Cullowhee Planning Council
Minutes
December 2nd, 2019
6:00 p.m.
Hospitality Room, Ramsey Center Building
Western Carolina University

Members	Present	Absent	Members	Present	Absent	Members	Present	Absent
Rick Bennett	X		Myrtle Schrader	X		Mike Byers		X
Scott Baker	X		Joel Setzer	X		Jim Lewis	X	
Jack Debnam	X		David Claxton	X				

Staff Present
Michael Poston, Planning Director
John Jeleniewski, Senior Planner
Caroline LaFrienier, Planner II
Heather Baker, County Attorney
Allison Kelley, Administrative Assistant

Others Present
Jamie Lopez, University Property Group LLC
Shawn Escobar, J.M. Teague Engineering
O'Neal McCall, Development
Beth McTaggart, Accountant
Victor Lofquist, Project Engineer

Call to Order
Chairman Scott Baker called the meeting to order at 6:00 p.m. and a quorum was present.

Additions to Agenda
Joel Setzer made a motion to approve the agenda as written. Jack Debnam seconded the motion and it passed unanimously.

Approval of Minutes
David Claxton made a motion to approve the minutes from November 4th. Joel Setzer seconded the motion and it passed unanimously.

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

- Dr. Catherine Carter (Oak Forest resident): Ms. Carter presented to the Council that with the building and the construction of impermeable surface in the floodplain will reduce or destroy the ability of the floodplain to mitigate the destructive impact of flooding on all sites downstream. The impact of global climate change means that more of our annual rainfall could be expected to fall in intensive events (six of NC seven wettest storms have occurred within the past twenty years). She stated this means they can expect more and higher floods in Jackson County, with more associated cost to property and loss of life. In addition, this could be expected to cost county taxpayers funds which have not yet been estimated and for which the county's budget may well prove insufficient. If the floodplain floods, the county may further have to bear the cost of rescue and relocation of residents in the proposed development. Building in the floodplain may cause sediment washing down Cullowhee Creek into the Tuckaseegee River (which already carries

heavy sediment). Should there be any increase in sediment in the river, it could have detrimental effects on the Tuckaseegee recreation (fishing, and rafting, etc.) Ms. Carter proposed approval for the proposed development be tabled until further investigation to allow the public to have clear answers.

- Drew Virtue (Oak Forest resident): Mr. Virtue stated he shared the same concerns Ms. Carter has discussed. He is concerned of any development proposed on Lyle Wilson Road as children use this road to walk to Cullowhee Valley School. In addition, there is already a lot of traffic of buses, and parents dropping off and picking up their children. The close proximity to the school he believes there is many potential issues due to previous developments that house student rentals. He inquired the reason of the proposed development and the future of Cullowhee as there have been previous multiple developments approved within the area.
- Karen Kandl (Oak Forest resident): Ms. Kandl discussed the environmental impacts the proposed development would have. She believes it would affect the floodplain in Cullowhee Creek that has hydric soil and is designated forested wetland. This is an important area for wetlands, and habitat for animals. On the other side of Lyle Wilson Road there is some steep land, and she is unsure if it falls under the MHDO. She stated the community has seen the impacts of developments on steeper slopes in the county. Ms. Kandl inquired if the proposed development is necessary for the community and if they should preserve the nature as developments bring light, noise, and traffic pollution.
- Joseph Pechmann (Oak Forest resident): Mr. Pechmann stated he shared the same concerns of development in the floodplain, and near schools. He is concerned of the zoning regulations made that were discussed in-depth and vetted. He believes they should not allow variances unless under extreme circumstances.

New Business

a. Quasi-Judicial Hearing: Planned Unit Development- Elevate

Chairman Baker opened the Public Hearing at 6:13 p.m.

