



City of Richmond

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Meeting Minutes - Draft Planning Commission

Tuesday, April 15, 2025

6:00 PM

5th Floor Conference Room

To access the meeting via Microsoft Teams: <https://tinyurl.com/Richmond-CPC-2025>

Call To Order

Roll Call

Note: Sharon Ebert attended the meeting in place of Sabrina Joy-Hogg.

-- Present 7 - * Commissioner Burchell Pinnock, * Commissioner Rebecca Rowe, * Commissioner Rodney Poole, * Commissioner Brian White, * Commissioner Ellen Robertson, * Commissioner Sabrina Joy-Hogg, and * Commissioner Elizabeth Hancock Greenfield

-- Absent 2 - * Commissioner Dakia K. Knight, and * Commissioner Victor Mckenzie Jr.

Chair's Comments

Approval of Minutes

Director's Report

Consideration of Continuances and Deletions from Agenda

1. ORD.
2025-014 To authorize the special use of the property known as 3618 Hawthorne Avenue for the purpose of a four-unit multifamily dwelling and six single-family attached dwellings, upon certain terms and conditions.
(3rd District)

Attachments: [Ord. No. 2025-014](#)

[Staff Report](#)

[Public Comment](#)

[Public Comment - GPRA](#)

A motion was made by Commissioner Rowe, seconded by Commissioner White, that this item be continued to the May 20, 2025 meeting of the Planning Commission. The motion carried unanimously.

2. [SUBD](#)
[2025.003](#) Subdivision Exception for 3618 Hawthorne Avenue, per Sec. 25-219 of the Subdivision Ordinance.

Attachments: [Staff Report](#)

A motion was made by Commissioner Rowe, seconded by Commissioner White, that this item be continued to the May 20, 2025 meeting of the Planning Commission. The motion carried unanimously.

3. [ORD.](#)
[2025-025](#) To authorize the special use of the properties known as 5009 Rear Snead Road, 5015 Snead Road, and 5015 Rear Snead Road for the purpose of up to 180 multifamily dwelling units and a clubhouse, upon certain terms and conditions. (As Amended) (9th District)

Attachments: [Ord. No. 2025-025 - Amended 20250609](#)
[20250609 Amendment of Ord. No. 2025-025](#)
[Staff Report](#)
[Public Comment](#)

A motion was made by Commissioner Rowe, seconded by Commissioner White, that this item be continued to the May 6, 2025 meeting of the Planning Commission. The motion carried unanimously.

Consent Agenda

The Consent Agenda items were considered by the Commission as a group, and there was a single combined public hearing held for all items listed on the Consent Agenda.

Commissioner Pinnock noted that he would be abstaining from voting on UDC 2025-08 and UDC 2025-09.

A motion was made by Commissioner White, seconded by Commissioner Greenfield, that the consent agenda be adopted. The motion carried unanimously, with Commissioner Pinnock abstaining from items 6 and 7.

Aye -- 7 - * Commissioner Burchell Pinnock, * Commissioner Rebecca Rowe, * Commissioner Rodney Poole, * Commissioner Brian White, * Commissioner Ellen Robertson, * Commissioner Sabrina Joy-Hogg and * Commissioner Elizabeth Hancock Greenfield

4. [ORD.](#)
[2025-053](#) To authorize the special use of the property known as 112 Carnation Street for the purpose of the assembly and storage of modular dwelling units, upon certain terms and conditions. (9th District)

Attachments: [Ord. No. 2025-053](#)
[Staff Report](#)

This item was recommended for approval.

5. ORD. 2025-054 To authorize the special use of the properties known as 6415 Glenway Drive and 6419 Glenway Drive for the purpose of up to three single-family detached dwellings, upon certain terms and conditions. (9th District)

Attachments: [Ord. No. 2025-054](#)

[Staff Report](#)

This item was recommended for approval.

6. UDC 2025-08 UDC 2025-08 - CONCEPTUAL - Location, Character, and Extent review of The Shockoe Project: Master Plan in Shockoe Valley

Attachments: [The Shockoe Project-Shockoe Valley Masterplan UDC](#)

[UDC 2025-08 Conceptual - The Shockoe Project - Master Plan - Application](#)

[UDC 2025-08 - The Shockoe Project - Masterplan - Staff Report - CONCEPTUAL - Report to CPC](#)

This item was approved.

7. UDC 2025-09 UDC 2025-09 - CONCEPTUAL Location Character and Extent Review of the Shockoe Project: Lumpkin's Slave Jail Pavilion

Attachments: [Application](#)

[The Shockoe Project-Lumpkin's Slave Jail Pavilion UDC](#)

[UDC 2025-09 - The Shockoe Project Lumpkin's Jail - Staff Report - Conceptual - Report to CPC](#)

[Letter of Support](#)

This item was approved.

