

Cashiers Area Community Planning Council Special Meeting Minutes

December 19, 2023

5:00 p.m.

Albert Carlton Community Library, Community Room

Members	Present	Absent	Members	Present	Absent	Members	Present	Absent
Daniel Fletcher		X	Sonia Morales		X	Dr. Douglas Homolka		X
David Bond	X		Carole Stork	X		Judy Zachary	X	
Glenn Ubertino	X							

Staff Present

Michael Poston- Planning Director

Anna Harkins- Planner I

Allison Kelley- Administrative Assistant III

Others Present

Chad Meadows, CodeWright

Call to Order

Chairman Glenn Ubertino called the meeting to order at 5:08 p.m. and a quorum was present.

Additions to/Approval of the Agenda

Carol Stork made a motion to approve the agenda as written. David Bond seconded the motion, and it carried unanimously.

New Business

a) **Recodify Cashiers: Annotated Outline Presentation-Chad Meadows, CodeWright**

Chad Meadows stated the annotated outline is our roadmap for the changes that we are making to the Unified Development Ordinance (UDO) Section 9.3, and there will be moderate changes to other parts of the document.

Mr. Meadows stated the conditional rezoning process, is a brand new procedure and it is legislative in nature. The Cashiers Planning Council will be reviewing these kinds of developments that come forward under the conditional rezoning process, just like any other rezoning. The Planning Board would then review and then the County Board of Commissioners ultimately makes the final decision. He stated this is a tool that is intended to address the largest projects, and it replaces the cumbersome quasi-judicial special use permit process for these large projects. They would not be doing away with special use permits, because there are some uses that would continue to be reviewed under that process. Projects that hit a certain threshold would be required to be reviewed as conditional rezoning, and would be required to establish a new zoning district to be accommodated in Cashiers. Single buildings or multi-building developments with a cumulative gross square footage of 20,000 square feet or more would have to get a conditional rezoning. In addition, developments that are expected to generate more than 4,500 +/- trips per day or 300 trips during peak hours would also be required to undergo the conditional rezoning process. Mr. Meadows stated they are still working on the traffic

count, and those numbers may be adjusted as the NCDOT standard thresholds are about 3,000 trips per day or 100 during peak hours. Other procedural changes included retaining special use permits for some uses (group homes, adult business, manufactured home parks, residential treatment centers). If one of those uses exceeds the square footage threshold or the traffic threshold, they would go through the conditional rezoning process. Staff would continue to review and decide site plan applications for developments not meeting the thresholds for the conditional rezoning or special use permit process. The Cashiers Planning Council would continue to conduct design review, as far as special use permits and conditional rezoning.

Mr. Meadows stated one of the reasons why we have worked so very hard in identifying what these development standards and design standards should be, is so that we can make it clear to everyone what we want. In addition, he stated what happens if somebody does not want to do something that we have included in the development standards or the design standards, and how do we handle that. Mr. Meadows stated they are still exploring that as it is typical local governments would subject that kind of development to the conditional zoning process and it would be a negotiated process.

Mr. Meadows stated they discussed changing the current zoning districts from village commercial and general commercial to residential, non-residential, mixed-use and conditional would not be laying on the ground.

The following are the allowable uses for each district:

- Residential Subdistrict
 - Single-family detached (SFD), Duplex
 - Triplex, Quadplex
 - Townhouses (up to 4 units per acre)
 - Conservation subdivision
 - No multi-family permitted
 - Church, School, Daycare
 - Accessory dwelling unit (ADU)
- Non-Residential Subdistrict
 - Commercial, light manufacturing
 - Event venue, Gas station, Restaurant
 - Telecommunications uses under 90 feet tall
 - Live/work units
 - Townhouses, Multi-family
 - No Single-family detached (SFD) permitted
 - Drive-throughs/canopies
- Mixed-Use Subdistrict
 - Single-family detached (SFD), Townhouses, Multi-family
 - Triplex, Quadplex, Duplex
 - Live/Work, Upper-story Residential
 - Commercial, Restaurant, Gas Station
 - Church, School, Daycare
 - No manufacturing (light or heavy)
 - Drive-throughs/canopies

