

Town of Charlotte Court House  
PLANNING COMMISSION  
Monday, February 25, 2019, at 6:00 p.m. in the Town Hall  
MINUTES

Members Present: Bobby Howard (Vice-Chair), Randy Andrews, Terry Ramsey, and Jim Watkins  
Members Absent: Andy Carwile (Chair) and Claudia Koch  
Others Present: Robert Hendrick, Zoning Administrator

Bobby Howard called the meeting, declared a quorum present, and gave the invocation.

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

Terry Ramsey motioned with second by Randy Andrews to approve the February 11, 2019, meeting minutes. All members listed as present voted yes.

Terry Ramsey provided an update that with the new subdivision ordinance the Clerk of the Circuit Court is requiring sign-off by the Town before accepting for recording any plat of land within the Town limits. The zoning administrator has established a process to review the plats and provide approval and for the Town Office to sign off on the plat to show zoning administrator's approval.

The meeting transitioned to the Zoning Update Working Group part of the agenda. The Working Group completed review the draft zoning ordinance Article 6, Signs with no change to the sign area matrix and a revision of the maximum sign height from 16 to 8 feet. Members reviewed the draft zoning districts and zoning map to bring the new members of the Commission up to date using Google Earth map prepared in February 2018. There was general agreement with using the method previously proposed of defining districts by uniform number of feet off the road due to inconsistencies in the current county tax maps. There was also general agreement with the February 2018 draft maps with the exception of Historic and Village Center districts in the center of Town. Attached is a proposed revision which was discussed for these two districts.

At 7:50 p.m. by unanimous consent the Zoning Update Working Group and the Commission adjourned

Respectfully submitted,

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Terry Ramsey  
Recorder

Town of Charlotte Court House – Planning Commission  
Attachment to February 25, 2019 minutes

**Historic District – Center of Town**

North side Rt 40 – 300 feet off road starting at telephone office building going west through old health department building.

South side Rt 40 – Starting with all of county field beside courthouse and then going west 300 feet off road to RHHS stop sign.

East side of Rt 47 – 300 feet off road starting at intersection of Rt 40 and Rt 47 in center of town and then going south through Charlotte Primary Care.

West side of Rt 47 – 300 feet off road starting at intersection of Rt 40 and Rt 47 in center of town and then going south to Statesmen Drive.

**Village Center- Center of Town**

North Side of Rt 40 – 300 feet off road starting at Williams House going west through former yarn corner building.

Southside of Rt 40 – All of county field beside courthouse and then going west 300 feet off road through APVA replica of old clerk's office.

East side of Rt 47 – 300 feet off road starting at intersection of Rt 40 and Rt 47 in center of town and then going south through Corban Veterinary Services building.

West side of 47 – 300 feet off road starting at intersection of Rt 40 and Rt 47 in center of town and then going south to Statesmen Drive.

North side of Statesmen Drive – 300 feet off road starting at intersection of Rt 47 and Statesmen drive and then going west to mass drain field

South side of Statesmen Drives – 300 feet off road starting at south side of intersection of Rt 47 and Statesmen drive and then going west to Law Lane

Note – 300 feet was an estimate and need to look at draft maps showing options of different distances, e.g., 200, 250, and 300 feet.