8. UDC 2025-10 UDC 2025-10 - CONCEPTUAL - Location, Character, and Extent review of A Path Forward at Amelia Street School, located at 1821 Amelia Street.

Attachments: [UDC 2025-10 - Amelia Street School - Application & Plans - Final](#)

[UDC 2025-10 - Amelia Street School - Project Narrative](#)

[UDC 2025-10 - Amelia Street School - Application](#)

[UDC 2025-10 - Amelia St School - Staff Report - CONCEPTUAL - Report to CPC](#)

This item was approved.

9. PAC 2025-002 Richmond Connects: Lighter/Quicker/Cheaper Road Mural at Martin Luther King, Jr. Middle School

Attachments: [Staff Report](#)

This item was approved.

Regular Agenda

10. [PDRPRES
2025.010](#) Presentation on FY 2026 - 2030 Capital Improvement Plan

Michael Nixon-Garrison presented this item.

Mr. Nixon-Garrison gave an overview of the proposed Capital Improvement Plan, including information on funding sources, the impact of the City's Richmond 300 Master Plan on budget decisions, and key items to be funded.

Following Mr. Nixon-Garrison's presentation, the City Planning Commission discussed the Capital Improvement Plan.

Commissioner White asked for clarification on the status of the Shockoe Valley Streets Improvement project. Mr. Nixon-Garrison was unable to provide an update.

Commissioner Pinnock asked for the status of funding for water treatment facility. Mr. Nixon-Garrison was unable to provide an update.

Commissioner Robertson expressed concerns about items, such as the water treatment facility, not being funded and the challenges that the lack of funding could pose for the city.

Chair Poole suggested that Mr. Nixon-Garrison return to the City Planning Commission to provide any key updates on items that are meant to receive federal funding.

Chair Poole opened the public hearing.

Cyane Crump, the Executive Director of Historic Richmond, spoke on the Shockoe Valley Streets project. Ms. Crump spoke about design concerns that neighbors had raised.

Stewart Schwartz, board member of the Partnership for Smarter Growth and Church Hill resident, spoke on the Shockoe Valley Streets project. Mr. Schwartz raised design concerns that would impact safety.

Chair Poole closed the public hearing.

This item was presented.

**11. ORD.
2025-046**

To amend Ord. No. 2008-270-261, adopted Nov. 10, 2008, which amended Ord. No. 2003-296-255, adopted Sep. 8, 2003, which authorized a Community Unit Plan at 1300 Westwood Avenue for a mixed-use development consisting of a maximum of one hundred forty residential units, a community center with reception facility and non-medical office, a preventative healthcare facility, two private schools, and a fifty unit dormitory, and modified the plan for the fence required between the subject property and 1409 Palmyra Avenue, to modify the Community Unit Plan to allow for the development of tennis courts. (As Amended) (3rd District)

Attachments: [Ord. No. 2025-046 - Amended 20250908](#)

[20250428 Amendment of Ord. No. 2025-046](#)

[20250609 Amendment of Ord. No. 2025-046](#)

[20250908 Amendment of Ord. No. 2025-046](#)

[Public Comment](#)

[Staff Report](#)

Shaianna Trump, Planner Associate, gave an overview of this request.

Jennifer Mullen, on behalf of the owner, presented additional information on this request. Ms. Mullen went into further detail on the project design.

Commissioner Greenfield asked Ms. Mullen for clarification on how community concerns had been handled, citing public comment expressing that the owner, Veritas, had failed to address community concerns.

Ms. Mullen explained that members of the Veritas staff had attended local association meetings to discuss the master plan for the campus. Additionally, Ms. Mullen noted that a neighborhood meeting was held the week before the City Planning Commission meeting.

Commissioner Rowe asked for clarification on how neighbors were informed about the meeting.

Ms. Mullen answered that they had gone door-to-door handing out flyers.

Doug Kinder, with Veritas, gave additional information on community engagement. Mr. Kinder explained that the team went door-to-door on Palmyra Avenue, Gloucester Road, and Westwood Avenue.

Chair Poole opened the public hearing.

The following members of the public spoke in favor of this request:

Ronald Cooper

Adam Sitterding

Mike and Jeremy, senior tennis players at Veritas

Elizabeth Paul

Keith Nix

Andrew Bleckley

Janet Kelly

Raymond Goodlett

The following member of the public requested that the City Planning Commission continue this item:

Melody Imburg

The following members of the public spoke in opposition of this request:

Chris Hilbert
Sara Driggs
Tyler Colson
Kenya Gibson, 3rd District Councilwoman
Anshu Verma
M'lissa Marcuson

Jennifer Mullen, on behalf of the applicant, offered further notes. Ms. Mullen explained that the proposed use is permitted by zoning and that the final plan is required due to the existing community unit plan on the property. Additionally, Ms. Mullen went into further details about landscaping, access, and lighting.

