

Town of Charlotte Court House
PLANNING COMMISSION
Monday, September 25, 2023, 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; Sara Crawford, Town Manager

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 the August 28, 2023, meeting. All members listed as present voted yes.

Terry Ramsey introduced Sara Crawford, the Town's new Town Manager.

Related to signage at 147 Thomas Jefferson Highway (Red Barn) the Commission reviewed: (1) the March 13, 2023, Commission minutes which were sent by Terry Ramsey via email on March 20, 2023, to zoning permit applicant, Tabitha Gaulding of Total Image Solutions; (2) the March 13, 2023, minutes listed two signs needing to be removed prior to zoning approval (i.e., the Parker Oil Co. sign on the building and the Fuel Freedom sign on older canopy); (3) the zoning permit approved by the Commission on May 23, 2023, where applicant agreed to remove all signs other than those specifically approved; and (4) a picture taken on September 25, 2023 of the business. All observed the picture showed two signs remained that were listed to be removed in the March 20, 2023, minutes and a new unapproved portable Virginia Lottery sign had been placed on the parcel. Robert Hendrick requested that Sara Crawford draft a letter for his signature to Tabitha Gaulding (with copy to Parker Oil) that these three signs were a zoning violation and needed to be removed.

The Commission discussed the draft Comprehensive Plan starting with 3.0 Economic Development (page 43) until the end of the document and agreed to changes. The Commission agreed rather than listing the detail appendices, data which had mostly come from the County's Comprehensive Plan, the Town's Plan will provide link to the County's Plan. Also, to provide more current Town Financial information to reference the Town's annual budget and audit on the Town's website. At the Commission's October meeting the plan is to work do a final review of document including an updated Vision Map (future land use map).

At 7:58 p.m. Terry Ramsey motioned with second by Dan Michaelson to adjourn. All members listed as present voted yes.

Respectfully submitted,



Terry Ramsey, Secretary