

Cashiers Area Community Planning Council

Minutes

October 22nd, 2018

5:00 p.m.

Albert Carlton- Cashiers Library

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

Caroline Edmonds- Planner 1

Allison Kelley- Administrative Assistant

Call to Order

Chairman Michael Cox called the meeting to order at 5:03 p.m. and a quorum was present.

Additions to Agenda

Bob Dews made a motion to approve the agenda. Deborah Townsend Stewart seconded the motion, and it carried unanimously.

Approval of the Minutes

David Bond made a motion to approve the September 25th, 2018 minutes presented to the Council. Bob Dews seconded the motion, and it carried unanimously.

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

There were no public comments.

New Business

a) Cashiers Small Area Plan

Caroline Edmonds presented a brief recap of the Cashiers Small Area Plan to the Council. The purpose of the Cashiers Small Area Plan is to help guide development in a way that promotes positive growth while maintaining the natural environment. The plan includes in the Cashiers village area as follows; demographics and current development conditions, land use, transportation, economic development and tourism, public utilities and infrastructure, natural and cultural resources, and parks and recreation. The plan also includes an action plan for implementation of the recommendations and goals for each of the plan's components.

In January 2018, the Planning Department held a kick-off and stakeholders meeting with community members (30 participated). In May 2018, the Planning staff held a three-day design charrette to gather input and preferences from the community. Those in attendance from the community provided visual preferences on housing, village

core architectural design, transportation, signage, public art, and amenities. The community provided input on policy recommendations, such as connectivity (bicycle and pedestrian), housing options for full time and seasonal workforce, the creation of a storm-water master plan and a water and sewer plan.

Ms. Edmonds reviewed the recommendations of the components of the Cashiers Small Area Plan. The land use recommendations were to activate and expand the Village Core, encourage a compact form of development in the Village Core, encourage pedestrian-oriented design, and encourage development design in gateways that creates or preserves a sense of arrival entering the village. The housing recommendations were to encourage missing middle housing types in one or more of the regulated districts, consider density bonuses for the inclusion of workforce housing, partner with existing entities or create a housing trust to increase the availability of workforce housing units. The infrastructure and services recommendations were to address the storm-water issue in the Village Core, promote public safety, increase options for health and wellness, support life-long learning, expand broadband coverage, and prioritize water and sewer expansion.

The Planning staff has developed the Cashiers Small Area plan draft and presented it to the Council as they are the Steering Committee. The Cashiers Small Area Plan draft is available for review at www.planning.jacksonnc.org, any questions or feedback should be forwarded by October 26th, 2018 to Caroline Edmonds at carolineedmonds@jacksonnc.org. Ms. Edmonds informed the Council staff had received feedback of the draft from the public.

Chairman Michael Cox asked the Council if any changes in the draft caused for the need for a working meeting to review the draft. Mike Poston asked if the Council had any questions about the draft that now is the time to begin addressing those questions. In addition, staff asked for feedback on if there are any goals or objectives in the draft the Council does not see fit for the Village of Cashiers. Staff will be recommending the draft to the Board of Commissioners to adopt the Cashiers Small Area Plan once approved by the Council. Once the Board of Commissioners adopts the plan, then staff then can start implementing the goals and objectives included within the plan.

Bob Dews asked staff if they have a timeline to present the Cashiers Small Area Plan to the Commissioners. Mr. Poston stated the initial timeline was six to seven months with the consultants. Staff has worked with that timeline and had a hiatus to capture input from a larger group from the seasonal community. Mr. Poston does not believe the Commissioners have a timetable but staff is upholding their contract with the consultants.

Chairman Cox stated it is apparent there has been and will be additional opinions from the public submitted to the Planning Department. Both staff and the consultants are currently implementing those comments received. Mr. Cox stated he is not opposed to scheduling a working meeting to review the draft of the Cashiers Small Area Plan. Bob Dews agreed the Council should have a work session to discuss the Cashiers Small Area Plan draft.

Chairman Cox asked staff if they could provide the Council with a list of comments and opinions from the public they have received. Mike Poston stated staff would compile a list of public comments received and provide the list to the Council before the work session meeting.

Mr. Cox had general comments regarding the Cashiers Small Area Plan and how it describes the community. He believes it is more accurate to classify Cashiers as a luxury resort and second home community. He stated he did not see any language in the document that highlighted Cashiers is different than other communities that are strictly for tourists. The Village of Cashiers has made their income by building and selling homes, and profit from the seasonal people that return that shop annually at the local

stores. Mr. Cox stated on the first page of the plan is a clipart image of a Teepee and he believes that should not be the first image to define Cashiers. He asked staff how soon, following the laws, can the Council schedule to have a work session meeting? Mr. Poston informed the Council staff is only required to have a 48-hour notice to schedule a special meeting.

Chairman Cox stated the first step of the Cashiers Small Area Plan is for the Council to ensure the language is presented correctly to aid the Council to make edits to the ordinance. He believes some of the data in the plan is from the charrette. Mr. Cox would like to see the most up-to-date data at the time the plan is published. He asked the Council if they wished to have more economic data from the trade area as opposed to the lined town area. He stated this is the time to ask the consultants to update the data if the Council believes it will be more helpful in the document.

Mr. Poston stated staff will ask the consultants to look at all the different data point they already have available versus asking them to create something new. The data that you see currently in the plan is a snapshot of time to aid the Council in implementing and developing new policies.

Chairman Cox stated the Council should view the plan in the long term as people will refer back to the document 5, 10, and 20 years from now. The Council is responsible for the overall outcome of the document, therefore, now is the opportunity to express concerns and feedback of the plan with the consultants. Mr. Cox stated he believed the Vision and Goals section does not define how Cashiers intends to obtain the goals. Bob Dews believes the plan is streamlining what the village of Cashiers wants to be and the goals are being narrowed down to match those objectives.

Chairman Cox stated there is a consensus of the need for a working meeting among the Council. He asked the Council to look at their calendar if it is feasible to schedule the meeting for November 7th, 2018 at 3:00 p.m. Both staff and the Council were in unanimous agreement to schedule the work session meeting on that date and time.

b) Meeting Dates: November-December

Mike Poston reminded the Council the Holiday season is starting to begin. The regular November meeting will be on Monday, November 26th, 2018 after Thanksgiving. The Planning staff wants to ensure a quorum will be present as a Conditional Use Permit will be on the agenda for that meeting.


Mr. Poston stated the December meeting is most likely to be canceled due to the regular meeting falling on Christmas Eve, December 24th, 2018. Staff does not usually see applications coming in December due to the Holidays. However, if anything arises, staff should know by the November meeting if there is a need to call for a December meeting. Mr. Poston stated staff would reach out to see if the consultants will be able to participate in the work session meeting to speed up the process. Having the consultant's participation will allow them the ability to hear the feedback from the Council and also offer some answers during the meeting to the Council.

Chairman Cox stated that staff decided to remove the agenda item discussion of off-premises signage as staff believed the meeting would be longer due to the Cashiers Small Area Plan. Mr. Poston stated that staff would be prepared to bring more thoughts on off-premises signs at the next regular meeting in November.

Adjournment

Mark Letson made a motion to adjourn. Robin Ashmore seconded the motion and the meeting adjourned at 5:34 p.m.

Respectfully Submitted,



Allison Kelly
Administrative Assistant



Michael Cox, Chairman