

# Cashiers Area Community Planning Council

## Minutes

November 26<sup>th</sup>, 2018  
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  
John Jeleniewski- Senior Planner  
Caroline Edmonds- Planner 1  
Heather Baker- County Attorney  
Allison Kelley- Administrative Assistant

### Others Present

Tim Green, Cashiers Properties of Jax, LLC

### Call to Order

Chairman Michael Cox called the meeting to order at 5:00 p.m. and a quorum was present.

### Additions to Agenda

Bob Dews made a motion to approve the agenda. Robin Ashmore seconded the motion, and it carried unanimously.

### Approval of the Minutes

Mark Letson made a motion to approve the October 22<sup>nd</sup>, 2018 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) Conditional Use Permit: Village Walk Shops-Phase 2**

Chairman Michael Cox opened the public hearing at 5:03 p.m. With no disclosures to be made by the Council, both the applicant and staff were sworn into the Quasi-Judicial hearing.

John Jeleniewski presented the staff report to the Council. The proposed project Village Walk Shops-Phase 2 is located at 32 Village Walk Way (PIN 7572-41-1125) in the "Village Center" zoned district in Cashiers, NC. The applicant, Tim Green is the acting agent for Cashiers Properties of Jax, LLC. The applicant is proposing the

construction of a 6,003 square foot retail/professional office building on the mentioned above property. The proposed property is located on the south side of the property, adjacent to Burns Street. The main access to the property is approximately 415 linear feet south of the Crossroads from Highway 107. The total area of this property is 1.19 acres and has an average slope of less than 2.0%. The proposed structure exterior will have a "post and beam" appearance with traditional "board and batten" siding, metal roofing, decorative cupola's and false "loft" doors. The surrounding properties are a mix of commercial, residential, and community uses (The Village Green, Cottage Walk, Wells Fargo, retail shops). This proposed retail/professional office building would require 20 parking stalls that are shown on the concept site plan. Public sewer utility service will be provided by Tuckasegee Water & Sewer Authority and potable water will be provided by an existing on-site private well. Fire protecting will be provided by the Cashiers Fire Department. This project will not be required to comply with the ordinance standards regarding sidewalk construction and landscape buffers as the proposed building is not expected to exceed the 50% tax value of the overall property (\$1,250,410).

John Jeleniewski stated the Council is reviewing the proposed project due to the building footprint exceeding the 1,500 square feet threshold for administrative approval. Mr. Jeleniewski stated through the staff review process, the proposed use and structure appear to meet the conditional use standards in Section 4.4 of the *Cashiers Commercial Area Land Development Ordinance*. Staff's recommendation was to approve the proposed Village Walk- Phase 2 project and issue the conditional use permit subject to the conditions as follows:

- The owner/developer shall work with Planning Department staff in the final building design, site design, site construction and stormwater control of the overall project.
- The owner/developer shall provide site plans stamped by both licensed Engineer and Architect.

Chairman Cox inquired if staff could explain to the Council why the proposed development has not triggered any landscaping requirements.

Mr. Jeleniewski stated one of the triggers in the ordinance is the proposed development has to have the change of use of the property, which it has not done so in this case. Another trigger is the proposed building would have to exceed 50% tax value of the property. Currently, staff does not have those numbers or exact estimate until the applicant applies for a building permit. If the building permit exceeds the 50% tax value, then the proposed property would trigger the ordinance.

Mr. Cox asked staff if anything would change in size regarding rear and side setbacks if the property exceeds the 50% tax value and triggered the ordinance standards.

Mr. Jeleniewski stated the proposed use would not change any setbacks if it exceeds the 50% tax value. The proposed use would only trigger landscaping. In this case, the intended use is not different from the surrounding uses. The proposed use would have a minimum of 15 foot for the landscape buffer, and there are no building setbacks.

Chairman Cox stated in the "Village Center" zoned district there are no setbacks between similar uses. Mr. Jeleniewski stated that is correct. There are only front setbacks in the front of the buildings required per the ordinance.

The applicant, Tim Green stated as far as landscaping, the owners have indicated they would like to have landscaping on the front of the property. Chairman Cox stated he would like to see more hardwood trees downtown for the future.

