

## **REQUEST FOR BOARD ACTION**

### **HENDERSON COUNTY BOARD OF COMMISSIONERS**

**MEETING DATE:** May 7, 2007

**SUBJECT:** Designation of plat review officers

**ATTACHMENTS:** 1. Draft resolution  
2. September 17, 1997 resolution

#### **SUMMARY OF REQUEST:**

N.C. Gen. Stat. §47-30.2 requires that all persons appointed as plat review officers be so appointed by a resolution recorded in the Register of Deeds office. "Plat review officers" insure that all plats to be recorded comply with the plat requirements set out in the General Statutes.

On September 17, 1997 this Board first adopted a plat review officer resolution. This resolution also sets out certain other procedures that all plat review officers must follow. The Board has from time to time updated its appointments of plat review officers.

The Board needs to again consider updating the list of those persons appointed as plat review officers. The Planning Director and the Land Records Supervisor recommends that Alexis Baker and Dennis Foresman be added to the resolution, and correct Judy Gilmore to Judith Gilmore. A proposed resolution has been prepared and is attached for the Board's consideration in order to accomplish this update. This proposed resolution restates all other persons currently appointed as plat review officers.

#### **BOARD ACTION REQUESTED:**

Action by the Board of Commissioners is needed to adopt the proposed resolution to add an additional plat review officer within the planning department to the current list of plat review officers for Henderson County.

**Suggested Motion:** I move that the Board adopt the proposed attached resolution appointing a new list of plat review officers for Henderson County.

## RESOLUTION APPOINTING PLAT REVIEW OFFICERS

**WHEREAS**, pursuant to N.C. Gen. Stat. §47-30.2 the Henderson County Board of Commissioners has from time to time since September 17, 1997, adopted resolutions appointing one or more named persons experienced in mapping or land records management as Review Officers, with the same being recorded in the Office of the Register of Deeds for Henderson County;

**WHEREAS**, the Henderson County board of Commissioners desires to update, revise and restate the persons named as Review Officers;

**WHEREAS**, pursuant to NCGS 47-30.2, said revision must be made by resolutions of the Board of Commissioners with said resolution being recorded in the Office of the Register of Deeds for Henderson County;

**NOW THEREFORE, BE IT RESOLVED** by the Henderson County Board of Commissioners as follows:

1. That the following persons are experienced in mapping and/or land records management, and pursuant to NCGS 47-30.2, have been and are hereby appointed as Review Officers in Henderson County:

Pamela Carver  
Tina Ball  
David Gottberg  
Judith Gilmore  
Marsha Drake  
Dennis Foresman

Matthew S. Card  
Autumn M. Radcliff  
Matthew C. Cable  
Anthony Starr  
Kathleen Scanlan  
Alexis Baker

2. That the above named persons, as Review Officers, shall comply with all statutory requirements and shall follow all procedures, statutorily prescribed and as prescribed in that Resolution adopted September 17, 1997;
3. That the Resolution adopted September 17, 1997 will continue in effect except as modified by this Resolution;
4. That this Resolution shall be recorded in the Office of the Register of Deeds for Henderson County as soon as practicable after its adoption.

**THIS** the 7th day of May 2007.

**HENDERSON COUNTY BOARD OF COMMISSIONERS**

**BY:** \_\_\_\_\_

**ATTEST:**

**WILLIAM L. MOYER, Chairman**

**[COUNTY SEAL]**

\_\_\_\_\_  
**Elizabeth W. Corn, Clerk to the Board**

**DRAFT**

# HENDERSON COUNTY BOARD OF COMMISSIONERS

100 North King Street  
Hendersonville, North Carolina 28792-5097  
Phone: 704-697-4808 • Fax: 704-698-6183  
TDD: 704-697-4580

BOB EKLUND  
CHAIRMAN  
GRADY HAWKINS

VOLLIE G. GOX  
RENEE KUMC  
DON WAR

## RESOLUTION

# COPY

WHEREAS, on the 17th day of July, 1997, the North Carolina General Assembly enacting an Act to Improve the Procedures for Recording Maps and Plats (Senate Bill 875) which amends various North Carolina statutes;

WHEREAS, this Act adds to the North Carolina General Statutes section 47-30.2 which creates the office of a Review Officer and charges the same with the responsibility of reviewing each map or plat required to be submitted for review prior to its presentation to the Register of Deeds for recordation;

WHEREAS, N.C.G.S. 47-30.2 requires that the Henderson County Board of Commissioners adopt a resolution appointing one or more named persons experienced in mapping or land records management as Review Officer(s) and that the resolution be recorded in the Office of the Register of Deeds for Henderson County;

NOW THEREFORE BE IT RESOLVED by the Henderson County Board of Commissioners as follows:

1. The following named persons are experienced in mapping and/or land records management:

Matt Matteson  
Stacy Merten  
Karen Collins  
David Gottberg  
Stuart Rohrbaugh

Pam Carver  
Marsha Drake  
Audrey Frazier  
Alida Delaney

2. Pursuant to N.C.G.S. 47-30.2, the following persons are appointed as Review Officers in Henderson County:

Matt Matteson  
Stacy Merten  
Karen Collins  
David Gottberg  
Stuart Rohrbaugh

Pam Carver  
Marsha Drake  
Audrey Frazier  
Alida Delaney

3. The above-named Review Officers, and such other Review Officers as shall from time to time be appointed by the Board of Commissioners by Resolution, shall

comply with all statutory requirements and shall follow all procedures, statutorily prescribed and as prescribed herein;

4. All Review Officers in the discharge of their duties should use a checklist that is identical to or substantially similar to the one attached hereto as Exhibit A and should retain the same as a record of those plats reviewed;
5. In the event that a Review Officer reviews a map or plat and refuses to certify the map or plat for recordation, that Review Officer shall immediately communicate that fact to the other Review Officers;
6. This Resolution shall be recorded in the Office of the Register of Deeds for Henderson County on or before September 30, 1997.
7. The County Attorney and the Assistant County Manager/Staff Attorney are authorized to take such further actions as may be necessary to comply with the requirements of the newly enacted statutory requirements pertaining to the appointment of the Review Officers in accordance with the intent of this Resolution.

THIS the 17th day of September, 1997.

HENDERSON COUNTY BOARD OF COMMISSIONERS

BY: Adel O. Adams  
Chairman/Vice Chairman

North Carolina, Henderson County The foregoing certificate) of

Margaret Street

Notary Public (Statewide License) is/are certified to be correct. This

instrument presented for registration and recorded in this office

this 25 day of Sept., 1997.

at 11:30 in Book 934, page 309

Needa W. Hawk Moore April Staschke

Register of Deeds (Assistant Deputy)

Margaret Street, Notary Public for said County and State, certify that

Elizabeth W. Corn personally came before me this day and acknowledged that she is Clerk to the Board of Commissioners of Henderson County, a municipal corporation and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its Chairman of the Board of Commissioners, sealed with its corporate seal, and attested by herself as its Clerk.

Witness my hand and official seal, this the 17 day of September, 1997.

Margaret Street  
Notary Public

