

Town of Charlotte Court House
PLANNING COMMISSION
Monday, August 8, 2022, at 6:00 p.m. at the Town Hall
MINUTES

Members Present: Jim Watkins (Vice-chair), Dan Michaelson, and Terry Ramsey

Members Absent: Andy Carwile (Chair), Bobby Howard)

Others Present: Robert Hendrick, Zoning Administrator

Jim Watkins called the meeting to order, and Terry Ramsey provided the invocation.

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

Dan Michaelson motioned with second by Terry Ramsey to approve the minutes for July 27, 2022. All members listed as present voted yes.

The Commission discussed persons willing to serve on the Historic District Review Board and agreed for Terry Ramsey to provide to Town Council at the August Council meeting.

The Commission discussed communication from the County Administrator re RiverStreet placing broadband transfer cabinets in the Historic District on County property near the corner of route 40 and 47. Andy Carwile was absent from this Town Planning Commission meeting so he could attend the County Board of Supervisors meeting held at the same time to obtain more information.

Robert Hendrick provided update on proposed cell tower on Country Club property. Verizon is working with CityScape, the consultant, re application and Town has received the payment to cover the cost. He also informed public hearings are needed for both the "2232 Review" and the conditional use permit." Terry Ramsey stated he had a personal interest in this pending cell tower application and will withdraw from discussion and abstain from any voting. Jim Watkins expressed concern he may also have a personal interest and will follow-up with the Virginia Ethics Council.

Terry Ramsey reported Andy Carwile is working to get the large zoning map printed and framed.

The Commission discussed filing the zoning map and ordinance with the Circuit Court and agreed this is a legal matter the Town Attorney should handle. Terry Ramsey agreed to communicate the request to Town Council.

The Commission discussed updates to the zoning application forms. Robert Hendrick agreed to provide updated copies of the forms he uses.

The Commission received an updated draft of the Comprehensive Plan revisions prepared by Andy Carwile and agreed to discuss changes at the next Commission meeting.

The Commission was informed of potential future development in the Business District.

The Commission discussed the need for Town Clerk or Clerk's representative to attend all future Commission meetings and there was agreement for Terry Ramsey to communicate this request to Town Council and the Town Clerk.

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

Respectfully submitted,

Terry Ramsey, Secretary