

Cashiers Area Community Planning Council

Minutes

January 22nd, 2018
5:00 p.m.
Cashiers-Glenville Recreation Center

Members	Present	Absent	Members	Present	Absent	Members	Present	Absent
David Bond	X		Robin Ashmore	X		Michael Cox	X	
Bob Dews	X		Keven Hawkins	X		Deborah Townsend Stewart	X	
Glenn Ubertino	X							

Staff Present

Michael Poston, Planning Director
John Jeleniewski, Senior Planner
Caroline Edmonds, Planner 1
Cindy Szwarcokop, Stewart Inc.
Jackie Turner, Stewart Inc.
Kristy Carter, Friction Shift

Call to Order and Quorum Check

Chairman Keven Hawkins called the meeting to order at 5:00 p.m. and a quorum was present.

Approval/Additions to Agenda

Glenn Ubertino made a motion to approve the agenda. Robin Ashmore seconded the motion and it carried unanimously.

Approval of the Minutes

Robin Ashmore made a motion to approve the minutes from September 25th, 2017 with no changes or additions. Deborah Townsend Stewart seconded the motion and it carried unanimously.

New Business:

Mike Poston opened the meeting by introducing the consultant team for the Small Area Plan who will help the village prepare for the future of the crossroads community's growth and development over the next 10-20 years. The Planning Council will serve as the steering committee for the process. They will be required to comment on the plan and make recommendations to the County Commissioners, who will adopt the plan.

Consultant Comments: Cindy Szwarcokop introduced Stewart Engineering and Friction Shift and mentioned that Stewart also is working on Jackson County's UDO update.

PowerPoint Presentation: Jackie Turner covered the agenda and led the presentation. Highlights from the presentation include:

- The team who will be working on the team, plus the Jackson County staff members who will be involved in the process.

- Relevant planning documents will be housed on the Jackson County Planning website.
- Project overview and Jackie set the stage for the smart phone polling.
- Team is charged with developing a small area plan - looking at the commercial district and beyond.
- Reviewed the stages of the planning process, emphasized that the draft document will be available for public review when prepared
- Reviewed inventory and analysis steps – will identify which areas are good for development, where to focus resources, and other information. Reviewed the layers of information to collect.
- Shared a map that shows the planning area and some of the constraints.
- Anticipating a 6 to 7 month schedule for adoption, but there may flexibility to meet the needs of the community.
- Reviewed the schedule to share community engagement points designed throughout the process. Spent time explaining the charrette process and what it may look like. Also covered the public meetings that will be toward the end of the process.

Community Profile: Reviewed basic community data (and sources), including:

- *Population* (including the impact of seasonal residents), *housing growth* (housing is one of the things the plan will address), *jobs* (most are related to tourism as is construction which are both related to the seasonal population).
- *Community Tour Observations* – Shared what the team was able to observe on January 22 and how those observations relate to the planning process.
- *Plan Assessments* – Presented the types of previous plans and summarized the recommendations. Will test their relevancy during the planning process.
 - *Land Development Ordinance* – Cashiers is a regulated district with planning and zoning standards applicable to a defined area. By contract, there are policies in the *Mountain Landscapes Initiative* (MLI) which guide but do not regulate development. This process is not designed to produce a regulatory document.
 - *Jackson County Land Use Plan* – The document that presents how the county intends to grow (map and text), addresses policies (e.g. transportation, land use)
 - *Jackson County Greenways Master Plan* – Contains plans for Cashiers.
 - *Jackson County Comprehensive Transportation Plan (CTP)* – Addresses multiple mode of transportation and helps with getting projects on the NCDOT radar.
 - *Mountain Landscapes Initiative* – Has a section just for Cashiers. Addresses character, circulation (roundabouts), gateway treatments, etc. Some of the recommendations became code/ordinance standards.

Public Engagement: Jackie reviewed the community engagement strategies the team is likely to use, including, stakeholder interviews, 1-on-1 calls/meetings, online engagement, charrette/workshop, real time text polling and more.

