

**MEETING MINUTES**  
**Henderson County Technical Review Committee**  
**August 4, 2026**

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

TRC Members Present:

Autumn Radcliff, Planning Director  
Matt Champion, Zoning Administrator  
Crystal Lyda, Building Services Director  
Glen Gillette, Deputy Fire Marshal  
Marcus Jones, County Engineer  
Toby Linville, Floodplain Administrator  
Elias Hord NCDOT  
Seth Swift, Environmental Health Supervisor  
Adela Gutierrez-Ramirez, City of Hendersonville Engineering

TRC Members Absent:

Deb Johnston, Site Development  
Christopher Todd, Assistant County Manager  
Samuel Gettleman, MSD

Meeting Called to Order

Autumn Radcliff opened the meeting at 2:00 pm.

Approval of July 7, 2026, Meeting Summary

Autumn Radcliff asked for any changes to the July 7th meeting summary. Matt Champion moved to approve the summary as presented. Marcus Jones seconded the motion. All members voted in favor.

BRCC Facilities MSP

Matt Champion read the staff report on the project. Will Buie, Bryan Rhodes and Marshall Morris represented the project.

The applicant is proposing to development the subject area to house a facilities/maintenance area for Blue Ridge Community College. This project will move existing structures in the floodplain on Bat Fork Ln away from the flood hazard. The proposal is split into two (2) phases. The first phase includes an 11,000SQFT structure that will be used to house and store equipment for maintenance of BRCC's campus. The second phase includes a 5,936SQFT structure for additional storage and a total of 1,900SQFT of covered outdoor storage space. Additionally, the second phase will include a total of 3,504SQFT of material storage space. The site will have direct access to E Campus Dr by way of a 26' wide asphalt-drive isle. The major site plan shows secondary access to an existing parking area directly west of the subject area through a 20' wide asphalt drive isle. Both entrances to the subject area will be gated. The existing parking area directly west of the subject area will contain an ADA accessible parking space with access to the facility/maintenance area through a concrete sidewalk. The major site plan shows a concrete truck loading dock that is 80'X23.5' and a proposed solid waste collection dumpster. The total area of disturbance is shown to be 3.95 acres and total area of impervious surfaces post development is shown to be 1.43 acres.

The TRC recommended the following conditions:

- Glen Gillette said the gated area would require Fire Department access by some means such as Knox Box or Electronic Keypad for emergency access. He also advised that the proposed hydrant was in an adequate location but may not be within regulation of the future phases.
- Crystal Lyda said if the retaining wall was greater than 4' in height it would require Engineering.
- Adela Gutierrez-Ramirez said the water availability is approved

- Deb Johnston emailed that the Erosion Control permit would be issued by the state and the stormwater permit would be required through Site Development.

Glen Gillette moved to approve the major site plan with conditions. Marcus Jones seconded the motion. All members voted in favor.

#### Jabil Expansion MSP

Matt Champion read the staff report for the major site plan. Will Buie with WGLA and Bryan Moffitt with ARCA Design represented the application.

The applicant is proposing a 156,646SQFT addition to the existing 158,600SQFT structure currently being used by Jabil for manufacturing and production operations. The major site plan shows a new total of 345 parking spaces to serve the subject area with a new total of 8 ADA accessible parking spaces. Existing ADA accessible parking spaces will remain to serve the original structure, and the new ADA accessible parking spaces will be located near the addition. 6 Jabil Expansion MSP The existing loading docks on the southern end of the original structure will remain with one loading dock being added to the addition. The subject area is currently comprised of three (3) parcels that will be recombined. 5'wide sidewalks will connect the new large parking lot to the front of the original structure and the proposed addition. Three existing curb cuts serve the subject area and are slated to remain. New 24'wide internal roads are proposed for fire and parking access. The project includes a total of 14.01 acres of disturbance and an estimated 13.45 acres of impervious surfaces post development.

The TRC recommended the following conditions:

- Elias Hord said the TIA and Driveway Permit were received and under review.
- Deb Johnston emailed that the Erosion Control permit was issued and the Stormwater Permit would be approved through the City of Hendersonville.
- Glen Gillette said that due to building height more than 30' the road width must be at least 26'. He said since the project is technically City of Hendersonville, their Fire Marsal will review building plans.
- Crystal Lyda said ADA parking and engineering for any retaining wall greater than 4' would be required.
- Adela Gutierrez-Ramirez said the water availability is approved.

Crystal Lyda moved to approve the major site plan with conditions. Glen Gillette seconded the motion and all members voted in favor.

#### Stowe Low Impact Camping

Matt Champion read the staff report for the project.

The applicant is proposing to develop the subject area as a low impact campground with a total of five (5) sites. Each site will be at a minimum of 10'X10' with at least one parking space. All sites will be setback a minimum of 15' from any property line. Four (4) of the sites currently are established and contain a picnic table and fire ring. One (1) additional site is proposed and will be added to the low impact campground soon. The low impact campground will be managed through an online reservation system called Hip Camp. The sites are all accessible through an existing gravel loop road off Lester Ln.

There were no additional conditions for the project. Seth Swift moved to approve the major site plan. Toby Linville seconded the motion and all members voted in favor.

The meeting was adjourned at 2:22 pm.

*Autumn Radcliff*

Autumn Radcliff

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