Chairman Baker inquired if the Council had any disclosures to be made regarding the proposed Planned Unit Development Elevate project. Mr. Baker stated he was familiar with where the property will be located as he has driven by the property and bicycled around the area. However, he has not been by the property since the Council had received the staff report. Jack Debnam stated his business had the adjoining property listed for sale to the south (includes the trailer park) of this proposed development. Rick Bennett disclosed he did a site visit and walked the property.

The applicant (Jamie Lopez), county staff (John Jeleniewski, Mike Poston, and Caroline LaFrenier). In addition to those with standing as follows: Karol Norton (159 Travis Road), Michael Dougherty (312 Freedom Drive), George Mechling (383 S Country Club Drive), Cathy Grist (169 Travis Road), Karen Kandl & Joseph Pechmann (242 Oak Forest Drive), Pamela Buskey & Fredrick Buskey (138 Brightwood Lane), Drew Virtue & Emily Virtue (38 Brighwood Lane), Odell and ShannonThompson (17 Shannon Road), and Dr. Catherine Carter (241 Oak Forest Drive) were sworn-in for purposes of testifying during the Quasi-Judicial Hearing.

John Jeleniewski presented the staff report to the Council of *Elevate Planned Development* project by applicant University Property Group, LLC. He stated the applicant is proposing the construction of a planned development consisting of 27 single family detached homes and 23 duplex units. This property is in the *Single Family Residential – (SF) District* and the *Single Family Residential – Manufactured Home (SF-MF) District* of the Cullowhee Community Planning Area jurisdiction. These districts allow for *Planned Developments* as an allowed use with approval from the *Cullowhee Community Planning Council*. The subject properties (PIN's 7558-28-2984, 7558-18-8604 and 7558-18-9344) are located on the northerly side of Lyle Wilson Road (S.R. 1545) and the three properties total 27.23 acres in area. Approximately 5.31 acres of the total 27.23 acres will be impervious area with the remaining property, 21.92 acres+/- being common area, open space or preserved wetland. The average slope of the total property (all three PIN's) is 20%; compliance with the Mountain and Hillside Development Ordinance will not be required, however, site grading (cut and fill) will be moderate for infrastructure improvements and retaining walls are proposed

(maximum of 10' in height) to minimize grading impacts. The residential clusters will be connected by interior paved roadways that will be a minimum 14' wide with 2' shoulders and maximum of 20' wide with 3' shoulders. The proposed structures will be single family detached and duplex units (all individual ownership) and there will be a Home Owners Association in place for this planned development which will govern interior appearance, maintenance issues and have ownership of the preserved wetland/open space/common areas. The applicant is proposing an elevated wetland/wildlife boardwalk for viewing and potential educational purposes as well as a reserved easement for a future County Greenway link. Existing perimeter vegetation and interior trees will be preserved as much as possible; however, all new landscaping will meet or exceed the *Cullowhee Community Planning Area Development Standards* for species and buffering. The ingress/egress access of this neighborhood will be from Lyle Wilson Road (S.R. 1545) which is located off of Highway 107 and the interior subdivision roadways and parking will meet design standards set forth in the *Cullowhee Community Planning Area Development Ordinance* and *Jackson County Subdivision Ordinance.* A portion of this property is located within a designated flood hazard area (100-year floodplain) and the proposed residential structures in this zone will be built in accordance with state and federal regulations. The immediate surrounding properties are private residential and Cullowhee Valley Elementary School is located to the southeast of this project and across Cullowhee Creek. This proposed planned development will be served by Tuckaseigee Water and Sewer Authority for water and sewer. The applicant met with Jackson County Planning staff October 15, 2019 for a pre-application meeting to discuss this proposed project. The applicant submitted the completed Special Use application, concept site plan and supporting documentation on November 4, 2019.

Staff's recommendation was to approve proposed *Elevate Planned Development* and issue the Special Use Permit subject to the condition that the owner shall work with Planning Department staff in the final design, construction, and landscaping of the overall project, and any reasonable conditions requested by the Cullowhee Community Planning Council and Jackson County Planning Board.

