

**TOWN OF AMHERST PLANNING COMMISSION**  
**Monday, June 3, 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 March 4, 2020 meeting minutes** – *The minutes of the March 4, 2020 meeting are attached.*
5. **Discussion: Sign Ordinance Amendment for Works of Art-** *The Amherst Chamber of Commerce is interested in building a LOVE sign at the County Visitor Center. Currently, there is no provision in the Ordinance that would allow a sign such as this. Staff is proposing a new section that would allow works of art. Staff requests that the Commission consider this draft and schedule a public hearing.*
6. **Concerns of Commissioners**
7. **Adjournment**

**Town of Amherst  
Planning Commission Minutes  
March 4, 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 March 4, 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
P	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 February 5, 2020, Commission meeting were approved on a motion by Mr. Hart, seconded by Ms. Day, and carried 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	Abstain			

The Chair opened a duly advertised public hearing at 7:01 P.M., on 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.

There being no one present who wished to speak on the matter, the public hearing was closed at 7:01 PM.

After discussion and a report by Town Manager Carter, Mr. Hart made a motion that was seconded by Ms. Day to recommend that Town Council approve of the Town of Amherst FY20-21 Capital Improvement Program proposal, as presented and recommended by staff.

The motion carried 4-1 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	Nay			

There being no further business, the meeting adjourned at 7:21 PM.

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

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

FOR APPROVAL

**Sec. 18.1-908.06. Signs permitted in all sign districts.**

- (a) The following signs shall be permitted in all sign districts and shall not require a sign permit, unless otherwise indicated. The area of any sign described in this subsection shall not be included in computing the aggregate sign areas specified for individual districts.
- (1) *Temporary signs.* Temporary signs, which shall be non-illuminated and limited to the following types:
- a. When buildings are under construction or sites are under development, signs may be displayed provided that they are removed upon issuance of a certificate of occupancy. The maximum sign area of each such sign shall be 32 square feet.
  - b. When a property is offered for lease or for sale, signs may be displayed provided that they are removed within five days of the date of closing or within five days of the beginning of the lease.
    1. In the residential sign and mixed use districts, the maximum aggregate sign area shall be four square feet and the maximum height shall be twelve feet.
    2. In the commercial and industrial sign district, the maximum aggregate sign area shall be thirty-two square feet and the maximum height shall be twelve feet.
  - c. When a business in the mixed use or commercial and industrial sign district opens, temporary building-mounted signs and banners shall be permitted, provided that such sign or signs shall not be displayed for more than 30 days. The maximum aggregate sign area shall be 32 square feet.
  - d. When a dwelling in a residential sign district is holding a yard sale, signs may be displayed for only 48 hours and only on the property where the yard sale will be held.
  - e. For special events within the Town, any property owner may display up to two signs of up to four square feet each for up to five days in any 60 day period.
  - f. Signs on private property that exercise the property owner's right to right to free speech and express non-commercial messages such as ideals, causes, policies or candidates, provided that the aggregate sign area is not larger than 40 square feet in the mixed use and commercial and industrial sign districts or 16 square feet in the residential and agricultural sign district, and the total number of signs on a parcel cannot exceed two. Such signs shall be removed within 60 days of installation, and no property can display such signs for more than a total of 120 days per year.
- (2) *Permanent signs.*
- a. One sign at each parking lot entrance with no commercial logo or other message and not exceeding three square feet in area.
  - b. Non-illuminated names of buildings, dates of erection, monumental citations, commemorative tablets, insignia of local, state or federal government, and like when carved into stone, concrete or similar material or made of bronze, aluminum or other permanent type construction and made an integral part of a building structure. The maximum size of such sign shall be 32 square feet.
  - c. Usual and customary signs identifying disabled parking, rest rooms, directions, driving instructions or other facilities relating to such places or activities.
  - d. Signs not visible from adjacent properties or public rights-of-way.
- (3) *Flags.* Flags containing no commercial message are not regulated.
- (4) Works of Art. Works of art that do not contain any commercial messages or references and are constructed or displayed under the auspices of a locally based civic group, nonprofit, or government agency.
- (5) *Location on right of way.* Signs installed on VDOT right of way under a VDOT permit. The Town will only assist in the VDOT permitting process with Town approved banners installed above S. Main Street on the existing banner bracket.
- (6) *Nonconforming.* Any sign may remain in use provided that it was lawful at the time this ordinance was enacted. However, signage for any business shall be required to conform to all requirements of this ordinance as a condition of approval before any change to the signage for that business.