JACKSON COUNTY PLANNING BOARD

MINUTES

Date: October 13, 2016								
Time Begin: 6:00 p.m.								
Time End: 7:25 p.m.								
Location: Jackson County Department on Aging, Heritage Room								
Members	**Present**	**Absent**		**Present**	**Absent**		**Present**	**Absent**
Scott Baker	X		Kent Moore		X	Steven Johannessen	X	
Kirk Stephens	X		Bonnie Claxton	X		Scott Ogle		X
Burt Kornegay	X		Ken Brown		X	Julie Painter		X
Vickey Wade	X		Dickie Woodard		X			

Others Present:
Michael Poston
John Jeleniewski
Heather Baker
Caroline Edmonds
Shelby Cook
Kevin Jamison, Jackson County GIS Director

Call to Order and Quorum Check
Chairman Scott Baker called the meeting to order at 6:00 p.m. and a quorum was present.

Approval of the Agenda
Bonnie Claxton made a motion to approve the agenda. Kirk Stephens seconded the motion and it carried unanimously.

Approval of the Minutes
A clarification was made to the minutes from September 8th: At the August 15th meeting, Solitude developer, Van Stayton, stated that he plans to leave trees on the western side of the ridge of his development, therefore a 360 degree view will not occur. This statement is documented in the August 15th minutes and clarified in the September 8th minutes.
Kirk Stephens made a motion to approve the minutes from September 8th, 2016. Bonnie Claxton seconded the motion and it carried unanimously.

Public Comment
There were no public comments.

Public Hearings: Cullowhee Standards
Chairman Scott Baker opened the public hearings for both the Nonconforming Manufactured Home Standards and the Cullowhee Planning Council Membership Standards at 6:05 p.m. Planning Director, Mike Poston, explained the proposed amendments to the two sections of the Cullowhee Community Planning Area Development Standards, which were passed by the Cullowhee Planning Council on September 12th, 2016:

A. **Cullowhee Manufactured Home Park Standards**

The proposed amendments to the manufactured home park regulations found in the Cullowhee Planning Area Standards would make the regulations more consistent with Jackson County's Manufactured Home Park Ordinance. Manufactured home parks that have abandoned their use for a period of 365 days or more may only be reestablished in conformance with existing regulations. This is a change from the previous 180 day requirement. The ordinance amendment also instructs that replacement homes must be located on existing spaces ready for occupancy.

B. **Cullowhee Planning Council Membership Standards**

A proposed amendment to the Cullowhee Planning Council Membership Standards allow the Board of Commissioners to select a non-voting ad hoc or ex officio member for the purposes of contributing expertise to the Cullowhee Planning Council, with a focus on representation from Western Carolina University. The proposed amendment is made with similar language to the Planning Board ordinance, concerning the addition of an ad hoc or ex officio member. Jackson County has received communication from WCU indicating their favor of an ad hoc or ex officio position on the Cullowhee Planning Council.

Bonnie Claxton made a motion to approve the amendments to the Cullowhee Manufactured Home Park Standards and the Cullowhee Planning Council Membership Standards, as written. Kirk Stephens seconded the motion and it carried unanimously.

New Business: Mountain and Hillside Development Ordinance

In reference to past discussions on the MHDO and protected ridgelines, Mike Poston explained that staff has been working on where to go next regarding "adjacent valley floor" definitions and how to depict protected ridges. He introduced Kevin Jamison, Jackson County's GIS Director, who has been helping reach out to state resources for research on definitions and the NC Ridge Protection Act. Kevin was asked to help Planning staff and the Planning Board understand what the next steps might be toward a solution for accurately representing protected mountain ridges in the county.

Kevin briefly explained the history of the NC Ridge Protection Act. Concern for public safety and welfare was the primary factor that drove the act into existence. Kevin and his GIS Analyst, Adam Blyth, created two maps showing ridges in the county that are 2,500 feet or higher. As Kevin explained, no one has a consistent definition of "adjacent valley floor", and without a clear definition, mapping the county's protected ridges is impossible.

As Heather Baker explained, neither the MHDO nor the Mountain Ridge Protection Ordinance prevent building on a ridge—they just have specific building guidelines to follow. The MHDO was made to be more restrictive than state regulations, and because a map does not exist of Jackson County's protected mountain ridges it is hard to enforce. After the board agrees on an official definition, ridges can be looked at individually to identify the appropriate valley floor, and a map can be made that clearly depicts all of the county's protected mountain ridges.

Old Business: Wireless Telecommunications Ordinance

Mike Poston presented the board with a memo highlighting the second set of proposed amendments to the Wireless Telecommunications Ordinance. These include the corrections made by the board at the September meeting, and two new definitions. The amendments are as follows:

- Section 30-20, page 2: Broadband definition
- Section 30-20, page 3: BOC definition
- Section 32-22(a)(2), page 6: "Documented" was changed to "documentation"
- Section 30-23(b)(3)(a), page 16: Corrected phrase, "hearing on application shall be scheduled"
- Section 30-23 (d)(2)(b)(2), page 19: Corrected phrase, "written appeal to the Board of Adjustment

Steven Johannessen also pointed out that in Section 30-23 and page 15 under Staff Review, "Planning department review" is listed as both a. and b.

As Mike explained, these changes and those presented at the last meeting, reduce redundancies, organize the ordinance, and clean up the application process. The Planning Department has not been receiving many cell tower applications lately; applications were coming in steadily in the spring, but have slowed down since August, said John Jeleniewski, Land Use Administrator.

Scott Baker suggested Planning staff send the board the final draft of the Wireless Telecommunication Ordinance via email, and include both memos highlighting all of the changes. The board can then come to the next November meeting for approval.

Adjournment

With no further business to discuss, Chairman Scott Baker adjourned the meeting at 7:25 p.m.

Submitted by:

Shelby L. Cook

Shelby LeQuire Cook,
Administrative Assistant - Planning

Approved by:

Scott A. Baker

Scott Baker, Chairman