



City of Richmond

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Meeting Minutes - Draft Planning Commission

Tuesday, January 21, 2025

6:00 PM

5th Floor Conference Room

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

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

- Present 8 - * Commissioner Samuel Young, * Commissioner Rebecca Rowe, * Commissioner Dakia K. Knight, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Brian White, * Commissioner Ellen Robertson, and * Commissioner Sabrina Joy-Hogg
- Absent 1 - * Commissioner Burchell Pinnock

Chair's Comments

Commissioner Poole presented Commissioner Young with a Resolution of Appreciation and thanked him for his service on the Commission.

Approval of Minutes

1. [PDRMIN 2024.029](#) CPC Draft Minutes - November 19, 2024

A motion was made by Commissioner White, seconded by Commissioner Greenfield, that the November 19, 2024 minutes be adopted. The motion carried by the following vote:

- Aye --** 6 - * Commissioner Rebecca Rowe, * Commissioner Dakia K. Knight, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Brian White and * Commissioner Sabrina Joy-Hogg
- Abstain --** 2 - * Commissioner Samuel Young and * Commissioner Ellen Robertson

2. [PDRMIN 2024.030](#) CPC Draft Minutes - December 3, 2024

A motion was made by Commissioner White, seconded by Commissioner Rowe, that the December 3, 2024 minutes be adopted. The motion carried by the following vote:

Aye -- 7 - * Commissioner Samuel Young, * Commissioner Rebecca Rowe, * Commissioner Dakia K. Knight, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Brian White and * Commissioner Sabrina Joy-Hogg

Abstain -- 1 - * Commissioner Ellen Robertson

Director's Report

Director Vonck thanked Commissioner Young for his service to the City Planning Commission.

Consideration of Continuances and Deletions from Agenda

3. [ORD. 2024-312](#) To authorize the special use of the property known as 7100 Jahnke Road for the purpose of a mixed-use building containing up to 14 dwelling units, with off-street parking, upon certain terms and conditions. (4th District)

A motion was made by Commissioner Robertson, seconded by Commissioner Knight, that this item be continued to the February 18, 2025 meeting of the Planning Commission.

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.

A motion was made by Commissioner Greenfield, seconded by Commissioner Robertson, that the consent agenda be adopted with the recommendations made in the staff reports.

Aye -- 8 - * Commissioner Samuel Young, * Commissioner Rebecca Rowe, * Commissioner Dakia K. Knight, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Brian White, * Commissioner Ellen Robertson and * Commissioner Sabrina Joy-Hogg

4. [ORD. 2025-009](#) To accept a quitclaim deed from the School Board conveying a portion of 1211 Jahnke Road and commonly known as Westover Park to the City and to authorize the Chief Administrative Officer to act on behalf of the City in executing such deed. (4th District)

This item was recommended for approval.

5. [UDC 2025-01](#) UDC 2025-01 FINAL Location, Character, and Extent review of proposed permanent utility easements located along Richmond Hwy between Hull Street and Maury St.

This item was approved.

6. [UDC 2025-02](#) UDC 2025-02 FINAL location, character, and extent review of Phase 1 for the proposed renovation of Westover Park, including construction of new features, located at 1301 Jahnke Road.

This item was approved.

7. [SUBD 2025.001](#) Subdivision Exception for 1200 North 26th Street, per Sec. 25-219 of the Subdivision Ordinance.

This item was approved.

Regular Agenda

8. [CPCR.2025.01](#) To dissolve the current iteration of the Public Art Commission in accordance with Ordinance No. 2024-212, which codifies the form and function of City of Richmond's Public Art Commission and requires the appointment of nine new Commission members following the dissolution of the current body.

Monica Kinsey, the Public Art Commission Secretary, presented to the City Planning Commission an overview of the request. Commissioner Poole asked for clarification as to why the request was made. Kinsey replied that the resolution adopted by City Council codifying the Public Art Commission required the dissolution of the current Public Art Commission body.

Commissioner Poole opened the public hearing. There was no public comment.

A motion was made by Commissioner Young, seconded by Commissioner Robertson, that this item be approved. The motion carried unanimously.