Fredrick Buskey clarified if the applicant would be leveling out the contours of the property so that it is not as steep and there will be retaining walls. Mr. Jeleniewski stated a registered engineer would use general construction practices when developing a site to balance cut and fill grading. In addition, Mr. Buskey inquired if the county has to understand the impacts of potential flooding when grading in the 100-year floodplain. Mr. Jeleniewski stated the ordinance requires storm water management.

Dr. Catherine Carter asked where the settlement pond is located to retain the first wash of floodwater. Mr. Jeleniewski stated they did not know that until final site construction plans are submitted, both staff and erosion control officers would review and issue a permit.

Odell Thompson inquired that the site plan states the proposed project is single family and duplexes. However, the proposed parking lot appears to have over 100 spaces, he inquired if it was consistent with single family. Mr. Jeleniewski stated there are no requirements for residential parking in the ordinance and the applicant is proposing the overflow parking as there is only two spaces per unit. The applicant is proposing this overflow to be cautious of preventing parking in the street or offsite, and parking for guests.

Karen Kandl stated in the floodplain there is a lot of hydric soil and she believes it is a designated wetland. She inquired if the applicant would have to have special permits for any development in that area. The Cullowhee Creek is a hatchery supportive trout stream, and from her understanding that comes with special protections. Mr. Jeleniewski stated there are special permits required to build and fill in the floodplain, those permits would be issued through the county's floodplain administrator and building inspection office. Ms. Kandl stated the property is a total of 27.23 acres, but there are parts of the property that are unbuildable due to the hydric soil, and inquired about the slope ordinance. Mr. Jeleniewski stated the ordinance requires staff to take the entire property to determine the average slope, and some areas of the property would be buildable and unbuildable. Ms. Kandl stated she was concerned of the overflow parking as in her mind it appears more geared to student housing.

Karol Norton stated he was concerned of the potential neighbors as the overflow parking appears that there will be a lot of guests in these single family homes. He believes this parking is unusual for single family homes and is more like student rentals. Mr. Jeleniewski stated the ordinance allows for student rentals in both single family and single family manufactured home district. This is dependent

on a 3/4 mile radius from campus if it is 3/4 mile radius or less they can have up to 5 unrelated people for student rentals. More than 3/4 mile radius is 3 unrelated people.

Pam Buskey stated from 7:30-8:00 a.m. on South Country Club Drive she cannot turn left onto North Country Club Drive as the traffic is bad due to the Prospect housing development. She stated the vehicle accidents that happen on this road are scary and is concerned of the traffic from the development to Highway 107.

Joseph Pechmann clarified that single family is defined as 5 dwelling units per acre, does this include the wetland area. Mr. Jeleniewski stated the overall property would be taken into consideration but it is the density standard for the district. The idea of developing this property is to cluster areas that are buildable and leave areas that are more difficult to build on alone.

Dr. Catherine Carter stated the property is located in 100-year floodplain and hydrologists/economic specialists are drawing floodplain maps to indicate more 20-30-year floods. Ms. Carter asked if the Council is considering the designation of the 100-year flood and local climate change. Mr. Poston stated the state creates the floodplain maps through FEMA, the local county has no part in creating these maps, they were adopted in 2010 those maps and floodplain ordinance and administer those locally. By doing that the county participates in the national flood insurance program.

Rick Bennett asked staff the dimension of the retaining walls that are near the adjourning properties. Mr. Jeleniewski stated the applicant is proposing ten feet or less.

Joel Setzer clarified that the MHDO was applied with the three parcels and if they were purchased by the applicant. Mr. Jeleniewski stated the applicant owns tract (PIN 7558-28-2984), and the other two tracts (PIN 7558-18-8604, 7558-18-9344) are under contract. In addition, he inquired if the owners are required to rent their property. Mr. Poston stated zoning looks at the "use" of the property (single family, multi family, commercial, etc.), and staff does not enforce whether or not the owners decide to rent their property. Mr. Setzer asked if within the ordinance is there language that encourages pedestrian connectivity into Cullowhee Valley School or Oak Forest that would allow the community to make use of the new sidewalk, and street. Mr. Jeleniewski stated that is offsite, however the applicant is proposing to place sidewalks on Lyle Wilson Road and easement for the Greenway which leads to possibilities for future connectivity.

