

JACKSON COUNTY PLANNING BOARD

MINUTES

Date: April 14, 2025								
Time Begin: 6:01 p.m.								
Time End: 6:55 p.m.								
Location: Department on Aging, Heritage Room								
Members	Present	Absent		Present	Absent		Present	Absent
Jeffrey Gunter	X		Nathan Shepherd	X		Vacant		
Brian Barwatt		X	Joyce Cooper	X		Vacant		
Michael Cox	X		Beverly Crespo	X		Vacant		
Ken Brown	X		Elmer Rhodie Humbert	X				

Staff Present:

Michael Poston- Planning Director

John Jeleniewski- Senior Planner

Ashley Clapsaddle- Planner I

Allison Kelley- Administrative Assistant III

Call to Order and Quorum Check

Chairman Nathan Shepherd called the meeting to order at 6:01 p.m. and a quorum was present.

Oath of Office

Allison Kelley, clerk to the Board read the oath of office for new member Jeffrey Gunter and he confirmed that he would execute the duties of board member to the Jackson County Planning Board.

Approval of the Agenda

Michael Cox made a motion to approve the agenda as written. Ken Brown seconded the motion, and it carried unanimously.

Approval of the Minutes

Michael Cox made a motion to approve December 9, 2024 minutes. Ken Brown seconded the motion, and it carried unanimously.

Public Comment

There were no public comments.

Old Business

a) Water Recharge Ordinance Discussion

Ms. Clapsaddle presented to the Board the following information to provide insight on why staff chose the 25-foot setback buffer from a perennial stream. The 25-foot setback was chosen due to it being the least restrictive setback for a buffer zone that the NC Surface Water

Classifications require. She also highlighted the following vocabulary words for buffer zone, land disturbing activities, vegetation buffer zone, and perennial stream.

The Division of Water Quality (DWQ) created the North Carolina waterbody and streams classifications, some classifications are more restrictive than others and some do not require a buffer zone. Within Jackson County there are seven different classifications; Class B, Class C, DWQ Trout Waters, High Quality Waters, Outstanding Resource Waters, Critical Area, and Balance of the Watershed. Classifications can overlap and would not be combined, only the most restrictive buffer zone would be required. Ms. Clapsaddle presented detailed information about each of the different classifications and an overview of the water classifications as follows:

- Class B and Class C – Buffer Zone is not required
- DWQ Trout Waters – 25 foot vegetation buffer zone
- Balance of the Watershed – 30 foot buffer zone
- High Quality Water – 30 foot buffer zone
- Outstanding Resource Waters – 30 foot buffer zone
- Critical Area – 30 foot buffer zone

Mr. Humbert inquired if this change would have an impact on the gas station that has been proposed. Mr. Poston stated not in this case as the gas station is located within the Town of Sylva's zoning jurisdiction and not within the County's ordinance structure. In addition, he stated that it is a trout stream and they had to go through DEQ for approval on some of the work.

Mr. Gunter inquired if the buffers followed the floodplains. Mr. Poston stated they could, however the buffers would be within a regulated floodplain, floodway or 500 year and there might be some instances where the elevation may be greater to where it is not within a floodplain. Also, there are separate regulations for how to develop in a floodplain.

Mr. Poston updated the Board regarding Senate Bill 382 and that staff has paused a lot of the work they were doing with new ordinance amendments.

New Business

a) Unified Development Ordinance (UDO) Text Amendments Review

Mr. Poston presented text amendments to the UDO to allow *Recreation use, government* within the Cullowhee Planning Area table of permitted uses for the Single Family (SF) and Single Family-Manufactured Home (SF-MH) districts. The Cullowhee Planning Council held a public hearing regarding the text amendments, the public present was in favor of the amendments and they made a recommendation to allow as a permitted use within the two districts. In addition, he presented text amendments to the UDO to allow *Recreation use, government* within the US 441 Gateway Corridor table of permitted uses for the Rural Living (RL) district. The 441 Planning Council held a public hearing regarding the text amendments and made a recommendation to allow as a permitted use within the district. Both the Cullowhee Planning Council and 441 Planning Council adopted a consistency statement that the proposed amendments were consistent with the adopted land use plans.

Michael Cox made a motion of recommendation of the text amendments and to adopt the consistency statement. Rhodie Humbert seconded the motion, and it passed unanimously.

b) Meeting Date and Time Discussion

The Board discussed changing the regularly scheduled meeting date.

Mr. Cox made a motion to move the meeting date to the second Thursday. Mr. Shephard seconded the motion. There was discussion amongst the Board and the vote was 6 in favor, 1 opposed.

Mr. Cox amended his motion to move the meeting date to the fourth Thursday. Mr. Shephard amended his second, and seconded the motion. The vote was 7 in favor, 0 opposed.

Adjournment

With no further business, Michael Cox made a motion to adjourn. Beverly Crespo seconded the motion, and the meeting adjourned at 6:55 p.m.

Submitted by:

A handwritten signature in blue ink, reading "Allison Kelley", written over a horizontal line.

Allison Kelley
Administrative Assistant – Planning

Approved by:

A handwritten signature in blue ink, reading "Nathan Shepherd", written over a horizontal line.

Nathan Shepherd
Planning Board Chairman