Public Comment/ Q&A Session

The Planning Council Chairman took questions from the audience before the issue identification activity began. The questions/answers follow:

Q. Audience Question: Who is a stakeholder? **A.** Can be anyone. Folks who have an interest in the community. Small stakeholder groups – 5-8 people (generally), e.g. realtors, developers, builders, schools, health, wellness, faith community, economic development, chamber of commerce, design professionals, attorneys. Provide background before we have the longer three-day workshop. Comments are posted, but not identified with a person. They are important to give baseline information. Let's others know the concerns of your neighbor.

Q. Audience Question: How do you define the Cashiers area? **A.** This is one of the things that can be explored in this process. The Planning Council will address that tonight. The community will have a chance to have input during the community engagement process.

Q. Ken Fernandez: Have you worked in an unincorporated village before? **A.** No, but the elements of the planning process are the same. The implementation may be different. Village has a tool to implement (Cashiers Regulated District) which is administered through the Jackson County UDO.

Q. Sherry Timmons: Suggests moving the April meeting later – thinks moving to May/June is a better option to capture summer residents. **A.** The team will consider that. The team can also look for ways to engage from a distance. For example, are there neighborhood/homeowner association lists? There are POAs, groups, clubs, etc. that can help solicit input.

Q. DIDN'T GET NAME: We have a lot of senior residents and not all are technically savvy. How will you reach them? **A.** May look for folks who can speak for a group since we can't talk to everyone. Make hard copies of surveys available, and other strategies.

Q. Dan Brown (media): Is the plan to assemble information, develop a plan, and give it back to the decision makers and it's up to them to implement? **A.** Yes, but with adding the steps that community input and review will occur.

Q. DIDN'T GET NAME: There will be a lot of public feedback. **A.** When we do the meetings, we bring a team of facilitators to help gather the information and address interests and concerns.

Q. Justin Allman – Firemoss Pottery: After it is done, do we find groups to help implement and pay for improvements? **A.** The plan will include recommendations and strategy. It won't just say, "Provide 100 units of affordable housing." The recommendation will identify implementation partners, potential funding sources with the recognition that sources change annually. Are there local developers who are interested in doing something? Depending on the type of goal/plan (e.g. infrastructure related) – planning level cost estimates may be provided.

Q. DIDN'T GET NAME: It will help community members to see projects associated with costs. **A.** It is important for the plan to go to the County Commissioners who will direct staff as to which projects are a priority for getting developed. One part of the process with the Planning Council will be to set priorities.

Q. KEVEN HAWKINS: What is the role of county government, the role of the steering committee, and the role of the County Commissioners – how does this move from planning to a document that is part of government? **A.** After it is vetted, it goes to the planning council for recommendation. Then it will go to the County planning board who will then make a recommendation to the commissioners. At that point, the commissioners are ready to adopt the plan. Once the plan is adopted, staff comes back to help make the policies, the implementation schedule, and financing reality. We want to have a planning process where the commissioners are aware of the process at every step (don't want them to be surprised or uninformed at the end). It also gets used as a tool to make every day planning decisions.

Q. BOB DEWS: Eight years ago, many participated in the MLI. What happened? **A.** Mike Poston, County Planning Director, said the Plan was not adopted by the County and the recession happened. Plans are revisited every few years and it has been nearly 10 since the MLI was done. The MLI covered many communities. This small area plan is focused on Cashiers and the goal is to have it adopted.

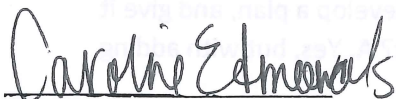
Q. STEVE ZOUKIS: In 10 years nothing has changed, and there is a lot in there that is the same. Keven thanked everyone for coming and encouraged them to remain engaged. As people left, they were asked to place a dot on a map by where they lived and invited to fill out comment cards.

The Planning Council worked on an exercise to identify the issues in Cashiers. They were asked to identify their one favorite thing about Cashiers, the one thing that they would update, change, or get rid of, and the one thing that they need most in Cashiers. They were also asked to identify the perceived boundaries of Cashiers, driving routes and places that hold high value.

Adjournment

With no further business to discuss, Keven Hawkins adjourned the meeting at 6:58 p.m.

Respectfully Submitted,



Caroline Edmonds
Planning Administrative Assistant



Keven Hawkins
Planning Council Chair