

JACKSON COUNTY PLANNING BOARD

MINUTES

Date: April 8, 2021

Time Begin: 6:01 p.m.

Time End: 7:00 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		Thomas Taulbee	X	
Brain Barwatt	X		Mark Letson	X		Tommy White	X	
Kirk Shufelt	X		Ollin Dunford	X				

Staff Present:

Michael Poston- Planning Director

John Jeleniewski- Senior Planner

Heather Baker- County Attorney

Allison Kelley- Administrative Assistant

Call to Order and Quorum Check

Chairman Mark Letson called the meeting to order at 6:01 p.m. and a quorum was present.

Public Comment

There were no public comments.

Approval of the Agenda

Tamera Crisp made a motion to approve the agenda as written. Thomas Taulbee seconded the motion, and it carried unanimously.

Approval of the Minutes

Tommy White made a motion to approve the minutes from March 3rd, 2021. Thomas Taulbee seconded the motion, and it carried unanimously.

New Business

a) Major Subdivision Review: Saratay

John Jeleniewski presented the staff report for the *Saratay Subdivision* located at 805 Whiteside Cove, Cashiers NC 28717 (PIN 7571-52-7041) submitted by applicant LH Saratay Properties, LLC; Alan Webster. The proposed major subdivision will consist of 20 single-family lots situated on 34.81 acres. The proposed development will be served primarily by a main, one-way roadway, which has a proposed pavement width of 16' and 2' wide shoulders. Access to this proposed subdivision will be from Whiteside Cove Road which is an NCDOT maintained roadway (S.R. 1107) and has an approximate pavement width of 20'. The proposed single-family home lots will range from 1.0 to 2.09 acres in land area. Site grading (cut and fill) will be moderate for infrastructure improvement as the submitted plans indicate that the proposed road network will take advantage of the existing topography and limited to the proposed right-of-way corridors with exception to some areas where the grading corridor is wider in order to tie grades; it is assumed that future home site construction will be built to the existing contour of the land.

Responsible storm water and erosion control measures will be required for this project and be shown on the final site construction plans. Water service for these proposed lots will be from private wells and wastewater treatment will be traditional septic systems; both the water and septic systems will require permitting/approval by Jackson County Environmental Health (Health Department). Fire protection will be provided by the Cashiers/Glenville Fire Department. A small portion of the southerly property line is located within a designated flood hazard area; 100-year flood plain, however, no development is proposed in this area as it is in an identified open space area. The average slope of this property is 32%, which does not prompt the administration of Mountain and Hillside Development Ordinance. The Subdivision Ordinance requires 10% open space for developments that include up to 20 lots; the total lot area for this proposed subdivision is 26.42 acres and 2.64 acres of open space is required, however, the applicant is providing a total of 2.71 acres of open space.

Mr. Jeleniewski stated staff's recommendation is to approve the *Saratay Subdivision* under the condition that all proposed site construction be in accordance the *Jackson County Unified Development Ordinance* including performance guarantee, all other applicable County ordinances and the submitted site construction plans. Also, that the applicant complies with any requirements set forth by the NCDOT, Army Corps of Engineers, Duke Energy and any other agency with jurisdiction.

Brad Waldrop made a motion to approve the Saratay Subdivision with staff's recommendations.

Brian Barwatt seconded the motion, and it passed unanimously.

b) Major Subdivision Review: Little Cove

Mr. Jeleniewski presented the staff report for the Little Cove Subdivision located at 2428 Norton Road, Cashiers NC 28717 (PIN 7552-75-5487) submitted by applicant Tri Norton Development, LLC. The overall land area of this property is 42.77 acres, however due to the proposed re-alignment and improvement of Wayfaring Road (private roadway), 3.71 acres will be subdivided and combined with an adjoining parcel of land (Glen Cove Subdivision), to the west which is owned by the applicant. The remaining 39.06 acres will establish the Little Cove Subdivision and will consist of 37 single-family home lots and 1 additional lot reserved for future multi-family housing. This proposed subdivision will be served by a main roadway, Little Cove Drive, which has a proposed pavement width of 20' and 3' wide shoulders. Access to this proposed subdivision will be from Wayfaring Road, which is privately maintained and has a pavement width of 18' with a 45' right-of-way. The proposed single-family home lots will range from 0.51 to 1.12 acres in land area with the reserved, multi-family lot being 2.78 acres. Site grading (cut and fill) will be minimal for infrastructure improvement as the submitted plans indicate that the proposed road network will take advantage of the existing topography and limited to the proposed right-of-way corridors; it is assumed that future home site construction will be built to the existing contour of the land. Responsible storm water and erosion control measures have been designed by an NC licensed engineer (Martin Kocot) and will be reviewed by Jackson County Erosion Control when plans are submitted for a land disturbance permit. Water service for these proposed lots are planned to be from the expansion of an existing, private, community water system (NC 01-50-200), owned and operated by the applicant. Wastewater treatment is planned to be collected by the expansion of an existing, private, community sanitary sewer system (WQ-0017530) owned and operated by the applicant. Both utility systems will be reviewed and permitted by the appropriate State agencies with jurisdiction. The Cashiers/Glenville Fire Department will provide fire protection for this development. This property is not located within a designated flood hazard area; 100-year flood plain or floodway. The average slope of this property is 23%, which does not prompt the administration of Mountain and Hillside Development Ordinance. The Subdivision Ordinance requires 15% open space for developments that include between 21-50 lots; the total lot area for this proposed subdivision is

