



**AMHERST COUNTY
PLANNING COMMISSION
MEETING**



MINUTES

October 16, 2025

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

1. Call to Order

MEMBERS PRESENT: Derin Foor (Chair), Michael Bryant (Vice Chair), Beverly Jones, Michael Martineau, Chad Eby (EDA Liaison – Non-voting)

MEMBERS ABSENT: Jim Thompson, Susan Schjonning, David Pugh (Board of Supervisors Liaison)

STAFF PRESENT: Tyler Creasy (Director of Community Development), Tyler Amburgey (Assistant Zoning Administrator)

Chairman Foor called the meeting to order at 7:00 pm.

2. Invocation & Pledge of Allegiance

Michael Bryant led the invocation and then the Pledge of Allegiance

3. Approval of Agenda

The agenda was approved with two changes. The first change was the removal of item 4. B. which was a withdrawn application for a rezoning and special exception for Whitney Smith. Additionally, the second change was adding item C. Business Uses in Residential Districts to Old/New Business.

Planning Commission Recommendation:

Motion: Motion to approve the agenda with the removal of item 4.B and addition of item

8.C.

Motion made by: Bryant

Second: Jones

Motion carried by a 4-0 vote.

4. Citizens Comments

John Kempf spoke in opposition to special exception 2025-412 for a short-term tourist rental of a dwelling on Indigo Rdg citing safety concerns with transients accessing the property.

Walter Prillaman spoke in favor of special exception 2025-412 for a short-term tourist rental of a dwelling on Indigo Rdg and thanked Mr. Creasy and Jared Scott for their cooperation and assistance with the request.

5. Public Hearing

A. 2025-510 James & Adriana Carter – Special Exception

Request by James Carter for a special exception for a short-term tourist rental of a dwelling at 2390 Pera Road.

Mr. Creasy presented the staff report and concluded his comments by stating that staff recommends the following conditions.

- 1) Lighting: If exterior lighting is provided, all proposed lighting shall 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: Guests 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) Amherst County Fire and EMS: The owner shall meet all requirements set forth by the Director and Fire Marshal of Amherst County Fire and EMS as it has to do with access to the property.
- 5) Short-term Tourist Rental: The applicant shall meet all requirements of section 916.

Chairman Foor opened the public hearing.

James Carter, property owner and petitioner, spoke in favor of the request highlighting

No one spoke in opposition to the request; therefore, Chairman Foor closed the public hearing.

Planning Commission Recommendation:

Motion made by Jones: Motion to approve special exception 2025-510 for James Carter's Short-term Tourist Rental with staff recommendations.

Second: Martineau

Motion carried by a 4-0 vote.

6. Non-Public Hearing

A. 2025-412 Walter and Patricia Prillaman – Special Exception

Mr. Creasy presented the updates on this case as the request for a short-term tourist rental of a dwelling was tabled at the August meeting. The main updates were in regards to fire safety standards from the Fire Marshall. Additionally, the county attorney stated the county would have no liability for a fire. The recommended conditions from staff were as follows:

- 1) Lighting: If exterior lighting is provided, all proposed lighting shall 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: Guests 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) Amherst County Fire and EMS: The owner shall meet all requirements set forth by the Director and Fire Marshal of Amherst County Fire and EMS as it has to do with access to the property.
- 5) Short-term Tourist Rental: The applicant shall meet all requirements of section 916.
- 6) The property may not be used as a short-term tourist rental of a dwelling Between November 1st and March 31st.

Planning Commission Recommendation:

Motion made by Jones. Motion to approve Special Exception 2025-412 with staff's recommendations.

Second: Martineau

Motion carried by a 4-0 vote.

7. Site Plan Review

Tyler Amburgey updated the Planning Commission on the current site plans being reviewed in the county as well as recently approved site plans.

8. Old/New Business

A. SB974

Mr. Amburgey presented the Planning Commission with a recent state code change, Senate Bill 974. This state code change removed the authority of the Planning Commission to review subdivision submittals and placed the responsibility on a designated agent. The main result of this update will require updating the Subdivision Ordinance to remove the Planning Commission from any reviews for subdivisions including subdivisions over 10 lots. Staff will present the recommended updates at a future meeting.

B. Route 29 BBC Geographic Expansion

Mr. Creasy presented the commission with a charter change for the Route 29 Business Beautification Committee that would expand the geographic territory. The proposed changes would include the addition of Dillard Road, from the intersection of Dillard Road and Route 130 to the intersection of Route 130 and 29, and extending the corridor along Route 29 Business until it intersects with All American Way and Buck Hill Drive.

Planning Commission Recommendation:

Motion made by Bryant. Motion to approve the geographic expansion of the Route 29 Business Beautification Committee as presented.

Second: Martineau

Motion carried by a 4-0 vote.

C. Business Use in Residential Districts

Mr. Creasy discussed the possibility of updating the home occupation section of the zoning ordinance to increase the allowed business uses in residential districts. Mr. Creasy indicated this could help alleviate concerns of spot zoning to the Village district for certain uses such as but not limited to hair salons, head spas, and similar uses. The recommended changes would

be more service related than retail. A Planning Commission workshop was proposed for October 30 at 6:00 P.M. to further discuss these changes to aid in drafting an ordinance change.

9. Approval of Minutes for August 21, 2025

A. Minutes

Planning Commission Recommendation:

Motion made by Jones. Motion to approve the August 21, 2025 Meeting Minutes.

Second: Martineau

Motion carried by a 4-0 vote

10. Adjournment

There being no further business to discuss, the meeting was adjourned at 7:50 pm.

Planning Commission Recommendation:

Motion made by Martineau

Second: Jones

Motion carried by a 4-0 vote.


Chairman

