



AMHERST COUNTY PLANNING COMMISSION MEETING



MINUTES

April 21, 2022

Administrative Office Complex
153 Washington Street
Public Meeting Room
Meeting Convened - 7:00 PM

1. Call to Order

MEMBERS PRESENT: Michael Bryant (Chair), Catherine Gamble (Vice Chair), Jim Thompson, Michael Martineau, Beverly Jones, Andrew Proctor (EDA Liaison-Non Voting), David Pugh (Board of Supervisors Liaison-Non Voting), Fatima Urmani (Youth Representative-Non Voting), Emma McPhatter (Youth Representative-Non Voting)

MEMBERS ABSENT: Derin Foor

STAFF PRESENT: Jeremy Bryant (Director), Tyler Creasy (Assistant Zoning Administrator) and Stacey Stinnett (Administrative Assistant)

Chair M. Bryant called the meeting to order at 7:00 pm.

2. Approval of Agenda

Planning Commission Recommendation:

Motion: Motion to amend the agenda to add Invocation and Pledge of Allegiance after number two (Approval of the Agenda).

Motion made by: Jones

Second: Gamble

Motion carried by a 5-0 vote.

Chair M. Bryant lead the Invocation and Pledge of Allegiance.

3. Citizens Comments

There were none.

4. Public Hearing - Special Exception

A. 2022-108 Alice Primm

Request by Alice Primm for a special exception in the R-2 general Residential District. The purpose of the special exception is for a short-term tourist rental of a dwelling. The property is located at 779 River Road and is identified as tax map number 154-A-26.

Mr. Bryant presented the staff report and recommended approval with the following conditions:

1. Lighting: All outdoor lighting will be glare-shielded and directed so as to prevent illumination across the property line.
2. Sewerage Facilities: The applicant shall follow all regulations prescribed by the Virginia Department of Health.
3. Parking: Guest shall be required to park on the property and not park on neighboring lots or on any right-of-way outside of their property unless they have written permission.
4. Transportation: The applicant shall work with the Virginia Department of Transportation for an entrance permit, if applicable.
5. Public Safety: The owner shall meet all requirements set forth by the Director of Public Safety as it has to do with access to the property.
6. Short Term Tourist Rental: The applicant shall meet all requirements of Section 916 which regulates short-term tourist rental of dwellings.

Chair M. Bryant opened the public hearing.

Angela and Edward Coleman, reside at 835 River Road in Madison Heights, VA., spoke in favor of the request.

No one spoke in opposition.

Chair M. Bryant closed the public hearing.

Planning Commission Recommendation:

Motion: Motion to approve 2022-108 Alice Primm with staff recommendations.

Motion made by: Martineau

Second: Jones

Motion carried by a 5-0 vote.

B. 2022-117 Seese Construction & Mgmt LLC

Request by Tractor Supply Company (Seese Construction and Management, LLC) for a special exception in the B-2 General Commercial District. The purpose of the special exception is to allow a propane tank that is 1,000 gallons in size. The property is located at the 192 Amelon Square Plaza and is identified as tax map number 148-A-37.

Mr. Bryant presented the staff report and recommended approval with the following conditions:

1. Setback: Liquefied petroleum gas containers shall be set back twenty-five (25) feet from roads and lot lines of adjoining properties and fifty (50) feet from all structures and installed in a manner to reduce exposure and proximity to vehicular traffic.
2. Public Safety/Building Official: The Director of Public Safety and Building Official shall approve the location of the tank prior to the issuance of a zoning permit.

A representative from Ameri Gas Propane spoke on behalf of the applicant and answered the Planning Commission's questions.

Chair M. Bryant opened the public hearing.

No one spoke in favor or opposition to the request.

Chair M. Bryant closed the public hearing.

Planning Commission Recommendation:

Motion: Motion to approve 2022-117 Seese Construction & Mgmt LLC with staff recommendations.

Motion made by: Jones

Second: Martineau

Motion carried by a 5-0 vote.

C. 2022-162 Wilson Blanchard

Request by Wilson Blanchard for multiple special exception requests in the A-1 Agricultural Residential District. The purpose of the special exceptions are to allow a wedding venue, special event venue, fishing and hunting retreat and short-term tourist rental of eight (8) existing apartments and the main dwelling, which is located on one parcel. The property is located at 369 Kenmore Road and is identified as tax map number 95-A-28.

