

**AMHERST COUNTY
PLANNING COMMISSION MEETING
THURSDAY, JULY 7, 2011
MINUTES**

VIRGINIA

A public meeting for the Amherst County Planning Commission was held on Thursday, July 7, 2011, in the Board of Supervisors Room located in the Administration Building at 153 Washington Street, Amherst VA.

MEMBERS PRESENT: Donald Hedrick, Chairman
Mitch Heishman, Vice-chairman
George Brine
Leslie Irvin
Derin Foor
Donald Kidd, Board Liaison

MEMBERS ABSENT: Beverly Jones

STAFF PRESENT: Jeremy Bryant, Director of Planning/Zoning
Stacey Stinnett, Administrative Assistant

STAFF ABSENT: Matthew Rowe, Planner/Assistant Zoning Administrator

1. CALL TO ORDER

Chairman Hedrick called the meeting to order at 7:00 PM.

2. APPROVAL OF AGENDA

The agenda was approved as submitted.

Planning Commission Recommendation:

Motion: Heishman Moved to approve the agenda.
Second: Brine
The motion carried by a 5-0 vote.

3. ELECTION OF OFFICERS

SECRETARY:

Motion: Heishman Make a motion to nominate Jeremy Bryant to remain as secretary.

Second: Foor

The motion carried by a 5-0 vote.

VICE CHAIRMAN:

Motion: Foor Make a motion to nominate Mitch Heishman to remain as Vice Chairman.

Second: Brine

The motion carried by a 5-0 vote.

CHAIRMAN:

Motion: Irvin Make a motion to nominate Donald Hedrick to remain as Chairman.

Second: Heishman

The motion carried by a 5-0 vote.

4. SITE PLAN REVIEW

- A. William Mays, Jr. – The site plan is for the construction of a 3,500 square foot self-service mini-storage building comprising forty (40) units on property located at 1744 S. Amherst Highway. The proposed development will not add any additional parking spaces, and will feature a building that is 175' X 20' (3,500 sq. ft.). In accordance with Section 707.03.14, the self service mini-storage use requires the granting of a special exception for the use; the Board of Supervisors considered and approved the request on June 21, 2011. Copies of the plan were reviewed by the Development Review Committee on June 14, 2011. The tax parcel number is 124-A-107A through 124B.

Mr. Bryant gave the staff report and stated that staff recommends approval of the site plan with the following conditions:

1. Per Section 602.02, all new travel lanes, aisles, and loading and unloading areas must be surface treated.
2. A formal landscaping cost estimate must be provided to Staff and a landscaping bond for the full amount of the proposed landscaping must be in favor of the County.

3. At least two (2) copies of the revised site plan shall be submitted to the Department of Planning and Zoning stating a land disturbance total that is less than 10,000 square feet and which does not circumvent the intent of the Virginia Erosion and Sediment Control Handbook, Third Edition, 1992; and provides a signature space for the County's Erosion and Sediment Control Program Administrator.

Mr. Kidd asked if the applicant, Mr. Mays, agreed with the staff recommendations. Mr. Mays replied that he understood and agreed with the staff recommendations.

Mr. Heishman asked if approval from VDOT was needed prior to submittal of the site plan. Mr. Bryant replied that the Planning and Zoning Department would need VDOT approval for the entrance prior to issuing a zoning permit.

Mr. Brine asked if all forty (40) units would consist of the same size. David Collins, surveyor, stated that most of the units would be 10 X10, however, there would be some 5 X 10 units and the height on all of the units would be twelve (12) feet.

Mr. Heishman asked if there would be any fencing around the building. Mr. Mays stated that there would be none.

Mr. Heishman asked if the driveway located behind the building would be surface treated. Mr. Bryant replied that it would be surface treated.

Mr. Hedrick asked if a fire access key would be required for this type of business. Mr. Bryant replied that Mr. Roakes, the Director of Public safety did not require this in his Development Review Committee report.

Planning Commission Recommendations:

Motion: Irvin

Motion to approve site plan under the staff recommendations.

Second: Heishman

The motion carried by a 5-0 vote.

5. LANDSCAPE ORDINANCE

Mr. Bryant handed out and discussed a memorandum subjected to the Landscaping Ordinance Revisions/Amendments at the Discretion of the Planning Commission.

Mr. Kidd commented on the last EDA meeting. Mr. Kidd stated that he agreed with EDA member, Don Manley, stating that the County's own landscaping needed to improve, especially if the landscaping ordinance continued to have such strict stipulations for local businesses.