Commissioner Greenfield asked Ms. Mullen for clarification about the retaining wall shown on the plans.

After a brief discussion, Chair Poole clarified that the proposed plans showed the wall and therefore it could not be removed without an amendment to the plan.

Commissioner Pinnock asked about community access to the tennis courts.

Ms. Mullen clarified that existing Veritas facilities have been available to the community and the tennis courts will be as well.

Commissioner Rowe asked about the time the community meeting was held for outreach.

Alternate Ebert asked why there were six proposed tennis courts instead of four.

Ms. Mullen explained the necessity of six courts for tournaments.

Alternate Ebert and Ms. Mullen discussed the landscaping buffer requirements and location of the tennis courts.

Commissioner Greenfield clarified that the tennis courts could be built by-right.

Chair Poole closed the public hearing.

Following the motion, Commissioner Greenfield opened the discussion by expressing her support for the project due to the underlying zoning that allows tennis courts by-right.

Commissioner White expressed his agreeance with Commissioner Greenfield.

Commissioner Rowe said that she would not support the paper because she agrees with the neighbors that it is not a good location for the tennis courts.

Chair Poole expressed support for Veritas, discussing their positive impact on the neighborhood.

Alternate Ebert expressed concerns over the lack of support from neighbors. Ms. Ebert explained that she would not support the proposal.

Commissioner Rowe noted that holding one community meeting is not sufficient community engagement.

Chair Poole and Commissioner Rowe discussed the number of community meetings.

Chair Poole asked Secretary Oliver to clarify the proposed amendments that needed to be included in the motion before the vote was taken.

A motion was made by Commissioner Greenfield, seconded by Commissioner White, that this item be recommended for approval with the following amendment:

1. That all references to the plan be updated to reflect the plan dated April 15, 2025; and
2. That the following conditions be added:
 - Sound suppression system shall be installed in or on the fence;
 - Signs posted on the fences with hours of use between 8 A.M. And 8 P.M. Daily;
 - Directional sign installed along Westwood Avenue frontage for tennis court parking located on the property identified as parcel N0001330012 along Westwood avenue ("parking area"); and
 - A walking path installed (3' crush and run) connection between the parking area and the sidewalk on Westwood Avenue.

The motion carried by the following vote:

Aye -- * Commissioner Burchell Pinnock, * Commissioner Rodney Poole, * Commissioner Brian White, * Commissioner Ellen Robertson, and * Commissioner Elizabeth Hancock Greenfield

No -- * Commissioner Rebecca Rowe, * Commissioner Sabrina Joy-Hogg

12. CPCR.2025.0 06 CPCR 2025.006: RESOLUTION OF THE RICHMOND CITY PLANNING COMMISSION APPROVING AN AMENDMENT TO THE PRELIMINARY COMMUNITY UNIT PLAN LOCATED AT 1300 WESTWOOD AVENUE AND A FINAL PLAN, TO AMEND THE USE OF THE PARCEL KNOWN AS 1402 WESTWOOD AVENUE TO AUTHORIZE THE DEVELOPMENT OF TENNIS COURTS.

Attachments: [Resolution](#)

Secretary Oliver clarified the amendment to this resolution that would be needed to reflect the proposed updated plans.

A motion was made by Commissioner Robertson, seconded by Commissioner White, that this City Planning Commission Resolution be approved. The motion carried by the following vote:

Aye -- 6 - * Commissioner Burchell Pinnock, * Commissioner Rodney Poole, * Commissioner Brian White, * Commissioner Ellen Robertson, * Commissioner Sabrina Joy-Hogg and * Commissioner Elizabeth Hancock Greenfield

No -- 1 - * Commissioner Rebecca Rowe

13. [ORD. 2025-048](#) To authorize the special use of the property known as 2701 Garland Avenue for the purpose of adult transitional housing, under certain terms and conditions, and to repeal Ord. No. 97-174-190, adopted Jun. 9, 1997, and all amendatory ordinances thereto. (3rd District)

Attachments: [Ord. No. 2025-048](#)

[Staff Report](#)

[Public Comment](#)

[Applicant Response Letter](#)

[Public Comments Council](#)

There was a joint public hearing on this request and ORD. 2025-055.

