

Town of Charlotte Court House
PLANNING COMMISSION
Monday, October 27, 2025, at 6:00 p.m. at the Town Hall
MINUTES

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

Members Absent: Dan Michaelson

Others Present: Robert Hendrick, Zoning Administrator and Interim Town Manager

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

Jim Watkins motioned with a second by Bobby Howard to approve the agenda. All members listed as present voted yes.

Bobby Howard motioned with second by Andy Carwile to approve the minutes for the last meeting which was held on September 15, 2025. All members listed as present voted yes.

The Commission discussed changing Section 6-7 of the zoning ordinance to allow temporary signs for special events. After discussion, there was a consensus around recommending the following changes with agreement to table action until the Commission's November meeting:

Replace Section 6-7-1(c) with the following to clarify banners are limited to a total of 60 days without a limitation on the number of days before and after opening of the new business:

- (c) Banners when used in conjunction with the opening of a new business in the business district. The duration of such permitted use shall not exceed a total of sixty (60) days and the banner shall not exceed thirty-two (32) square feet; and

Add the following Section 6-7-2 to allow temporary signs with a permit:

6-7-2 The following temporary signs are permitted subject to the approval of the zoning administrator:

- (a) Signs advertising a public event may be installed no more than thirty (30) days prior to the event and must be removed within five (5) days after the event. The sign area shall be no larger than four (4) feet by (8) feet and no higher than 8 feet above the average finished grade.

The Commission reviewed Section 5-2.2 of the Town's zoning ordinance re refuse bins nonconformity and there was consensus around recommending removing this section with agreement to table action until the Commission's November meeting.

The Commission briefly discussed message signs and zoning on data centers with no action.

At 7:40 p.m. Terry Ramsey motioned with second by Andy Carwile to adjourn. All members listed as present voted yes.

Respectfully submitted,



Terry Ramsey, Secretary
