

Town of Charlotte Court House  
PLANNING COMMISSION  
Monday, May 28, 2019 at 6:10 p.m. in the Town Hall  
MINUTES

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

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

Andy Carwile arrived and declared a quorum present.

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

Bobby Howard motioned with second by Claudia Koch to approve the May 13, 2019, meeting minutes. All members listed as present voted yes.

Robert Hendrick provided information on process for the School's communications tower zoning application including that once the additional application material was obtained the Commission can proceed with the Section 2232 process to determine the application is consistent with the Comprehensive Plan. He also advised that the Town should proceed with obtaining an agreement with an independent consultant to review the application as provided in Section 12.3-16 of current zoning ordinance as amended.

The meeting transitioned to the Zoning Update Working Group part of the agenda. The Working Group discussed the following:

- Solar energy – Agreed to modify the definition to limit size to 40 kW. Discussion included zoning application procedures, whether an engineering study should be required for rooftop solar, and setbacks for ground solar.

Andy Carwile left at approximately 7:25 p.m. to attend the County Planning Commission meeting.

- Sec. 5-5-1 Accessory uses, structures, and buildings – Robert Hedrick provided insights on issues related to allowing an accessory structure (e.g., a garage) on a lot where there is no principle structure (e.g., a residence with water and sewer) and draft language discussed at Commission's last meeting.

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

Respectfully submitted,

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Terry Ramsey, Recorder