

TOWN OF AMHERST PLANNING COMMISSION
Monday, June 10, 2024
AGENDA

1. **Call to Order** – *Chair Driskill*
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 May 1st, 2024 meeting minutes** – *Chair- The minutes of the May 1st, 2024 meeting are attached.*
5. **Public Hearing: Tattoo Parlors-** *After discussion, the Planning Commission set a public hearing for the June 10th meeting, and requested that Council set a public hearing for their June 12th meeting to hold a public hearing for the revision of the Table of Uses in Chapter 24 of the Town Code. The change would broaden the definition of personal service uses allowed in the commercial districts. The language is attached. Council will hold their public hearing on this matter at the June 12th Council meeting.*
6. **Concerns of Commissioners**
7. **Adjournment**

**Town of Amherst Planning Commission
Minutes
May 1, 2024**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill on May 1, 2024, 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	P	John Vandervelde
P	Anne Webster Day	P	Veda Butcher
A	Clifford Hart		

Town Manager Sara McGuffin was also present.

The Chair opened the floor for citizen comments.

Kim Lambert, Town of Amherst resident, came forward to request that the Town look into ways to improve pedestrian/handicap accessibility to Amherst Village and Main Street.

Mr. Driskill made a motion that was seconded by Ms. Day to approve the minutes of the April 3, 2024, 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	Aye
William Jones	Absent	Veda Butcher	Aye
Clifford Hart	Absent		

The Chair opened a duly advertised public hearing at 7:02 PM on Town Code Section 24-57 - Signs permitted in all sign districts, allowing provisions for signs and/or flags to be displayed during business hours, and providing for LED signs inside of business windows; on new subsection Sec. 24-580 - Signs prohibited in all sign districts, prohibiting flutter flags as permanent signs; and on addition of new section to define "Signs."

Sonny Sundaramurphy came forward in opposition to approval of a zoning code amendment that would impose regulations and restrictions on indoor signs.

There being no one present who wished to speak on the matter, the public hearing was closed.

After discussion and a report by Town Manager McGuffin, Mr. Vandervelde made a motion that was seconded by Mr. Driskill to exclude the proposed language relating to flutter flags from Sec. 24-580. Signs prohibited in all sign districts.

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

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

After discussion and a report by Town Manager McGuffin, Mr. Vandervelde made a motion that was seconded by Ms. Day to recommend that Town Council approve a proposed amendment of Section 24-576 that would add new subsection h. pertaining to signs inside of windows, as recommended by staff.

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

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

After discussion and a report by Town Manger McGuffin, Mr. Vandervelde made a motion that was seconded by Ms. Day to recommend that Town Council approve a proposed amendment of Section 24-576 that would add new subsection g. allowing provisions for signs and/or flags to be displayed during business hours, as recommended by staff.

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

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

After discussion and a report by Town Manager McGuffin, Ms. Day made a motion that was seconded by Mr. Vandervelde to exclude “and used as an outdoor display” from the proposed new Zoning Code section to define signs.

There being no further discussion, the motion carried 3-2 according to the following:

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

Mr. Vandervelde made a motion that was seconded by Mr. Driskill, to recommend that Town Council approve the proposed amendments as revised by the Planning Commission and as recommended by staff.

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

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

LC Freeman came forward in favor of an amendment that would allow tattoo parlors in order to obtain a business license to run a tattoo studio.

Angela Sundaramurthy, Town of Amherst resident and business owner, came forward in favor of allowing tattoo businesses and in opposition to over regulation of small businesses.

Town Manager McGuffin gave a report on the Amherst County School Board site plans for a new field house at the High School. Staff recommended approval of the site plan subject to approval of the water and sewer connection plan.

Tim Hoden, Deputy Superintendent, Amherst County Public Schools, was present to answer questions on the Amherst County Public School proposed site plan for the Amherst County High School, and to request a sign ordinance amendment to allow a digital sign at the high school.

Mr. Vandavelde made a motion that was seconded by Mr. Driskill to approve the site plan as presented by staff subject to approval of the water and sewer plans.

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

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

Town Manager McGuffin gave report on a proposed site plan from Acres of Virginia Inc. converting a single family lot rental community to individual lots for townhomes with common areas on Dulwich Drive. Staff recommended approval of the subdivision and site plan as presented.

Dr. Thomas Brooks was present to answer questions on the Dulwich development.

Mr. Vandavelde made a motion that was seconded by Ms. Butcher to approve the subdivision and site plan as presented and 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 Vandavelde	Aye
William Jones	Absent		Veda Butcher	Aye
Clifford Hart	Absent			

After a report by Town Manager McGuffin, Mr. Vandavelde made a motion that was seconded by Mr. Driskill to set a public hearing on June 10, 2024, to discuss a proposed amendment to Sec. 24-235. - Table of uses, that would, if approved, replace existing language with new language pertaining to retail goods and personal services that would be permitted in the T1, B1, B2 and CBD.

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

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

By consensus, the next regular Planning Commission meeting will be held on June 10, 2024, at 7:00 pm.

Town Manager McGuffin will schedule a tour of the town for Commissioners as requested by Mr. Vandervele.

There being no further business, on motion of Mr. Vandervele, seconded by Mr. Driskill, and carried 5-0, the meeting adjourned at 7:58 PM, according to the following:

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

June Driskill, Chairperson

Attest: _____

From the Table of Uses, and permitted in T-1, B-1, B-2 and CBD:

DELETE:

Retail service stores such as bakeries, barber shops, beauty parlors, shoe shops, self-service laundries, and establishments for receiving and distributing articles for laundering, drying and dry cleaning

REPLACE WITH:

Retail goods for sale inside of the premises and personal services licensed by the state.