

**CHATHAM COUNTY RESOURCE PROTECTION COMMISSION
TECHNICAL ADVISORY COMMITTEE**

**ARTHUR A. MENDONSA HEARING ROOM
112 EAST STATE STREET**

February 19, 2009

2:00 P.M.

MEETING MINUTES

MEMBERS PRESENT:

**David Anderson
Beth Blalock
Jessica Burr
Patton Dugas
Sonny Emmert
Karen Grainey
Louise Grotheer
Chuck Hayes
Diane Houston
Robert Keber
Herbert Kemp
Jeff Kirkland
Nathan Mai-Lombardo
Bob Marshall
Charlie Milmine
Sue Moore
Alison McGee
Gwen McKee
Maria Procopio
Katie Purcell
Tricia Reynolds
Dale Thorpe**

MPC STAFF PRESENT:

**Ellen Harris, LEED A.P., Preservation Planner
Jessica Mayfield, Administrative Assistant**

I. Call to Order

Mr. Mai-Lombardo called the meeting to order at 2:20 p.m.

II. Meeting Minutes

CCRPC TAC Action: Ms. Grotheer made a motion that the Chatham County Resource Protection Commission Technical Advisory Committee approve the minutes of December 18, 2008 as submitted. Mr. Dugas seconded the motion and it was unanimously passed.

III. Vice Chair Election

CCRPC TAC Action: Ms. Grainey made a motion that the Chatham County Resource Protection Commission Technical Advisory Committee elect Mr. Mai-Lombardo Vice Chair for a period of one year. Mr. Dugas seconded the motion and it was unanimously passed.

IV. RPC-20090209-03-1 Site Acquisition Policy

Ms. Harris stated that, as stated in the ordinance, this policy must establish classification levels for the proposed sites based on the Site Ranking Criteria Policy. In addition, the Site Acquisition Policy must address the protection/acquisition methods to be used and the management of protected properties. Staff developed a Site Acquisition Policy that incorporates the parameters of the ordinance and elements from successful land conservation programs around the country.

The Site Acquisition Policy describes three different processes: site classification, site acquisition, and site management. Using the prioritized list of sites created through the Site Ranking Criteria Policy, the site classification process categorizes the top 5 sites into Class A and the remaining sites into Class B. Whenever an opening occurs in Class A, the top ranked Site in Class B advances to fill the vacancy. Sites that enter the acquisition process, but are deemed infeasible to pursue at the present time, are classified as Class C sites and considered suspended. These sites will be reviewed periodically and may potentially be reinstated as a Class A or B site. All Class A sites are recommended to the Chatham County Resource Protection Commission (CCRPC) for protection. The CCRPC then recommends that Chatham County pursue the protection of these sites.

To begin the acquisition process, County staff, along with the Resource Protection Planner (RPP), completes a Due Diligence process for each Class A site, as authorized by the Chatham County Commission. This process involves contacting the property owner, completing a title search, boundary survey, and a Phase I environmental assessment, and recording a plat. Based on the ease of acquisition and property price, the County staff and the RPP choose up to three of the most feasible sites to pursue for protection. These sites are presented to the Chatham County Commission with a recommendation to authorize financial negotiations with the property owners.

Properties may be protected through several means, including fee simple acquisition, options, leases, conservation easements, or the purchase of mineral, water, or development rights. The RPP, along with the Site Management Subcommittee of the Technical Advisory Committee, will create a management plan for every property that is protected. These plans will detail the uses allowed for the property and require the creation of a perpetual conservation easement on the property. The Technical Advisory Committee will recommend that the CCRPC recommend each management plan to the Chatham County Commission for adoption.

Staff recommends that the Technical Advisory Committee recommend approval to the Chatham County Resource Protection Commission for the adoption of the Site Acquisition Policy.

There was some discussion regarding the Site Acquisition Policy.

CCRPC TAC Action: Ms. McKee made a motion that the Chatham County Resource Protection Commission Technical Advisory Committee recommend the Site Acquisition Policy for adoption to the Chatham County Resource Protection Commission. Ms. McGee seconded the motion and it was unanimously passed.

V. Committee Member Items

Ms. McGee asked if the CCRPC approved the Site Ranking Criteria Policy?

Ms. Harris stated yes.

Ms. Grainey asked when the TAC will begin evaluating the 130 properties that were recommended by the previous committee.

Ms. Harris stated maybe by the end of February.

Mr. Marshall asked if it is too soon to nominate a site.

Ms. Harris stated no.

VI. Adjournment

There being no further business to come before the Chatham County Resource Protection Commission Technical Advisory Committee, the meeting was adjourned at 3:10 p.m.

Respectfully submitted,

Joanna Bounds
Resource Protection Planner

JHB/jm