

Town of Charlotte Court House
PLANNING COMMISSION
Monday, November 14, 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, and Michelle Kole

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.

Bobby Howard motioned with second by Dan Michaelson to approve the minutes for October 11, 2022. All members listed as present voted yes.

The Commission discussed the following items:

- The conditional use permit for Verizon Wireless to build a communications tower was issued. Next steps is for Verizon to submit application for zoning permit after completing preconditions.
- Revision of zoning application forms based on discussion at 9/13/2022 Planning Commission meeting was deferred to next Commission meeting.
- RiverStreet revision to zoning application for the new location of the broadband transfer cabinets has not been received. Discussion included the Historic District only extends to approximately the back of the David Bruce Building. Andy Carwile agreed to discuss with the County Administrator a request for no fence and for placement of utilities such as HVAC and generator behind the building. Terry Ramsey agreed to ask the Mayor to hold a similar discussion with County.
- Jim Watkins provided an update on the Historic District Review Board meeting held 10/17/2022 and the next meeting is scheduled for 11/17/2022.
- There was no update on the status of filing the zoning ordinance with the Circuit Court.
- The State code allows the zoning ordinance to either impose civil or criminal penalties. Current Zoning Ordinance has criminal penalties. Commission discussed the benefits of civil penalties and to add this to list of items to consider for future Ordinance revisions.

The Commission discussed the draft Comprehensive Plan update through page 14, Future Land Use Map (Vision Map) and updated the draft accordingly.

At 7:55 p.m. Terry Ramsey motioned with second by Jim Watkins to adjourn. All members listed as present voted yes.

Respectfully submitted,

Terry Ramsey, Secretary