26.14 acres and 3.92 acres of open space is required, however, the applicant is providing a total of 7.21 acres of open space.

Mr. Jeleniewski stated staff's recommendation is to approve the Little Cove Subdivision under the condition that all proposed site construction be in accordance the Jackson County Unified Development Ordinance including performance guarantee, all other applicable County ordinances and the submitted site construction plans. Also, that the applicant complies with any requirements set forth by the NCDOT, Army Corps of Engineers, Duke Energy and any other agency with jurisdiction.

Tamera Crisp made a motion to approve the Little Cove Subdivision with staff's recommendations. Brad Waldrop seconded the motion, and it passed unanimously.

c) Major Subdivision Review: Glen Cove (Modification)

Mr. Jeleniewski presented the staff report for the *Glen Cove Subdivision* modification located at 2502 Norton Road, Cashiers NC 28717 submitted by applicant Tri Norton Development, LLC. He stated a portion of PIN 7552-75-5487 (Little Cove Subdivision) and a portion of PIN 7552-74-0533 is to be combined with the existing major subdivision, PIN 7552-64-4061 (Glen Cove). Due to the proposed re-alignment and improvement of Wayfaring Road (private roadway), 3.71 acres of PIN-7552-75-5487 (Little Cove Subdivision) and a 1.74 acre portion of PIN 7552-74-0533 (vacant land) will be subdivided and combined with an adjoining parcel of land, PIN-7552-64-4061 (existing Glen Cove Subdivision), all owned by the applicant. This combination of properties will add an additional 5.45 acres to the existing Glen Cove Subdivision which was approved by the Jackson County Planning Board on August 9, 2018, will create an additional four single-family cottage units (lots 35-38) and will relocate two previously approved cottage sites (lots 3 & 4).

The following is the summary of the Glen Cove subdivision as presented on August 9, 2018:

This proposed subdivision will contain approximately 160.48 total acres and is a "sister" neighborhood to the Highlands Cove community (different ownership). Access to this proposed neighborhood will be from Highlands Cove Drive (two locations) which is a private road with a 60' wide right-of-way and pavement width of approximately 18'. Highlands Cove Drive currently provides access to approximately 130 residential properties, clubhouse and golfing facilities. The proposed Glen Cove neighborhood will be served by six new and existing (improved) roadways: Glen Cove Drive which will have a 45' wide R/W, 18'-20' wide paved surface and 3' wide shoulders; Jupiter Lane and Old Edwards Collector will have a 45' wide R/W, 20' wide paved surface and 3' wide shoulders; Wild Turkey Road will have a 45' wide R/W, 18' wide paved surface and 3' wide shoulders; Stillwater Farms Road and Glen Cove Overlook will have a 30' wide R/W, 16'' wide paved surface and 3' wide shoulders. The proposed Glen Cove neighborhood will consist of 17 single family home lots ranging from 5.00 to 5.55 acres in area and 34 clustered cottages. Site amenities will include a clubhouse, par 3 golf course, tennis court, trout pond, event lawn and pavilion. Site grading (cut and fill) will be moderate for infrastructure improvement (15.60 acres of disturbed area) and it is assumed that future home site construction will be built to the existing contour of the land. The submitted plans indicate responsible storm water design and erosion control measures which have been engineered. Water service and wastewater collection will be provided by the existing Highlands Cove community utility systems (permitted). Fire protection will be provided by the Cashiers/Glenville Fire Department. This property is not located within a designated flood hazard area, however, existing streams have been identified and proper buffer areas will need to be established to ensure protection during future construction activities. The average slope of these combined properties is 22% and compliance with the Mountain and Hillside Development Ordinance will not be required. This proposed neighborhood will feature approximately 64.52 acres of open space overall, the open space (recreation and conservation) is calculated to be approximately 40% of the combined properties. These properties are in a designated watershed area (non-critical) with a density

