



City of Richmond

City Hall
Richmond VA, 23219
(p) 804.646.6304
(f) 804.646.5789

Meeting Minutes - Final Planning Commission

Monday, November 4, 2024

6:00 PM

5th Floor Conference Room

To access the meeting via Microsoft Teams: <https://bit.ly/CPC-Richmond-2024>

This meeting was held in-person in the 5th Floor Conference Room of City Hall at 900 East Broad Street in Richmond, Virginia 23219.

Call To Order

Commissioner Poole called the regular meeting of the Planning Commission to order at 6:00 pm.

Roll Call

After establishing that there was an in-person quorum, Commissioner Rowe requested to participate in the meeting virtually due to an illness. A motion was made by Commissioner Saunders, seconded by Commissioner Young, that Commissioner Rowe be permitted to participate in the meeting virtually. The motion passed unanimously.

-- Present 8 - * Commissioner Burchell Pinnock, * Commissioner Samuel Young, * Commissioner Rebecca Rowe, * Commissioner Dakia K. Knight, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Lincoln Saunders, and * Commissioner Brian White

-- Absent 1 - * Commissioner Andreas Addison

Chair's Comments

Commissioner Poole welcomed all who were present.

Approval of Minutes

None.

Director's Report

There was no Director's Report.

Consideration of Continuances and Deletions from Agenda

None.

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.

There were no speakers during the public comment period.

Commissioner Pinnock noted that he would be abstaining from voting on ORD. 2024-283 (Item #10) and UDC 2024-43 (Item #13).

A motion was made by Commissioner White, seconded by Commissioner Knight, that the consent agenda be adopted. The motion passed unanimously, with Commissioner Pinnock abstaining from voting on ORD. 2024-283 (Item #10) and UDC 2024-43 (Item #13).

Aye -- 8 - * Commissioner Burchell Pinnock, * Commissioner Samuel Young, * Commissioner Rebecca Rowe, * Commissioner Dakia K. Knight, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Lincoln Saunders and * Commissioner Brian White

2. [ORD.
2024-244](#) To amend Ord. No. 2004-123-89, adopted May 10, 2004, as previously amended by Ord. No. 95-196-197, adopted July 24, 1995, and Ord. No. 2004-123-89, adopted May 10, 2004, which authorized the use of the real estate formerly known as 5005-5007 Grove Avenue and currently known as 5007-5009 Grove Avenue, for the purpose of the construction of eight single-family condominium dwelling units, to authorize an addition to the dwelling unit known as 5007-A Grove Avenue, upon certain terms and conditions. (1st District)

This item was recommended for approval.

3. [ORD.
2024-258](#) To close, to public use and travel, an alley in the block bounded by Hull Street, East 20th Street, Decatur Street and East 21st Street, consisting of 1,320± square feet, upon certain terms and conditions.

This item was recommended for approval.

4. [ORD.
2024-260](#) To authorize the special use of the property known as 1537 Rogers Street for the purpose of one two-family detached dwelling, upon certain terms and conditions. (7th District)

This item was recommended for approval.

5. [ORD.
2024-261](#) To authorize the special use of the properties known as 4236 Shirley Road and 4240 Shirley Road for the purpose of two single-family detached dwellings, with driveway access to the street exceeding nine feet in width, upon certain terms and conditions. (4th District)

This item was recommended for approval.

6. [ORD.
2024-264](#) To declare a public necessity for and to authorize (i) the acquisition of the real property known as 4700 Trenton Avenue and a portion of 2001 Walmsley Boulevard and (ii) the grant and acceptance of certain easements relating to the acquisition of such real property, for the purpose of creating a City park, constructing a right-of-way for the extension of Walmsley Boulevard from Commerce Road to Richmond Highway, and developing an economic development site for commercial and civic growth with a workforce development component. (8th District)

This item was recommended for approval.

7. ORD.
2024-278 To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the total amount of \$10,768,910.00 from the Federal Highway Administration and to amend Ord. No. 2024-100, adopted May 13, 2024, which accepted a program of proposed Capital Improvement Projects for Fiscal Year 2024-2025 and the four fiscal years thereafter, adopted a Capital Budget for Fiscal Year 2024-2025, and determined a means of financing the same, by (i) establishing a new project for the Department of Public Works in the Transportation category called the "Safe Streets for All" project and (ii) increasing estimated revenues from the funds received from the Federal Highway Administration and the amount appropriated to the new Department of Public Works' Safe Streets for All project in the Transportation category by \$10,768,910.00, for the purpose of funding a Safe Streets and Roads for All program.

This item was recommended for approval.

8. ORD.
2024-279 To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the total amount of \$18,400,000.00 from the United States Department of Transportation, to amend Ord. No. 2024-100, adopted May 13, 2024, which accepted a program of proposed Capital Improvement Projects for Fiscal Year 2024-2025 and the four fiscal years thereafter, adopted a Capital Budget for Fiscal Year 2024-2025, and determined a means of financing the same, to appropriate the increase to the Fiscal Year 2024-2025 Capital Budget by increasing estimated revenues and the amount appropriated to the Department of Public Works' Arthur Ashe Boulevard Bridge Replacement project in the Transportation - G.O. Bonds category by \$18,400,000.00, for the purpose of providing funding for the Arthur Ashe Boulevard Bridge Replacement project.