Mr. Meadows stated existing uses that would not be permitted in the district would be a lawfully established non-conforming use that is allowed to remain, and we would incorporate additional standards that permit owners to improve those uses and expand. Mr. Meadows stated they needed to discuss how do we handle people suggestions for change to the zoning map as part of this process and avoiding litigation. He stated they are anticipating preparing a zoning map that we suggest be adopted by the

Board of Commissioners as part of this process. Then there would be a window of opportunity from six months to a year where people are able to bring in to request to deviate either for a reduced price or for no price at all. In addition, he anticipates an accelerated schedule that we can quickly get peoples issues addressed if they are not satisfied with the suggestions that we are making, or if they wish to have something else. Mr. Meadows stated they want to be fair, equitable, and we want to give people a chance to come in talk with us.

Density

- Residential Subdistrict: 4 units per acre
- Non-residential Subdistrict: 4 units per acre
- Mixed-use Subdistrict: 8 units an acre (Must have a mix of housing types or uses from 2 or more use classifications)
- Accessory Dwelling Units (ADUs) do not count towards density, but are limited to 35% of principal dwelling size; 1 per lot

Mr. Meadows stated as the general rule of thumb, the Environmental Health Department likes to see 40,000 square feet of land area for an onsite septic tank, however you cannot fit four units on 40,000 square feet and there might be some locations where onsite septic will make some sense and we can make you can reach these densities. Potentially, some people will be on septic some people will be on sewer, and there are some developments that have some wastewater allocation but it is a very precious commodity here. In addition, he stated there are five use classifications, residential, commercial, institutional, industrial, and agricultural.

Height

- Mixed-use development: 3 stories, not to exceed 45 feet in height
- All other use types: 2 stories, not to exceed 30 feet in height
- Stories that are 75% or more below grade (basements) are not counted

Mr. Meadows stated we are trying to recognize that there are sloping lots, and to encourage people to build on sloping lots rather than mass grade and drastically alter the topography.

Feedback from the audience included that we need to strongly consider to have some type of efforts that speak to how we can protect the area we live in which is a watershed area. For example, if you hit below a certain level you are hitting water, and we have a risen water table and they need to consider protection on depth of how you dig down when developing.

Mr. Meadows stated they would discuss open space and new requirements for more open space for most use types, which is part of protecting the environmental sensitivity, and it also means building up. A part of that discussion would be how do we build up knowing that we want to protect our grounds ability to take up water, and staying out of all of the sensitive environmental areas.

Development Standards

Signs

- No internal illumination
- No plastic cabinets
- Keep current maximum height and face area
- Add new pedestrian-oriented signage types

Parking

- Bring buildings to street in the "core"
- Reduce parking standards generally
- Add bike parking requirements

- Maintain parking lot location flexibility

Lighting

- Short, person-driven heights
- Full shielding
- Dark sky concepts but stop short of lumen/footcandle metrics

Landscaping

- Street trees required (use understory trees, where necessary)
- Maintain perimeter buffer requirements around intense uses (like manufacturing)
- Limit parking lot landscaping

Open Space

- All uses must provide
- 10% (residential), 7% (mixed-use), 5% (non-residential) of site area, depending on use type
- Passive open space that allows gathering
- Priority listing
- Multi-family requires active open space


Building Colors


- Maintain very basic rules
- Do not specify permitted/encouraged colors
- Different standards for primary/accessory colors
- Prohibit fluorescent/day-glow

Adjournment

With no further business to discuss, the meeting adjourned at 6:00 p.m.

Respectfully Submitted,


Allison Kelley
 Administrative Assistant


Glenn Ubertino
 Cashiers Planning Council Chairman