

MEETING SUMMARY
Henderson County Technical Review Committee
June 3, 2025

The Henderson County Technical Review Committee met at 2:00 p.m. at 100 N King St.

TRC Members Present:

Crystal Lyda, Building Services Director
Elias Hord, NCDOT
Autumn Radcliff, Planning Director
Seth Swift, Environmental Health Supervisor
Deb Johnston, Site Development
Toby Linville, Floodplain Administrator
Matt Champion, Zoning Administrator
Marcus Jones, County Engineer
Adela Gutierrez Ramirez, City of Hendersonville Engineering
Kevin Waldrup, Fire Marshal

TRC Members Absent:

Christopher Todd, Assistant County Manager
Samuel Gettleman, MSD

Meeting Called to Order

Autumn Radcliff opened the meeting at 2:02 pm.

Minutes – Autumn Radcliff asked if there were any adjustments to the 5/6/25 meeting summary. Kevin Waldrup moved to approve the meeting summary and Deb Johnston seconded the motion. All voted in favor.

Heritage Fire Special Event

Matt Champion read the staff report. Celina Neville on behalf of Agency 21 Consulting, LLC applied for a special event permit with an anticipated attendance of 800 participants. A special event with more than 500 participants requires Technical Review Committee approval. The event is to be held at Horse Shoe Farms at 155 Horse Shoe Farm Dr on July 14, 2024, from 3:30PM to 7:00PM. The public safety plan indicates that 40 staff will serve the event. The event will feature local chefs preparing a distinctive dish that attendees will vote on. TRC did not recommend additional conditions.

Toby Linville moved to approve the special event permit. Marcus Jones seconded the motion. All TRC members voted in favor.

SUP-25-03 Osteen Communication Facility

Matt Champion read the staff report. The applicant proposes to develop a small portion of the subject area to contain a Category 2 Communication Facility. The communication facility is shown as a 95' tall monopole tower with a 4' lightning rod for a total height of 99'. The communication facility will be located on a 5,292SQFT (0.1215 acre) leased area. The leased area will be accessed through a 30' utility easement running from the existing road throughout the subject area. The easement will be improved to be a minimum of 12' wide travel width. Existing vegetation and trees will remain to Osteen Cat 2 SUP-25-03 10 act as a natural buffer along the access road. The fall zone radius for the proposed communication facility is shown as 108' and 11". The closest property line is approximately 223' from the communication facility. A 40'X60' area will enclose the communication facility. Within the 40'X60' the tower owner will install necessary equipment cabinets and backup power supply on concrete slabs. Alicia Poe represented the project.

TRC did not recommend additional conditions.

Kevin Waldrup moved to forward the special use permit to the Zoning Board of Adjustment on June 25, 2025. Marcus Jones seconded the motion. All TRC members voted in favor.

Melton Place of Assembly MSP

Matt Champion read the staff report for the major site plan. The applicant is proposing to develop the subject area for a place of assembly to host events and weddings. The major site plan shows a total new 60'X60' structure that will contain bathrooms and staging area for events. No food production is proposed in the structure. The major site plan also shows enough parking to accommodate 76 total parking space. Lighting mitigation is required for the proposed use. The structure will be accessed off the paved drive that has existing access to Continental Divide Dr. The old roadbed shown on the major site plan will Melton Place of Assembly MSP 8 be graveled to accommodate the vehicular use. The major site plan shows post development impervious surfaces at 1.68 acres.

TRC recommended the following conditions:

- Crystal Lyda recommended a pre-construction meeting to ensure the building meets code
- Elias Hord said NCDOT will require a driveway permit

Crystal Lyda moved to approve the major site plan. Marcus Jones seconded the motion. All TRC members voted in favor.

Southern Visions 06-2025-M

Matt Champion read the staff report for the major subdivision. The applicant, Sage Communities, LLC, is seeking approval of a Combined Master Plan Development Plan. The Combined Master and Development Plan proposes reconfiguring the existing layout for a new total of 23 lots for single-family residential structures. A total of 22 lots will be created while the existing 3.99-acre tract containing the sole dwelling on the subject area will remain. Outside of the existing dwelling, the subject area is currently vacant. The Combined Master and Development Plan includes a total of approximately 23.27 acres. The proposal shows a total of 1,775LF of new private roadway with a cul-de-sac to serve all the proposed lots. The 45' private driveway easement will be converted to a 45' private right-of-way with a paved roadway width of 24' that will taper to 20'. The smallest lot is shown to be 0.47 acres with an overall density of 0.99 units per acre. All the proposed lots included in this proposal will be served by public water and private septic.

TRC recommended the following conditions:

- Elias Hord said NCDOT will need the TIA screening document and a driveway permit.
- Deb Johnston said Erosion Control and Stormwater permits would be required.
- Adela Gutierrez Ramirez said individual water taps will be required, and the water main crosses Lot 21 and no structure can be built on the easement.

Crystal Lyda moved to approve the combined master and development plan. Marcus Jones seconded the motion. All members voted in favor.

The meeting was adjourned at 2:30 pm.

Autumn Radcliff

Autumn Radcliff