

**AMHERST COUNTY
PLANNING COMMISSION MEETING
THURSDAY, SEPTEMBER 5, 2013
MINUTES**

VIRGINIA

A public meeting for the Amherst County Planning Commission was held on Thursday, September 5, 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
Michael Martineau
Beverly Jones
Lillian Floyd

MEMBERS ABSENT: George Brine
Donald Kidd, Board of Supervisors Liaison

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

STAFF ABSENT: Stacey Stinnett, Administrative Assistant

1. Call to Order
2. Approval of Agenda
3. Introduction of New Planning Commission Members
4. Citizens Comments
5. Site Plan Review
 - A. Summers & Sons Inc. (Tax # 147-A-186B)
6. Dam Inundation Zone – Zoning Text Amendment
7. Ordinances
 - A. 2013-13 Ordinance No. 2013-0010 (First Reading) - Amending the Wireless Communication Ordinance
 - B. 2013-14 Ordinance No. 2013-0011 (First Reading) - Amending Section 907.04 of the Sign Ordinance
 - C. 2013-15 Ordinance No. 2013-0012 (First Reading) - Amending and Adding to Definitions Section
 - D. 2013-16 Ordinance No. 2013-0013

- (First Reading) -Amending Landscaping
Requirements
8. Old/New Business
 9. Monthly Report for August 2013
 10. Adjournment

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

The agenda was amended by including the Introduction of New Planning Commission Members.

Planning Commission Action:

Motion: Foor Motion to approve the amended agenda.

Second: Jones

The motion carried by a 5-0 vote

3. INTRODUCTION OF NEW PLANNING COMMISSION MEMBERS

Staff introduced Lillian Floyd and Michael Martineau to the Planning Commission. Ms. Floyd is the AT-Large Representative and Mr. Martineau is representing District 1.

4. CITIZENS COMMENTS

There were none.

5. SITE PLAN REVIEW

A. Summers & Sons Inc. (Tax # 147-A-186B)

In accordance with Section 1103 of the Code of Amherst County, a major site plan has been submitted by Summers & Sons, Inc. for the construction of a 1,800 square foot utility building to serve their existing facility, on property located at 131 Crennel Drive. The proposed addition 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 August 13, 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 the following conditions:

1. Landscaping must be shown on the site plan.
2. Landscape bond must be established with Amherst County in the total amount of the cost of implementing the proposed landscaping per Section 1602.

Planning Commission Action:

Motion: Foor Motion to approve site plan for Summers & Sons Inc. (Tax # 147-A-186B with staff recommendations.

Second: Martineau

The motion carried by a 5-0 vote

6. DAM INUNDATION ZONE – ZONING TEXT AMENDMENT

Mr. Mithell briefly reviewed a memorandum regarding Dam Inundation Zone Code Changes which stated in the past:

The Virginia Dam Safety Act (VDSA), § 10.1-604 et seq. of the Code of Virginia, 1950, as amended, regulates all applicable impounding structures as defined within the Act. VDSA defines an impounding structure as dams that are 25' or greater in height and create an impoundment capacity of 15 acre-feet or greater or; dams that are 6' or greater in height and create an impoundment capacity of 50 acre-feet or greater. Owners of such classified dams, per § 10.1-606.2(a), are required to prepare a map of the dam break inundation zones for the impounding structure in accordance with the Virginia Impounding Structure Regulations (4VAC-50-20). It is the owner's responsibility to prepare the map and submit the map to the County to have on file.

Mr. Bryant requested that Staff would need a recommendation from the Planning Commission requesting that the County Attorney review and then the County Attorney would format into an ordinance, which would then be brought back to the Planning Commission as a first reading then onto a public hearing.

Planning Commission Action:

Motion: Foor Motion to approve changes to go to the County Attorney for Dam Inundation Zone Code Changes.

Second: Jones

The motion carried by a 5-0 vote

7. FIRST READING

- A. 2013-13 Ordinance No. 2013-0010 – Amending the Wireless Communication Ordinance

Amending the definition of avoidance areas to provide with respect to ridge areas that it includes only those ridge areas which have, within a 500 yard area, two or fewer personal wireless services facilities at the time of application. This change is intended to facilitate review of applications involving ridge areas that already have sited on them more than two personal wireless service facilities.

Mr. Bryant requested that the Planning Commission make a motion to hold the public hearing on September 19, 2013. Mr. Bryant established a quorum by asking what members would be present.

Planning Commission Action:

Motion: Jones Motion to move ordinance 2013-0010 to amend the Wireless Communication Ordinance to public hearing on September 19, 2013.

Second: Floyd

The motion carried by a 5-0 vote

- B. 2013-14 Ordinance No. 2013-0011 – Amending Section 907.04 of the Sign Ordinance

Amending § 907.04 of the Amherst County Code to permit the erection of a free-standing sign for every main building which has frontage on a public road contiguous to that property.

Mr. Bryant discussed a local property that owner brought to staffs attention and the Business Taskforce requesting this revision in the Sign Ordinance.

Planning Commission Action:

Motion: Foor Motion to move ordinance 2013-0011 amending the Sign Ordinance to public hearing on September 19, 2013.

Second: Martineau

The motion carried by a 5-0 vote

- C. 2013-15 Ordinance No. 2013-0012 – Amending the Adding to Definitions Section

Amending § 302 of the Amherst County Code to add several definitions, to amend the definitions of accessory structures and restaurants, and to eliminate numbers for each definition.

Planning Commission Action:

Motion: Martineau Motion to move ordinance 2013-0012 amending the Definitions Section to public hearing on September 19, 2013

Second: Foor

The motion carried by a 5-0 vote

- D. 2013-16 Ordinance No. 2013-0013 – Amending Landscaping Requirements

Amending §§1601 and 1603, and §§ 1605 through 1610 of the Amherst County Code to expand the goals of landscaping plans to include supporting stormwater regulations and requirements; amend the minimum requirements relating to the number of size of trees required; increase the size of parking lots to which plans are applicable from five spaces to 20 spaces; allow applicants to submit information indicating screening is not necessary; eliminate requirements relating to tree canopies; and modify the types of suggested trees, shrubs and flowers. This ordinance is a recommendation of the Amherst County Business Taskforce.

Planning Commission Action:

Motion: Jones Move to move ordinance 2013-16 Amending the Landscape Requirements to public hearing on September 19, 2013.

Second: Foor

The motion carried by a 5-0 vote

8. OLD/NEW BUSINESS

Mr. Bryant updated the new Planning Commission members on the history of the Hunt Club Ordinance.

9. MONTHLY REPORT FOR AUGUST 2013

The monthly report for August 2013 was reviewed.

Ms. Jones asked if any new businesses were "coming down the road". Mr. Bryant stated that he wasn't yet aware of any new projects, however, the Economic Development Authority (EDA) were looking at potential sites.

10. ADJOURNMENT

There being no more business to discuss the meeting was adjourned at 7:38 p.m.

Planning Commission Recommendation:

Motion: Foor Motion to adjourn.

Second: Floyd

The motion carried by a 5-0 vote.

/ss/9.25.13


Chairman