

**Town of Amherst Planning Commission  
Minutes  
October 4, 2023**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill on October 4, 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
P	William Jones	P	John Vandervelde
P	Anne Webster Day	A	Veda Butcher
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 in person or otherwise to speak, no comments were made.

Mr. Hart made a motion that was seconded by Mr. Jones to approve the minutes of the September 6, 2023, meeting.

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

June Driskill	Aye	Anne Webster Day	Aye
Michael Driskill	Aye	John Vandervelde	Aye
William Jones	Aye	Veda Butcher	Absent
Clifford Hart	Aye		

After noting that §15.2-2232 of the Code of Virginia indicates that no 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, staff recommended that the Commission find that a portion of the property generally known as the “Ambler property,” designated as tax map numbers 95-A-90, 90A, 91, and 110-A0103, generally located across South Main Street from the Amherst County, suitable for a town park, is in substantial accord with the Comprehensive Plan.

Mr. Driskill made a motion that was seconded by Ms. Day to find that the use of a portion of the property generally known as the “Ambler property,” designated as tax map numbers 95-A-90, 90A, 91, and 110-A0103, and generally located across South Main Street from the Amherst

County High School for a town park is in substantial accord with the Comprehensive Plan, as recommended by staff.

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

June Driskill	Aye		Anne Webster Day	Aye
Michael Driskill	Aye		John Vandervele	Aye
William Jones	Aye		Veda Butcher	Absent
Clifford Hart	Aye			

Town Manager McGuffin reported that a public hearing was held by the Commission on August 3, 2023, on consideration of a proposed amendment to the Town’s zoning ordinance that, if approved, would allow more than one accessory unit on a residential lot, and on consideration of a proposed amendment to the Town’s zoning ordinance that would, if approved, allow more than one dwelling unit on a lot based on the underlying zoning district and/or size of parcel, at which time the matter was deferred to allow staff an opportunity to present a draft code amendment for consideration.

Mr. Vandervele made a motion that was seconded by Mr. Hart to recommend Town Council approve an amendment to the Town’s Zoning and Subdivision Ordinances, Chapter 24, that would allow up to two accessory units on a lot based on the underlying zoning district and/or size of parcel for a total of three dwellings on a lot, as recommended by staff.

After discussion, the motion carried 6-0 as follows:

June Driskill	Aye		Anne Webster Day	Aye
Michael Driskill	Aye		John Vandervele	Aye
William Jones	Aye		Veda Butcher	Absent
Clifford Hart	Aye			

There being no further business, on motion of Mr. Hart which was seconded by Ms. Day and carried 6-0, the meeting adjourned at 7:10 PM, according to the following:

June Driskill	Aye		Anne Webster Day	Aye
Michael Driskill	Aye		John Vandervele	Aye
William Jones	Aye		Veda Butcher	Absent
Clifford Hart	Aye			

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June Driskill, Chairperson

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