

# JACKSON COUNTY PLANNING BOARD

## MINUTES

<b>Date:</b> April 13, 2017								
<b>Time Begin:</b> 6:00 p.m.								
<b>Time End:</b> 7:29 p.m.								
<b>Location:</b> Jackson County Department on Aging, Heritage Room								
Members	Present	Absent		Present	Absent		Present	Absent
Scott Baker	X		Keven Hawkins	X		Steven Johannessen	X	
Kirk Stephens	X		Bonnie Claxton	X		Scott Ogle	X	
Jeremy Hyatt		X	Ken Brown		X	Julie Painter	X	
Vickey Wade		X	Jim Mincey	X				

### Others Present:

Mike Poston, Planning Director  
 John Jeleniewski, Senior Planner  
 Heather Baker, County Attorney  
 Caroline Edmonds, Planner 1  
 Shelby Cook, Administrative Assistant  
 Alec Stillwell, Walter Ashe Project Engineer  
 Joan Stillwell, property owner  
 Mary Triplette, Jackson County resident

### Call to Order and Quorum Check

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

### Approval of the Agenda

Steve Johannessen made a motion to approve the agenda with no changes or additions. Scott Ogle seconded the motion and it carried unanimously.

### Approval of the Minutes

Kirk Stephens made a motion to approve the minutes from March 2<sup>nd</sup>, 2017. Steve Johannessen seconded the motion and carried unanimously.

### Public Comment

Mary Triplette – Mary lives in the Walter Ashe Road community. She has no specific questions or comments at this time, but is interested in learning more about the Walter Ashe development since she lives so close to its proposed location.

### Old Business: Walter Ashe subdivision review

John Jeleniewski gave the staff report originally presented at the January 12<sup>th</sup> meeting for the proposed development on 174 Walter Ashe Road in Sylva (PIN 7641-55-9250). This property is not located in a zoned jurisdiction, a designated flood hazard area, protected watershed, or on a protected ridge. The proposed development will consist of 3 buildings, a total of 108 dwelling units, and 216 bedrooms. John's staff report addressed ordinance related issues in Sections 28-66 and 28-192, such as open space and construction requirements. Comments from the Jackson County Building Inspections Department included notes about fire safety and handicap parking.

At the January 12<sup>th</sup> meeting, the Planning Board carried a motion to require a second set of concept plans and a landscape plan from the applicant. Alec Stillwell with Stillwell Engineering has submitted a revised site and grading plan and a conceptual site improvements plan. In his response letter to the review notes he made the following comments:

- Revised site and grading plan shows open areas

- Final erosion control plans are not being completed at this time
- Wheelchair ramp locations shall be determined upon building entry/exit points once final architectural plans are complete
- Revised plans show an added turn-around in the building "C" parking lot
- "Notes" section in revised plans states that all slopes greater than 20 ft. in vertical height shall have enhanced engineering stability measures
- Due to existing site grade restraints and location, a leveling area has been made to the extent possible to comply with the ordinance
- Travel-way has been increased to 27' in the section of road which contains less than 90 ft. radii
- Driveway permits will be applied for from NCDOT upon completion of architectural drawings
- Landscape plans cannot be completed until final architectural drawings are complete
- Final architectural plans are not being completed at this time

Final construction plans may still be some time down the road. The purpose of the application submittal is to establish compliance with the Jackson County subdivision ordinances as they apply to site, grading, and stormwater requirements.

Reasonable recommendations can be made at the board's discretion. Scott Baker inquired about screening for adjacent properties and downward-facing peripheral lighting. There will be existing vegetation left on the property that may be used for screening.

*Keven Hawkins made a motion to approve the proposed Walter Ashe development with the condition that the applicant shall submit final landscape plans and site construction plans for approval at their completion. Downward facing lights are recommended as reasonable. Steve Johannessen seconded the motion and it carried unanimously. Staff will keep the Planning Board updated when a landscape plan is submitted.*

#### **New Business: Comp Plan update**

Mike Poston presented a PowerPoint on the final draft of Jackson County's Land Use Plan 2040. In addition to information about the update process, the plan includes county demographics, individual communities, and 10 planning elements: education, public health, infrastructure, natural resources, cultural resources, economic development, housing, transportation, recreation, and land use. To go with the Land Use Plan, there is an Action Plan to reiterate goals, list action items, set time-frames, and identify lead agencies and partners.

A Steering Committee was formed in 2014, when they began research on each of the 10 planning elements. The Steering Committee was divided into sub-committees for each chapter. They formed goals and objectives and brought them back to the Steering Committee as a whole for review. Using those goals and objectives, the Action Plan was put together to create a timeline and break-down the goals into a realistic implementation schedule. Five public meetings were held in Sylva, Cashiers, Tuckasegee, Qualla, and Savannah to receive feedback from the public. Planning staff received 65 comments in total, and the Steering Committee refined the plan based on those comments to complete the final draft.

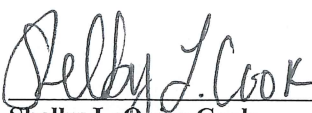
Jim Mincey suggested an addition to the chapter on infrastructure to include Haywood Electric as a utility provider in Jackson County.

*Bonnie Claxton made a motion to recommend the approval of the Jackson County Land Use Plan with the addition of Haywood Electric to Infrastructure. Jim Mincey seconded the motion and it carried unanimously. Staff will email the board when the comp plan is to go before the Board of Commissioners for approval.*

#### **Adjournment**

With no further business to discuss, Chairman Scott Baker adjourned the meeting at 7:29 p.m.

**Submitted by:**



Shelby LeQuire Cook,  
Administrative Assistant - Planning

**Approved by:**



Scott Baker, Chairman