The applicant, Jamie Lopez stated they made a commitment to build single family homes that would serve the community and be in the same way as they are left through HOA. He introduced his team, Shawn Escobro (Teague Engineering), Oneal McCall (Development), Beth McTaggart (Accountant), and Victor Lofquist (Project Engineer). On November 23rd they reached out to the neighbors to have a meeting for his staff to answer questions. He stated his intention is to address a critical need for workforce housing within the community. They want to ensure both homes and site are green as they respect the Cullowhee Creek and the surrounding land, they are proposing less than what the ordinance allows. They are proposing a greenway, sidewalk and parking to invite the community to utilize the wetland area. In addition, the proposed overflow parking was considering guests and if there is inclement weather residents and guests do not park on the side of the road. The development is single family homes and their intent is to sell to individual buyers. This is a concept plan and they wanted to exceed the ordinance, the plan can be adjusted. The purpose of a HOA is to ensure the land and homes are maintained.

Joe Pechmann stated the HOA has been a struggle for the Oak Forest Community. He inquired if the applicant could enforce by placing a rule in the HOA that states, "No more than three unrelated people can live in the same dwelling." Mr. Prechmann stated he is concerned this development will become student housing. Mr. Lopez stated they would be willing to address a cap of the number of times they would allow a unit to be rented. However, they will not enforce what individual buyers plan to do with their own property.

Odell Thompson stated the development is very expensive, and inquired if the applicant is proposing to phase this project, and if the community would be able to use Lyle Wilson Road during the process. Mr. Lopez stated they are proposing phasing and Lyle Wilson Road would be accessible to the community during the process.

Karol Norton inquired the origin of "five unrelated people can live in one dwelling unit." Mr. Poston stated through case law, communities could regulate the number of unrelated people that live together, but cannot cap the number if they are related. The planning group that preceded the Council

established the standard of "five unrelated people can live in the same dwelling unit ¾ a mile from campus, and three unrelated people can more than ¾ a mile" in 2014.

Karen Kandl stated she understands the requirement of the buffer zone on Cullowhee Creek, and it is a hatchery supportive trout stream. She inquired how the applicant plans to comply with the green vision allowing the creek function. Mr. Jeleniewski stated the buffer zone for trout water is 25' from the top of the bank. Mr. Lofquist stated the owners have already engaged an environmental consultant that have surveyed the property, mapped the streams and wetland areas. He stated the intent is to impact the wetlands as little as possible, there are a few areas they will be impacting trout buffers but they anticipate it would be under the allowed 10%. Mr. Lofquist stated they would be impacting the trout buffers for driveways and utilities, in some areas they may do a span of the stream and not impact the stream at all.

Shawn Escobar from Teague Engineering conducted a traffic study during peak hours (Tuesday-Thursday) in November while Cullowhee Valley School was in session. He stated they found there is heavy volume traffic in the morning at the school, and looked at both Lyle Wilson Road and Wisdom Drive. He stated the egress is supposed to be south on Wisdom Drive to the traffic signal, but instead there is egress going north causing congestion backup in the morning. During the construction and when this project is to be completed in 2022 no mitigation is required due to no increase in delay. Mr. Escobar stated NC requires level service if it goes down one grade (level C to D) we have to mitigate, if it is a level F it has to be mitigated or if it exceeds 25%. The project is a level C, which does not need mitigation; the only traffic impact is in the morning. Mr. Escobar stated they conducted a Traffic Impact Analysis (TIA), counted cars on Lyle Wilson Road and added the cars the applicant is proposing for total number of units. He stated they used a software that makes assumptions that the traffic would only be a 15% increase between 7-9 am and 4-6 p.m.

