

JACKSON COUNTY PLANNING BOARD

MINUTES

Date: August 13, 2020								
Time Begin: 6:00 p.m.								
Time End: 6:28 p.m.								
Location: Virtual Meeting								
Members	Present	Absent		Present	Absent		Present	Absent
Emily Moss		X	Tamera Crisp	X		Joyce Cooper	X	
Sandy Davis		X	Brad Waldrop	X		Steven Johannessen		X
Jeremy Hyatt		X	Mark Letson	X		Tommy White	X	
Kirk Shufelt	X		Zachary Newland	X				

Staff Present:

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

Call to Order and Quorum Check

Vice Chair Mark Letson called the meeting to order at 6:02 p.m. and a quorum was present.

Public Comment

There were no public comments.

Approval of the Agenda

Tommy White made a motion to approve the agenda removing under “New Business” letter c “Planning Board Chair and Vice Chair Nominations”. Zachary Newland seconded the motion, and it carried unanimously.

Approval of the Minutes

Kirk Shufelt made a motion to approve the minutes from June 11th, 2020. Tommy White seconded the motion, and it carried unanimously.

New Business

a) Ordinance Amendment Discussion: Sedimentation and Erosion Control

Mike Poston stated county staff has had many issues with erosion control in the Cullowhee area with construction. Tony Elders (Director of Permitting and Code Enforcement), and Steve Beasley (Erosion Control Supervisor) have been working with the planning staff to amend the ordinance to provide county staff more tools to address how to better manage different types of projects in the county.

Mr. Poston informed the Board of the following proposed language ordinance addition for the Unified Development Ordinance, Section 5.3.5 as follows:

Prior to obtaining building permits for multi-family developments exceeding ___ bedrooms:

- *All building pads must be established, roadways entering and throughout the development should have the initial layer of compacted stone in place.*
- *All slopes must be seeded and ground cover established.*
- *All sediment basins and erosion control devices shown on the approved erosion control plan must be in place.*

Mr. Poston stated this amendment would allow driveways that are stabilized, and that erosion control measures are in place prior to building construction. Staff is finding not having this language in the ordinance has allowed applicants on building sites to conduct grading and building construction at the same time which has caused a lot of issues for erosion control due to the site not being prepared prior to construction. In addition, he stated staff still is determining how to structure the ordinance in regards to the number of bedrooms and will have a report at the next meeting. Currently there is no language in the ordinance that limits when applicants can obtain a building permit, and this language would allow staff to require that these issues be addressed prior to building. Mr. Poston asked the Board if they had any questions or comments regarding this amendment, and to consider calling for a public hearing at the next scheduled meeting.

Kirk Shufelt inquired if these restrictions would be without conflict from the state. Mr. Poston stated if the project is managed by the county and subject to state review and oversight, the county could enforce these restrictions. Tommy White asked if the ordinance amendment would have had any effect on the Millennial Campus project should it had been in place. Mr. Poston stated had this been in place, it would have allowed staff to hold off on building permits until all requirements were met for the building site.

Brad Waldrop stated the intent for this language is solid however, he believed some of the language is vague and is unsure how it would later be defined. He was concerned the language would be open to interpretation by using the word "all" for slopes must be seeded and ground cover established. Mr. Poston stated the language ties into the erosion control measures, and ensures the site is stabilized prior to building. In addition, the actual erosion control and building standards are already in the ordinance and this language is procedural.

John Jeleniewski stated they have definitions in both the Unified Development Ordinance, and Erosion Control Ordinance regarding disturbed areas. This language is regarding grading a fill slope with seeding or matting, not a slope with existing vegetation. There has to be ground cover and established vegetation for staff to see the growth before a building permit can be issued.

Mark Letson stated there are some issues with sediment runoff at High Hampton going into Fowler Creek and asked if this amendment would address these issues. Mr. Poston stated the amendment is more procedural that allows the Permitting & Code Enforcement department more authority to deny permits until those issues have been addressed reducing the potential sedimentation runoff during construction. Mr. Jeleniewski stated the amendment is focused on a site being established with vegetation prior to any structures. If there were a large-scale grading project similar to a golf course where no structures are involved, this amendment would not speak to that type of project. In addition, a project with a lot of acreage the state is involved and erosion control. Mr. Jeleniewski stated student housing and other large-scale apartments are looking to go vertical quicker that has caused many issues in the Cullowhee area. Staff will come back with other measures in a future meeting that will speak more about large-scale grading projects.

Kirk Shufelt made a motion to call for a public hearing on the proposed ordinance amendment on September 10th. Tommy White seconded the motion, and it passed unanimously.

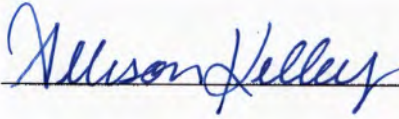
b) Oaths of Office

Allison Kelley, clerk to the Board read the Oath of Office for the following new Board members, Zachary Newland, Kirk Shufelt, Joyce Cooper and Brad Waldrop and they affirmed to execute the duties of Planning Board Members according to the best of their skills and abilities.

Adjournment

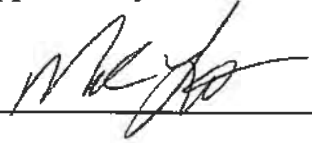
With no further business, Kirk Shufelt made a motion to adjourn. Brad Waldrop seconded the motion and the meeting adjourned at 6:24 p.m.

Submitted by:



**Allison Kelley
Administrative Assistant – Planning**

Approved by:



**Mark Letson
Planning Board Vice Chairman**