

JACKSON COUNTY PLANNING BOARD

MINUTES

Date: January 10, 2019								
Time Begin: 6:00 p.m.								
Time End: 7:00 p.m.								
Location: Jackson County Department on Aging, Heritage Room								
Members	Present	Absent		Present	Absent		Present	Absent
Bonnie Claxton		X	Tamera Crisp		X	Scott Ogle	X	
Sandy Davis	X		Ken Brown		X	Steven Johannessen	X	
Jeremy Hyatt		X	Mark Letson	X		Tommy White		X
Kirk Shufelt	X		Mary Sue Casey		X			

Staff Present:

Michael Poston- Planning Director
 Heather Baker- County Attorney
 Allison Kelley- Administrative Assistant

Call to Order and Quorum Check

Heather Baker called the meeting to order at 6:00 p.m. and a quorum was not present.

Ms. Baker introduced new Board member Kirk Shufelt to the Planning Board. In addition, she stated Mary Sue Casey and Tamera Crisp have also been appointed to the Board.

Public Comment

There were no public comments.

Approval of the Agenda

Steven Johannessen made a motion to approve the agenda. Scott Ogle seconded the motion. The vote was 5-0, however the agenda was not approved as a quorum was not present.

Approval of the Minutes

The minutes were not approved as a quorum was not present.

Informal Discussion

a. UDO Discussion

Mike Poston presented to the Board an Executive Summary regarding the Jackson County Unified Development Ordinance (UDO). Mr. Poston gave a brief overview to the Board of the changes made throughout the document. He stated staff has been working on the UDO document for over 1.5 years to consolidate 17 different development ordinances into one document. Over the last few months, staff has reviewed individual chapters and made the appropriate recommendations and changes. He stated staff is

looking to hold a Public Hearing in February/March time frame for the recommendation to adopt the UDO.

Mr. Poston stated staff created a common set of administrative provisions, a common process section, and cleaned up the language for better management practices in-house within the document. In addition, he stated the GIS Department created a map of the protective ridges. They were able to identify an adjacent valley floor, and created the layer using GIS data. The map of all of the protective ridges will be adopted along with the UDO.

b. Cashiers Small Area Plan

Mr. Poston stated Small Area Plans are similar to comprehensive plans, however it focuses on one particular area in the county jurisdiction. This plan is designed around the crossroads of Cashiers. In January 2018, the Planning Department held a kick-off and stakeholders meeting with Cashiers community members. The Cashiers Planning Council acted as a steering committee for the plan. Both the Council and the community discussed "What is Cashiers?", and went through different mapping exercises to determine the map of the Cashiers community.

In June 2018, the Planning staff held a three-day design charrette to gather input and preferences from the community. Those in attendance from the community provided visual preferences on housing, village core architectural design, transportation, signage, public art, and amenities. The community provided input on policy recommendations, such as connectivity (bicycle and pedestrian), housing options for full time and seasonal workforce, the creation of a storm-water master plan and a water and sewer plan.

Mr. Poston went through each sections of the Cashiers Small Area Plan and discussed the highlights. He stated in late November 2018 the draft plan was complete but staff held one more Public Hearing in December 2018 for further comments from the community.

Mike Poston stated he will ask the Board for a recommendation in the February meeting to adopt the Cashiers Small Area Plan as no quorum is currently present. He stated the Cashiers Planning Council has made a recommendation to adopt the plan and once the Planning Board makes a motion to recommend the adoption of this plan it will be forwarded to the Board of Commissioners.

c. Planning Board Chair and Vice Chair Nominations

Heather Baker stated due to not having a quorum present, this discussion will be revisited in the February meeting. She mentioned Bonnie Claxton, whom is the current Vice Chair to the Board is willing to serve as Chair. In addition, Mark Letson has interest in serving as Vice Chair and she asked the Board to keep both of the interested parties in mind for potential nominations at the next meeting.

Adjournment

With no further business, Steven Johannessen made a motion to adjourn. Mark Letson seconded the motion, and the meeting adjourned at 7:00 p.m.

Submitted by:



**Allison Kelley
Administrative Assistant – Planning**

Approved by:



Planning Board Chairman