

**AMHERST COUNTY  
PLANNING COMMISSION MEETING  
THURSDAY, OCTOBER 15, 2015  
MINUTES**

**VIRGINIA**

A public meeting for the Amherst County Planning Commission was held on Thursday, October 15, 2015, in the Board of Supervisors Room located in the Administration Building at 153 Washington Street, Amherst, VA.

**MEMBERS PRESENT:** Beverly Jones, Chairman  
George Brine, Vice Chairman  
Lillian Floyd  
Les Irvin  
Derin Foor

**MEMBERS ABSENT:** Michael Martineau  
David Pugh, Board of Supervisors Liaison

**STAFF PRESENT:** Austin Mitchell, Assistant Zoning Administrator/Planner  
Stacey Stinnett, Administrative Assistant

**STAFF ABSENT:** Jeremy Bryant, Director of Planning/Zoning

**Agenda**

1. Call to Order
2. Approval of Agenda
3. Citizens Comments
4. Public Hearing
  - A. Ordinance 2015-0011 Miscellaneous Code Changes
5. Site Plan
  - A. Townley Farms
6. Proposed Text for the Ordinance
  - A. B2-M1 District Changes
7. Old/New Business
8. Approval of Minutes for September 17, 2015
9. 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:** Irvin                      Motion to approve the agenda.

**Second:** Brine

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

### **3. CITIZENS COMMENTS**

There were none.

### **4. PUBLIC HEARING – SPECIAL EXCEPTION**

#### **A. Ordinance 2015-0011 Miscellaneous Code Changes**

Adding sections 606, 921, and 922 to, and amending 302, 702, 703, 704, 707, 712, 804, 907, 911, 1003, 1007, 1009, 1103, 1104, 1203, 1204, 1207, 1301 of, Appendix A of the Amherst County Code, to make multiple changes to establish new uses and conform County Code to State law, specifically including to: (1) provide for the inclusion of sidewalks in certain developments; (2) establish provisions for single-family attached dwelling developments and permit those as a special exception in the A-1 and R-1 districts, and as a by right use in the R-2 district; (3) establish provisions for aviation facilities and permit those as a special exception use in the A-1 district; (4) delete the definition of “motor vehicle graveyard”, as such can no longer be initiated as new developments; (5) add the definition of “combined access drive” and establish various new and modified requirements for such drives and for other streets, and for road access; (6) include amateur radio towers in the definition of accessory structures, and provide that such structures are by right uses in planned unit developments; (7) add “agritourism” as a permitted use in the A-1 district; (8) add “kennels” as a special exception use in the A-1 district; (9) add “family day homes which serve six to 12 children as a special exception use in the A-1 and R-1 districts; (10) add

"temporary uses" and "museums" as by right uses in the B-2 district; (11) add "signs used for commercial and institutional uses" as a by right use in the RMU-1 district; (12) modify the minimum side-yard setbacks in the A-1 and RMU-1 districts; (13) exempt "sign refacing" from the sign requirements; (14) clarify that the zoning administrator establishes requirements for applications for zoning permits, including documentation demonstrating the applicant's control of real property; (15) make various modifications to the requirements for subdivision plat approval to bring the County's provisions into compliance with State law; (16) increase the fees for final plats from \$60 to \$100 and eliminate the \$40 fee for preliminary plats; (17) exempt various developments from the site plan review requirements, including special exceptions, rezoning, variance requests, short-term tourist rentals, and land-disturbance in excess of 10,000 square feet; and (18) make various changes to preliminary and final plat content.

Mr. Mitchell referenced the ordinance proposed changes and stated that the County Attorney had advised these changes be grouped together as one ordinance.

Ms. Jones opened the public hearing.

Mr. David Nash at 1916 N. Amherst Hwy in Amherst, VA. was concerned this ordinance would change the permitting process of motor vehicle graveyards. Mr. Mitchell explained that the ordinance was striking the definition "motor vehicle graveyards" for any future use developments because the term "motor vehicle graveyard" is nowhere in the uses in the Zoning Ordinance.

No one spoke opposition to the request; therefore, Ms. Jones closed the public hearing.

Mr. Irvin requested a change to page 4 on number 2.

**Planning Commission Recommendation:**

**Motion:** Irvin Motion to approve ordinance 2015-11 with changes.

**Second:** Brine

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

**5. SITE PLAN**

**A. Townley Farms**

In accordance with Section 1103 of the Code of Amherst County, a major site plan has been submitted by John Hash with Timmons Group for the construction of a 3,859 square foot private lodging facility and a 1,499 square foot "gathering building" on property at 1402 Stapleton Road. The applicant is currently in the process of a special

exception request for the use of the property as a ministry retreat and conference center. The proposed site for the guest quarters is currently a frame barn which will be demolished for the proposed new construction. Copies of the plans were reviewed by the Development Review Committee on September 23, 2015. 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. Amherst County Board of Supervisors approval of the special exception request for the subject property as a ministry retreat and conference center.
2. The existing entrance must be approved by a representative of the Virginia Department of Transportation (through a VDOT Land Use Permit and site plan approval).
3. Construction permit for on-site septic system issued by the Virginia Department of Health prior to zoning permit approval and approved location of system shown on the final site plan.
4. Per Section 602.02(2), all lighting facilities must be arranged so that light is reflected away from adjacent properties and streets.
5. 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.

Mr. Irvin stated that a rapid key box should be included in the staff recommendations.

**Planning Commission Recommendation:**

**Motion:** Foor                      Motion to approve the site plan for Townley with the addition of a rapid key entry box with staff recommended conditions.

**Second:** Brine

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

**6. PROPOSED TEXT FOR THE ORDINACE**

**A.        B2- M1 District Changes**

Mr. Mitchell briefly gave the updated changes to the potential B2 General Commercial District and M1 Industrial District Code Changes that were based on feedback provided by the Amherst County Economic Development Authority after reviewing the current code.

Mr. Lee Cobb, Director of Economic Development Authority, briefly gave the EDA's insight on certain proposed changes to the ordinance which included some additional uses with associated definitions and a few modifications to the existing uses.

**Planning Commission Recommendation:**

**Motion:** Irvin

Motion to direct staff to have the County Attorney review the proposed ordinance changes regarding the B2 and M1 District Changes and put into ordinance form and bring back to the Planning Commission for review.

**Second:** Foor

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

**7. OLD/NEW BUSINESS**

There was none.

**8 . APPROVAL OF MINUTES FOR SEPTEMBER 17, 2015**

No changes were made to the minutes.

**Planning Commission Recommendation:**

**Motion:** Foor

Motion to approve the September 17, 2015 Planning Commission Meeting minutes.

**Second:** Floyd

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

## 9. ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 7.38 p.m.

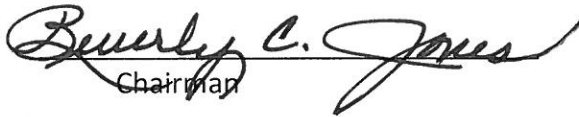
### Planning Commission Recommendation:

**Motion:** Brine                      Motion to adjourn.

**Second:** Irvin

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

/ss/11.04.15

  
Chairman