



# City of Richmond

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## Meeting Minutes - Draft City Planning Commission

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Monday, May 5, 2014

1:30 PM

5th Floor Conference Room

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### Call To Order

*Mr. Poole called the meeting to order at 1:34p.m.*

### Roll Call

**Present** 9 - Kathy Graziano  
Amy Howard  
David Johannas  
Melvin Law  
Jane Ferrara  
Lynn McAteer  
Rodney Poole  
Jeffrey Sadler  
Doug Cole

### Others Present

*Staff Present:*

*Mr. Mark Olinger, Director  
Mr. Doug Dunlap, Deputy Director  
Ms. Lory Markham, Secretary of City Planning Commission  
Mr. Matthew Ebinger, Planning and Development Review  
Mr. Leigh V. Kelley, Planning and Development Review  
Mr. Willy Thompson, Planning and Development Review  
Mr. Matthew Welch, Assistant City Attorney  
Dr. Norman Merrifield, Director of Parks and Recreation  
Mr. Paul McClellan, Economic Community Development*

### Chair's Comments

*Mr. Poole welcomed everyone who was present.*

### Approval of Minutes

**ID 14-020** April 21, 2014 Minutes

**Attachments:** [Draft Meeting Minutes](#)

**A motion was made by Mr. Law, seconded by Mr. Johannas, that the April 21, 2014 minutes be approved. The motion carried by the following vote:**

**Aye:** 7 - Mr. Johannas, Mr. Law, Ms. Ferrara, Ms. McAteer, Mr. Poole, Mr. Sadler and Mr. Cole

**Excused:** 1 - Ms. Graziano

**Abstain:** 1 - Ms. Howard

## Director's Report

### Master Plan Update

*Mr. Olinger stated, at the discussions of last week's Council meeting on budgets, the topic of the Master Plan amendment never came up; so that is in the budget for \$250,000.*

#### - Council Action Update

*Ms. Markham stated there are several items that went to Council that the Commission made recommendations on:*

- Historical Society special use permit amendment was approved as recommended by the Planning Commission*
- Adams Park rezoning, which the Planning Commission recommended some amendments to was amended and continued to Council's next meeting on May 12th*
- The Pear Street special use permit was amended as recommended by the Planning Commission, those papers were continued to Council's May 27th meeting*

*Ms. Markham also stated that City Council passed a resolution which amended their rules of procedure and cancelled their second meeting in the months of June, July, August, September, November and December for the rest of this year. Ms. Markham stated that this may affect the Planning Commission's agendas, but the Commission would still have items to review at their second meeting due to items that are referred from the UDC that do not necessarily go before Council.*

*The Commission agreed to continue to hold their regularly scheduled meeting for the remainder of the year and only cancel them on a case by case basis.*

### Consideration of Continuances and Deletions from Agenda

*Ms. Markham stated there are two continuances from today's agenda.*

**A motion was made by Ms. Graziano, seconded by Ms. McAteer, that these two items be recommended for a continuance to the June 2, 2014 Planning Commission meeting. The motion carried by a unanimous vote.**

- 3. Ord. No. 2014-38** To authorize the special use of the property known as 3200 West Clay Street for the purposes of a multifamily dwelling with up to one hundred one (101) units and accessory parking, upon certain terms and conditions.

*This item was continued to the June 2, 2014 Planning Commission meeting.*

- 4. Ord. No. 2014-94** To amend Ord. No. 2004-325-304, adopted Nov. 22, 2004, as previously amended by Ord. No. 2006-105-183, adopted Jul. 10, 2006, which authorized the special use of the property known as 1619 and 1621 West Broad Street for a radio broadcasting studio and offices on the second floor, including an accessory antenna and a parking waiver, for the purpose of permitting a nightclub use, upon certain terms and conditions.

*This item was continued to the June 2, 2014 Planning Commission meeting.*

## **Consent Agenda**

**A motion was made by Ms. Graziano, seconded by Mr. Law, that the items on the Consent Agenda be recommended for approval and forwarded to City Council. The motion carried unanimously.**

- 1. Ord. No. 2014-96** To authorize the Chief Administrative Officer to accept \$2,000,761 from the Virginia Department of Rail and Public Transportation and to appropriate the increase to the Fiscal Year 2013-2014 Capital Budget by increasing estimated revenues and the amount appropriated to the Department Public Works' Main Street Station Multi-Modal Transportation Center project in the Economic and Community Development category by \$2,000,761 for the purpose of funding the Main Street Station Phase 3 development.

**Attachments:** [Staff Report](#)  
[Location Map](#)  
[Ord. No. 2014-96](#)

**This Ordinance was recommended for approval and forwarded to City Council on the Consent Agenda.**

- 2. Ord. No. 2014-97** To authorize the Chief Administrative Officer to accept \$8,003,045 from the Federal Transit Administration and to appropriate the increase to the Fiscal Year 2013-2014 Capital Budget by increasing estimated revenues and the amount appropriated to the Department Public Works' Main Street Station Multi-Modal Transportation Center project in the Economic and Community Development category by \$8,003,045 for the purpose of funding the Main Street Station Phase 3 development.

