

Cullowhee Planning Council
Minutes
August 3rd, 2020
6:00 p.m.
Virtual Meeting

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
 Heather Baker, County Attorney
 Allison Kelley, Administrative Assistant

Call to Order

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

Additions to Agenda

Jim Lewis made a motion to approve the agenda as written. Myrtle Schrader seconded the motion and it passed unanimously.

Approval of Minutes

David Claxton made a motion to approve the minutes from March 2nd, 2020. Jim Lewis seconded the motion and it passed unanimously.

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

There were no public comments.

New Business

a) **Staff Updates**

Mr. Poston informed the Council that the Board of Commissioners has adopted the text amendment to the Unified Development Ordinance (UDO) Section 9.4.4 of the Cullowhee Community Planning District regarding the number of unrelated persons in a single-family dwelling zoned district. Staff will be able to work with property owners with the new rules in place.

The 2020 Census response rate for Jackson County is approximately 32.5%. He stated Cullowhee is underperforming compared to the 2010 Census by approximately 9%, which some is contributed to student off-campus housing. Mr. Poston stated staff has been working with Lane Perry at Western Carolina University (WCU) to address the best method to target the off-campus student population to complete the Census. He asked the Council to reach out to friends, family and coworkers to respond to the Census. In addition, he stated enumerators are expected to be in the county mid-August and typically end collecting data on October 31st. Staff is waiting on conformation from the Census Bureau to extend the date to September 30th. Mr. Poston stated by having a better the response rate and count, the county would be eligible for more funding of the different services it provides. Community members can complete the Census at mycensus2020.gov or there is an option to call in both English and Spanish. Mr. Poston stated

that the Census guidance for college students is that they should be counted in the county they attend school, and where they were on April 1st regardless if they were away visiting family members. Myrtle Schrader inquired if they plan to contact those that are off-campus student housing coordinators or managers to have a print out for new students moving in. Mr. Poston stated Lane Perry (head of the student engagement at WCU) has reached out to the 22 property owners, and will help get materials to those students to encourage responding to the Census. In addition, the service-learning group on campus is going to help staff determine methods to get peer-to-peer contact to those students. Staff will be putting up Census banners at Staff Recycling Center (SRC) locations throughout the county and the courthouse.

John Jeleniewski stated the Bellamy Western project located at 66 South Painter Road first phase has been completed (clubhouse and three buildings), and believes the other buildings should be under construction by October. The Prospect Speedwell project located on Speedwell Road has a landscaping bond because they are not going to be finished, and it should be completed in a couple of weeks. He stated staff would issue a conditional zoning certificate, as they still need to do paving and strips for parking stalls and the clubhouse is still under construction and should be completed by next month. The Husk & the Helm, previously known as the Landing Phase 2 project located at 4616 Little Savannah Road is ongoing and they are most likely not going to be completed by the student move-in date as they still have work to do with utilities, and landscaping. The Millennial Campus project located at 261 Dr. Killian Road is not located in the Cullowhee zoning area, however the project does fall under the Jackson County Subdivision Ordinance, and they have not called in for finals from the Permitting and Code Enforcement office. In addition, for the most recent project Elevate approved off Lyle Wilson Road no plans or final plans have been submitted. He stated the applicant did not anticipate the ordinance amendment adoption regarding the number of unrelated persons, and they are moving away from the four bedroom duplex units keeping the single-family home model of the three and two bedroom duplex units throughout the property.

Mr. Poston stated the Council needs to begin reviewing the action plan of the Cullowhee Small Area Plan, and encouraged the Council to review for the next meeting, as staff would begin discussing how to address moving forward implementing the plan and modifying ordinance standards.

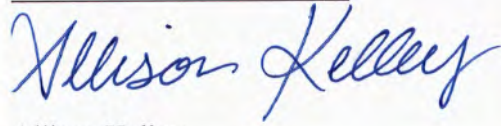
Scott Baker informed the Council he has sold his house and he no longer lives or owns property in the area, and is ineligible to serve on the Council and must resign. In addition, he received a call from Jack Debnam that he is also resigning from the Council and his term ends in December 2020. Mr. Baker thanked both staff and Council for all the work they have done while serving on the Council. Mr. Poston thanked Mr. Baker for the hard work, dedication, and efforts made to the community and serving as chairman to the Cullowhee Planning Council and Jack Debnam as vice chairman. He stated at the next meeting, staff would ask the Council for nominations for chairman and vice chairman of the Council. If the Council has any suggestions for potential new members, to forward those suggestions to staff to contact those individuals to fill out a volunteer application. In addition, the next scheduled meeting date falls on the Labor Day holiday and the council moved the meeting to the following Monday, September 14th.

Jim Lewis made a motion to thank Mr. Baker and Mr. Debnam for serving as chairs to the Council and all of their efforts made to the community. Myrtle Schrader seconded the motion, and it carried unanimously.

Adjournment

With no further business, Chairman Baker adjourned the meeting at 6:23 p.m.

Respectfully Submitted,



Allison Kelley
Administrative Assistant- Planning



Planning Council Chair