

Town of Charlotte Court House  
PLANNING COMMISSION  
Monday, May 23, 2022, at 6:00 p.m. at the Town Hall  
MINUTES

Members Present: Andy Carwile (Chair), Jim Watkins (Vice-chair), Bobby Howard, Dan Michaelson, and Terry Ramsey

Members Absent: None

Others Present: Robert Hendrick, Zoning Administrator; Karen Price, Town Clerk.

Andy Carwile called the meeting to order. Jim Watkins provided the invocation.

Jim Watkins motioned with second by Dan Michaelson to approve the agenda. All members listed as present voted yes.

Karen Price informed the Commission the Town Council public hearing on the proposed zoning ordinance, map, and fees would be held Tuesday June 21<sup>st</sup> as Monday, June 20<sup>th</sup> is a State holiday.

Terry Ramsey provided information on guidance he had received from Mr. G. Stewart Petoe, Executive Director of the Virginia Conflict of Interest and Ethics Advisory Council (Council), re the requirements of the Virginia Conflicts of Interest Act re prohibited conduct and disclosures when a member of the Commission or Town Council has a personal interest in a transaction. Reference Council Formal Advisory Opinion 2020-F-001 and Code of Virginia sections 2.2-3112 and 2.2-3115. Terry Ramsey indicated if Verizon applied for a tower permit on Charlotte Country Club property he believed he would have a personal interest in the transaction as defined in State law and expected to elect to disqualify himself under 2.2-3112 A. and make the disclosures required by 2.2-3115 F.

Bobby Howard motioned with second by Jim Watkins to approve the minutes for the May 16, 2022, meeting. All members listed as present voted yes.

Karen Price informed the Commission the Town had received a request from a broker representing Verizon for information to apply for a permit for a tower on Charlotte Country Club property and she had coordinated with Robert Hendrick and sent the requested information. The Commission discussed that the requirements in Article 7 Telecommunications Towers and Antennas of the proposed zoning ordinance and the current Telecommunications Towers and Antennas Ordinance were substantially the same. Karen Price indicated she would inform the broker of the proposed zoning ordinance.

The Commission discussed status of recruiting members for the Historic District Review Board.

Bobby Howard motioned with second by Jim Watkins for the Commission not to meet June 13, 2022. All members listed as present voted yes.

The Commission discussed posting the proposed zoning ordinance, map, and revised fees on the Town website and printing and framing a paper copy of the final overall map.

At 7:15 p.m. Bobby Howard motioned with second by Dan Michaelson to adjourn. All members listed as present voted yes.

Respectfully submitted,

---

Terry Ramsey, Secretary