

**AMHERST COUNTY
PLANNING COMMISSION MEETING
THURSDAY, FEBRUARY 15, 2018
MINUTES**

VIRGINIA

A public meeting for the Amherst County Planning Commission was held on Thursday, February 15, 2018, in the Public Meeting Room located in the Administration Building at 153 Washington Street, Amherst, VA.

MEMBERS PRESENT: Michael Martineau, Chairman
Derin Foor, Vice Chairman
George Brine
Leslie Gamble
Beverly Jones
Michael Russell, EDA Liaison (non-voting)
David Pugh, Board of Supervisors Liaison (non-voting)

MEMBERS ABSENT: Jim Thompson

STAFF PRESENT: Jeremy Bryant, Director of Planning/Zoning
Dylan Bishop, Assistant Zoning Administrator/Planner
Stacey Stinnett, Administrative Assistant

Agenda

1. Call to Order
2. Approval of Agenda
3. Citizens Comments
4. Public Hearing
 - A. 2018-16 Joyce & Jamie Kirby
 - B. 2018-18 Crown Castle Inc.
5. Site Plan Review
 - A. Felicia & Colby Mays (Tax Map # 126-A-10A)
6. Old/New Business
 - A. Business Friendliness Initiative Update
7. Meeting Schedule for 2018
8. Annual Report for 2017
9. Approval of Minutes for November 16, 2017 &
December 21, 2018
10. Adjournment

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. APPROVAL OF AGENDA

The agenda was approved as submitted.

Planning Commission Action:

Motion: Jones Motion to approve the agenda.

Second: Foor

The motion carried by a 5-0 vote

3. CITIZENS COMMENTS

There were none.

4. PUBLIC HEARING

A. 2018-16 Joyce & Jamie Kirby

Request by Jamie & Joyce Kirby 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 property is located at 257 West Highland Drive and is further identified as tax map number 48-2-5.

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

1. Lighting: All outdoor lighting will be glare-shielded and directed so as to prevent illumination across the property line.
2. Sewerage Facilities: The applicant shall follow all regulations prescribed by the Virginia Department of Health.
3. Short Term Tourist Rental: The applicant shall meet all requirements of Section 916 which regulates short-term tourist rental of dwellings.

Chairman Martineau opened the public hearing.

Jamie Kirby, applicant, resides at 2532 Console Ave. in Norfolk, VA spoke in favor of the request.

Edward Stanley McCanni, resides at 58 Mount Pleasant Rd. in Amherst VA spoke in favor of the request.

There being no further speakers, Chairman Martineau closed the public hearing.

Planning Commission Recommendation:

Motion: Foor Motion to approve 2018-16 Joyce & Jamie Kirby
with staff recommendations.

Second: Jones

Motion carried by a 5-0 vote.

B. 2018-18 Crown Castle Inc.

Request by Crown Castle, Inc. for a special exception request in the A-1 Agricultural Residential District. The purpose of the special exception is to allow for the replacement of a 50' telecommunications monopole. The property is located at 2631 North Amherst Highway and is further identified as tax map number 68-A-1,41

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

- 1) Governmental Access: Prior to the issuance of a zoning permit, the Director of Public Safety shall determine if the County needs space to co-locate in accordance with Section 919.09.

Mr. Bryant explained that Crown Castle, Inc. had made an error in scheduling the news ad for the balloon test, therefore Mr. Bryant stated that a public hearing would be conducted tonight on this case but recommends the Planning Commission table the vote until the next Planning Commission meeting on March 15th.

Chairman Martineau opened the public hearing.

Edward Donahue, applicant and owner of Donohue & Stearns, PLC. At 117 Oronoco Street, Alexandria, VA spoke in favor of the request and gave a brief power point presentation. Mr. Donohue stated that a balloon test would be conducted on the property on March 6th.

There being no further speakers, Chairman Martineau closed the public hearing.

Planning Commission Recommendation:

Motion: Foer

Motion to table the discussion and vote for 2018-18 Crown Castle Inc. to the next Planning Commission Meeting on March 15, 2018.

Second: Brine

Motion carried by a 5-0 vote.

5. SITE PLAN REVIEW

A. Felicia & Colby Mays (Tax Map # 126-A-10A)

In accordance with Section 1103 of the Code of Amherst County, a major site plan has been submitted by Acres of Virginia, LLC for the construction of a 3,341 square foot barn at 228 Earley Farm Road. Special Exception 2017-08 was approved for the boarding and grooming of dogs with horse stalls in August 2017. The 25-acre property currently houses a single-family dwelling. Copies of the plan were reviewed by the Development Review Committee on January 24, 2018, and resubmitted with corrections on January 30, 2018. The following sections summarize staff and agency comments with respect to the major elements of the plan.

Ms. Bishop presented the Staff report and concluded her comments by stating that Staff recommends the following conditions:

- 1) The proposed entrance must be approved by a representative of the Virginia Department of Transportation (through site plan approval).
- 2) The septic system must be approved by a representative of the Virginia Department of Health (through site plan approval).
- 3) Original conditions of Special Exception 2017-08 are to be complied with.

There was a brief discussion amongst the Planning Commission regarding the landscape required to buffer the property and that the kennel would need a site plan but that the barn would not.

Planning Commission Recommendation:

Motion: Jones Motion to approve site plan for Felicia & Colby Mays
(Tax Map # 126-A-10A) with Staff recommendations.

Second: Brine

Motion carried by a 5-0 vote.

6. OLD/NEW BUSINESS

A. Business Friendliness Initiative Update

Mr. Bryant discussed that the Business Friendliness Committee is currently contacting numerous county business owners and conducting a survey. This committee would like to see a joint meeting between the Amherst Economic Development Authority (EDA) and the Planning Commission in April to discuss the results. Also, this committee would like the Board of Supervisors to hear the survey results and the outcome of the EDA and Planning Commission meeting in May.

Ms. Jones congratulated Jeremy Bryant who had recently been appointed to the Broadband Committee. Mr. Bryant mentioned that hopefully by being on this committee it would help steer the committee to view public and private partnerships with the County.

7. MEETING SCHEDULE FOR 2018

The Planning Commission agreed to the meeting schedule to continue meeting the third Thursday of every month.

Planning Commission Recommendation:

Motion: Foor Motion to accept the Meeting Schedule for 2018 as
submitted.

Second Brine

Motion carried by a 5-0 vote.

8. ANNUAL REPORT FOR 2018

The annual report for 2018 was reviewed and Mr. Pugh asked that this be shared with the Economic Development Authority (EDA) and Board of Supervisors.

9. APPROVAL OF MINUTES NOVEMBER 16, 2017 & DECEMBER 21, 2017

The November 16, 2017 minutes were approved as submitted.

Planning Commission Recommendation:

Motion: Foor Motion to approve the November 16, 2017 minutes as submitted.

Second: Brine

Motion carried by a 4-0 vote. (Jones abstained)

The December 21, 2017 minutes were approved as submitted.

Planning Commission Recommendation:

Motion: Foor Motion to approve the December 21, 2017 minutes as submitted.

Second: Brine

Motion carried by a 4-0 vote. (Martineau abstained)

10. ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 7:45 p.m.


Planning Commission Recommendation:

Motion: Brine Motion to adjourn.

Second: Jones

Motion carried by a 5-0 vote.

/ss/2.28.18


Chairman