

**Cashiers Area Community Planning Council**  
**Minutes**  
**January 27, 2020**  
**5:00 p.m.**  
**Cashiers/Glenville Recreation Center**

Members	Present	Absent	Members	Present	Absent	Members	Present	Absent
David Bond		X	Robin Ashmore	X		Michael Cox	X	
Bob Dews	X		Mark Letson	X		Deborah Townsend Stewart	X	
Glenn Ubertino	X							

**Staff Present**

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

**Call to Order**

Chairman Michael Cox called the meeting to order at 5:01 p.m. and a quorum was present.

**Additions to Agenda**

Glenn Ubertino made a motion to approve the agenda as written. Deborah Stewart seconded the motion, and it carried unanimously.

**Approval of the Minutes**

Mark Letson made a motion to approve the December 9th, 2019 minutes presented to the Council. Robin Ashmore seconded the motion, and it carried unanimously.

**Public Comment- Sign-up sheet- 3 minutes per speaker**

There were no public comments.

**New Business**

**a) Cashiers Small Area Plan Map Discussion**

Ms. LaFrienier stated at the December Council meeting they discussed the different zoned districts that were listed in the Cashiers Small Area Plan. She stated the Council asked staff to bring back bullet points of proposed ordinance standards that would be included in each district. Ms. LaFrienier presented the different attributes for each of the Cashiers proposed zoning districts as follows:

➤ **Edges**

- No sidewalk requirements for new development or redevelopment
- Larger setbacks and buffers (20-25ft.)
- More intensive uses (Ingles, larger buildings, etc.)
- More parking
- Low height limit

- Liberal use types
- Reduced tree preservation
- Reduced architectural design requirements
- **Gateways**
  - Mixed uses (residential and commercial)
  - Sidewalk required for new development and redevelopment of properties
  - Reduced setbacks and buffers (15ft.)
  - Still some intensive uses
  - Public/shared parking options
- **Transitional**
  - Mixed uses but commercial focused
  - Reduced buffer and setbacks (10ft. but a 5ft. minimum-must meet building code)
  - Smaller horizontal footprints (more heights allowed)
  - Sidewalk required for new development and redevelopment of properties
  - Reduced parking requirements
  - Public/shared parking option
- **Village Core**
  - Most restrictive district
  - Parking requirement reduced by 50%
  - List of prohibited uses
    - Drive-thrus
    - Auto repair
    - Outdoor sales lots
    - Industrial
- **Lakeside**
  - Professional offices
  - Residential and lodging
  - Sidewalk required for new development and redevelopment of properties
  - Medium building height
  - Medium buffer and setback requirement
- **Parks and Open Space**
  - County services and community buildings
  - The Village Green

In addition, Ms. LaFrienier stated staff added hatching (honeycomb) areas on the proposed map that are outside of the current districts that include larger commercial areas. She stated these areas could be included in the future should the Cashiers zoning area expand. In addition, Mr. Cox met with staff to discuss shifting the proposed zoning districts which staff has identified with lined hatching of the proposed changes. Mr. Cox stated since the “Edge” zone district would not include sidewalks, and considering the mountain topography. He believed by bringing the Edge district closer to the Village Core, it would help eliminate the need for sidewalks for properties that are further away.

Mr. Cox inquired if the larger setbacks in the Edge district could be allowed but not required. He asked staff to have a wider range of setback requirements. In addition, he asked for clarification of “more parking” in the Edge district. Mr. Poston stated there would not be as much parking in that area and would look at the existing parking guidelines and reduce the parking in the Village Core. Mr. Cox stated in reference to “low height limit,” a potential developer may want to develop one of the larger tracks below Cedar Creek. Mr. Jeleniewski informed the Council the idea is to make the Edge district more rural, and they would look at prohibited uses, and allowed uses further into

this process. Mr. Poston stated in the Village Core there would be taller buildings to create a mixed use and walkable area, and they would not expect a bigger horizontal footprint. Mr. Cox stated they recently changed the height limit to 45 feet and inquired what would be considered a sensible low height limit. Mr. Poston stated the base height would most likely be 30 feet (close to three stories). Mr. Cox asked staff to clarify “reduced tree preservation.” Mr. Poston stated there would be less compact buffer areas, less pedestrian traffic, and staff felt it would be appropriate to relax some of the standards further away from the Village Core.

