

Cullowhee Planning Council

Minutes

October 1st, 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
John Jeleniewski, Senior Planner
Caroline Edmonds, Planner
Allison Kelley, Administrative Assistant

Call to Order

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

Additions to Agenda

Mike Poston requested to add "WCU Housing Update" under "New Business" as letter 5c. Rick Bennet made a motion to add letter 5c to the agenda. Myrtle Schrader seconded the motion, and it passed unanimously.

Approval of Minutes

Jim Lewis made a motion to approve the minutes from the September 10th, 2018 meeting. Myrtle Schrader seconded the motion, and it passed unanimously.

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

There were no public comments.

New Business

a. UDO Articles VI, VII, and X

Mike Poston presented UDO Article VI, the Development Standards section. The section includes general development standards related to Outdoor Lighting, Wireless Communications Facilities, Manufactured Home Parks, Industrial Development, and Adult Establishments. The Planning staff kept the same standards but removed the Administration and Enforcement, and the Definitions. Staff will revisit Outdoor Lighting due to LED technology becoming a new type of lighting system in the future.

Rick Bennett questioned how staff classifies safety in regards to adequate lighting. Mike Poston stated the ordinances idea of safety is to require and apply the current standards.

Some ordinances need to be addressed and modernized, but this process is not that process. Mr. Bennett asked if the lights on Little Savannah Road are addressed in an ordinance. Mr. Poston stated the lights along Little Savannah Road are not required in this ordinance. Article VI includes light pollution, and how to manage on-property lighting. The lights on Little Savannah Road are not currently addressed, but can be included in the lighting ordinance in the future.

Mike Byers asked staff if there is any specificity to “adequate light for safety and security” that is mentioned in Article VI. He stated from his experience on campus at Western Carolina University (WCU) there is a different measure of how much light is required. Mr. Poston states the ordinance speaks of natural lighting that is both allowed and required. Depending on the type (non-residential, multi-family homes, etc.), the majority of the lighting requirements are internal to the site and not an external treatment.

Jim Lewis inquired if the Department of Transportation (DOT) maintains the lighting on Little Savannah Road. Mr. Poston stated the DOT does not own and manage the lighting. A different department will maintain the lighting. Mr. Lewis stated Little Savannah Road is very involved with WCU, and he is surprised the lighting is not required how it is on campus. Mike Byers stated WCU does not own all property on Little Savannah Road. WCU only owns two parcels of property along Little Savannah Road.

Mr. Poston stated DOT has requirements for lighting, for example, the bridge over Highway 107 they provided a spot for lighting. The DOT maintains the sidewalks, and they will need someone else to manage and pay for lighting. Mike Byers stated WCU and DOT have a formal agreement to maintain the sidewalk and clear the sidewalk during bad weather for their transit. Mr. Poston informed the Council the lighting ordinance is designed for those constructing to add light on property to reduce light pollution.

Article VII is the Signs section. The Supreme Court case, *Reed v. Town of Gilbert, Arizona*, is known as the *Reed* decision. This decision limits the ability of jurisdictions, local, and state governments to regulate non-commercial content. The draft now reflects the duration, size, and location of the sign. Staff modified the language of the basic standards of off-premise signage to be more compact.

Article X is the Violations and Enforcement section. Under Procedures, staff added both Planning and/or Permitting and Code Enforcement Director will make enforcement actions that may lead to certain types of procedures. In addition, Article X references the state statute that governs how notices are issued and standardized throughout the ordinance. Both Planning and/or Code Enforcement decisions can be appealed to the Board of Adjustment when outside the zoned districts or to the appropriate Board/Council within the zoned districts.

b. Cullowhee Small Area Plan

Caroline Edmonds presented the Council a document that contained a brief overview of the Cullowhee area. Included within the text is a list of submission requirements, and scope of services deliverables the consultants must complete for the Cullowhee area. In addition, the review process of the submissions was included in the text. All submissions are to be forwarded to Caroline Edmonds and questions should be directed via email at carolineedmonds@jacksonnc.org. Ms. Edmonds asked the Council if there are any issues or changes to the document to be made to contact the Planning Department. Staff plans to send the document out by the end of October. Mike Poston stated the department gives four weeks for a response from interested consultants.

Chairman Baker asked staff to inform the Council of the end goal for the Cullowhee Small Area Plan. Mr. Poston stated the existing ordinance is only a set of regulations. Both the ordinance and the current zoning map do not address the overall vision of Cullowhee. They are both limited to the present of how staff is to apply and enforce the regulations. The

Cullowhee Small Area Plan is the next logical step to take. The Council has already completed the Vision Plan that was a baseline that helped highlight the need for a regulated district and provided a reason it is appropriate to start managing roads a little differently. The Vision Plan was a broad list of concepts that did not show how to accomplish them.

The Small Area Plan is designed to be focused on the Cullowhee area in the present and where it should be 5, 10, and 20 years from now. The plan will identify the growth pressures in Cullowhee, and a future land use map will be developed to aid staff for when a proposed rezoning may occur.

Staff hopes to finish the same process over in Cashiers in the next few months. The Cashiers Planning Council held a three-day charrette to allow for public input. The method in Cullowhee may be different, and staff may find different techniques that work better in the area.

Mr. Poston stated the department anticipates to get started on the plan around the end of January into February, pending the start date, the process will be approximately six to nine months. The Planning staff will compile public engagement activities, and the Council will sit as a steering committee. The Council will be actively engaged in the creation of the plan, and the public input portion of the plan. In addition, they will help guide the work of the consultants by developing recommendations regarding policy, and ordinance changes.

c. WCU Housing Update

Mike Poston updated the Council where staff currently is with the student housing project. He stated the WCU Millennial Campus-Student Housing project is outside of the zoned jurisdiction off of Blackhawk Road. This development will consist of 8 residential buildings, approximately 494 bedrooms, and 505 parking stalls. There will be sidewalks to the internal development on Blackhawk Road and adjacent to Dr. Killian Road. There is a sidewalk near the intersection of Highway 107 and Blackhawk Road. However, there is no existing sidewalk heading east from that location.

Western Carolina University's growth led staff to contact the DOT before construction of the bridge along Highway 107 to ensure the width would allow for pedestrian traffic. WCU provides the Cat-Tran, as well as pedestrian walkways for transit to and from the University.

Adjournment

With no further business, Chairman Scott Baker adjourned the meeting at 6:57 p.m.

Respectfully Submitted,


Allison Kelley
Administrative Assistant- Planning


Scott Baker
Planning Council Chair