standard of two units per acre and "cluster develop" is permitted, however, for clustering, the total number of dwelling units cannot exceed the allowed built upon area. In this case, 160.48 acres minus the 64.52 acres of provided open space would yield a total of 191 dwelling units (one unit per 0.50 acre); the applicant is proposing a total of 51 dwelling units for the areas which can be developed.

Mr. Jeleniewsk stated staff's recommendation is to approve the Glen Cove modification of additional cottage units under the condition that all proposed site construction be in accordance the Jackson County Unified Development Ordinance including performance guarantee, all other applicable County ordinances and the submitted site construction plans. Also, that the applicant complies with any requirements set forth by the NCDOT, Army Corps of Engineers, Duke Energy and any other agency with jurisdiction.

Tommy White made a motion to approve the Glen Cove modification with staff's recommendations. Brad Waldrop seconded the motion, and it passed unanimously.

d) Major Subdivision Review: High Hampton-Sawmill Cottages

Mr. Jeleniewski presented the staff report for *High Hampton-Sawmill Cottages Subdivision* located at 255 High Hampton Drive, Cashiers NC 28717 that is a portion of (PIN 7571-96-2374) submitted by the applicant High Hampton Land, LLC (Daniel Communities). He stated the project is a proposed cluster neighborhood of six cottages is an addition to the existing High Hampton community and will be located in the resort core area of the property, which is approximately 1,450 total acres. These six cottages, approximately 2,890 square feet each, are proposed in a project area of approximately 4.46 acres and formed from previously undeveloped open space in High Hampton. Access to this proposed neighborhood will be from the existing, private High Hampton Drive, which is approximately 20' wide and is a paved surface; High Hampton Drive has direct access to Highway 107, which is a NCDOT maintained roadway. This proposed neighborhood will be served by "Road A" which will have an 18' wide paved surface for the first 180' before transitioning down to a 12' wide paved surface for "Road B" and 10' wide paved surface for "Road C". These cottages will be individual, single-family ownership (dwelling, carport, decks) with the surrounding areas remaining in common area/open space. Site amenities are existing in the High Hampton community and include a clubhouse, golf, tennis and lake activities. Site grading (cut and fill) will be minimal for infrastructure improvement and it is assumed that future home site construction will be built to the existing contour of the land. The submitted plans indicate responsible storm water design and erosion control measures, which have been engineered. Water service to these cottages will be from the existing High Hampton community water system and wastewater will be collected by a community wastewater treatment facility. The Cashiers/Glenville Fire Department will provide fire protection. This property is not located within a designated flood hazard area, however, existing wetland areas and streams have been identified; proper buffer areas have been established to ensure protection during future construction activities. The average slope of this section of the High Hampton property is 19%, which does not prompt the administration of Mountain and Hillside Development Ordinance. This proposed neighborhood will remove approximately 0.86 acres (37,461 s.f.) of open space from the overall High Hampton community, which, after this subtraction, the open space (recreation and conservation) is calculated to be approximately 545.14 acres and remaining at 37% of the overall property.

This development is subject to review under the county's subdivision ordinance as a major subdivision and this ordinance defines a major subdivision by including a development with 9 or more lots/structures or, 60 or more bedrooms. This proposed cottage addition adds 6 dwelling units to the overall major subdivision. The role of the Planning Board in this review is to assure the submitted concept plan complies with the standards established in the subdivision ordinance. The subdivision ordinance establishes standards for road design and construction, site grading, storm water management, provision of water and wastewater treatment, and other

matters related to the proposed development. Other County ordinances, notably the erosion and sediment control and water recharge ordinances, address other matters related to the development of the project. Staff will assure these standards are met with plans meeting specifications established by Jackson County ordinances having to be approved prior to commencement of construction activities. The Planning Board will be kept informed of the status of approval of the plans, and schedule for construction activities.

Mr. Jeleniewski stated staff's recommendation is to approve the High Hampton Sawmill Cottages project under the condition that all proposed site construction be in accordance the Jackson County Unified Development Ordinance, including performance guarantee, all other applicable County ordinances and the submitted site construction plans. Also, that the applicant complies with any requirements set forth by the NCDOT, Army Corps of Engineers, Duke Energy and any other agency with jurisdiction.