Glenn Ubertino stated from the site plan he noticed the stairs on the back of the property entering the building, and inquired if there will be ramps. Mr. Jeleniewski stated the applicant would have to comply with the Americans with Disabilities Act (ADA) in



the front of the building. Tim Green stated the back entrance is a secondary access for employees.

Bob Dews asked Mr. Green about the drainage of the storm sewer on the back of the property. He knows it is a sensitive area due to the water channeling up. Mr. Green stated the draining would be as good as Burns Street, and the property line would be maintained.

Chairman Cox asked Mr. Green if he considered when developing the parking design for this proposed property having it accessible from more than one direction. Mr. Green stated to maximize parking, having traffic flow from one direction yielded the most parking. Burns Street is a transition area that will allow cars to transition to the existing parking at the front of the Village Walk Way off of Highway 107. Chairman Cox asked Mr. Green if he believes the back entrances are suitable for truck deliveries to drop off shipments. Mr. Green stated that the back entrance is more for emergency egress and not shipments.

There were no comments from anyone "with standing". The Council went through the checklist to determine if the applicant meets the requirements for the ordinance. Heather Baker asked the Council if they would like staff to incorporate provisions from the staff report to show that the applicant complies with the ordinance.

Chairman Cox asked if the applicant has to have anything back from the Department of Transportation (DOT). Mr. Jeleniewski stated the applicant does not have to have anything back from the DOT. However, the applicant most likely will have to comply with the DOT, due to the property use somewhat changing. The applicant is adding more volume to the property and will trigger that DOT review. The DOT will look at the driveway because of the added volume and require issue of a driveway permit.

Chairman Cox stated the Council would ask the applicant complies with all government bodies and that the Planning staff ensure the applicant complies with the DOT if a driveway permit is necessary.

Heather Baker asked the Council if they would like to move to introduce the staff report into evidence. In addition, the Council can ask that staff to use findings from the staff report to show the applicant has complied with the ordinance. Chairman Cox moved to introduce the staff report into evidence.

*Bob Dews made a motion to approve the Village Walk Shops-Phase 2 with the conditions recommended by the Planning staff. Mark Letson seconded the motion, and it carried unanimously.*

*Chairman Cox moved to introduce that the Planning staff prepares a written decision and findings, and include the staff report into findings of fact. The motion carried unanimously.*

*Chairman Cox closed the public hearing at 5:23 p.m.*

#### **b) Cashiers Small Area Plan**

Mike Poston stated Caroline Edmonds has been working with the consultants and made the edits presented by the Council from the Work Session meeting on November 7<sup>th</sup>, 2018. Staff sent out a copy of those edits made to the Cashiers Small Area Plan to the Council last week. Mr. Poston presented the Action Plan to the Council. He asked the Council to review the Action Plan and give feedback on the timeline and suggested partners.

Chairman Cox stated that after the Council approves the Cashiers Small Area Plan, it then would be passed to the County Commissioners for adoption. Mike Poston

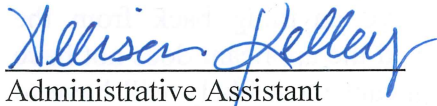
recommended the Council holds a public hearing due to additional changes made to the Cashiers Small Area Plan. The Cashiers Small Area Plan is more likely to be adopted at the beginning of 2019 even if there are additional changes to be made after the December meeting.

The Council decided to hold a public hearing on December 18<sup>th</sup>, 2018 at 3:00 p.m. This will allow the public to review the edits made to the Cashiers Small Area Plan from the work session meeting the Council held on November 7<sup>th</sup>, 2018.

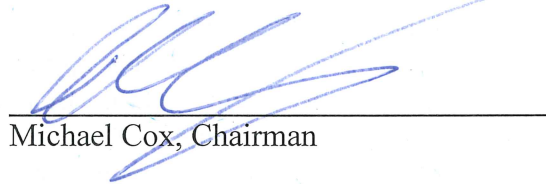
**Adjournment**

With no further business to discuss, Bob Dews made a motion to adjourn. Robin Ashmore seconded the motion and the meeting adjourned at 5:32 p.m.

Respectfully Submitted,

  
Allison Kelly

Administrative Assistant

  
Michael Cox, Chairman