Mr. J. Bryant presented the staff report and recommended approval with the following conditions:

1. Lighting: All outdoor lighting will be glare-shielded and directed so as to prevent illumination across the property line.
2. Sewerage Facilities: The applicant shall follow all regulations prescribed by the Virginia Department of Health.
3. Parking: Guest shall be required to park on the property and not park on neighboring lots or on any right-of-way outside of their property unless they have written permission.

4. Transportation: The applicant shall work with the Virginia Department of Transportation for an entrance permit, if applicable.
5. Public Safety: The owner shall meet all requirements set forth by the Director of Public Safety as it has to do with access to the property.
6. Dumpster: The dumpster shall meet all screening requirements as required in the landscaping regulations.
7. Traffic: A parking attendant shall be directing traffic with events greater than seventy-five (75) guests.
8. Tourist Rental: All requirements in Section 916 shall be met.

The applicant spoke in favor of the request and answered the Planning Commission's questions.

No one spoke in opposition, therefore, Chair M. Bryant closed the public hearing.

Planning Commission Recommendation:

Motion: Motion to approve 2022-162 Wilson Blanchard with staff recommendations.

Motion made by: M. Bryant

Second: Jones

Motion carried by a 5-0 vote.

5. Rezoning

A. Russ Nixon

Mr. J. Bryant stated that the applicant still doesn't have VDOT approval and is requesting to postpone until the next Planning Commission Meeting on May 19, 2022. Mr. J. Bryant stated that this is the last time that he can cancel due to the public hearing rules and regulations.

Planning Commission Recommendation:

Motion: Motion to postpone until May 19, 2022.

Motion made by: Jones

Second: Gamble

Motion carried by a 5-0 vote.

6. Potential Code Change

A. Brandi Mays

Tyler stated that at the March, 2022 Planning Commission Meeting, staff presented the idea of a potential code change for Ms. Brandi Mays to allow a campground of mixed-use structures such as teepees and yurts. The Commission directed staff to conduct research for a

potential code change. After further review of the County's current ordinance, staff believe that section 904 can be altered to include campgrounds for the proposed use.

Planning Committee Recommendation:

Motion for Staff to draft to Ordinance form to alter language in Section 904 to allow a campground of mixed-use structures such as teepees and yurts and Section 702 altered to include campgrounds for the use as a special exception.

Motion made by: M. Bryant

Second: Gamble

Motion carried by a 5-0 vote.

7. Village District Discussion

A. Documents

Planning Commission Recommendation:

Motion to Direct Staff to send proposed Site Plan Review Requirements for Village District Developments to County Attorney to put into the form of an ordinance.

Motion made by: Jones

Second: M. Bryant

Motion carried by a 5-0 vote.

8. Draft Text Amendments

A. Attachments

The Commission voted to send the drafted text for utility, storm-water facility and cemetery lots to the County's Attorney's office to be put into the form of an ordinance at their March meeting. The County Attorney directed staff to include several more requirements for the proposed ordinance. The Commission was presented those changes.

Planning Commission Recommendation:

Motion to direct staff to draft an ordinance and include changes to the utility lot subdivision standards and cemetery lot requirements.

Motion made by: Jones

Second: M. Bryant

Motion carried by a 5-0 vote.

9. Central Virginia Training Center Master Plan Review

A. Master Plan Attachment

Mr. J. Bryant introduced Megan Lucas with Lynchburg Regional Alliance. Ms. Lucas presented the Master Plan and answered the Planning Commission's questions.

10. Comprehensive Plan

A. Attachment

Mr. Creasy stated that he is still steadily getting information in regarding the Comprehension Plan and he intends to have it available for the Planning Commission to review by the next meeting in May.

11. Site Plan Updates

A. Site Plan Attachment

Mr. Creasy updated the Planning Commission on siteplans that the office had received and their status.

12. Old/New Business

Mr. J. Bryant updated the Planning Commission on Master Plan, Master Plan Survey, Starbucks project, and Motor World's newest project.

13. Approval of Minutes for March 17, 2022

A. Attachment

Planning Commission Recommendation:

Motion to approve the March 17, 2022 Meeting Minutes as submitted.

Motion made by: Thompson

Second: M. Bryant

14. Adjournment

Planning Commission Recommendation:

Motion to adjourn.

Motion made by: Gamble

Second: Martineau

There being no further business to conduct, the meeting was adjourned at 8:20 pm.

Chair or Vice Chair Signature of Approved Minutes

Date