9. [UDC 2024-45](#) UDC 2024-45 Location, Character, and Extent review of a proposed bus platform, located within the right-of-way on the southeast corner of Brauers Lane and Mechanicsville Turnpike.

Kelly Rowan began to virtually present to the City Planning Commission and described that the proposal is for a temporary bus boarding platform at the intersection of Brauers Lane and Mechanicsville Turnpike. Rowan explained the exact location and concept of the bus platform, supported by a slide show depicting the concept.

Commissioner Poole asked Rowan how long this should be tested for safety. Rowan answered that it should be assessed after one year. Commissioner Poole asked for a commitment to report back within a year. Rowan confirmed this.

Rowan went into additional detail about supporting evidence and guidelines for the concept.

Commissioner Knight asked how the location was picked. Rowan explained that it was chosen based on community input.

Commissioner Knight continued to express her concerns about safety.

Commissioner Poole and Rowan discussed the potential for other platforms throughout the City.

Commissioner Poole went into detail about why he requested that this item be put on the Regular Agenda. He asked for a commitment that no more of these structures be deployed before an update is given to the City Planning Commission regarding the proposal.

Councilwoman Robertson expresses concern over the different types of traffic calming measures being used throughout the City and the lack of bus shelters.

Commissioner Young asked about the turn around time for the study. He expressed concern over what he sees as aggressive driving in that particular area and how that would be a challenge.

Rowan offered the suggestion that they bring back data earlier than a year. Rowan also addressed Councilwoman Robertson's concerns by noting that the proposed platform is temporary and can be removed at anytime if it is found to have negative impacts.

Councilwoman Robertson asked if the adjacent improvements are concrete. Rowan responded that those improvements are also temporary.

Interim CAO Joy-Hogg asked if the Richmond Police Department will be involved. Rowan answered no.

Commissioner Poole expressed the need to craft a motion with conditions. Specifically, the time frame in which Rowan would like to report back to the City Planning Commission. Rowan proposed a five month report. Commissioner Poole stated he felt that was too long of a time period.

Councilwoman Robertson made the motion to continue the case due to the number of questions and concerns that need to be addressed.

Commissioner Knight questioned how the data would be collected if the platform is not approved to be put in. Commissioner Poole explained that more information is needed to make the determination if it should be put in.

Commissioner White offered the suggestion of returning with information from examples that have been done. Commissioner Poole agreed.

Commissioner Young added that seeing examples where it has not worked would also be helpful.

Commissioner Greenfield asked if continuing the item would cause challenges with the contractor. Rowan answered that it is fine.

Commissioner Poole did not hold a public comment period.

A motion was made by Commissioner Robertson, seconded by Commissioner Young, that this item be continued to the February 4, 2025 meeting of the Planning Commission. The motion carried unanimously.

**10. [PDRPRES
2025.002](#)**

Presentation on CPR.2024.021: Resolution of the City of Richmond Planning Commission to declare an intent to amend zoning regulations set forth in Chapter 30 of the Richmond City Code regarding tobacco, nicotine, and hemp product retail sale locations.

Director Vonck presented a slide show. The Director's presentation focused on why there is a need to regulate the types of establishments in the proposal, how they can be regulated at the City level and how those establishments are defined.

Commissioner Knight and the Director discussed how floor area is defined. The Director explained that it is the usable square footage.

Commissioner Rowe and Commissioner Greenfield expressed support for there being

multiple options for how to define the establishments.

Commissioner Greenfield asked if Henrico or Chesterfield have been talked to about their experience with their definitions. Director Vonck explained that the meeting was cancelled, but that he fully intends to speak with the counties.

Commissioner White and the Director discussed potential challenges or loopholes.

Commissioner Poole expressed that he felt using the City's police power is beneficial.

Commissioner Rowe explained which definitions she supports and asked about signage. The Director spoke about the legal regulations the City can have on signage. Mr. Poole added that regulating signage can be challenging.

Commissioner Poole opened a public hearing. No public comment.

This item was presented.

Council Action Update and Upcoming Items

Alyson Oliver, Planning Commission Secretary, gave an overview of items introduced and adopted at the January 13, 2025 City Council Meeting, as well as those items anticipated to be on the Planning Commission agenda on February 3, 2025.

Adjournment

Commissioner Poole adjourned the meeting at 7:10 pm.