Ms. Kandl believed they need to redo the study with "five people per unit" to get a more accurate analysis. Mr. Escobar stated they have to go by the land use code for the development.

Jack Debnam inquired who would be the contractor for this development. Mr. Lopez stated they would hire a general contractor that will oversee building the units.

Rick Bennett inquired who is going to manage the development until the HOA, and would there be restrictions, conveniences, and if they will not allow student rentals. Mr. Lopez stated they would maintain the development until the HOA is formed with restrictions and conveniences but would not enforce no student rentals. Mr. Lopez stated restrictions would include no farm animals, no trash outside, loud noise ordinance, the number of cars allowed, and a limit of size for work trucks. Mr. Lopez stated the individuals that buy a unit would pay two months ahead of schedule to help contribute to the association, and maintain the common areas. He stated they would allow dogs and pets on site, there will be a list of dangerous breed pets that are not allowed, and limit the amount of pets based on size. In addition, they would enforce no business could be conducted in the units in the proposed development.

Mr. Setzer inquired the applicant's intention for outdoor lighting. Mr. Lopez stated they would comply with the code requirements for safety but limit the amount of lights within the community, as it is residential.

Mr. Lewis stated in reference to the statements it is apparent there are fears of potential neighbors, and environmental concerns. He asked if the lower portion of the houses were necessary, as it is closer to the stream and wetland area. Mr. Lopez stated they are limited by site and it would not be feasible with building costs to decrease the number of homes. Mr. Lofquist stated the environmental consultant's study indicates the proposed housing and parking in the south portion of the property is not in the designated wetlands as it is a higher area that he does not foresee it will need a lot of fill or disturbance.

Chairman Baker called for a 5-minute break for the Council at 8:19 p.m.

Chairman Baker called the meeting back to order at 8:25 p.m.

Mr. Setzer inquired the plans for fall safety of the retaining walls. Mr. Lofquist stated they plan to have a barrier, potentially a guardrail 30 inches from the retaining walls. In addition, with the TIA how close was the level of service, as they did not degrade from a C to a D. Mr. Escobar stated they were consistent with the midrange level C. In addition, the connect from Lyle Wilson Road to the

proposed development appears to be a single lane road. Mr. Lofquist stated they are currently not showing any improvement or widening the lane. Mr. Lopez stated they would improve the road should there be adequate space for potential road widening. Mr. Lofquist stated he believed the space is there and the grade, but it is not shown on the preliminary concept. Mr. Setzer inquired if there were any plans for pedestrian connectivity to the Cullowhee Valley School. Mr. Lofquist stated that has not been considered, as there may be some concerns of access to the school. Mr. Lopez stated they would consider connectivity to the school and they are improving Lyle Wilson Road with proposed sidewalk. Mr. Setzer stated the NCDOT requires curb and gutter drainage, and inquired if that was included within the plan. Mr. Lofquist stated the sidewalk is shown outside of the right-of-way and would be required a public easement, however they would still maintain the ditch system.

Ms. Baker inquired the number of units for four bedroom duplexes. Mr. Lopez stated there would be seventeen units with eight bedrooms in a duplex, and they will include a master bedroom. In addition, she inquired if the applicant had any written reports, studies or appraisals they would like to admit into evidence for the hearing. Mr. Lopez did not have any reports to submit into evidence.

Mr. Setzer in reference to light pollution, they do make lights that project down and asked the applicant to consider using those types of lights to eliminate light pollution along with complying the county lighting ordinance.

Ms. Schrader inquired the number of people that could live in the proposed development if all rooms were full to capacity. Mr. Lopez stated full capacity would allow for 265 people.

Heather Baker moved to include the staff report and all related material and attachments into evidence and it was allowed into evidence.

