

**Cashiers Area Community Planning Council**  
**Minutes**  
**March 25<sup>th</sup>, 2019**  
**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		Mark Letson	X		Deborah Townsend Stewart	X	
Glenn Ubertino	X							

**Staff Present**

Michael Poston- Planning Director  
 John Jeleniewski- Senior Planner  
 Caroline LaFrienier- Planner I  
 Heather Baker- County Attorney  
 Allison Kelley- Administrative Assistant

**Others Present**

Chip Sherrill, Glenville-Cashiers Rescue and EMS Squad  
 Sam Lupas, Vision Cashiers  
 Stephanie Edwards, Cashiers Area Chamber of Commerce

**Call to Order**

Chairman Michael Cox called the meeting to order at 5:01 p.m. and a quorum was present.

**Additions to Agenda**

Mike Poston asked the Council to add under “New Business” letter 5c “Census-Designated Place (CDP) Update and move “Ordinance Amendment Discussion: Setbacks, and Landscape Buffers” as letter 5d. David Bond made a motion to approve the agenda with the additions. Robin Ashmore seconded the motion, and it carried unanimously.

**Approval of the Minutes**

David Bond made a motion to approve the February 25<sup>th</sup>, 2019 minutes presented to the Council. Glenn Ubertino seconded the motion, and it carried unanimously.

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

There were no public comments.

**New Business**

- a) **Conditional Use Permit Modification: The Glenville-Cashiers Rescue and EMS Squad**

*Chairman Cox opened the Quasi-Judicial Hearing at 5:04 p.m.*

Chairman Cox asked the Council if there were any additional disclosures to be made other than the prior disclosures made in the previous two Quasi-Judicial Hearings regarding the proposed project. There were no additional disclosures from the Council, both Planning staff and applicant were sworn into the Quasi-Judicial Hearing.

John Jeleniewski presented the staff report for the proposed conditional use modification of the Glenville-Cashiers Rescue and EMS Squad. He stated the original application submittal was on September 19, 2016 and was modified on September 12, 2017. The applicant is proposing a modification of construction of a two story building (12,480 square foot total) and fire suppression water tank on the subject property at the back of the building. The location of the proposed project is on the south side of U.S. Highway 64 East (PIN 7572-51-2980) approximately 1,170 linear feet east of the Highway 107 and U.S. 64 East and adjacent to the Laurel Terrace shops. The total area of this property is 1.68 acres and has an average slope of 23%. The proposed structure exterior will be wood or hardi-board siding, accents of timber frame gables, stacked stone facing at the foundation and a "standing seam" metal roof. Existing perimeter vegetation and interior trees would be preserved as much as possible; however, all new landscaping would meet or exceed the Cashiers Development Ordinance regulations for species, buffering and interior plantings. The ingress/egress access to the property will be from U.S. Highway 64 East. He stated the immediate surrounding properties are a mix of commercial, residential and community (church) uses. The proposed project will be served by Tuckasegee Water and Sewer Authority for sanitary sewer and a well for potable water approved by Jackson County Environmental Health Department.

Mr. Jeleniewski stated staff's recommendation was to approve the proposed Glenville-Cashiers Rescue and EMS building project and issue the conditional use permit subject to the following conditions:

- The owner shall work with the Planning Department staff in the final building design, site design, site construction, stormwater and landscaping of the overall project.

Bob Dews inquired if the building footprint had changed. Mr. Jeleniewski stated the footprint had changed slightly from the last modification in 2017. He stated the previous modification was two single-story buildings (attached by a breezeway) one building was the "living quarters" for overnight staff and the other was the "apparatus bay". Mr. Jeleniewski stated the presented modification is now a two story building and has a smaller footprint.

Robin Ashmore asked staff if the proposed modification changed the water tank capacity. She stated from her understanding the applicant went to the one-story building so they were not required to have a sprinkler system. Mr. Jeleniewski informed Ms. Ashmore the applicant is now proposing a fire suppression water tank to meet that requirement.

Chairman Cox inquired if the applicant would be required to build a sidewalk due to the new modification. Mr. Jeleniewski stated the applicant had an active Erosion Control permit and has completed work on the site. In addition, the applicant already has a conditional use permit, and he is unsure if required sidewalks would apply.

Heather Baker stated the plans presented are a modification of the existing conditional use permit. She stated staff reverts back to the rules that were applied when the existing conditional use permit was issued. Ms. Baker stated the Council can request the applicant to consider and discuss sidewalks with the Planning staff. Mr. Cox stated there are community members that are interested in helping raise money for sidewalks, and the Council could help the applicant find willing partners within the community.

David Bond asked the Council to consider requesting the applicant screen the water tank from public viewing, much like they did for the Village Green.



