

**Town of Amherst Planning Commission  
Minutes  
March 1, 2023**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill on March 1, 2023, 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	P	Michael Driskill
A	William Jones	A	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 Mr. Driskill to approve the minutes of the February 1, 2023, meeting.

There being no discussion, the motion carried 5-0 according to the following:

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

Town Manager McGuffin gave a report on an Application for Site Plan Approval submitted by Chad Hodges, Hurt and Proffitt, for auditorium addition to the Amherst County High School, Tax Map No. 95-A-83. The site plan shows an addition to the Amherst County High School, additional parking lot, site layout, water and sewer connections, storm design/management, parking, erosion and sediment control measures and associated grading. It was the recommendation of staff that the Commission approve the site plan and authorize Town Manager McGuffin as Zoning Administrator for the Town of Amherst to execute conditioned upon compliance with utility changes requested by W/W Associates as the Town’s engineer, approval by VDOT, and an approvable landscape plan.

Chad Hodges was present to answer questions.

Mr. Hart made a motion that was seconded by Mr. Driskill, to approve the site plan as presented and authorize Ms. McGuffin to execute same, with the following conditions as recommended by staff:

1. Compliance with utility changes requested by W/W Associates as the Town’s engineer; and
2. Approval by VDOT; and
3. An approvable landscape plan.

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

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

Town Manager McGuffin gave a report on an Application for Rezoning submitted by McDonald's Corporation to rezone 2,193 square feet of property adjacent to the existing McDonalds (Tax Map No. 96A4-A-174) from T-1 to B-2 for the purpose of redevelopment of the applicant's drive-thru. Staff recommended setting a public hearing on the rezoning request, and consideration of applicant's site plan.

Mr. Hart made a motion that was seconded by Mr. Chase to set a public hearing on the submitted request to rezone at its April 5, 2023, meeting, as recommended by staff.

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

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

There being no further business, on motion of Mr. Driskill which was seconded by Mr. Hart and carried 5-0, the meeting adjourned at 7:19 PM, according to the following:

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

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

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