

Town of Charlotte Court House
PLANNING COMMISSION
Joint Public Hearings on the Proposed Revised Comprehensive Plan and Proposed
Amendments to the Zoning Ordinance to Add Civil Penalties,
and a Special Planning Commission Meeting on Both
Monday, October 21, 2024, at 6:30 p.m. at the Town Hall
MINUTES

Members Present: Jim Watkins (Vice-chair), Bobby Howard, Dan Michaelson, and Terry Ramsey
Members Absent: Andy Carwile (Chair)
Council Members Present: Mayor Watkins, Michaelson, Andrews, and Ramsey
Council Members Absent: Arbogast, Braxton, and Haskins
Others Present: Robert Hendrick, Zoning Administrator; and Sara Crawford, Town manager

Mayor Watkins called and closed each of the two joint Town Council and Planning Commission public hearings with first being hearing on revised Comprehensive Plan; and second being hearing on amendments to the Town zoning ordinance to add civil penalties. There were no citizens present and no comments either oral or written were received. Both public hearings had been duly advertised in the September 25, 2024, and October 2, 2024, editions of the Charlotte Gazette.

The joint Town Council and Planning Commission meeting was adjourned.

Jim Watkins called the special Planning Commission meeting to order.

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

Terry Ramsey motioned with second by Dan Michaelson that the Commission recommend Town Council adopt the revised Comprehensive Plan as presented. All members listed as present voted yes.

Terry Ramsey motioned with second by Bobby Howard to amend the 2022 Zoning Ordinance, as amended, to add the following section 3-2-7. Violations – Civil Penalties and renumber section 3-2-7. Remedies not exclusive as 3-2-8. All members listed as present voted yes.

3-2-7. Violations—Civil penalties

- 3-2-7.1. In accordance with the Code of Virginia §15.2-2209, there is hereby established a uniform schedule of civil penalties for violations of the following specified provisions of this ordinance.
- 3-2-7.2. Any violation of any provision of this ordinance, excluding any zoning violation resulting in injury, to any persons, shall be deemed an infraction and may be punishable by a civil penalty of one hundred dollars (\$100.00) for the initial summons and two hundred dollars (\$200.00) for each additional summons.

3-2-7.3. Each day during which any violation of the provisions scheduled above is found to have existed shall constitute a separate offense. However, in no event shall any such violation arising from the same set of operative facts be charged more frequently than once in any ten-day period, nor shall any such violation arising from the same set of operative facts result in civil penalties which exceed a total of five thousand dollars (\$5,000.00).

3-2-7.4. The designation of a particular violation of this ordinance as an infraction under this section shall preclude the prosecution of such as a criminal misdemeanor, except for any violation resulting in injury to any person or persons, which may be so prosecuted.

The Commission members agreed to hold a joint public hearing with Town Council on November 18, 2024, at 6:30 p.m. on a conditional use permit for a manufactured home on Gold Leaf drive.

At 6:42 p.m. Bobby Howard motioned with second by Dan Michaelson to adjourn. All members listed as present voted yes.

Respectfully submitted,



Terry Ramsey, Secretary

ATTEST:



Sara Crawford, Town Manager