



**CITY OF HENDERSONVILLE**  
**AGENDA ITEM SUMMARY**  
**PLANNING DIVISION**

---

**SUBMITTER:** Lew Holloway, Community  
Development Director

**MEETING DATE:** July 7, 2022

**AGENDA SECTION:** Consent Agenda

**DEPARTMENT:** Community  
Development

**TITLE OF ITEM:** Resolution Designating The City's Zoning Administrator and Code Enforcement Officer(s) – *Lew Holloway, Community Development Director*

**SUGGESTED MOTION(S):**

**Approval:**

I move City Council ADOPT a resolution designating the Community Development Director as the City's Zoning Administrator. Furthermore, that the resolution also designates the Community Development Director and Zoning Enforcement Officer(s) as the City's Code Enforcement Officer(s).

[DISCUSS & VOTE]

**For Denial:**

I move City Council not adopt the resolution designating the Zoning Administrator and Code Enforcement Officer(s).

[DISCUSS & VOTE]

**SUMMARY:** The Zoning Administrator and Code Enforcement Officer(s) have defined roles within the City's Code of Ordinances, Zoning Code and Subdivision Code in the areas of enforcement and implementation of parts or all of these code requirements. City staff wishes to associate these responsibilities with specific job titles as designated within the City's employment classification system. Specifically that the Community Development Director be designated the Zoning Administrator and a Code Enforcement Officer and that our Zoning Enforcement Officer(s) also be designated a Code Enforcement Officer(s).

|                                   |               |
|-----------------------------------|---------------|
| <b>PROJECT/PETITIONER NUMBER:</b> | N/A           |
| <b>PETITIONER NAME:</b>           | N/A           |
| <b>ATTACHMENTS:</b>               | 1. Resolution |