**Attachments:** [Staff Report](#)  
[Location Map](#)  
[Ord. No. 2014-97](#)

**This Ordinance was recommended for approval and forwarded to City Council on the Consent Agenda.**

- 7. Ord. No. 2014-100** To accept a deed from the School Board conveying 1611 North 31st Street to the City and to authorize the Chief Administrative Officer to act on behalf of the City in executing such deed.

**Attachments:** [Staff Report](#)  
[Location Map](#)  
[Ord. No. 2014-100](#)

*A motion was made by Ms. Graziano, seconded by Ms. Howard, that this item be moved from the Regular Agenda to the Consent Agenda. The motion carried unanimously.*

This Ordinance was recommended for approval and forwarded to City Council on the Consent Agenda.

## Regular Agenda

5. **Ord. No. 2014-98** To declare a public necessity for and to authorize the acquisition of the parcels of real property owned by Richmond Outreach Center, Inc., and known as 6255 Old Warwick Road, 6277 Old Warwick Road, 6295 Old Warwick Road, and 6295A Old Warwick Road for the purpose of operating a public park, recreational center, and athletic fields.

Attachments: [Staff Report](#)  
[Location Map](#)  
[Ord. No. 2014-98](#)

*Items 5 and 6 on the Regular Agenda were presented together and a joint public hearing was held.*

*Mr. Olinger discussed Midlothian Study that is underway with the Richmond Regional Planning District Commission.*

*Dr. Norman Merrifield, Director of Parks & Recreation, provided a brief overview of this potential project. He stated that the City has a wonderful opportunity to take advantage of a property that is already in the shape of a park-like recreation facility. It is approximately seventeen (17) acres; located between Warwick Road and Old Carnation. There is a full size gymnasium comparable to a high school gym. He stated there are four (4) to five (5) facilities that can be rented provide revenue stream to help support the property, including a church and single-family house*

*Dr. Merrifield stated the soccer field is very nice but it needs a lot of turf work, if it is maintained properly and cared for it could be one of their best recreation soccer fields. The property has a skateboard park in existence. The physical facilities would need to be upgraded with approved standard equipment. There is a tot lot; the equipment will need to be replaced, it is not standard. Dr. Merrifield stated this park property is very accessible.*

*Mr. Johannas asked about the money and how it relates to the process.*

*Dr. Merrifield stated this is CIP money, it is being transferred from future years. The City has been working on a project like this for over seven (7) years. The current proposal is estimated at \$3.6 million; \$1.7 for acquisition and \$1.9 for CIP improvements.*

*Mr. Johannas asked has design and improvements been accounted for.*

*Dr. Merrifield stated yes.*

*Ms. McAteer asked would the Richmond Outreach Center lease back any of the space.*

*Dr. Merrifield stated maybe the garages, but that would be negotiated after purchase.*

*Mr. Poole opened the public hearing and asked if anyone would like to speak in favor of or in opposition to this item on the regular agenda.*

*There was no public comment.*

A motion was made by Ms. Graziano, seconded by Ms. Ferrara, that this Ordinance be recommended for approval and forwarded to City Council. The motion carried unanimously.

6. **Ord. No. 2014-99** To amend Ord. No. 2013-66-80, adopted May 28, 2013, which (i) accepted a program of proposed Capital Improvement Projects for Fiscal Year 2013-2014 and the four fiscal years thereafter, (ii) adopted a Capital Budget for Fiscal Year 2013-2014, and (iii) determined a means of financing the same, to amend the Fiscal Year 2013-2014 Capital Budget by increasing revenues from planned borrowings and the amount appropriated to the Southside Community Center project in the Culture and Recreation category by \$1,584,000 and to amend the Capital Improvement Program for Fiscal Year 2013-2014 and the four fiscal years thereafter by decreasing planned borrowings and the amount appropriated to the Southside Community Center project in the Culture and Recreation category by \$396,000 in Fiscal Year 2014-2015 and \$1,188,000 in Fiscal Year 2015-2016 for the purpose of accelerating funding for the acquisition of parcels of real property known as 6255 Old Warwick Road, 6277 Old Warwick Road, 6295 Old Warwick Road, and 6295A Old Warwick Road for the purpose of constructing improvements and operating a public park, recreational center, and athletic fields thereon.

**Attachments:** [Staff Report](#)  
[Location Map](#)  
[Ord. No. 2014-99](#)

A motion was made by Mr. Law, seconded by Ms. Ferrara, that this Ordinance be recommended for approval and forwarded to City Council. The motion carried unanimously.

## **Upcoming Items**

*Ms. Markham stated that there will be several items on the May 19, 2014 agenda, including:*

- *A special use permit amendment for additional signage at Chippenham Hospital*
- *A special use permit for a mixed-use building on a small lot at 404 North 23rd Street*
- *An amendment to extend the deadline for final plan submittal for the Gresham Woods Community Unit Plan located off Midlothian Turnpike*
- *An exception to the Chesapeake Bay regulations for 3350 Broad Rock Boulevard*

## **Adjournment**

*Mr. Poole adjourned the meeting at 2:15 p.m.*