

**Town of Amherst
Planning Commission Minutes
November 2, 2016**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill in the Council Chambers of the Town Hall at 174 S. Main Street at 7:30 PM on November 2, 2016. It was noted that a quorum was present as indicated below:

A Kevin Belcher	A William Jones
P June Driskill	P Kenneth Bunch
A Ted Finney	P Rachel Thompson
P Clifford Hart	

Deputy Town Clerk Vicki Hunt and Town Manager Jack Hobbs, in his capacity as Secretary to the Commission, were present.

Minutes from the October 5, 2016 Commission meeting were approved on a motion by Mrs. Thompson, seconded by Mr. Hart, and carried 4-0 according to the following:

Kevin Belcher	Absent	William Jones	Absent
June Driskill	Aye	Kenneth Bunch	Aye
Ted Finney	Absent	Rachel Thompson	Aye
Clifford Hart	Aye		

Comprehensive Plan

Proposed changes to the draft Town of Amherst 2016 Comprehensive Plan were provided to the Commission. Comments made by Project Manager Mike Callahan from Renaissance Planning Group were reviewed. The Commission determined that further updates and changes are necessary.

On a motion by Mr. Bunch, seconded by Mr. Hart, and carried 3-1 according to the following, the Commission agreed that the configuration of the Urban Development Area as shown in the Renaissance Planning Group study should be incorporated into the comprehensive plan proposal.

Kevin Belcher	Absent	William Jones	Absent
June Driskill	Aye	Kenneth Bunch	Aye
Ted Finney	Absent	Rachel Thompson	No
Clifford Hart	Aye		

Sign Ordinance

The Commission reviewed a proposed new sign ordinance. After discussion, the Commission asked the Secretary to make further revisions and agreed to hold discussions on potential amendments at the next meeting.

Potential Zoning Ordinance Amendments

A discussion was held by the Commission on a list of potential zoning ordinance amendments including those suggested by the Urban Development Area Study. A list of comments made by Municode, the Town's recodification contractor, on Town Code Chapter 18.1 Zoning and Subdivisions, was distributed to the Commission.

Pedestrian Safety and Downtown Walkability Study Project

The Secretary invited the Commission to attend a presentation on the downtown pedestrian safety and walkability study project in the Town Hall at 6:00 PM on November 9, 2016.

Wayfinding Study Project

A copy of the Wayfinding Signage Plan dated October 13, 2016, compiled by the Central Virginia Metropolitan Planning Organization for the Town of Amherst was provided to the Commission.

There being no further business, the meeting adjourned at 8:49 PM on a motion by Mrs. Thompson, seconded by Mr. Hart, and carried 4-0 according to the following:

Kevin Belcher	Absent	William Jones	Absent
June Driskill	Aye	Kenneth Bunch	Aye
Ted Finney	Absent	Rachel Thompson	Aye
Clifford Hart	Aye		

June Driskill, Chairperson

Attest: _____