

# JACKSON COUNTY PLANNING OFFICE

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## MEMO

To: Jackson County Board of Commissioners  
Cc: Don Adams, County Manager  
From: Michael Poston, Planning Director  
Date: December 7, 2022

RE: Unified Development Ordinance updates

The Planning Department is working with the Cashiers Community Planning Council and the Jackson County Planning Board on updates to the County's Unified Development Ordinance (UDO). The UDO is a compilation of development regulations that guides development throughout the County. Prior to 2019, the County had 21 separate ordinances and the UDO process combined those into one unified code for ease of administration and enforcement.

The largest UDO project is a re-codification, or complete rewrite, of the Cashiers Commercial District regulations based on the recommendations of the adopted 2019 Cashiers Small Area Plan and the 2021 Urban Land Institute Cashiers Panel Report. Both documents included considerable public input that resulted in several recommendations related to updating the current Cashiers Commercial District regulations. The County has engaged a consultant, CodeWright Planners, to assist with the recodification efforts, pending final contract negotiations. The consultant was identified, and unanimously recommended, through a selection process by a committee comprised of the County Planning Staff, County Attorney, and the Chair and Vice Chair of the Cashiers Planning Council. This process is scheduled to kick off in the January of 2023 and take approximately one year to complete. The project includes five phases and includes public engagement opportunities throughout the process. Planning Staff will continue to update the Commissioners on the project throughout the process.

Planning Staff has also worked with the County's Planning Board on two proposed amendments the Article 6 of the UDO. The first proposed amendment is a rewrite of the Wireless Communications Facilities regulations. Currently all new towers or modification to existing towers require a Special Use Permit issued by the Board of Commissioners through the quasi-judicial hearing process. The proposed amendments include moving tower approvals from a special use permit requirement to administrative approval and increasing maximum

tower height to 199 feet. The Planning Board is required to hold a public hearing then make a recommendation to the Board of Commissioners regarding the amendment. Upon receiving the recommendation of the Planning Board, the Board of Commissioners may call for a public hearing and consider approval of the proposed amendments.

The second proposed amendment address development standards for campgrounds. The County is realizing a significant increase in the development of campgrounds. Currently, the County does not have any development standards of how a developer or property owner constructs a campground. This issue was initially raised at the County's monthly Plan Review Team meeting (Plan Review team is comprised of staff members from Planning, Code Enforcement, Environmental Health, Fire Marshall, 911 Addressing, Economic Development, County Attorney, and partnering agencies), where concerns were raised about the impacts of campgrounds and the need to address those impacts. The proposed amendments would create development standards for campgrounds in a tiered system. Level 1 would be campgrounds between two and 14 campsites. Level 2 campgrounds would be 15 or more campsites. Those standards include road design and access, minimum lot size of 2 acres, identification signs and site addresses, parking, bathhouse/laundry facilities required for Level 2 campgrounds. The Planning Board is required to hold a public hearing then make a recommendation to the Board of Commissioners regarding the amendment. Upon receiving the recommendation of the Planning Board, the Board of Commissioners may call for a public hearing and consider approval of the proposed amendments.

The timeline for the proposed amendments for campgrounds and wireless communication facilities is the Planning Board to call for a public hearing in early 2023 and make a recommendation to Board of Commissioners for your consideration. The Cashiers recodification project is expected to be a yearlong process with updates throughout the process. It is anticipated at this time the Cashiers Planning Council and Planning Board could offer recommendations regarding a final draft of proposed changes in the mid-to-late fall of 2023.

Please let me know if you have any questions.