

JACKSON COUNTY PLANNING BOARD

MINUTES

Date: July, 8 2021

Time Begin: 6:19 p.m.

Time End: 7:08 p.m.

Location: Department on Aging, Heritage Room

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	
Brian 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

Anna Harkins- Planner I

Call to Order and Quorum Check

Chairman Mark Letson called the meeting to order at 6:19 p.m. and a quorum was present.

Public Comment

There were no public comments.

Approval of the Agenda

Kirk Shufelt made a motion to approve the agenda with the addition of item c) *Call for Public Hearing* under "New Business". Brad Waldrop seconded the motion, and it carried unanimously.

Approval of the Minutes

Minutes from June 10th will be presented at next Board meeting.

New Business

a) Major Subdivision Review: Cope Creek Development

John Jeleniewski presented the staff report for Cope Creek Development Subdivision. The property is located off of Cope Creek Road (PIN's 7651-08-3358, 7651-07-8751, 7651-17-5708), and submitted by Lee and Kristina Cope. This proposed development will consist of 50 single-family lots, which will range from 0.49 to 2.68 acres in land area, done in six phases and will be situated on a total of 47.39 acres. Access to this proposed subdivision will be from Cope Creek Road (S.R. 1449), which is a paved NCDOT (public) roadway, approximately 22' in width and with a 45' right-of-way. This proposed subdivision will be served by a main access road, which has proposed pavement widths of 20' (3' wide shoulders) reducing down to 10' (2' shoulders) depending on the number of lots served. Road "A" will serve fewer properties and has proposed pavement widths of 16' (2' wide shoulders) reducing to 10' (2' shoulders) depending on the number of lots served. 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 (Alec Stillwell) and will be reviewed by Jackson County Erosion Control when plans are submitted for a land disturbance permit. Water service for these proposed lots will be from private wells and wastewater treatment will be by private septic systems with the option of public sewer (TWSA). Proposed water and wastewater systems will be reviewed by Jackson County Environmental Health (wells/septic) or Tuckasegee Water & Sewer Authority (public sewer). The Sylva Fire Department will provide fire protection for this development. A small portion of this property is located within a designated flood hazard area, the 100-year flood plain, and special standards will apply if these areas are developed. The average slope of this property is 29%, 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 39.51 acres and 5.94 acres of open space is required and provided.

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. 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.

Staff's recommendation is to approve the Cope Creek Development 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.

Tommy White made a motion to approve the Cope Creek Development subdivision with staff's conditions. Brad Waldrop seconded the motion, and it passed unanimously.

b) Multi-Family Standards Update

Mr. Poston stated at the last Board meeting they discussed a multifamily ordinance that would capture those outside of the zoned jurisdictions. Regulating developments in the unzoned portions of the county require creating regulations based on the specific type of development. The county has created these standards for industrial development, watershed and floodplain regulations. Staff presented a draft document to the Board based on regulations from the Cullowhee zoning district on multifamily development. He stated these standards would apply to only areas outside the zoning districts, municipalities and the qualla boundary. The Mountain and Hillside Development Ordinance (MHDO) currently manages density of a property. The multifamily ordinance would also apply parking, stormwater and landscaping standards that do not currently exist in the county. Mr. Poston presented the highlights of the proposed multifamily ordinance draft:

- Setbacks-The minimum setbacks are: Front: 40 feet, Rear: 30 feet, Side:25 feet
- Landscaping standards- Require a minimum buffer width of 15 feet around the property (18 plants per 100 linear feet)
- Screening of dumpsters, loading docks, outdoor storage areas, and utility structures

- Parking lot landscaping requirements
- Parking, loading, and access standards
- Stormwater management standards
- Architectural design standards

Allison Kelley, clerk to the Board read the Oath of Office for the following new Board member, Thomas Taulbee and he affirmed to execute the duties of Planning Board Members according to the best of their skills and abilities.

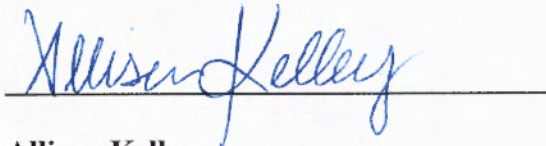
c) Call for Public Hearing

Mark made a motion to call for a public hearing for text amendments to the Unified Development Ordinance regarding NC G.S. Chapter 160D and other associated amendments to the UDO for the Boards August 12th meeting. Kirk Shufelt seconded the motion, and it passed unanimously.

Adjournment

With no further business, Kirk Shufelt made a motion to adjourn. Tommy White seconded the motion and the meeting adjourned at 7:26 p.m.

Submitted by:



Allison Kelley
Administrative Assistant – Planning

Approved by:



Mark Letson
Planning Board Chairman