

**Henderson County
Technical Review Committee Minutes
October 2, 2007**

The Henderson County Technical Review Committee met on October 2, 2007 for their meeting at 2:00 p.m. in the King Street Meeting Room at 100 N. King Street, Hendersonville, NC. Members present were Anthony Starr, Chair; Seth Swift, Rocky Hyder, Marcus Jones and Toby Linville. Others present was Matt Card, Planner II, Sarah Zambon, Associate County Attorney and Kathleen Scanlan, Secretary. Other Committee members Sam Laughter and Natalie Berry were absent.

Mr. Starr called the meeting to order and stated that this was the first meeting of the Committee. The first order of business was the appointment of Vice-Chairman. Mr. Starr nominated Toby Linville because he felt that his department would have the greatest volume of items for this Committee to review, other than the Planning Department. Rocky seconded the motion and all members voted in favor. Mr. Starr nominated Kathleen Scanlan as Secretary and everyone unanimously voted in favor.

Rules of Procedure. Mr. Starr reviewed the draft *Rules of Procedure* and stated that the Land Development Code created the Technical Review Committee (TRC) to mainly review major site plans, such as commercial projects, multi-family projects and major subdivisions. He said that the Committee will be the final authority on subdivisions with fewer than 35 lots, larger than that, the Planning Board will be making the final decision. He said that the Commissioners will appoint one ex-officio citizen to serve on this Committee and the TRC may request the participation from other County departments and agencies on an as-needed basis. Committee members felt that NCDOT Representative should be a standing member, but were not certain about having them be a voting member because of the requirement for a quorum. Some further general discussion continued regarding reviews of site plans and commercial or other subdivision projects as well as rezonings and special use permits reviews. Seth Swift made a motion to approve the Rules of Procedure and everyone unanimously voted in favor.

Technical Review Committee Schedule. Committee members reviewed the schedule. In discussing the review agencies, there was some thought of keeping all of the same review agency people who have reviewed in the past all of the major subdivisions and in discussing this policy, the committee members felt that this review agency process and people involved should remain the same. Rocky Hyder made a motion to approve the schedule and Marcus Jones seconded the motion. All members voted in favor.

Board members had some questions regarding the duties and of the Technical Review Committee and Mr. Starr reviewed the duties as per Section 200A-276-1-8 of the Land Development Code.

Adjournment. There being no further business, the meeting adjourned at 2:45 p.m. All members voted in favor.

Anthony Starr, Chairman

Kathleen Scanlan, Secretary