

JACKSON COUNTY PLANNING BOARD

MINUTES

Date: March 9, 2023								
Time Begin: 6:02 p.m.								
Time End: 7:25 p.m.								
Location: Department on Aging, Heritage Room								
Members	Present	Absent		Present	Absent		Present	Absent
Emily Moss		X	Nathan Shepherd	X		Thomas Taulbee	X	
Sandy Davis		X	Ollin Dunford	X		Beverly Crespo	X	
Brian Barwatt	X		Joyce Cooper	X		Vacant		
Adam Holt		X	Ken Brown	X				

Staff Present:

Michael Poston- Planning Director

John Jeleniewski- Senior Planner

Anna Harkins- Planner I

Allison Kelley- Administrative Assistant III

Heather Baker- County Attorney

Call to Order and Quorum Check

Chairman Thomas Taulbee called the meeting to order at 6:02 p.m. and a quorum was present.

Oath of Office

Allison Kelley, clerk to the Board read the Oath of Office for reappointed member Ollin Dunford and he affirmed to execute the duties of Planning Board Member according to the best of his skills and abilities.

Approval of the Agenda

Ken Brown made a motion to approve the agenda as written. Beverly Crespo seconded the motion, and it carried unanimously.

Approval of the Minutes

Brian Barwatt made a motion to approve February 9, 2023 minutes as written. Ken Brown seconded the motion, and it carried unanimously.

Public Comment

There were no public comments.

New Business

- a) **Public Hearing: Text Amendments to the Unified Development Ordinance (UDO) Article II Section 2.2 Administration regarding Wireless Communication Facilities, and Article III Section 3 Permits and Procedures regarding Wireless Communication Facilities**

Chair Thomas Taulbee opened the Public Hearing at 6:05 p.m.

Mr. Poston stated at the last meeting they held a public hearing regarding the text amendments for the Wireless Communication Facilities. Staff found additional sections in the ordinance that spoke to the Board of Commissioners duties of special use requirements for

wireless communication facilities. The amendments are deleting the special use permit process for these types of facilities to reflect an administrative approval. In addition, he stated the Board has in their packets an amended consistency statement to include Article II and III. No public was present to give public comment regarding the public hearing.

Chair Thomas Taulbee closed the Public Hearing at 6:13 p.m.

Ken Brown made a motion to recommend approval of the text amendments to the UDO Article II Section 2.2 and Article II Section 3, and the consistency statement. Ollin Dunford seconded the motion, and it carried unanimously.

b) Vice Chair Nomination

The Jackson County Board of Commissioners appoints these positions and considers the Board's recommendations for Chair and Vice Chair.

Thomas Taulbee made a motion to recommend Nathan Shepherd as Planning Board Vice Chair.

Ken Brown seconded the motion, and it carried unanimously.

c) Land Use/Long Range Planning in Jackson County

Mr. Poston stated a comprehensive plan is an official statement of a legislative body of a local government that sets forth (in words, maps, illustrations, and/or tables) goals, policies and guidelines intended to direct the present and future physical, social and economic development that occurs in the planning jurisdiction. In addition, it includes a unified physical design for the public and private development of land and water. Comprehensive planning is a forward-thinking process that sets forth a vision for the future, goals, and strategic actions that will move the community toward that vision.

Mr. Poston discussed the following Jackson County Planning History:

- 1974 Jackson County Land Development Plan
- 1977 Jackson County Land Development Plan
- 1985 Jackson County Land Development Plan
- 1992 Jackson County Comprehensive Study
- 2000 Jackson County Development Plan
- 2006 Jackson County Land Use Plan
- 2008 441 Small Area Plan
- 2014 Cullowhee Vision Plan
- 2017 Jackson County 2040 Comprehensive Land Use Plan
- 2017 Jackson County Comprehensive Transportation Plan
- 2019 Cashiers Small Area Plan
- 2020 Cullowhee Small Area Plan
- 2021 Jackson County Walks Pedestrian Plan