Mr. Kidd also stated that he thought that the Zoning Administrator should have more flexibility regarding the landscaping ordinance.

Mr. Brine asked when the last joint meeting was held with the Planning Commission and EDA. Mr. Bryant replied that it had been about nine (9) months ago. Mr. Brine stated that perhaps a meeting should be held with the business community, EDA and Planning Commission.

Mr. Hedrick stated that in the past these meetings, which involved the business community, would end up being more of a discussion of individual site complaints.

Mr. Irvin stated that most businesses seem to do what the County asked them to do and in doing so this enhances the appearance of the business, property and the County.

Mr. Bryant explained the difference in the process of what is necessary for a site plan versus a property not consisting of a site plan, with discretion to staff comments and recommendations.

Mr. Kidd stated that the Landscape Ordinance needs to give the Zoning Administrator authority and flexibility to make decisions.

Mr. Hedrick stated that tiered landscaping needed to be put into place. Mr. Hedrick stated for example that Tier One could consist of the 29 Corridor and Tier Two could consist of all other areas within the County.

Mr. Kidd stated that at the next EDA meeting staff should ask for two (2) members to participate in a joint meeting to take place on August 4, 2011 with the Planning Commission.

Mr. Bryant stated that the sign ordinance and 29 Corridor District should be discussed as well at this August 4th meeting. The Planning Commission agreed.

Planning Commission Recommendations:

Motion: Foor

Motion to request staff to attend July 18, 2011 EDA meeting and request a joint meeting with two (2) members of the EDA and the Planning Commission to meet on August 4, 2011.

Second: Irvin

The motion carried by a 5-0 vote.

6. ZONING PRIORITY LIST UPDATE

Mr. Bryant discussed with the Zoning Ordinance Priority List.

Mr. Irvin questioned if an area was in the A-1 Agricultural District and was to be subdivided into a residential development, would it have to be re-zoned. Mr. Bryant replied that it would have to be re-zoned and once it's rezoned to residential the sliding scale would not apply.

Mr. Kidd stated that on number two (2) and three (3) the target date should be after the Board election. Mr. Bryant stated that he would speak to Mr. Crosby about the target date for items two (2) and three (3) to be rescheduled after the election.

Mr. Foor asked what prompted the need of a zoning Ordinance amendment for Dam Inundation Zones. Mr. Bryant replied that it was due to State Code changes.

Mr. Kidd stated that the Department of Public Waste was approved \$12,000 for the study of Dam Inundation Zones for the three (3) county lakes.

Mr. Bryant stated that the Comprehensive Plan needed to be updated every five (5) years and it would be a good idea to start working on it this fall.

Mr. Kidd asked when the deadline was, Mr. Bryant replied that the Comprehensive Plan and Zoning Ordinance needed to be amended by the end of 2012.

7. DISCUSSION OF THE COMPREHENSIVE PLAN AMENDMENT – URBAN DEVELOPMENT AREAS ZONING CASE # 2011-18

Mr. Bryant briefly discussed his report.

Mr. Hedrick asked if the diagram would be in color. Mr. Bryant replied that it would be in color and he discussed the color version of the diagram on a power point.

Mr. Hedrick questioned the table. Mr. Bryant replied that the percentages on the table could be adjusted.

Planning Commission Recommendations:

Motion: Heishman

Motion to approve Zoning Case #2011-18 with the modification on color chart to reflect percentage use.

Second: Foor

The motion carried by a 5-0 vote.

8. OLD/NEW BUSINESS

Mr. Bryant introduced the GIS system to the Planning Commission and gave a brief presentation on how to use the system.

Mr. Irvin stated a complaint had been brought to his attention that a fabrication business is being conducted in a home on Lyttleton Lane. Mr. Bryant replied that he has met with this individual multiple times and a business license was obtained by the homeowner for a mobile fabrication only. Mr. Bryant stated that the individual complaining could contact the Zoning Department and he would look more into this issue.

Mr. Hedrick asked if there was a limit to the size of tire piles and stated the some of the tire piles in the county could cause a fire hazard. Mr. Bryant stated that this would be an issue that he could address to Kenneth Campbell, Building Safety and Inspections Department.

9. ADJOURNMENT

Planning Commission Recommendation:

Motion: Irvin I move to adjourn.

Second: Floor

The motion carried by a 5-0 vote.

There being no further business to discuss, the meeting was adjourned at 8:40 pm.

Dr. Hedrick

Chairman

/ss/07.18.11