

**Town of Amherst Planning Commission  
Minutes  
November 3, 2021**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill on November 3, 2021, at 7:00 P.M. in the Council Chambers of Town Hall at 174 S. Main Street at 7:00 PM.

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

P	June Driskill	P	Clifford Hart
P	William Jones	P	Janice N. Wheaton
P	Anne Webster Day		

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

There being no one listed to speak on the citizen comment sign-in sheet or otherwise, no comments were made.

Ms. Wheaton made a motion that was seconded by Mr. Hart to approve the minutes of the October 6, 2021, meeting as revised.

After discussion, the motion carried 5-0 according to the following:

June Driskill	Aye		Clifford Hart	Aye
Janice Wheaton	Aye		Anne Webster Day	Aye
William Jones	Aye			

Ada Hunsberger, Centra Virginia Planning District, gave a presentation on the Comprehensive Plan process. Town Manager Carter was directed to send the presentation to the Commissioners.

Town Manager Carter reported on a potential request for a special use permit to expand a storage unit business in the Town of Amherst. Dr. Christine Dixon, property owner, was present to answer questions.

Town Manager Carter gave a report on the zoning ordinance recodification process and edits made to zoning ordinances per the Municode legal reviews, copies of which were provided to the Commissioners. Discussion on the matter was deferred to December 1, 2021, at 5:15 p.m.

There being no further business, the meeting adjourned at 7:56 PM on motion by Ms. Wheaton seconded by Ms. Day.

\_\_\_\_\_  
June Driskill, Chairperson

Attest: \_\_\_\_\_  
Secretary

**Town of Amherst Planning Commission  
Minutes  
October 6, 2021**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill on October 6, 2021, at 7:00 P.M. in the Council Chambers of Town Hall at 174 S. Main Street at 7:00 PM.

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

P	June Driskill	A	Clifford Hart
P	William Jones	P	Janice N. Wheaton
P	Anne Webster Day		

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

There being no one listed to speak on the citizen comment sign-in sheet or otherwise, no comments were made.

Ms. Day made a motion that was seconded by Mr. Jones to approve the minutes of the September 1, 2021, meeting.

There being no discussion, the motion carried 4-0 according to the following:

June Driskill	Aye		Clifford Hart	Absent
Janice Wheaton	Aye		Anne Webster Day	Aye
William Jones	Aye			

The Chair opened a duly advertised public hearing at 7:02 P.M., on the application of Carey A. Boynton (aka Boynton), that would, if approved, allow for a special use permit for short term rental on property zoned R-2, General Residential, located at the intersection of Washington and Depot Streets on approximately 0.44 acres, known as 204 and 206 Washington Street in the Town of Amherst, Virginia, and identified as Tax Map # 96A7 A 14.

Town Manager Carter gave a report on the special use permit for short term rental application of Carey A. Boynton (aka Boynton). Carey and Lisa Boynton were present to answer questions.

Yolanda Saunders, Amherst, VA, by remote presence, came forward to voice questions on conditions related to noise, pets, occupancy, and minimum stay.

There being no one else present who wished to speak on the matter, the public hearing was closed at 7:22 PM.

After discussion, Ms. Day made a motion that was seconded by Ms. Wheaton to recommend that Town Council approve a special use permit for short term rental on property located at the intersection of Washington and Depot Streets known as 204 Washington Street, Amherst, VA, zoned R-2, General

Residential, and identified as Tax Map # 96A7 A 14, with the following conditions as recommended by staff:

1. The Special Use Permit shall only apply to the 204 Washington Street dwelling, allowing short-term rental only in that dwelling unit;
2. The property owner shall live on the property while the short-term rental use is in effect;
3. Quiet hours shall be from 10 p.m. to 7 a.m., consistent with the Town’s adopted noise ordinance;
4. Occupancy in the rental unit shall be limited to 4 adults and 2 children;
5. No pets shall be allowed by short term renters; and,
6. Camping, overnight stays in RV’s or other motor vehicles is prohibited.

The motion carried 4-0 as follows:

June Driskill	Aye		Clifford Hart	Absent
Janice Wheaton	Aye		Anne Webster Day	Aye
William Jones	Aye			

There being no further business, the meeting adjourned at 7:24 PM on motion by Ms. Day seconded by Ms. Wheaton.

\_\_\_\_\_  
June Driskill, Chairperson

Attest: \_\_\_\_\_  
Secretary