Board Discussion:

The Council reviewed the special use permit application for compliance with the requirements of the Cullowhee Community Planning Area Development Standards as follows:

1. *That the proposed use or development of the land will not materially endanger the public health or safety.*

   Jack Debnam expressed concern of road and traffic safety of the private road, as it is not updated and maintained in accordance to the state maintained road. Mr. Setzer had concerns of access for emergency responses, they should make a condition that Lyle Wilson Road to be improved and widen to a standard two-lane road to be consistent with the state maintained portion of the road or follow county requirements for road width. In addition, Lyle Wilson Road to be designed to collector road standards. Mr. Claxton inquired if public health was a concern of potential runoff in the Cullowhee Creek. Mr. Jeleniewski stated staff's condition is the applicant must comply with the county ordinances in final site construction plans certified by an engineer. Staff would inspect the project to insure they are complying fully with the county ordinances.

   Vote: 6-1, in favor

2. *That the proposed use or development of the land is reasonably compatible with significant natural and topographic features on the site and within the immediate vicinity of the site given the proposed site design and any mitigation techniques or measures proposed by the applicant.*

   Vote: 5-2, in favor

3. *That the proposed use or development of the land will not substantially injure the value of adjoining or abutting properties.*

   Mr. Lewis believes the adjoining property owners opinion of the value of their land is evidence. He stated "value" could be interpreted and not limited to monetary value, but if it is worth living on the property. Mr. Setzer stated there was no cost comparison that it would affect adjoining properties, but there were concerns of light pollution, and affecting walking and jogging within the area. Ms. Baker stated case law references value as a monetary value because appraisals are typically used to demonstrate this standard; however other evidence can be factored into consideration. In addition, the

burden is on the applicant to prove this standard and not on other parties with standing to present evidence on each standard for the Council to rely on to make a decision. It is not upon the county or other parties with standing to present this evidence.

Vote: 4-3, in favor

4. *That the proposed use or development of the land will be in harmony with the scale, bulk, coverage, density and character of the Cullowhee Community.*

Vote: 6-1, in favor

5. *That the proposed use is appropriately located with respect to transportation facilities, water supply, fire and police protection, waste disposal, and similar facilities.*

Mr. Setzer added the condition for the applicant to earnestly explore pedestrian bridge connectivity to Cullowhee Valley School with due diligence.

Vote: 7-0, in favor

6. *That the proposed use will not cause undue traffic congestion or create a traffic hazard.*

Ms. Baker stated a traffic engineer testified about the findings of a Traffic Impact Analysis (TIA) to the Council even though the applicant did not submit the written report into evidence. Mr. Setzer stated the evidence presented was the industry standard for conducting counts, analyzing the data, and trip generation for projecting traffic. Chairman Baker stated it was not required for the applicant to conduct a TIA due to the proposed development; however, they chose to conduct one and follow the standard guidelines.

Vote: 5-2, in favor

7. *The application for Special Use permit is approved with the following conditions:*
   - All proposed plantings shall be selected from the recommended species list provided in the ordinance and a "Landscape Plan" shall be provided at the time of final review/approval of the project site construction plans.
   - The owner shall work with Planning Department staff in the final design, construction and landscaping of the overall project to comply with the Cullowhee ordinance standards.
   - Design the collector road standards Lyle Wilson Road to be improved and widen to a standard two-lane road to be consistent with the state maintained portion of the road or follow county requirements for road width.
   - Applicant to explore pedestrian bridge connectivity to Cullowhee Valley School with due diligence providing documentation.
   - The applicant to reduce the overflow parking area to 68 parking spaces to be consistent with the number of beds in the proposed development.

Vote: 7-0, in favor

8. *The proposed use (or development of the land) meets the requirements set forth in the ordinance for the proposed use and the findings made in numbers 1-7 above shall be incorporated into a written decision as the findings for approval of this application for a Special Use permit.*

Chairman Baker instructed staff to prepare the order, and include findings based on the evidence presented and entered into evidence during the Quasi-Judicial Hearing.

