

**Town of Amherst Planning Commission
Minutes
November 2, 2022**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill on November 2, 2022, at 7:00 P.M. in the Council Chambers of Town Hall at 174 S. Main Street.

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

P	June Driskill	A	Janice N. Wheaton
P	William Jones	P	John Vandervelde
P	Anne Webster Day	P	Nathaniel Holden Chase
P	Clifford Hart		

Town Manager Sara McGuffin, and Clerk of Council Vicki K. Hunt in her capacity as Secretary, were also present.

The Chair opened the floor for citizen comments.

There being no one present to speak no comments were made.

Mr. Hart made a motion that was seconded by Ms. Day to approve the minutes of the October 5, 2022, meeting.

There being no discussion, the motion carried 6-0 according to the following:

June Driskill	Aye	Anne Webster Day	Aye
Janice Wheaton	Absent	John Vandervelde	Aye
William Jones	Aye	Nathaniel Holden Chase	Aye
Clifford Hart	Aye		

Town Manager McGuffin gave a report on whether the Amherst County Public School’s renovation and expansion project is substantially in accord with the adopted Comprehensive Plan for the Town of Amherst; a request by Amherst County Public Schools to rezone property located at 139 Lancer Lane, comprised of tax map numbers 95-A-80A, 81, 82, 83, and 110-A-101 from R-2 to B-2 (General Commercial); and on a request by Amherst County High school for a special use permit for a submitted parking plan.

It was noted that §15.2-2232 of the Code of Virginia indicates that no street or connection to an existing street, park or other public area, public building or public structure or public utility facility, whether publicly or privately owned, shall be constructed, established or authorized, unless and until the general location or approximate location, character, and extent has been submitted to and approved by the commission as being substantially in accord with the adopted comprehensive plan or part thereof, and in connection with any such determination, the commission may, and at the direction of the governing body shall, hold a public hearing after notice.

The School’s request to rezone the property from R-2 to B-2, if approved, would allow for the renovation and expansion of the high school, allow for all the uses in the B-2 district which includes a broad variety of retail and residential uses giving the School the flexibility to use its land efficiently, applying commercial setbacks and requirements.

The School’s request for a special use permit for the submitted parking plan would, if approved, allow for construction of a new parking lot on Amherst County Public Schools property located adjacent to the High School and Athletic Stadium.

A notice of the public hearings was advertised for two consecutive weeks and adjacent property owners received a public notice by certified mail, as required by State Code.

Staff recommended the following actions by the Planning Commission:

- A finding that Amherst County High School’s renovation and expansion and closure of Lancer Lane is substantially in accord with the adopted Comprehensive Plan for the Town of Amherst.
- A recommendation to the Town Council for approval of the rezoning request to B-2 zoning of the subject properties.
- Approval of the Special Use Permit for the parking master plan.

Dr. William Wells, Superintendent of Amherst County Public Schools, Tim Hoden, Amherst County Public Schools Chief Operations Officer, Gary Roakes, Amherst County Public Schools Supervisor of Maintenance and Operations, and Joshua C. Bower, Principal/Director of Architecture, Crabtree, Rohrbaugh & Associates Architects, were present to answer questions and discussion was held by the Commissioners.

The Chair opened a duly advertised public hearing at 7:11 p.m. on whether the Amherst County Public School’s renovation and expansion project and closure of Lancer Lane is substantially in accord with the adopted Comprehensive Plan for the Town of Amherst.

There being no one present who wished to speak on the matter, the public hearing was closed at 7:11 PM.

Mr. Hart made a motion that was seconded by Mrs. Wheaton that the commission determines that the renovation and expansion project submitted by Amherst County Public Schools and closure of Lancer Lane is found to be substantially in accord with the adopted Town of Amherst Comprehensive Plan and recommends that the Town Council approve closure of Lancer Lane, as recommended by staff.

There being no further discussion, the motion carried 6-0 according to the following:

June Driskill	Aye		Anne Webster Day	Aye
Janice Wheaton	Absent		John Vandervelde	Aye
William Jones	Aye		Nathaniel Holden Chase	Aye
Clifford Hart	Aye			

The Chair opened a duly advertised public hearing at 7:12 p.m. on the application to rezone property located at 139 Lancer Lane, comprised of tax map numbers 95-A-80A, 81, 82, 83, and 110-A-101 from R-2 to B-2 (General Commercial).

There being no one present who wished to speak on the matter, the public hearing was closed at 7:12 PM.

Mr. Chase made a motion that was seconded by Mr. Jones to recommend to Council that Council approve the rezoning of property located at 139 Lancer Lane, comprised of tax map numbers 95-A-80A, 81, 82, 83, and 110-A-101 from R-2 to B-2 (General Commercial), as recommended by staff.

There being no further discussion, the motion carried 6-0 according to the following:

June Driskill	Aye		Anne Webster Day	Aye
Janice Wheaton	Absent		John Vandervelde	Aye
William Jones	Aye		Nathaniel Holden Chase	Aye
Clifford Hart	Aye			

The Chair opened a duly advertised public hearing at 7:12 p.m. on the application for a special use permit for the submitted parking master plan for Amherst County High School and Athletic Stadium.

There being no one present who wished to speak on the matter, the public hearing was closed at 7:12 PM.

Mr. Hart made a motion that was seconded by Mr. Jones to approval a special use permit for the submitted parking master plan for Amherst County High School and Athletic Stadium, as recommended by staff.

The being no further discussion, the motion carried 6-0 according to the following:

June Driskill	Aye		Anne Webster Day	Aye
Janice Wheaton	Absent		John Vandervelde	Aye
William Jones	Aye		Nathaniel Holden Chase	Aye
Clifford Hart	Aye			

Town Manager McGuffin gave a report on an application for the use of 117 Pine Street in the Town of Amherst Virginia, for short term rental use in a residential district. Staff requested that the commission set a public hearing on a request for a Special Use Permit to allow short term rental, and for rezoning 117 Pine Street in the Town of Amherst to B-1 for short term rental use only.

Mr. Chase made a motion that was seconded by Ms. Day to set a public hearing at the December 2022, meeting of the Planning Commission on a request for rezoning 117 Pine Street to B-1 for short term rental use only, and on a special use permit to allow short term rental.

After discussion, the motion carried 6-0 according to the following:

June Driskill	Aye		Anne Webster Day	Aye
Janice Wheaton	Absent		John Vandervelde	Aye
William Jones	Aye		Nathaniel Holden Chase	Aye
Clifford Hart	Aye			

Mr. Vandervelde made a motion that was seconded by Ms. Day to set a public hearing at the December 2022, meeting of the Planning Commission on a possible amendment to the Town's Zoning Ordinance referring to Table of Uses, Short Term Rental Property, to allow for special use permits for short term rental in certain residential districts.

After discussion, the motion carried 5-0-1 according to the following:

June Driskill	Aye		Anne Webster Day	Aye
Janice Wheaton	Absent		John Vandervelde	Aye
William Jones	Abstain		Nathaniel Holden Chase	Aye
Clifford Hart	Aye			

There being no further business, on motion of Mr. Hart which was seconded by Mr. Vandavelde and carried 6-0, the meeting adjourned at 7:47 PM.

June Driskill, Chairperson

Attest: _____

FOR APPROVAL