

**AMHERST COUNTY  
PLANNING COMMISSION MEETING  
THURSDAY, JULY 17, 2014  
MINUTES**

**VIRGINIA**

A public meeting for the Amherst County Planning Commission was held on Thursday, July 17, 2014, in the School Board Room located in the Administration Building at 153 Washington Street, Amherst, VA.

**MEMBERS PRESENT:** Derin Foor, Chairman  
Beverly Jones, Vice Chairman  
Michael Martineau  
Les Irvin  
Lillian Floyd  
George Brine  
David Pugh, 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. Election of Officers
4. Citizens Comments
5. Public Hearings
  - A. #2014-12 Brian & Kim Mays
  - B. #2014-13 Kim Hieber & Michael Millner, Jr.
6. Site Plan Review
  - A. Monelison Family Practice (tax map # 148G-3-A,B)
7. Draft Text of Proposed Zoning Amendments
  - A. Single Family Attached Dwelling Developments
  - B. Kennels
8. Old/New Business
9. Monthly Report for June 2014
10. Approval of Minutes for June 11, 2014 & June 19, 2014.
11. 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:** Foor                      Motion to approve the agenda as submitted.

**Second:** Jones

**The motion carried by a 6-0 vote**

### 3. ELECTION OF OFFICERS

SECRETARY:

**Motion:** Irvin                      Make a motion to nominate Jeremy Bryant as secretary.

**Second:** Floyd

**The motion carried by a 6-0 vote.**

CHAIRMAN:

**Motion:** Irvin                      Make a motion to nominate Derin Foor as Chairman.

**Second:** Jones

**The motion carried by a 6-0 vote.**

VICE CHAIRMAN:

**Motion:** Foor                      Make a motion to nominate Beverly Jones as Vice Chairman.

**Second:** Irvin

**The motion carried by a 6-0 vote.**

Mr. Foor proceeded the meeting as Chairman.

#### **4. CITIZENS COMMENTS**

There were none.

#### **5. PUBLIC HEARINGS**

A. # 2014-12 Brian & Kim Mays (tax map# 78-A-3,5)

Request by Brian & Kim Mays for a special exception request in the A-1, Agricultural Residential District. The purpose of the special exception is to allow a short-term tourist rental of a dwelling. The parcel is located at 231 Opus Lane, and is further identified as tax map number 78-A-3, 5.

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

1. The applicant shall meet all requirements of Section 916 which regulates short-term tourist rental of dwellings.
2. The applicant shall meet all other applicable local, state and federal regulations.

Mr. Foor opened the public hearing.

No one spoke in favor or opposition of the request; therefore, Mr. Foor closed the public hearing.

The Planning Commission had a brief discussion.

#### **Planning Commission Recommendation:**

**Motion:** Irvin                      Motion to approve special exception # 2014-12 for Brian and Kim Mays with staff recommendations.

**Second:** Martineau

**The motion carried by a 6-0 vote**

Mr. Bryant stated that the request would be heard by the Board of Supervisors on August 19, 2014.

B. #2014-13 Kim Hieber and Michael Millner Jr. (tax map# 156B-6-B-1)

Request by Kim Hieber and Michael Millner Jr., for a special exception request in the V-1 Village Center District. The purpose of the special exception is to allow a massage therapy business. The property is located at 357 Old Wright Shop Road and is further identified as tax map number 156B-6-B-1.

Mr. Bryant presented the Staff report and concluded his comments by stating that proffers were associated with the parcel (conditional zoning 2009) and staff recommends approval with one recommendation.

Proffers (2009):

1. Trash receptacles shall be kept inside the building except for one morning per week when they are emptied by a contract trash service.
2. Lighting for the free-standing sign shall be prohibited at this site.
3. Business hours are from 6:00 AM until 9:00 PM.

Staff Recommendation:

1. Applicant shall adhere to proffers that were approved in 2009.

Mr. Foor opened the public hearing.

No one spoke in favor or opposition of the request; therefore, Mr. Foor closed the public hearing.

Planning Commission Recommendation:

**Motion:** Martineau Motion to approve special exception # 2014-13 for Kim Hieber and Michael Millner, Jr., with the one staff recommendation.