This item was recommended for approval.

9. ORD.
2024-280 To authorize the special use of the property known as 3820 Hermitage Road for the purpose of a dwelling unit within an accessory building to a single-family detached dwelling, upon certain terms and conditions. (3rd District)

This item was recommended for approval.

10. ORD.
2024-283 To establish the City-owned real estate known as 1305 North 5th Street as a cemetery in accordance with City Code § 7-21. (6th District)

This item was recommended for approval.

11. PAC 2024-032 Bon Secours Gifts of Art

This item was approved.

12. [UDC 2024-40](#) UDC 2024-40 CONCEPT location, character, and extent review of the proposed renovation of Westover Park, including construction of new features, located at 1301 Jahnke Road.

This item was forwarded to the Urban Design Committee for consideration on November 7, 2024.

13. [UDC 2024-43](#) UDC 2024-43 FINAL Location, Character, and Extent review of a renovation to Main Street Station Train Shed to add a lower level vestibule for the Shockoe Institute facility, located at 1500 E. Main Street.

This item was approved.

14. [UDC 2024-46](#) UDC 2024-46 PARKLET Location, Character, Extent review to relocate the previously approved parklet, currently located at 114 W. Brookland Park Blvd - to 323 N. Adams Street, operated by Ms. Bee's Juice Bar.

This item was approved.

Regular Agenda

15. [ORD. 2024-259](#) To authorize the special use of the property known as 1301 North 27th Street for the purpose of up to one single-family detached dwelling and one single-family attached dwelling, upon certain terms and conditions. (7th District)

Shaianna Trump, Associate Planner, provided an overview of this case.

Will Gillette, representative for the applicant, make himself available to answer any questions the Planning Commission may have.

Mr. Poole opened the public hearing.

Mark Olinger, Church Hill Central Civic Association, spoke in opposition to the request, expressing concerns that the applicant had not addressed the civic associations standard design standard requests.

Seeing no one else wishing to speak, Mr. Poole closed the public comment period.

Following the public comment period, there was brief discussion on the nature of the civic associations requests.

A motion was made by Commissioner Young, seconded by Commissioner Greenfield, that this item be recommended for approval. The motion carried unanimously.

16. [ORD. 2024-281](#) To authorize the special use of the property known as 7001 Jahnke Road for the purpose of motor fuels dispensing and a mixed-use building, upon certain terms and conditions. (9th District)

Jonathan Brown provided an overview of this request.

Will Gillette, representative for the applicant, provided additional details and answered questions from the Planning Commission regarding the proposed use and existing

traffic conditions.

Mark Kronenthal, attorney for the applicant, provided additional information on the community outreach that has been conducted by the applicant pertaining to this request.

Mr. Poole opened the public comment period.

Councilperson Jones spoke in favor of the request.

Seven members of the public spoke in opposition to the request.

Seeing no one else wishing to speak, Mr. Poole closed the public comment period.

Following the public comment period, there was continued discussion on the details of the surrounding traffic conditions, the locations where public outreach efforts were conducted, and the potential conversion to electric charging stations in the future.

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

**17. ORD.
2024-282**

To authorize the special use of the property known as 1321 Porter Street for the purpose of a multifamily dwelling containing up to four dwelling units, upon certain terms and conditions. (6th District)

Madison Wilson, Planner, gave an overview of this request.

David Alley, Commissioner of Buildings, provided additional details on pending building code violations pertaining to this request.

There was brief discussion requesting clarification on Land Use Administrations support of the project given the existing violations. Matthew Ebinger, Planning Manager, clarified that staff is supportive of the request from a land use perspective, but that all outstanding building violations would need to be resolved prior to any occupancy. Mr. Alley confirmed, stating that zoning change cannot waive building code requirements and that inspections, permits, and plans are required before the units can be legally occupied.

Members of the Planning Commission called on the applicant to address additional questions. The applicant was not present.

Mr. Poole opened a public hearing.

Members of the Planning Commission discussed the request.

A motion was made to continue the discussion for 30 days, giving the applicant an opportunity to attend the meeting and address the concerns regarding safety, permits, and compliance with building codes.

Several commissioners voiced support for the continuance, noting that it would allow time for the applicant to provide more information and engage with the Building Commissioner's Office.

A motion was made by Commissioner White, seconded by Commissioner Pinnock, that this item be continued to the December 3, 2024 regular meeting of the Planning Commission. The motion passed by the following vote:

**18. PDRPRES
2024.060****Presentation on CPCR.2021.158: Resolution of Intent to Amend the Development Review Process**

Leo Mantey, Senior Deputy Director, gave a presentation on proposed updates to the City of Richmond's site plan ordinance. The presentation focused on efforts to improve the development review process through its implementation by creating more consistency, clarity, and efficiency.

Members of the Planning Commission briefly discussed the presentation and requested additional information on its timeline for introduction.

This PDR Presentation was received

Upcoming Items

Alyson Oliver, Planning Commission Secretary, gave an overview of items to be considered at the next Planning Commission meeting.

Adjournment

Mr. Poole adjourned the meeting at 8:25 p.m.