

**PLANNING and ADMINISTRATION COMMITTEE  
MINUTES  
NOVEMBER 13, 2007**

The Planning and Administration Committee met on Tuesday, November 13, 2007 in the Committee Room, located on the second floor of the Administration Building beginning at 2:50 p.m. Mr. Jeffcoat, Committee Chairman presided.

Members Attending:

Johnny W. Jeffcoat, Chairman	George H. Smokey Davis, V Chairman
Debra B. Debbie Summers	John W. Carrigg, Jr.
William B. Banning, Sr.	William C. Billy Derrick

Also attending: Katherine Hubbard, County Administrator; Joe Mergo, Deputy County Administrator; Larry Porth, Finance Director/Assistant County Administrator; other staff members, citizens of the county and representatives of the media.

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, and posted on the bulletin board located in the lobby of the County Administration Building.

**Vehicle and Equipment Management of the County Fleet (Goal 3) - Fleet Services - Ellis Gammons, Fleet Manager** - Mr. Gammons presented a request to the Committee for their endorsement of a new Vehicle and Equipment Management/Replacement Guideline Policy that will replace the current vehicle management policy. This new policy will reflect Council's strategic visioning process. The equipment management/replacement guideline system will provide details and management information about the replacement and operation costs for the County's fleet. It also formalizes Council's past practices for life cycle replacement. Mr. Gammons said that a Vehicle/Equipment Scorecard would be provided that would allow departments to assist in the replacement process. A draft of the 2008-09 fleet replacement schedule to be used by departments when preparing their budgets was included for Council's review.

A motion was made by Mr. Davis, seconded by Mr. Derrick to approve staff's request for the Committee's endorsement of the proposed new Vehicle and Equipment Management/Guideline Policy.

The vote was in favor. Messrs. Carrigg and Banning were not present at the time the vote was taken.

**Landscape/Open Space/Low Impact Development (LID) Plan (Goal 2) - Planning and GIS/Community Development - Ronald Scott, Director of Community Development** - Mr. Scott pointed out that a few months ago Council requested staff to look at options regarding protecting trees in residential developments. Staff from both Planning and GIS and Community Development collaborated to prepare the Landscape/Open Space/Low Impact Development (LID) Plan report presented. Mr. Rhett Bickley, Landscape Administrator, presented the

following list of options which included four key strategies for consideration:

1. Develop a timbering review process.
2. Expand the Landscape Ordinance to include residential developments.
3. Add an open space requirement to subdivisions (and possibly other developments).
4. Consider adding additional portions of the County to some or all of the Landscape Ordinance requirements.

A motion was made by Mr. Davis, seconded by Mr. Derrick that the Committee endorse the plan and ask for the ordinances to come forward and use the Stakeholders meetings to get people involved as well as members of the Homebuilders Association.

The vote was in favor. Messrs. Carrigg and Banning did not vote as they were not present during the full discussion.

**Approval of Minutes - Meeting of October 9, 2007** - A motion was made by Ms. Summers, seconded by Mr. Derrick to approve the October 9, 2007 minutes as submitted.

The vote in favor was unanimous.

**Old Business/New Business** – None.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Judy R. Busbee  
Assistant to the Clerk

Johnny W. Jeffcoat  
Chairman

Diana W. Burnett  
Clerk