**Second:** Brine

**The motion carried by a 6-0 vote**

Mr. Bryant stated that the request would be heard by the Board of Supervisors on August 19, 2014.

**6. SITE PLAN REVIEW**

A. Monelison Family Practice (tax map# 148G-3-A,B)

In accordance with Section 1103 of the Code of Amherst County, a major site plan has been submitted by Perkins & Orrison for the construction of a 12,526 square foot medical office building and a future 4,440 square foot office building at the southwest corner of Amelon Expressway and Oakwood Drive. This property is currently the site of two dwellings, which will be demolished for the proposed new construction. Copies of the plans were reviewed by the Development Review Committee on May 14, 2014. 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 with the following conditions:

1. The proposed entrance must be approved by a representative of the Virginia Department of Transportation (through site plan approval).
2. Per Section 602.02(2), all lighting facilities must be arranged so that light is reflected away from adjacent properties and streets.
3. Landscape bond must be established with Amherst County in the total amount of the cost of implementing the proposed landscaping per Section 1602.
4. An Erosion & Sediment Control bond must be established with Amherst County in the total amount of the cost of implementing the erosion and sediment control measures shown in the plan.

The Planning Commission questioned the location, position of the building, sidewalks, and entrance.

Mr. Bryant replied that the building is positioned from Oakwood Drive due to the entrance and stated that Virginia Department of Transportation (VDOT) has regulations that must be met. Mr. Bryant also stated that this was a great location for a medical facility due to the current bus stop availability, current sidewalk capability and public utilities.

Mr. Irvin asked what would become of the existing building at the previous location.

The applicant replied that the building would be sold after the new location was open. The applicant also stated that Rehabilitation Associates, which currently is in the same building, would also be moving to the new facility as well.

**Planning Commission Recommendation:**

**Motion:** Irvin                      Motion to approve site plan for Monelison Family Practice  
(tax map# 148G-3-A,B) with staff recommendations.

**Second:** Martineau

**The motion carried by a 6-0 vote**

**7. DRAFT TEXT OF PROPOSED ZONING AMENDMENTS**

**A. Single Family Attached Dwelling Developments**

Mr. Mitchell briefly reviewed the draft language for Single Family Attached Dwelling Developments as a special exception use in the A-1 Agriculture Residential District and the R-1 Limited Residential and as a permitted use in the R-2 General Residential District and the R-3 Multi-Family Residential.

**Planning Commission Recommendation:**

**Motion:** Irvin                      Motion to direct the County Attorney to put Single Family Attached Dwelling Developments into a draft proposal to be brought back to the Planning Commission for review.

**Second:** Floyd

**The motion carried by a 6-0 vote**

**B. Kennels**

Mr. Mitchell briefly reviewed the draft language that would allow Kennels to be a special exception use in the A-1 Agricultural District

Mr. Bryant stated the distinction between a kennels license versus a commercial kennel is that the commercial kennels are used for business and profit.

**Planning Commission Recommendation:**

**Motion:** Jones                      Motion to approve the Kennels drafted language and direct the County Attorney to draft proposal to be brought back to the Planning Commission for review.

**Second:** Brine

**The motion carried by a 6-0 vote**

**8. OLD/NEW BUSINESS**

There was none.

**9. MONTHLY REPORT FOR JUNE 2014**

The monthly report was reviewed.

**10. APPROVAL OF MINUTES JUNE 11, 2014 & JUNE 19, 2014**

June 11, 2014 Minutes:

One correction was made.

**Planning Commission Recommendation:**

**Motion:** Martineau      Motion to approve the June 11, 2014 minutes with the one correction.

**Second:** Brine

**The motion carried by a 6-0 vote**

June 19, 2014 Minutes:

One correction was made.

**Planning Commission Recommendation:**

**Motion:** Irvin      Motion to approve the June 19, 2014 minutes with the one correction.

**Second:** Brine

**The motion carried by a 6-0 vote**

**11. ADJOURNMENT**

There being no more business to discuss the meeting was adjourned at 7:46 p.m.

**Planning Commission Recommendation:**

**Motion:** Brine      Motion to adjourn.

**Second:** Floyd

**The motion carried by a 6-0 vote.**

/ss/7.21.14

  
Chairman