

**AMHERST COUNTY  
PLANNING COMMISSION MEETING  
THURSDAY, NOVEMBER 1, 2012  
MINUTES**

**VIRGINIA**

A public meeting for the Amherst County Planning Commission was held on Thursday, November 1, 2012, in the Board of Supervisors Room located in the Administration Building at 153 Washington Street, Amherst, VA.

**MEMBERS PRESENT:** Mitch Heishman, Vice-Chairman  
George Brine  
Leslie Irvin  
Beverly Jones  
Derin Foor

**MEMBERS ABSENT:** Donald Hedrick, Chairman  
Donald Kidd, Board of Supervisors Liaison

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

**Agenda**

1. Call to Order
2. Approval of Agenda
3. Citizens Comments
4. Special Exception (Non Public Hearing)
  - A. #0712-SP-002 Wright Brothers Properties
5. Site Plan Review
  - A. Caterpillar Clubhouse
  - B. Global Tower Assets, LLC
6. Comprehensive Plan Discussion
7. Ordinance 2012-0007 A-1 Agricultural Residential Modifications
8. Discussion of Hunt Clubs in A-1 Agricultural Residential District
9. Old/New Business
  - A. Discussion of Capital Improvements Plan
  - B. Introduction of Austin Mitchell, Assistant Zoning Administrator/Planner
10. Monthly Report for October 2012

11. Approval of Minutes for September 20, 2012 and October 4, 2012
12. Adjournment

### **1. CALL TO ORDER**

The meeting was called to order at 7:00 PM. Due to Mr. Hedrick's absence, Vice-Chairman, Mitch Heishman served as Chairman.

### **2. APPROVAL OF AGENDA**

Item number nine (9)(B) on the agenda was moved to the top of the list. The amended agenda was approved as submitted.

#### **Planning Commission Action:**

**Motion:** Irvin                      Motion to approve the amended agenda.

**Second:** Jones

**The motion carried by a 5-0 vote**

Mr. Bryant introduced Austin Mitchell, the new Assistant Zoning Administrator & Planner. The Planning Commission welcomed him.

### **3. CITIZENS COMMENTS**

There were none.

### **4. SPECIAL EXCEPTION (NON PUBLIC HEARING)**

- A.     #2012-16 – Wright Brothers Properties  
Request by Ronnie Wright for a special exception in the B-2 General Commercial District. The purpose of the special exception is to allow a used automobile sales lot and an automotive repair garage. The parcel is located at 2079 South Amherst Highway and is further identified as tax map number 124-A-62

Mr. Bryant presented the Staff report and concluded his comments by stating that Staff recommends the following condition:

1. Drainfield: The applicant shall consult with the Department of health to ensure that the drainfield serving the parcel of land will not be affected by the proposed increases in vehicles. The applicant shall provide a written letter from the Department of Health to the Amherst County Planning Department confirming that the vehicles will not affect the drainfield.
2. Paving or Surface Treating: In accordance with Section 602.02 the parking area shall be surface treated or paved to eliminate dust.
3. Parking: All vehicles shall be parked in a designated parking area that is 9'x18' in size. The parking lot shall have an isle width of at least twenty-two (22) feet.
4. Trash Disposal: If an outdoor trash facility is added, a wooden privacy fence shall be erected around the dumpster and shall be placed in the rear yard. The fence shall be a wooden slat fence that is a minimum of six (6) feet in total height.
5. Lighting: Lighting facilities shall be so arranged that light is reflected away from adjacent properties and streets.
6. Sight Distance: The placement of all automobiles for sale shall be located in an area that does not affect any vehicular sight distance.
7. Outdoor storage: No miscellaneous items shall be stored outside the building other than vehicles that are for sale and/or awaiting repair.
8. Operative Motor Vehicles: All vehicles for sale must be in operating condition. Vehicles that are waiting repair shall be stored in a fenced in area that is fully screened from Route 29 Business. A maximum of twenty (20) vehicles waiting repair may be stored outside. One hundred and twenty (120) days is the maximum time any vehicles that are not for sale can be on the parcel.
9. Hours of Operation:
  - i. Monday – Saturday 7M-7PM
  - ii. Closed on Sunday
10. Entrances: Prior to the issuance of a zoning permit, the applicant shall contact the Virginia Department of Transportation to determine if the existing entrances will require review and to determine if they are adequate.

The Planning Commission questioned the number of cars allowed on the lot and agreed that a maximum of twenty (20) vehicles be allowed on the lot. Fifteen (15) vehicles allowed at any one given time for sale and five (5) vehicles allowed at any one given time waiting on repair.

**Planning Commission Recommendation:**

**Motion:** Irvin            Make a motion to approve special exception 2012-16 Wright Brothers Properties with staff recommendations and modifying condition number eight (8) to read: *All vehicles for sale must be in operating condition. Vehicles that are waiting repair shall be stored in a fenced in area that is fully screened from Route 29 Business. A maximum of five (5) vehicles awaiting repair may be stored outside. One hundred and twenty (120) days is the maximum time any vehicles that are not for sale can be on the parcel.* Also, include a condition that states: *A maximum of seventeen vehicles allowed for sale at any one given time.*

**Second:** Jones  
**The motion carried by a 5-0**

**5. SITE PLAN REVIEW**

**A. Caterpillar Clubhouse #0912-SP-001**

In accordance with Section 1103 of the Code of Amherst County, a major site plan has been submitted by Caterpillar House for the construction of an expansion of the existing daycare facility and will increase the need for additional off-street parking, as required by the Amherst County Zoning Ordinance. Copies of the plans were reviewed by the Development Review Committee on October 9, 2012. The following sections summarize staff and agency comments with respect to the major elements of the plan.

