

TOWN OF AMHERST PLANNING COMMISSION
Wednesday, August 7, 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 July 3rd, 2024 meeting minutes** – *Chair- The minutes of the July 3, 2024 meeting are attached.*
5. **Discussion: Seven Oaks Summit-** *Staff has received plans for a Planned Unit Development (PUD) request for the property that surrounds Dulwich Manor. This request allows the applicant to design their own zoning district. This proposal will allow a mixed unit development with a combination of townhouses, patio homes and single family homes. Staff has scheduled a public meeting for August 21st at 7pm, and requests that the Commission hold a public hearing at their September meeting.*
6. **Concerns of Commissioners**
7. **Adjournment**

**Town of Amherst Planning Commission
Minutes
July 3, 2024**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill on July 3, 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
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 listed to speak on the citizen comment sign-in sheet, or otherwise, no comments were made.

Mr. Driskill made a motion that was seconded by Mr. Hart to approve the minutes of the June 10, 2024, 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	A
Clifford Hart	Aye			

Town Manager McGuffin gave a report on a minor site plan submitted by Centra for renovation of their facility located at 124 Ambriar Court and parking lot renovation. Staff recommended approval of the plan, subject to the addition of standard utility details on the plan.

Mr. Vandervelde made a motion that was seconded by Mr. Jones to approve the site plan as presented subject to the addition of standard utility details on the 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 Vandervelde	Aye
William Jones	Aye		Veda Butcher	Absent
Clifford Hart	Aye			

Town Manager McGuffin gave a report on a Planned Unit Development (PUD) request for the property that surrounds Dulwich Manor, which, if approved, would allow the applicant to design their own zoning district. The proposal allows a mixed unit development with a combination of townhouses, patio homes and single family homes. The commission received and reviewed the plan.

After discussion, no action was taken.

There being no further business, on motion of Mr. Vandervele, seconded by Mr. Hart, and carried 6-0, the meeting adjourned at 7:20 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			

June Driskill, Chairperson

Attest: _____