, and who would hear the appeal of that decision. The updated draft ordinance now

includes more graphics and a flow chart on how the board meetings are pulled for those involved in review procedures.

The Planning Department updated the draft for Article IV by eliminating the definitions, and the administration and enforcement sections located in Articles I & II. In addition, the department reorganized the standards to better fit how design professionals follow out reviews when creating subdivisions. The Planning staff in Article IV cleared up what classifies a major and minor subdivision. A major subdivision is when a property is divided into more than eight lots, while a minor subdivision is eight lots or less.

b. Informal Discussion

Mike Poston informs the council that the Planning Department is currently in process of reviewing Article IX, Regulated Districts. This article will be the next big project for the council to review. Before entering into closed session, Chairman Scott Baker asked Mike Poston for an update on the Speedwell. John Jeleniewski mentioned that they are supposed to get utilities this week, and are close to paving.


c. Closed Session

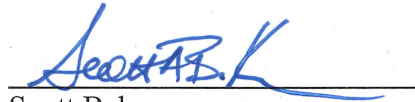
Chairman Scott Baker thanked Joe Walker for being at the meeting and to please step out in order for the council to go into closed session according to general statute 143-318 (a)(3)Legal at 6:44 p.m. Jim Lewis made the motion to go into closed session at 6:45 p.m. Rick Bennett seconded the motion and it carried unanimously.

Adjournment

Chairman Scott Baker made a motion to adjourn the meeting at 7:33 p.m.

Respectfully Submitted,


Allison Kelley
Administrative Assistant- Planning


Scott Baker
Planning Council Chair