In addition, he stated every five to seven years they reevaluate land use plans as conditions are continuously changing. The 1974 plan was not formally adopted by the Board of Commissioners, therefore the next plan was adopted three years later in 1977 and continued to our most recent plan 2021 Jackson County Walks Pedestrian Plan. Mr. Poston stated the 1974 plan was not adopted as they had implementation strategies regarding moving forward as a community by reactivating the county Planning Board, which at the time they did not have a Planning Board established to discuss growth and development. The county reestablished the county Planning Board in 1975, established a Building and Plumbing Codes department, and hired enforcement staff in 1974. In addition, the 1974 plan implementation they adopted Subdivision Standards in 2005, Sedimentation Control in 2000, created a Water and Sewer Authority in 1992, prepared a County Facilities Plan in 1977, implemented Zoning for strategic areas in 2003, and created a Housing Authority in 1977. In addition, by 1977 the county had

contacted with the Southwest Commission for planning services. In the 1980s, the county hired and maintained a planning staff under various departments. Currently the county has a Planning Department with a four-person staff.

Mr. Poston stated our current land use plan is the Jackson County Land Use Plan 2040, which was adopted in 2017. The purpose of this plan is to create a guiding policy document for the county in addressing the impacts of growth over the next 25 years. The document examines existing development trends and growth. In addition, it also provides future growth projections and identifies goals and objectives that are designed to manage growth. The plan includes a section that guides how these goals and objectives can be implemented over a 25-year time period.

Mr. Poston stated they go back every five to seven years to reevaluate these plans as the 2020 pandemic occurred and hit the community, which changed how people move around the county, the way that people interact, how they choose to shop and live. The components of the Jackson County Land Use 2040 comprehensive plan are as follows: Land Use, Transportation, Economic Development, Recreation, Cultural Resources, Natural Resources, Education, Infrastructure, Housing, and Public Health. In addition, he discussed the action plan table within the plan that discusses the goals, objectives and how to take action, who is the lead agency, partners, and timeframe for each goal.

Mr. Poston stated they also have another set of plans called a small area plan, which is a detailed, long-range land-use plan that is focused on a particular size limited area. Small area plans guide future land-use expectations and decisions for the Board of Commissioners, Advisory Boards/Commission, and Planning Department staff, as well as developers and property owners. In addition, community members including people who live in the specific area, work with the Planning Department staff, and in some cases consultants to develop the plans. He stated Jackson County has three small area plans; Cullowhee Small Area Plan, Cashiers Small Area Plan, and US 441 Small Area Plan that were created to support the county zoning districts. Mr. Poston stated comprehensive plans and small area plans are adopted policy guidance documents but that are not regulatory documents.

Mr. Poston discussed the Unified Development Ordinance (UDO) background, which is a “framework” document that combined the previously 21 stand-alone ordinances into one document. The process was designed to consolidate our land development regulations into one document and the UDO framework consolidates several areas including Administration, Processes, Enforcement, and Definitions. The Jackson County UDO contains regulations for the following:

- Subdivisions
- Mountain and Hillside Development
- Industrial Development
- Watershed Protection
- Floodplain Development
- Cashiers Area Zoning
- 441 Corridor Zoning
- Cullowhee Area Zoning
- Water Pollution
- Land Development
- Erosion and Sedimentation Control
- Adult Establishments
- Mountain Ridge Development
- Outdoor Lighting
- Manufactured Home Parks
- Telecommunication Facilities

- Signs
- Water Recharge
- Airport Hazard Zoning
- Board of Adjustment Ordinance

Mr. Poston stated over the next couple of months the Planning Board will begin looking at reevaluating the Jackson County Land Use 2040 plan, and look towards addressing some of the more immediate concerns for the county. In addition, he stated the Board would begin discussion of the Outdoor Lighting ordinance at the next meeting.

Mr. Poston informed the Board that our county attorney, Heather Baker has accepted a job with Western Carolina University and would be leaving the County at the end of the month. In addition, he stated over the last seven years and she has been an invaluable resource, and they appreciate everything she has done for the county and Planning Department.

Adjournment

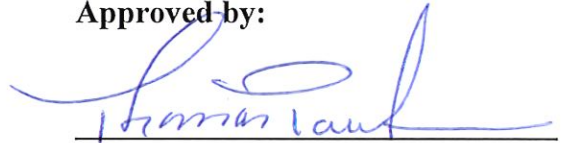
With no further business, Joyce Cooper made a motion to adjourn. Beverly Crespo seconded the motion, and the meeting adjourned at 7:25 p.m.

Submitted by:



Allison Kelley
Administrative Assistant – Planning

Approved by:



Thomas Taulbee
Planning Board Chairman