

Town of Charlotte Court House  
PLANNING COMMISSION

Joint Public Hearings on the Proposed Change to the Zoning Ordinance Use Matrix and  
Town's Request for a Conditional Use Permit,  
and the Planning Commission's regular meeting  
Monday, June 23, 2025, at 6:00 p.m. at the Town Hall

MINUTES

Members Present: Andy Carwile (Chair), Jim Watkins (Vice-chair), Dan Michaelson, and Terry Ramsey

Members Absent: Bobby Howard

Council Members Present: Council Members Andrews, Arbogast, Haskins, Michaelson, and Ramsey

Council Members Absent: Mayor Watkins and Council Member Braxton

Others Present: Robert Hendrick, Zoning Administrator; and Sara Crawford, Town manager

Vice-Mayor Andrews called and closed each of the two joint Town Council and Planning Commission public hearings with the first hearing being on a change to the Town's zoning ordinance, Appendix A-Use Matrix (page 93) to allow Neighborhood swimming pools/parks/playgrounds in the Business District with a Conditional Use Permit and the second being a hearing on the Town's request for a conditional use permit to establish a playground on the lot adjoining the Town Hall, tax map number 38A5-4-B3. There were no citizens present and no public comments either oral or written were received on either of the hearings. Both public hearings had been duly advertised in the June 4, 2025, and June 11, 2025, editions of the Charlotte Gazette.

The joint Town Council and Planning Commission meeting was adjourned.

Andy Carwile called the Planning Commission meeting to order.

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

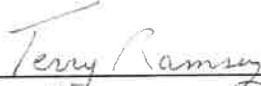
Dan Michaelson motioned with second by Terry Ramsey to approve the minutes for the May 27, 2025. All members listed as present voted yes.

Dan Michaelson motioned with second by Jim Watkins to recommend Town Council approve a change in Appendix A-Use Matrix (page 93) to allow Neighborhood swimming pools/parks/playgrounds in the Business District with a conditional use permit. By roll call vote Carwile, Watkins, Michaelson, and Ramsey each voted yes.


Terry Ramsey motioned with second by Dan Michaelson to recommend Town Council approve the Town's request for a conditional use permit to establish a playground on the lot adjoining the Town Hall, tax map number 38A5-4-B3, and the playground area may exceed the requested 40 foot square with the provision the playground area may be no closer to Route 40 than the Town Hall and no closer to the adjoining property owner than 7 feet. All members listed as present voted yes.

At 6:35 p.m. Dan Michaelson motioned with second by Jim Watkins to adjourn. All members listed as present voted yes.

Respectfully submitted,

  
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Terry Ramsey, Secretary

ATTEST:

  
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Sara Crawford, Town Manager