The applicant, Chip Sherrill from the Glenville-Cashiers Rescue Squad presented to the Council. He stated on the second plan they realized the fire suppression water tank would be required with the same capacity even though the structures were separated. He stated the current location of the water tank on the plan is as a worst-case scenario, and he was willing to move the tank behind the building or screen it from the public. He stated since the 26,000 gallon tank is required, they decided to bring the two buildings together to decrease the footprint but increase the square footage. Mr. Sherrill stated one side of the building will be for the EMS, and the other will house more of the equipment from the Glenville location for the Rescue Squad. He stated he is a general contractor, does a lot of design work, and designed the building along with another member. In addition, he stated Terry Allen is the engineer for the project. Mr. Sherrill stated the main idea of the building is to spread their resources, keep their equipment indoors, and have a quicker response time to calls that come from Sapphire Valley, etc.

Chairman Cox stated from an architectural review standard he was not a big fan of the visible supports of the timber frames underneath the gable. Mr. Sherrill stated they are open to suggestions from the Council of alternative designs. In addition, he stated they have not discussed sidewalks with staff and funding is an issue, and would be willing to talk to those interested in helping raise funds for sidewalks. Mr. Sherrill stated the traffic volume coming in and out of the property would be minimal. He stated the crew would potentially take around four calls a day, and that would be split on average due to the call being on rotation to the Glenville building. In addition Mr. Cox asked if the applicant would consider during your landscaping plan to having more shaded street trees planted on the road side of the site.

*Glenn Ubertino made a motion to incorporate staff's findings from the two previous hearings and staff's recommendations. In addition, the Council recommends the applicant to consider screening the tank or placing at the back of the building, look for a partner for sidewalks, and consider shaded street trees. Deborah Townsend Stewart seconded the motion, and it passed unanimously.*

*Chairman Cox Closed the Quasi-Judicial Hearing at 5:26 p.m.*

**b) Cashiers Vision Update (Sam Lupas)**

Sam Lupas presented to the Council the intended goals of the non-profit group *Vision Cashiers*. Mr. Lupas stated the group presented to the Board of Commissioners as they have the authority to proceed in initiating *Vision Cashiers* goals. In addition, he stated the Board of Commissioners, Cashiers Community Council, and Planning staff would need to work together to accomplish these goals. *Vision Cashiers* intended goals include as follows: Education, expanding broadband and cell service, crime prevention, creating a health resources park, building new workforce housing, preserving natural resources, supporting workforce development and improving pedestrian safety. Mr. Lupas informed the Council that each initiative has its own chair and set of volunteers.

Stephanie Edwards from the Cashiers Area Chamber of Commerce stated *Vision Cashiers* was the program sponsor for the Leadership Cashiers Retreat. She stated the new program is the Chamber's community engagement initiative that is based on a development model used by many cities across the county to prepare and motivate community members to offer leadership within the community. There will be seven sessions sponsored by Zoller and local businesses that are specific to the community and economic development. These sessions will connect and challenge local businesses to be engaged, and aid in developing relationships with other stakeholders within the Cashiers

community. She stated there are fourteen participants that meet on a monthly basis and the program began in January 2019 and would continue through September 2019.

**c) Census-Designated Place (CDP) Update**

Mike Poston stated there are municipal boundaries within the County, and they must be census-tracked to collect data such as demographics. The Census-Designated Place (CDP) is designed for small communities such as Cashiers that are not located in the municipal boundaries. He stated the CDP is a well-defined community that holds specific information and data. Staff is able to review every ten years if they need to expand the boundary. Staff then provides feedback of suggestions and recommendations to the Census Bureau. Mr. Poston stated staff has ninety days to review the CDP and are working with the Southwestern Commission. The Council gave staff direction to review the Cashiers Small Area Plan of the map used for the Study Area to potentially include.

Chairman Cox asked staff if they could reach out to the Southwestern Commission to see if they would be able to attend next month's meeting. Mr. Poston stated he would reach out to the Commission and update the Council.

**d) Ordinance Amendment Discussion: Setbacks, and Landscape Buffers**

John Jeleniewski presented to the Council a visual graphic example of the current ordinance setbacks and landscape buffers that is required in the Village Center District. In addition, he presented a visual graphic example of the proposed ordinance setback and landscape buffers for the Council to consider. The Council briefly discussed the types of trees that are currently allowed in the Cashiers Ordinance. David Bond made a motion to table this discussion for the next meeting. Deborah Townsend Stewart seconded the motion, and it passed unanimously.

**Adjournment**

With no further business to discuss, Bob Dews made a motion to adjourn. Robin Ashmore seconded the motion, and the meeting adjourned at 6:55 p.m.

Respectfully Submitted,

  
Allison Kelley  
Administrative Assistant

  
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Michael Cox  
Cashiers Planning Council Chairman