

**AMHERST COUNTY
PLANNING COMMISSION MEETING
THURSDAY, OCTOBER 17, 2013
MINUTES**

VIRGINIA

A public meeting for the Amherst County Planning Commission was held on Thursday, October 17, 2013, in the Board of Supervisors Room located in the Administration Building at 153 Washington Street, Amherst, VA.

MEMBERS PRESENT: Leslie Irvin, Chairman
Derin Foor, Vice Chairman
Donald Kidd, Board of Supervisors Liaison
Michael Martineau
Beverly Jones
George Brine

MEMBERS ABSENT: Lillian Floyd

STAFF PRESENT: Jeremy Bryant, Director of Planning/Zoning
Austin Mitchell, Assistant Zoning Administrator/Planner
Stacey Stinnett, Administrative Assistant

1. Call to Order
2. Approval of Agenda
3. Citizens Comments
4. Site Plan Review
 - A. Riviera Townhomes (Tax Map #155F-1-22-28)
 - B. Greif – Paper Machine Shipping Office
(Tax Map #130-A-14, 15, 16)
5. Old/New Business
6. Approval of Minutes for September 19, 2013 and
October 3, 2013
7. Adjournment

1. CALL TO ORDER

The meeting was called to order at 7:00 PM.

2. APPROVAL OF AGENDA

The agenda was approved as submitted.

Planning Commission Action:

Motion: Martineau Motion to approve the agenda.

Second: Jones

The motion carried by a 5-0 vote

3. CITIZENS COMMENTS

There were none.

4. SITE PLAN REVIEW

A. Riviera Townhomes (Tax Map #155F-1-22-28)

In accordance with Section 1103 of the Code of Amherst County, a major site plan has been submitted by John Jensen for the construction of seven (7) townhomes, on property located in the 100 Block of Riviera Drive. This is a unique situation in an existing townhouse development on an existing foundation. Copies of the plans were reviewed by the Development Review Committee on October 8, 2013. The following sections summarize staff and agency comments with respect to the major elements of the plan.

Mr. Mitchell presented the Staff report and concluded his comments by stating that Staff recommends approval of this plan.

Mr. Brine asked if the parking areas would be paved or gravel. Mr. Ty Mosby, surveyor for Berkley & Howell Associates stated that the parking areas would remain gravel.

Mr. Bryant stated that according to Code, single family dwellings are exempt from paving requirements and townhomes are considered to be attached single family dwellings.

Mr. Kidd was concerned that the (HOA) Homeowners Association details be specified in the staff report.

Mr. Jensen, applicant, replied that the (HOA) Homeowners Association documents have been amended to consider phase four of this project.

Mr. Bryant stated that the lots were recorded in 2007; however, the project had not been completed. He explained that a subsequent to the approval and recordation of the plat,

interior and exterior footings and walls were poured without the approval of a zoning or building permit. He explained that as it stood today these walls were still in place; however the structures had not been erected.

Mr. Irvin asked if there would be any rental properties within the proposed units. Mr. Jensen replied that there would be rental properties at first but he intended to sell the individual units depending on market conditions.

Planning Commission Action:

Motion: Jones Motion to approve site plan for Riviera Townhomes (Tax Map # 155F-1-22-28)

Second: Brine

The motion carried by a 5-0 vote

B. Greif – Paper Machine Shipping Office (Tax Map #130-A-14, 15, 16)

In accordance with Section 1103 of the Code of Amherst County, a minor site plan has been submitted by Greif for the construction of a 903 square foot Paper Machine Shipping Office, on property located at 861 Fibre Plant Road. The proposed building will not result in the addition of any new employees or company vehicles and, in accordance with Section 602.03.5.a, will not require any additional parking spaces. Copies of the plans were reviewed by the Development Review Committee on October 8, 2013. The following sections summarize staff and agency comments with respect to the major elements of the plan.

Mr. Mitchell presented the Staff report and concluded his comments by stating that Staff recommends approval of this plan with the following condition.

- 1.) A construction permit shall be obtained from the Virginia Department of Health prior to the issuance of a Zoning Permit.

Planning Commission Action:

Motion: Brine Motion to approve site plan for Greif Paper Machine Shipping Office (Tax Map # 130-A-14, 15, 16) with staff recommendations.

Second: Martineau

The motion carried by a 5-0 vote

5. OLD/NEW BUSINESS

Meeting the members could either make a motion to recommend approval, deny, or make no comment regarding these cases prior to them being heard by the Board of Zoning Appeals.

Mr. Bryant also updated the Planning Commission on his meeting earlier today with the County Attorney regarding the Dam Inundation Zones Ordinance. Mr. Bryant stated that the first reading for this ordinance would take place at the next Planning Commission Meeting.

Mr. Bryant stated that the four (4) ordinances that the Planning Commission previously considered had been approved at the last Board of Supervisors Meeting.

6. APPROVAL OF MINUTES FOR SEPTEMBER 19, 2013 & OCTOBER 3, 2013

September 19, 2013 Minutes

The September 19, 2013 Planning Commission Minutes were unable to be approved and would be reviewed at the next scheduled Planning Commission Meeting.

October 3, 2013 Minutes

Planning Commission Action:

Motion: Jones Motion to approve the October 3, 2013 Planning Commission minutes with one (1) correction.

Second: Brine

The motion carried by a 4-0 vote (Foor abstained)

7. ADJOURNMENT

There being no more business to discuss the meeting was adjourned at 7:25 p.m.

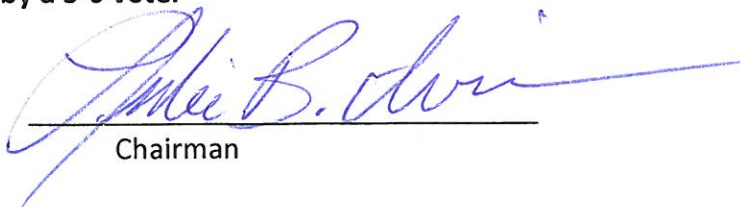
Planning Commission Recommendation:

Motion: Brine Motion to adjourn.

Second: Foor

The motion carried by a 5-0 vote.

/ss/10.23.13


Chairman