

**Cashiers Area Community Planning Council**  
**Minutes**  
**May 20<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  
 Allison Kelley- Administrative Assistant

**Call to Order**

Chairman Michael Cox called the meeting to order at 5:05 p.m. and a quorum was present.

**Additions to Agenda**

With no additions to the agenda, the Council unanimously approved the agenda.

**Approval of the Minutes**

Robin Ashmore made a motion to approve the April 29<sup>th</sup>, 2019 minutes presented to the Council. Mark Letson seconded the motion, and it carried unanimously.

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

Pam Coyle (Cashiers Resident/Business Owner): Presented an update on her current sidewalk issue for her new retail business that she spoke about at the previous Council meeting. At the last meeting, Ms. Coyle stated her concrete contractor gave an estimate of sidewalks that would range between \$80,000 to \$100,000, and that number would depend on DOT requirements. Ms. Coyle stated she met with the DOT Regional District Engineer, along with two other personnel to discuss their requirements. After discussing DOT requirements for her driveway, curb, and drainage, there was a consensus that it would be in excess of \$100,000 to complete the requirements. Ms. Coyle expressed most of the small businesses that currently exist in the Cashiers area would not have existed should this ordinance requirement had been their obstacle to go through.

**New Business**

**a) Public Hearing: Text Amendments to Article VII Section 7-2 & 7-3 Setback Standards and Article IX Section 9-10 Landscaping and Buffering Standards**

*Chairman Michael Cox opened the Public Hearing at 5:12 p.m.*

Mike Poston presented a report regarding the proposed text amendments. He stated, the amendments would provide a minimum and maximum setback requirements that would allow the building facade to be moved closer to the road. The proposed text amendment

would allow for more pedestrian walkability in both the Village Center and General Commercial districts. In addition, staff is proposing the landscape buffer in the Village Core district to be reduced to allow for a more compact design. The landscape buffers in the General Commercial district would be reduced from 20 feet to 10 feet, and street trees would still be required at the front of the property.

Mr. Cox inquired if there were any public comments regarding the Public Hearing for the Text Amendments to Article VII, Section 7-2 & 7-3 and Article IX, Section 9-10.

Pam Coyle acknowledged the Council's idea of bringing the buildings closer to the road, parking to the side or back of the building to create more of a village feel. Ms. Coyle stated she was concerned about new development of properties outside of the Village Core zoned area. She believes new development should require the property owner to address driveway access, and infrastructure such as septic to determine where the building would be located versus looking at it backwards.

*The Public Hearing was closed at 5:15 p.m.*

Mr. Cox stated there were already rules in place and enforced within the zoned districts of where your building is allowed. He stated, Ms. Coyle made a valid point, however the Council is proposing to modify the existing rules to be more flexible.

Mr. Poston stated the proposed text amendments would be more flexible, however not every property lays the same way, and there would always be considerations, and a process staff would work with the owner to address those concerns and issues.

*Mark Letson made a motion to approve the Text Amendments to Article VII, Section 7-2 & 7-3 and Article IX, Section 9-10 and adopt the consistency statement. Robin Ashmore seconded the motion, and it passed unanimously.*

*Robin Ashmore made a motion to amend the agenda and add item 5b "Rezoning Discussion." Mark Letson seconded the motion, and it passed unanimously.*

#### **b) Rezoning Discussion**

Chairman Cox stated the Council would have to consider creating new zoned areas where the sidewalk rule would not apply. Mr. Poston stated there would be some distinguishing factors when creating and building new zoned areas. The Cashiers Small Area Plan speaks of transitional zoned areas to protect the edge of Cashiers to achieve a new proposed zoned areas such as the Gateway District that is further away from the Village Center District.

Mr. Cox inquired from staff if they had any residential regulations within the ordinance. Mr. Poston stated there was a point in time when the Council required a Special Use Permit if more than two houses were constructed on one property. This process was enforced because no language within the ordinance spoke of how it should be developed, it is now a use-by-right.

Mark Letson inquired if they should shrink the sidewalk zone, or amend the ordinance to determine the need for sidewalks based on traffic volume. In addition, he inquired if they could do a traffic count per business to determine the need for sidewalks.

Mr. Poston stated the Council could review the anticipated traffic count, however if the traffic count ends up being more than anticipated, it would trigger the threshold, and staff could not go back and apply the standard. Mr. Poston stated the Council should also consider the population that does not have the ability to choose to drive, as they have to walk or ride a bicycle to locations.

Mr. Poston asked the Council to review Chapter 4 of the Cashiers Small Area Plan as it speaks about the different district concepts. He stated it discusses recommendations and design standards for expanding the current zoned areas, and new potential zoned areas. Mr. Poston informed the Council, Cullowhee has different development concerns and their

regulated district includes Commercial, Institutional, High/Medium/Low-Density Residential, and Parks & Open Space. Mr. Poston stated the different zoned areas in Cashiers came about due to the concern of commercial development. The Cashiers Ordinance was adopted 16 years ago, and now is the time to revisit and review to see if the concerns are still the same or if they have changed over time. Mr. Poston stated the process of expanding the district is a longer process, as it would require a Public Hearing to give both property owners and community members the opportunity to voice their opinion.

Mr. Cox asked staff to present material for an ordinance amendment discussion of Architecture Design Standards at the next meeting. He stated this would be a quick-win process for the Council to begin to discuss as the rezoning process is a much longer process.

**Adjournment**

With no further business to discuss, Robin Ashmore made a motion to adjourn. Mark Letson seconded the motion, and the meeting adjourned at 5:47 p.m.

Respectfully Submitted,

  
Allison Kelley  
Administrative Assistant

  
Michael Cox  
Cashiers Planning Council Chairman