

**MEETING MINUTES**  
**Henderson County Technical Review Committee**  
**January 5, 2021**

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

TRC Members Present:

Autumn Radcliff, Planning Director  
Adam Steurer, City of Hendersonville  
Matt Champion, Project Development Planner  
Kevin Waldrup, Fire Marshal  
John Mitchell, Business and Community Development Director  
Seth Swift, Environmental Health Supervisor  
Carl Ownbey, NCDOT  
Marcus Jones, County Engineer  
Natalie Berry, Site Development Director

TRC Members Absent:

Marlee Page, MSD  
Crystal Lyda, Building Services Director

Autumn Radcliff opened the meeting at 2:00 pm.

Minutes – Ms. Radcliff asked if there were any adjustments to the 12/15/20 meeting summary. Kevin Waldrup moved to approve the meeting summary. All members voted in approval.

Associated Land Surveyors & Planners Major Subdivision and Major Site Plan

Matt Champion read the staff report for the combined master and development plan and major site plan for the proposed project. Cameron Baker, agent and applicant, represented the project. The request is to recombine the existing 5 parcel 7.51-acre subject area into 4 tracts and construct a 3,096 sqft office building to house the existing Associated Land Surveyors and Planner's office. The proposed use is *Office: Business, Professional, and Public* and is permitted by right in the Community Commercial (CC) zoning district. The site is to be served by the City of Hendersonville public water and Etowah sewer.

Matt Champion moved to approve the major subdivision for Associated Land Surveyors & Planners with conditions as discussed. Adam Steurer seconded the motion and all members voted in favor.

Matt Champion moved to approve the major site plan for Associated Land Surveyors & Planners with conditions as discussed. Kevin Waldrup seconded the motion and all members voted in favor.

The meeting was adjourned at 2:09 pm.

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Matt Champion