Mr. Cox inquired how they could encourage mixed use (residential and commercial) in the Gateway district. Mr. Poston stated the community would provide those opportunities, encourage through planning processes, and provide the ability for mixed uses but the market would drive those conversations. Staff would encourage mixed uses through density bonuses based on the type of “use” and any protection of open space. Mr. Cox stated he would like to see more residential uses in town, and the Council should consider that they currently do not have any requirement for sidewalks for residential uses. Mr. Poston clarified that public/shared parking options is for two buildings to share parking to reduce the amount of spaces as the business would not be at full capacity 24/7, but there may be peak time where all spaces are full.

Mr. Cox asked if the Lakeside district could include food and beverage, retail and hospitality development to not prohibit those types of uses within the district. Mr. Cox stated the consultants in the Small Area Plan (Stewart Engineering) had the Lakeside district larger than what is current zoned. He stated it would be simpler to not have a separate Lakeside district at this time and include it in the Transitional district. Mr. Letson and Ms. Ashmore inquired if there is a plan to include sidewalks around the lake. Mr. Poston stated that would be considered rezoning process and staff would have to contact property owners that would be impacted to see if that fits into the community. The County Commissioners would have the final decision on the potential rezoning. Mr. Cox and the Council decided at this time the Lakeside district is not large enough or vastly different to be its own zone and asked staff to modify to include in the Transitional district.

Mr. Poston stated staff would begin drafting language of ordinance standards regarding each district over the next couple of months (approximately 6-9 months). In addition, staff would consider the method they plan to educate the public, and property owners regarding the proposed changes in zoning districts. This process would allow the public to provide feedback to staff to make any adjustments and alterations that are necessary, and staff would then hold a public hearing regarding the changes. Mr. Cox asked the Council if they were in consensus with bringing in the edge zones and they unanimously agreed.

**b) Census 2020 Update**

Mr. Poston presented handouts to the Council of the important of the Census, and information on confidentiality that the records would not be released for 72 years. He stated the Census only captures the raw data of address points, ethnicity, number of people in household, etc.

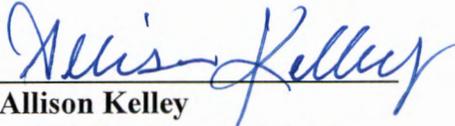
George Washington University conducted a study for North Carolina that per capita, the Census is worth \$1,623 in federal funding. There are programs that are federally funded based on the demographics such as National School Lunch, Special Education Grants (IDEA), Head Start/Early Head Start, Supplemental Nutrition Program for Women, Infants, and Children (WIC), Title I Grants, and Highway Planning. Mr. Poston stated these federal funds go to the local service agencies that are used by the community such as the education system, social services, public health, and Department

on Aging. On March 12<sup>th</sup> the Census Bureau would be sending out post cards with a specific code to fill out the Census online. Staff is collaborating with the local libraries to allow those that do not have internet access the ability to fill out the Census. In addition, there would be a mobile unit circling the county to fill out the form and residents would verify their physical address if they have a Post Office Box. Mr. Poston informed the Council that on Tuesday, February 25<sup>th</sup> in the Albert-Carlton Community Library in Cashiers they will hold a two community meetings with a Census Bureau Representative. The Crossroads Chronicle is collaborating with the Planning Department to help inform the public on how the Census affects Jackson County. Mr. Poston stated staff would advertise on Facebook regarding the Census, and both Chamber of Commerce and the schools have committed to aid the county within informing the public.

**Adjournment**

With no further business to discuss, Robin Ashmore made a motion to adjourn. Glenn Ubertino seconded the motion, and the meeting adjourned at 5:50 p.m.

**Respectfully Submitted,**

  
**Allison Kelley**  
**Administrative Assistant**

  
**Michael Cox**  
**Cashiers Planning Council Chairman**