

**Cashiers Area Community Planning Council**  
**Minutes**  
**September 23, 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**

John Jeleniewski- Senior Planner  
 Caroline LaFrienier- Planner II  
 Heather Baker- County Attorney  
 Allison Kelley- Administrative Assistant

**Others Present**

Ann Self, The Village Green

**Call to Order**

Chairman Michael Cox called the meeting to order at 5:06 p.m. and a quorum was present.

**Additions to Agenda**

Glenn Ubertino made a motion to approve the agenda as written. Deborah Stewart seconded the motion, and it carried unanimously.

**Approval of the Minutes**

Mark Letson made a motion to approve the August 26th, 2019 minutes presented to the Council. Robin Ashmore seconded the motion, and it carried unanimously.

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

There were no public comments.

**New Business**

**a) Public Hearing- Conditional Use Permit Modification: The Village Green**

*Chairman Cox opened the public hearing at 5:07 p.m.*

Chairman Cox asked the Council if there were any disclosures to be made regarding the proposed project. There were no 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 Village Green. The original application submittal was on January 9, 2017 and was modified on September 12, 2019. The project is regarding the new multi-purpose building and parking area for the Village Green of Cashiers located at 35 U.S. 64

East and Frank Allen Road, Cashiers NC 28717 (PIN #'s 7572-31-6017, 7572-30-8622). He stated on September 25, 2017 the Cashiers Planning Council approved the modification to include a water storage tank for a fire sprinkler system within the structure to comply with state building code regarding fire safety. The storage tank will be approximately 24' diameter and 7'-4" in height, and the proposed landscape will screen the tank from the public right-of-way and will be painted forest green. The Council made the condition that the proposed water storage tank be "wrapped" with wood (vertical boards). Mr. Jeleniewski stated the proposed multi-proposed building is nearing completion and the applicant is requesting that the condition of wrapping the tank with wood boards be absolved due to access to tank appurtenances, future maintenance, security, and allow Village Green staff the ability to visually verify tank levels and capacity.

Mr. Jeleniewski stated staff recommends that the condition of wrapping the water tank with wood boards be forgiven as the applicant is proposing a responsible and robust landscape plan which will screen the tank from public view.

Chairman Cox inquired the proposed types of vegetation are being made to screen the tank. Mr. Jeleniewski stated there are Skip Laurel, Diamond Rouge Hydrangea, Green Knight Spruce, Norway Spruce, English Roseum Rhodo, and Scallywag Meserve Holly. Mr. Cox stated he has a concern with Skip Laurel being used, as they do not handle heavy snowfall. Mr. Cox asked the applicant to consider using a different species other than Skip Laurel.

The applicant, Ann Self, stated after the tank was installed there were concerns of maintenance required for inspections. In addition, they have worked with the Glenville-Cashiers Fire Department to install a special valve to access the 25-gallon water reservoir in the event of a fire emergency on Frank Allen Road. She stated they have a robust landscape plan with existing trees, evergreen shrubs, and plan to add more evergreens that comply with the species list. These will be mature plants (5-6') that will grow to shield the 7' tank.

Mr. Cox inquired if they considered adding a fence around the tank with enough distance to walk around the tank for inspections. Ms. Self stated they did consider adding a fence, but it would prevent the tank from being accessible in an emergency.

Deborah Stewart inquired would a plant be replaced if it died. Ms. Self stated they would have a fulltime landscape maintenance that would replace any dead plants.

Chairman Cox asked to add staff's modified report and the landscaping plan for the Village Green into evidence.

*Glenn Ubertino made a motion to incorporate the previous staff's findings, staff's modified staff report, landscape plan, and approve the Village Green modification request. Robin Ashmore seconded the motion, and it carried unanimously.*

*Chairman Cox closed the public hearing at 5:26 p.m.*

**b) Public Hearing- Text Amendments to the Unified Development Ordinance Section 9.3.5 Site and Building Design Standards**

*Chairman Cox opened the public hearing at 5:27 p.m.*

Caroline LaFrienier presented the staff report regarding the proposed text amendments to Site and Building Design Standards 9.3.5 of the UDO. The Land Use and Development goal from the Cashiers Small Area Plan brought on these proposed amendments. The goal along with objectives are included as follows:

- Support village character with architectural design guidelines and/or standards.

- Encouraging transparency (windows) and variation for facades that face public rights of way
- Emphasize natural materials and utilize common details found throughout the community
- Consider providing flexibility in color of buildings especially in the Village Core
- Encourage architectural styles that honor historic patterns (i.e. lap siding, white trim, timber frame construction, pitched roofs, stone, rafter tails, etc.)

Ms. LaFrienier presented the modified changes the Council proposed at the last meeting. Chairman Cox stated the Council discussed the potential requirement of more windows on the front façade in the Village Center and/or General Commercial District similar to Sylva. Mr. Jeleniewski stated Sylva requires glazing every 20 feet, and their ordinance does not include dimension which creates the issue of high windows. In addition, he stated it depends on the “use” of the building, such as retail they typically choose to put more glazed windows unlike pharmacies, professional offices or grocery stores.

The Council asked staff, and unanimously agreed to add a requirement that the front building façade must be comprised of a minimum of 30 percent window or glazed area in both Village Center and General Commercial Districts.

In addition, they asked to keep the word “brown” from the exterior color of buildings and add “or colors from a rustic color palette.” In addition, add trellises with vegetation, balconies, and covered porches to the menu options for the front façade of the building.

*Deborah Stewart made a motion to approve the Text Amendments to Section 9.3.5 Site and Building Design Standards of the UDO, and include the revisions discussed. In addition, to adopt the consistency statement. Robin Ashmore seconded the motion, and it carried unanimously.*

**Adjournment**

With no further business to discuss, Robin Ashmore made a motion to adjourn. Mark Letson seconded the motion, and the meeting adjourned at 5:51 p.m.

**Respectfully Submitted,**

  
 Allison Kelley  
 Administrative Assistant

  
 Michael Cox  
 Cashiers Planning Council Chairman