Mr. Bryant presented the Staff report and concluded his comments by stating that Staff recommends the following conditions:

1. An erosion and sediment control plan must be submitted and approved prior to the issuance of a zoning or land disturbance permit.
2. An erosion and sediment control bond for the costs of implementing the ESC plan must be provided to the County prior to ESC plan / site plan approval.
3. Prior to the issuance of a zoning permit, the Director of Public Safety, Amherst County Service Authority and the Virginia Department of Transportation must be satisfied that all requirements are adequately met. This requirement can be met with their signature(s) on the final site plan.
4. All parking areas must be surfaced treated or paved in accordance with Section 602.02.1 of the Ordinance.
5. Per Section 602.02(2), all lighting facilities must be arranged so that light is reflected away from adjacent properties and streets.

6. The granting of this site plan shall not be construed to vest in the applicant a right to the site plan until all necessary local, State and Federal laws, review and approval processes have been completed.
7. This approval may be revoked by the County of Amherst or its designated agent for failure by the applicant or its assigns to comply with any of the listed conditions or any provision of Federal, State or local regulations.

Sam Hunt, Owner of Caterpillar Clubhouse spoke in favor and answered the Planning Commissions questions. Mr. Hunt stated that this facility would not be opened to the general public. Mr. Hunt also stated that the hours of operation would be Monday through Friday from 6:30am to 6:00pm and opened throughout the weekends and could potentially be opened until 10:00 pm to allow birthday parties for children of the facility, sports events and church events. Mr. Hunt explained that a church also rents this building.

**Planning Commission Recommendation:**

**Motion:** Jones                      Make a motion to approve site plan #0912-SP-001 for Caterpillar Clubhouse with staff recommendations.

**Second:** Foor

**The motion carried by a 5-0**

**B. Global Tower Partners**

In accordance with Sections 919 and 1103.03.8 of the Zoning & Subdivision Ordinance, Global Towers Partners has submitted a site plan prepared by Velocitel, for construction of a one-hundred and ninety nine (199) foot tall personal wireless service facility on property owned by Southern railroad Company. Copies of the plans have been reviewed by the Development Review Committee on October 9, 2012. The following sections summarize staff and agency comments with respect to the major elements of the plan.

Mr. Bryant presented the Staff report and concluded his comments by stating that Staff recommends the following conditions:

1. The proposed height of the equipment shelters/cabinets should be clearly stated on the site plan and shall meet all applicable requirements.
2. Signature block for the Virginia department of Transportation and the Zoning Administrator on the final site plan.

**Planning Commission Recommendation:**

**Motion:** Irvin                      Make a motion to approve site plan for Global Tower Assets, LLC. with staff recommendations.

**Second: Jones**  
**The motion carried by a 5-0**

## **6. COMPREHENSIVE PLAN DISCUSSION**

Scott Smith from Region 2000 briefly reviewed the information that he added to the transportation element section of the Comprehensive Plan. Mr. Smith reviewed with the Planning Commission:

- Tables consisting of roadways with the County of Amherst
- Planning Assumptions
- Assessment of the Multi-Modal Transportation System
- Roadways, Bridges, Pedestrian Facility and Bicycle Facilities
- Traffic Impact Analysis
- Recommended Road & Intersection Improvements
- County's Transportation Goals, Objectives, and Strategies

The Planning Commission asked that Mr. Smith incorporate the top ten (10) priority list that they had developed with the Long Range Transportation Plan and given to Grant Massie.

Mr. Smith will incorporate changes to the document and present at the next Planning Commission Meeting on November 15, 2012.

## **7. ORDINANCE 2012-0007 (A-1 AGRICULTURAL RESIDENTIAL MODIFICATIONS)**

Mr. Bryant briefly went through the document and answered the Planning Commissions questions. Mr. Bryant stated a public meeting would be advertised and possibly held at the Amherst County High School. As early as February or March 2013 a joint public hearing with the Planning Commission and Board of Supervisors could be held.

## **8. DISCUSSION OF HUNT CLUBS IN A-1 AGRICULTURAL**

Mr. Bryant brought this issue back to the Planning Commission discussing hunt clubs and shooting ranges. Mr. Bryant stated that there should be a definition in the Zoning Ordinance defining what a hunt club and shooting range consisted of and if it was a permitted use, special exception or not permitted in the A-1 Agricultural Zoning District.

Mr. Tony Metts, individual leasing 2,600 acres of Westvaco's property for a potential hunt club, spoke in favor of the request. Mr. Metts explained that he ran an operation that focused on preserving nature, educating the youth about hunting and teaching safety.

The Planning Commission agreed that outdoor shooting ranges should be only allowed in the A-1 Agricultural District under a special exception.

The Planning Commission agreed that hunt clubs should be a permitted use in the A-1 Agricultural District. The Planning Commission did not feel that hunt clubs should be eliminated in this district; however, the use should be considered a permitted use to protect the applicant and the County.

Staff was directed to draft this text regarding shooting ranges and hunting clubs and bring back for the Planning Commission to review at the November 15, 2012 meeting.

**9. OLD/BUSINESS**

A. Discussion of Capital Improvements Plan

The Planning Commission decided that they did not need to be involved.

**10. MONTHLY REPORT FOR OCTOBER 2012**

The monthly report was reviewed.

**11. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:55 pm.

/ss/11.09.12

  
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Chairman