

TOWN OF AMHERST PLANNING COMMISSION
Monday, March 4, 2020
AGENDA

1. **Call to Order** – *Mrs. Driskill, Chair*
2. **Determination of Quorum**
3. **Citizen Comment-** *This time is provided for citizens to bring concerns or comments to the Commission that are not scheduled for a public hearing. This is not meant to be a discussion or an exchange, but rather, an opportunity for citizens to have their concerns be heard.*
4. **Approval of February 5, 2020 meeting minutes** – *The minutes of the February 5, 2020 meeting are attached.*
5. **Public Hearing: Capital Improvement Plan-** *A public hearing has been set and advertised for March 4, 2020 to hear comments on the proposed Capital Improvement Plan. Staff requests that the Commission hear comments and make a recommendation regarding the plan to Council.*
6. **Concerns of Commissioners**
7. **Adjournment**

**Town of Amherst
Planning Commission Minutes
February 5, 2020**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill in the Council Chambers of Town Hall at 174 S. Main Street at 7:00 PM on February 5, 2020.

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

P	June Driskill	P	William Jones
A	Kevin Belcher	P	Anne Webster Day
A	Ted Finney	P	Clifford Hart
A	Janice N. Wheaton		

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

The minutes from the January 2, 2020, Commission meeting were approved on a motion by Mr. Hart, seconded by Ms. Day, and carried 4-0-3 according to the following:

June Driskill	Aye	Clifford Hart	Aye
Kevin Belcher	Absent	Anne Webster Day	Aye
Ted Finney	Absent	William Jones	Aye
Janice Wheaton	Absent		

Town Manager Carter gave a report on the development of the Town of Amherst FY20-21 Capital Improvement Program proposal that identifies acquisition, construction and improvement of town facilities, and acquisition of capital equipment, copies of which were distributed to the Commissioners.

After discussion, Mr. Hart made a motion that was seconded by Mr. Jones to hold a public hearing at its next meeting on March 4, 2020, on the Town of Amherst FY20-21 Capital Improvement Program proposal, as recommended by staff. The motion carried 4-0-3 according to the following:

June Driskill	Aye	Clifford Hart	Aye
Kevin Belcher	Absent	Anne Webster Day	Aye
Ted Finney	Absent	William Jones	Aye
Janice Wheaton	Absent		

Town Manager Carter reported that Lazy River, LLC, having completed their review and received VDOT approval of their updated site plan for Amherst Milling Company allowing for an adjustment in the placement of the waterline, staff finds that plans are found to be satisfactory and recommends approval of the site plan by the Planning Commission.

After discussion, on a motion by Mr. Hart which was seconded by Ms. Day, per Section 18.1- 1102 of the Town Code, final approval of site plans for Amherst Milling Company is granted by the Planning Commission as presented and as recommended by staff.

The motion carried 4-0-3 according to the following:

June Driskill	Aye	Clifford Hart	Aye
Kevin Belcher	Absent	Anne Webster Day	Aye
Ted Finney	Absent	William Jones	Aye
Janice Wheaton	Absent		

There being no further business, the meeting adjourned at 7:15 PM.

June Driskill, Chairperson

Attest: _____
Secretary

TOWN OF AMHERST
CAPITAL IMPROVEMENT PROGRAM FY20-21

Project Description & Ranking	CIP Committee Evaluation	Planning Commission Ranking	Total Estimated Cost	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Recommended Sources of Funds
Police									
Generator	18		\$11,000.00	11,000.00					General Fund
UTV-Side by Side (shared)	19		16,500.00	16,500.00					All funds
Police Interceptor-SUV	13		87,000.00	42,000.00		45,000.00			General Fund
Community Development									
Park Improvements			60,000.00	60,000.00					General Fund
Maintenance									
New Truck	11		35,000.00			35,000.00			General Fund
Bucket Truck	13		35,000.00		35,000.00				General Fund
Town Hall A/C Heat Unit	11		35,000.00		35,000.00				General Fund
Backhoe	13		100,000.00			100,000.00			General Fund
Maintenance Shop Heat	14		6,000.00		6,000.00				General Fund
8 Ton Trailer	16		8,500.00	8,500.00					General Fund
Tractor w/ bucket mower & backhoe	19		30,000.00			30,000.00			General Fund
Plants									
Sewer Sliplining Project			4,500,000.00	\$ 4,500,000.00					Grant and Loan
Water Treatment Plant Renovation			4,100,000.00	4,100,000.00					Grant and Loan
Sludge Dewaterer			1,500,000.00					1,500,000.00	Wastewater Fund
Used Water Plant Truck	14		39,524.00				30,000.00		Water Fund
Used Wastewater Truck	14		39,524.00			28,000.00			Wastewater Fund
Water Line Replacements									
Replace Author Court W/L			200,000.00		200,000.00				Grant and Water
Sunset Drive Replacement			1,019,260.00			1,019,260.00			Grant and Water
Waugh's Ferry Road Replacement			1,406,595.00			1,406,595.00			Grant and Water
Walnut Street Replacement			136,888.00				136,888.00		Grant and Water
Union Hill Replacement			420,416.00					420,416.00	Grant and Water
Zane Snead Replacement			294,400.00				294,400.00		Grant and Water
			TOTAL	14,069,607.00	8,738,000.00	276,000.00	2,663,855.00	461,288.00	1,920,416.00