



# City of Richmond

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## Meeting Minutes - Draft Planning Commission

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Tuesday, April 30, 2024

1:30 PM

5th Floor Conference Room

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**SPECIAL MEETING 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

Mr. Poole called the Special Meeting of the Planning Commission to order at 1:30 pm.

### Roll Call

Ms. Sharon Ebert attended the meeting as designee for Commissioner Lincoln Saunders.

Due to a personal matter (travel for work) that prevented Commissioner Young's attendance in person, a vote was taken to allow his virtual participation, per Section 11 of the City Planning Commission's Rules of procedure.

A motion was made by Commissioner Pinnock, seconded by Commissioner Murthy, that Commissioner Young be permitted to participate in the meeting through virtual means. The motion passed unanimously.

- Present 7 - \* Commissioner Burchell Pinnock, \* Commissioner Samuel Young, \* Commissioner Rebecca Rowe, \* Commissioner Dakia K. Knight, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Rodney Poole, and \* Commissioner Lincoln Saunders
- Absent 1 - \* Commissioner Andreas Addison

### Chair's Comments

### Approval of Minutes

None.

### Director's Report

None.

### Consideration of Continuances and Deletions from Agenda

None.

### Consent Agenda

There were no items on the consent agenda.

**Regular Agenda**

- 1. [ORD. 2024-099](#)

To adopt the annual budget, which includes all of the separate current expense budgets for the general operation of the City government and Richmond Public Schools and for each utility as defined in ch. 13 of the City Charter and provides for increases to certain fees for certificates of appropriateness, certificates of zoning compliance, zoning confirmation letters, and other filing fees set forth in ch. 30 of the City Code, concerning zoning, for the fiscal year commencing Jul.1, 2024, and ending Jun. 30, 2025, and to appropriate the estimated revenues for such fiscal year for the objects and purposes stated in such budget.

Kevin Vonck, Director of the Department of Planning and Development Review, gave an update on this request, answering questions posed by the Planning Commission at the previous meeting pertaining to methodology and timeline.

Following the presentation, Mr. Poole opened the public hearing.

Kathleen Morgan, member of the Commission of Architectural Review, expressed concerns with establishing a fee for administratively approved Certificates of Appropriateness.

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

**After brief discussion, a motion was made by Commissioner Young, seconded by Commissioner Knight, that this ordinance be recommended for approval. The motion passed unanimously.**

Aye -- 7 - \* Commissioner Burchell Pinnock, \* Commissioner Samuel Young, \* Commissioner Rebecca Rowe, \* Commissioner Dakia K. Knight, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Rodney Poole and \* Commissioner Lincoln Saunders

**Adjournment**

Mr. Poole adjourned the meeting at 1:44 pm.