

Town of Charlotte Court House
PLANNING COMMISSION
Monday, May 22, 2023, at 6:00 p.m. at the Town Hall
MINUTES

Members Present: Andy Carwile (Chair), Bobby Howard, Dan Michaelson, and Terry Ramsey
Members Absent: Jim Watkins (Vice-chair)
Others Present: Robert Hendrick, Zoning Administrator

Andy Carwile called the meeting to order and Bobby Howard provided the invocation.

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

Dan Michaelson motioned with second by Bobby Howard to approve the minutes for April 24, 2023. All members listed as present voted yes.

The Commission reviewed the revised zoning application for signs received today from Total Image Solutions for 157 Thomas Jefferson Hwy. (Red Barn). Bobby Howard motioned with second by Dan Michaelson to approve this application with the correction that both sides of the new free standing sign count in the square foot calculation. Corrected calculation is 93.52 square feet on application plus 49.90 square feet for the second face of the new free standing sign for a total new square footage of 143.42 using square footage measurements on application. The motion passed with all members listed as present voting yes.

The Commission discussed changes to the Historic District West zoning map. Andy Carwile motioned with second by Terry Ramsey to request Council to hold a joint public hearing with Commission on June 20th at 6:30 p.m. for the following additions to Appendix E - Exceptions to Section 4-2-2 Zoning Boundaries. If a joint public hearing is not suitable for Council the Commission will hold a public hearing on June 26th at 6:30 p.m. The motion passed with all members listed as a present voting yes.

Historic District West

- Any portion of the 1939 Home Economics Building associated with Randolph Henry High School (National Registry of Historic Places, VDHR File Structure Number 185-23-28), which is visible from David Bruce Avenue.
- Any portions of Randolph Henry High School and attached structures (National Registry of Historic Places, VDHR File Structure Number 185-23-29), which are visible from David Bruce Avenue.
- Any portion of the 1939 Randolph Henry High School Shop Building (National Registry of Historic Places, VDHR File Structure Number 185-23-30), which is visible from David Bruce Avenue or Evergreen Drive.

The Commission also discussed other possible changes to the zoning ordinance for follow-up at the next meeting.

Due to time, discussion of Comprehensive Plan deferred to next meeting on June 26, 2023.

The Commission discussed the Town Clerk should be notified for follow-up that the flag sign between the sidewalk and Rt. 40 in front of the Ice Cream shop was in violation of zoning ordinance sections 6-8(e), 6-8(g), and 6-11(c).

At 7:35 p.m. Bobby Howard motioned with second by Terry Ramsey to adjourn. All members listed as present voted yes.

Respectfully submitted,

Terry Ramsey, Secretary