Vote: 7-0, in favor

Chairman Baker closed the Public Hearing at 9:31 p.m.

b. Architectural Review: Prospect Speedwell

John Jeleniewski presented the architectural design review staff report for the Prospect Speedwell project at Speedwell Road (PIN 7558-38-3553) in the Commercial District of the Cullowhee Planning Area. The project will be located on a property of 5.24 acres and will consist of 21 residential homes,

45 dwelling units with a total of 180 bedrooms. Site grading (cut and fill) will be minimal as the existing topographic features of this property are relatively flat; the average slope of this property is 8% and compliance with the Mountain and Hillside Development Ordinance will not be required. Stormwater treatment measures would be achieved in an engineered collection system (above ground detention, structures and pipe). Water and wastewater services would be provided by TWSA and these utility plan would be reviewed by TWSA when final construction plans are submitted to their office. This proposed multi-family project was reviewed and approved on March 4, 2019 applying the *Cullowhee Community Planning Area* and *Jackson County Subdivision* ordinances. This project meets or exceeds the standards set forth in both ordinances.

The Cullowhee Planning Council acts as the Design Review Committee and must review the proposed multi-family development for compliance with the Cullowhee Community Design Standards.

Mr. Jeleniewski described the *Architectural Design Standards* set forth in the Unified Development Ordinance Section 9.4.8 and explained the different elements of the project according to the proposed plans. The different elements discussed are as follows; building materials and color, building massing and configuration, building façade character, minimum wall articulation, windows, entrances, roof form and articulation, rooftop equipment screening, and architectural unity.

Staff's recommendation was the *Architectural Design Standards* meet or exceed the regulations set forth in the *Cullowhee Community Planning Area Ordinance.* Staff recommends approval of the architectural plans regarding style, features and materials as presented.

Jack Debnam made a motion to approve the proposed architecture with staff's recommendations Prospect Speedwell. Jim Lewis seconded the motion and the motion passed unanimously.

c. Architectural Review: The Bellamy at WCU

John Jeleniewski presented the architectural design review staff report for the Bellamy Western project at 66 South Painter Road (PIN 7559-27-8152) in the Multi-Family Residential Low Density District of the Cullowhee Planning Area. The project will be located on a property of 11.67 acres and will consist of 7 residential buildings, 62 dwelling units with a total of 248 bedrooms. A significant moderate amount of grading (cut and fill) will be required for this development. Retaining walls are proposed to reduce the amount of cut and fill and these walls may approach 7 feet in height which would be designed by an engineer. Water and wastewater service would be provided by TWSA and these utilities would be reviewed by TWSA when final plans are submitted to their office. This proposed multi-family project was reviewed and approved on April 1, 2019 applying the *Cullowhee Community Planning Area* and *Jackson County Subdivision* ordinances.

The Cullowhee Planning Council acts as the Design Review Committee and must review the proposed multi-family development for compliance with the Cullowhee Community Design Standards.

Mr. Jeleniewski described the *Architectural Design Standards* set forth in the Unified Development Ordinance Section 9.4.8 and explained the different elements of the project according to the proposed plans. The different elements discussed are as follows; building materials and color, building massing and configuration, building façade character, minimum wall articulation, windows, entrances, roof form and articulation, rooftop equipment screening, and architectural unity.

Staff's recommendation was the *Architectural Design Standards* meet or exceed the regulations set forth in the *Cullowhee Community Planning Area Ordinance*. Staff recommends approval of the architectural plans regarding style, features and materials presented.

Jack Debnam made a motion to approve the proposed architecture with staff's recommendations of The Bellamy at WCU. Jim Lewis seconded the motion and the motion passed unanimously.

d. Cullowhee Small Area Plan

This discussion was tabled until the next Council meeting on Monday, January 6, 2020.

Adjournment

With no further business, Jack Debnam made motion to adjourn. Joel Setzer seconded the motion and the meeting adjourned at 9:43 p.m.

Respectfully Submitted,

Allison Kelley
Administrative Assistant- Planning

Scott Baker
Planning Council Chair