

9.03.00 DEVELOPMENT REVIEW COMMITTEE**9.03.01 Establishment**

There is hereby created and established a Development Review Committee (DRC) for the purpose of receiving, reviewing, and rendering recommendations on applications subject to administrative review and decision as set forth in Chapter 4.

9.03.02 Membership

Membership of the DRC shall include, but is not limited to, the following:

- A. Town Planner
- B. Town Engineer
- C. Town Traffic Engineer
- D. Public Works Director
- E. Police Chief

9.03.03 Roles and Responsibilities

- A. The DRC shall review applications and provide recommendations to the Planning & Zoning Board, the Board of Adjustment and the Town Council for annexations, zonings and rezonings, amendments to this LDC, Comprehensive Plan amendments, subdivision plans, subdivision plats, site plans, variances, conditional uses, and amendments to previously issued local development orders.
- B. The DRC shall perform such other duties as may be assigned by the Town Council or Mayor.

9.03.04 Rules of Procedure

- A. The Town Planner shall chair meetings of the DRC.
- B. The DRC shall meet as necessary.
- C. The DRC may establish such additional rules of procedure as needed to carry out its roles and responsibilities.