

**MEETING MINUTES**  
**Henderson County Technical Review Committee**  
**June 18, 2019**

The Henderson County Technical Review Committee met on June 18, 2019 at 2:00 p.m. in the King Street Meeting Room at 100 N. King Street, Hendersonville, NC.

TRC Members Present:

Autumn Radcliff, Planning Director  
John Mitchell, Business and Community Development Director  
Marlee Page, City of Hendersonville  
Toby Linville, Zoning Administrator  
Crystal Lyda, Director of Building Services  
Marcus Jones, County Engineer  
Kevin Waldrup, Fire Marshal  
Denisa Lauffer, Permit Coordinator

TRC Members Absent:

Natalie Berry, Project Engineer  
Seth Swift, Environmental Health Supervisor  
Carl Ownbey, NCDOT

Autumn Radcliff opened the meeting at 2:00 pm.

Minutes – Ms. Radcliff asked if there were any adjustments to the June 4, 2019 meeting summary. Marcus Jones moved to approve the minutes with second from Marlee Page. All members voted in favor.

Gagnon Outdoor Storage

Toby Linville read the staff report for the project. No one presented the request. Carl Ownbey had sent correspondence requiring a driveway permit. Toby Linville moved to approve the major site plan and recommend forwarding application to the Zoning Board of Adjustment. Marcus Jones seconded the motion and all members voted in favor.

Permitting Software

John Mitchell discussed the process to purchase new permitting software. He hopes to have an RFP ready by August, vendor previews by September and possible purchase date by October for a go-live date early 2020.

The meeting was adjourned at 2:28 p.m.

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Toby Linville