Brian Barwatt made a motion to approve the High Hampton Sawmill Cottages with staff's recommendations. Ollin Dunford seconded the motion, and it passed unanimously.

e) Major Subdivision Review: High Hampton-Annex Lots

Mr. Jeleniewski presented the staff report for the *High Hampton-Annex Lots Subdivision* located at 255 High Hampton Drive, Cashiers NC 28171 that is a portion of (PIN 7571-96-2374) submitted by applicant High Hampton Land, LLC (Daniel Communities). The applicant is requesting the creation two additional lots in the resort core area of the High Hampton community and the annexation of two 10 (+/-) acre lots on the northerly boundary of the overall property. Lot "A" is 0.87 acres and will be created from existing open space area within the High Hampton subdivision; an existing gravel road off Mountain Holly Trail will serve this lot. Lot "200", is 1.31 acres and will be created from existing open space area within the High Hampton subdivision; Wade Road, which is paved, will serve this lot. The proposed lots to be annexed, Tracts "B-2" (10.25 acres) and "B-3" (10.53 acres) are just to the north of the existing High Hampton property boundary and will be part of the overall community including amenity access. These tracts will be served by a new driveway connection from the existing Uplands Road. Being that these tracts of land exceed 10 acres, they are exempt from the Subdivision Ordinance standards regarding roadways, grading, etc.; however, they are considered as an addition to the overall property of the High Hampton major subdivision. With the addition of the annexed tracts, the approximate land area of High Hampton increases to 1,470 total acres. All of the additional lots will have access through the High Hampton community to Highway 107, which is a NCDOT maintained roadway. Site amenities are existing in the High Hampton community and include a clubhouse, golf, tennis and lake activities. Future site development for these individual lots will be required to establish erosion control measures prior to site construction. Water service to these lots will be from the existing High Hampton community water system and wastewater will be collected by a community wastewater treatment facility. The Cashiers/Glenville Fire Department will provide fire protection. These lots are not located within a designated flood hazard area, however, existing wetland areas and streams have been identified; proper buffer areas have been established to ensure protection during future construction activities. The average slopes of the newly created lots are below the 35% threshold and will not prompt the administration of Mountain and Hillside Development Ordinance. This proposed neighborhood will remove approximately 2.18 acres of open space from the overall High Hampton community, which, after this subtraction, the open space (recreation and conservation) is calculated to be approximately 542.96 acres and remaining at 37% of the overall property.

This development is subject to review under the county's subdivision ordinance as a major subdivision and this ordinance defines a major subdivision by including a development with 9 or more lots/structures or, 60 or more bedrooms. This proposed annex and creation will add 4 additional single-family lots to the overall major subdivision. The role of the Planning

Board in this review is to assure the submitted concept plan complies with the standards established in the subdivision ordinance.

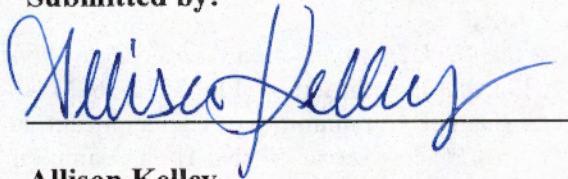
Mr. Jeleniewski stated staff's recommendations is that the Existing roadways within the High Hampton subdivision will serve the proposed lots created or annexed, no additional standards would apply. Staff recommends approval of the High Hampton Lot Addition under the condition that future site construction of single-family home lots be accordance the Jackson County Unified Development Ordinance.

Brain Barwatt made a motion to approve the High Hampton-Annex Lots addition with staff's recommendations. Brad Waldrop seconded the motion, and it passed unanimously.

Adjournment

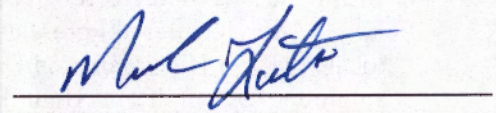
With no further business, Ollin Dunford made a motion to adjourn. Brad Waldrop seconded the motion and the meeting adjourned at 7:38 p.m.

Submitted by:

A handwritten signature in blue ink, appearing to read "Allison Kelley", written over a horizontal line.

Allison Kelley
Administrative Assistant – Planning

Approved by:

A handwritten signature in blue ink, appearing to read "Mark Letson", written over a horizontal line.

Mark Letson
Planning Board Chairman