

Town of Charlotte Court House
PLANNING COMMISSION
Monday, August 26, 2024 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 Terry Ramsey provided the invocation.

The agenda was adopted by unanimous consent.

Bobby Howard motioned with second by Dan Michaelson to approve the minutes for the last meeting which was held on May 28, 2024. All members listed as present voted yes.

The Commission discussed and agreed to the addition to the draft Comprehensive Plan of Section 5.3 Supplemental VDOT Information to address VDOT comments. The Commission agreed to hold a joint public hearing with Town Council on the draft immediately prior to the Council's regular meeting on October 21, 2024, and for the Commission to hold a meeting immediately after the public hearing to consider any comments and a recommendation to Council to adopt the revised Comprehensive Plan.

The Commission discussed the VDOT parking study and was informed Town Council will hold a public hearing prior to their regular September 16, 2024, meeting.

The Commission discussed a draft amendment to the Town's Zoning Ordinance for an option to impose civil penalties as permitted under Code of Virginia section 15.2-2209 in addition to the current criminal penalties. Terry Ramsey motioned with second by Andy Carwile to revise the draft for the penalties to be \$100 for the initial summons and \$200 for each additional summons. All members listed as present voted yes. Bobby Howard motioned with second by Dan Michaelson to hold a joint public hearing with Town Council and subsequent Commission meeting on this amendment at the same time as the public hearing on the Comprehensive Plan. All members listed as present voted yes.

The Commission briefly discussed revising the number of members of the Board of Zoning Appeals from 5 to 3.

At 6:55 p.m. Terry Ramsey motioned with second by Bobby Howard to adjourn. All members listed as present voted yes.

Respectfully submitted,



Terry Ramsey, Secretary