

**Town of Amherst
Planning Commission Minutes
February 5, 2020**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill in the Council Chambers of Town Hall at 174 S. Main Street at 7:00 PM on February 5, 2020.

It was noted that a quorum was present as indicated below:

P	June Driskill	P	William Jones
A	Kevin Belcher	P	Anne Webster Day
A	Ted Finney	P	Clifford Hart
A	Janice N. Wheaton		

Town Manager Sara Carter and Clerk of Council Vicki Hunt, in her capacity as Secretary to the Commission, were present.

The minutes from the January 2, 2020, Commission meeting were approved on a motion by Mr. Hart, seconded by Ms. Day, and carried 4-0-3 according to the following:

June Driskill	Aye	Clifford Hart	Aye
Kevin Belcher	Absent	Anne Webster Day	Aye
Ted Finney	Absent	William Jones	Aye
Janice Wheaton	Absent		

Town Manager Carter gave a report on the development of the Town of Amherst FY20-21 Capital Improvement Program proposal that identifies acquisition, construction and improvement of town facilities, and acquisition of capital equipment, copies of which were distributed to the Commissioners.

After discussion, Mr. Hart made a motion that was seconded by Mr. Jones to hold a public hearing at its next meeting on March 4, 2020, on the Town of Amherst FY20-21 Capital Improvement Program proposal, as recommended by staff. The motion carried 4-0-3 according to the following:

June Driskill	Aye	Clifford Hart	Aye
Kevin Belcher	Absent	Anne Webster Day	Aye
Ted Finney	Absent	William Jones	Aye
Janice Wheaton	Absent		

Town Manager Carter reported that Lazy River, LLC, having completed their review and received VDOT approval of their updated site plan for Amherst Milling Company allowing for an adjustment in the placement of the waterline, staff finds that plans are found to be satisfactory and recommends approval of the site plan by the Planning Commission.

After discussion, on a motion by Mr. Hart which was seconded by Ms. Day, per Section 18.1- 1102 of the Town Code, final approval of site plans for Amherst Milling Company is granted by the Planning Commission as presented and as recommended by staff.

The motion carried 4-0-3 according to the following:

June Driskill	Aye	Clifford Hart	Aye
Kevin Belcher	Absent	Anne Webster Day	Aye
Ted Finney	Absent	William Jones	Aye
Janice Wheaton	Absent		

There being no further business, the meeting adjourned at 7:15 PM.

June Driskill, Chairperson

Attest: _____
Secretary