Madison Wilson, Planner, provided an overview of this and the following request (ORD. 2025-055).

Kenny Anderson, the applicant, provided additional information. Mr. Anderson went into further detail about the logistics of the proposal.

Commissioner Greenfield requested clarification on how individuals will be admitted to the proposed facility.

Commissioner White asked about the criminal screening process.

Commissioner Robertson requested additional information on the type of services that would be provided at the facility.

Alternate Ebert asked about staffing levels.

Chair Poole and Mr. Anderson discussed the proposed staffing model, which would include access to a medical doctor and a psychiatrist on a scheduled basis.

Commissioner Pinnock asked about outdoor and indoor amenity space, and the hours of the day that individuals would be admitted to the facility.

Chair Poole and Director Vonck discussed if the ordinance would need to be amended to include the outdoor space on the plans.

Chair Poole opened the public hearing.

The following members of the public spoke in opposition to this request:

Linda Pechin
Alex Chen
Steve Precker
Deon Wright
Rodney Waller
Jeffrey Smith
Edmire Smikin
Katherine Gooch
Halley Smikin
Richard Voelz
Andrew Green
Bob Paris

Maria Carra Rose
Kenya Gibson (3rd District Councilperson)
Leigh Kelley
Erin Kelley
Deedra Goff

Mr. Anderson, the applicant, provided a response to the safety concerns raised by members of the public during the public comment period.

Commissioner Pinnock asked for further information on violations issued and the choice of location for the facility.

Commissioner Greenfield addressed community engagement concerns.

Chair Poole closed the public hearing.

Ahead of a motion, Alternate Ebert asked if staff researched or mapped comparable facilities in the area.

Director Vonck explained that, based on the type or size of a facility, the City may not have access to comprehensive information, as certain facilities may not be required to provide information or obtain approval from the City.

Alternate Ebert raised concerns about the proposal, citing a recent zoning change that eliminated the proposed use from the list of permitted uses in the R-6 zoning district.

Commissioner Robertson asked how this type of use is licensed.

Director Vonck clarified that the state issues licenses. The Director further clarified that the City still looks at building permits and certificates of occupancy.

Following the motion to deny, Commissioner Robertson provided comments on the importance of service providers and explained that the location of the proposed facility is the concern, not the use.

A motion was made by Commissioner White, seconded by Commissioner Robertson, that this item be recommended for denial. The motion carried by the following vote.

Aye -- * Commissioner Rebecca Rowe, * Commissioner Rodney Poole, * Commissioner Brian White, * Commissioner Ellen Robertson, * Commissioner Sabrina Joy-Hogg and * Commissioner Elizabeth Hancock Greenfield

Abstain -- * Commissioner Burchell Pinnock

14. [ORD. 2025-055](#) To authorize the special use of the property known as 2700 North Avenue for the purpose of an outpatient professional office building, upon certain terms and conditions, and to repeal Ord. No. 97-174-190, adopted June 9, 1997, and all amendatory ordinances thereto. (3rd District)

Attachments: [Ord. No 2025-055](#)

[Staff Report](#)

There was a joint public hearing on this request and ORD. 2025-048.

A motion was made by Commissioner White, seconded by Commissioner Robertson, that this item be recommended for denial. The motion carried by the following vote.

Aye -- * Commissioner Rebecca Rowe, * Commissioner Rodney Poole, * Commissioner Brian White, * Commissioner Ellen Robertson, * Commissioner Sabrina Joy-Hogg and * Commissioner Elizabeth Hancock Greenfield

Abstain -- * Commissioner Burchell Pinnock

15. [ORD. 2025-052](#) To authorize the special use of the property known as 3122 2nd Avenue for the purpose of up to three single-family detached dwellings and two single-family attached dwellings, upon certain terms and conditions. (6th District)

Attachments: [Ord. No. 2025-052- Withdrawn 20251009](#)

[Staff Report](#)

[Public Comment](#)

A motion was made by Commissioner Robertson, seconded by Commissioner Pinnock, that this item be continued to the May 6, 2025 meeting of the Planning Commission. The motion carried by the following vote:

Aye -- * Commissioner Burchell Pinnock, * Commissioner Rodney Poole, * Commissioner Brian White, * Commissioner Ellen Robertson, * Commissioner Sabrina Joy-Hogg and * Commissioner Elizabeth Hancock Greenfield

No -- * Commissioner Rebecca Rowe

Council Action Update and Upcoming Items

Secretary Oliver gave the City Planning Commission an overview of items adopted at the April 14, 2025 City Council meeting and items that will be on the next City Planning Commission agenda.

Adjournment

Chair Poole adjourned the meeting at approximately 10:00 p.m.