



City of Richmond

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

Meeting Minutes - Draft Planning Commission

Monday, December 20, 2021

1:30 PM

5th Floor Conference Room

This meeting will be held through electronic participation means

This meeting will be held through electronic communication means pursuant to and in compliance with Ordinance No. 2020-093, adopted April 9, 2020, as amended. This meeting will be open to participation through electronic communication means by the public and closed to in-person participation by the public.

Most, if not all, Planning Commission members and other staff will participate in this meeting by teleconference/videoconference via Microsoft Teams. Those who may be assembling for this meeting will do so in the 5th Floor Conference Room of City Hall at 900 East Broad Street in Richmond, Virginia 23219.

Special Guidelines for Public Access and Citizen Participation:

To access or participate, or both, in this Planning Commission meeting you have several options outlined in the following document:

1. [PDRPRES
2021.185](#)

Attachments: [Public Access and Participation Instructions - Planning Commission
12-20-21](#)

Citizens are encouraged to provide their comments in writing to PDRLandUseAdmin@richmondgov.com in lieu of speaking through audio or video means during the meeting.

When submitting your comments by email, be sure to include in your email (i) your full legal name, (ii) any organizations you represent, and (iii) any economic or professional relationships that would be affected by the adoption of the legislation on which you are commenting.

The person responsible for receiving written comments is Richard Saunders, Secretary to the Planning Commission, or his designee. All written comments received via email prior to 10:00 a.m. on the day of this meeting will be provided to all members of the Planning Commission prior to the beginning of the meeting and will be included in the record of the meeting.

Call To Order

Mr. Poole called the regular meeting of the Planning Commission to order at 1:30 p.m.

Roll Call

Reginald Gordon served on behalf of Commissioner Lincoln Saunders.
Commissioner Burchell Pinnock arrived to the meeting late.

- Present 9 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Lincoln Saunders, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Vivek G. Murthy, * Commissioner Andreas Addison, * Commissioner Burchell Pinnock, and * Commissioner Elizabeth Hancock Greenfield

Chair's Comments

Mr. Poole welcomed all who were present.

Approval of Minutes

2. [PDRMIN 2021.058](#)

Attachments: [Approved Minutes June 21 2021](#)

A motion was made by Vice Chair Law, seconded by Commissioner Murthy, that the June 21, 2021 Minutes be adopted. The motion carried by the following vote:

- Aye --** 7 - * Commissioner Max Hepp-Buchanan, * Commissioner Lincoln Saunders, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Vivek G. Murthy, * Commissioner Andreas Addison and * Commissioner Elizabeth Hancock Greenfield

Excused -- 1 - * Commissioner Burchell Pinnock

Abstain -- 1 - * Commissioner John Thompson

3. [PDRMIN 2021.060](#)

Attachments: [Approved Minutes July 6, 2021](#)

A motion was made by Commissioner Greenfield, seconded by Commissioner Thompson, that the July 6, 2021 Minutes be adopted. The motion carried by the following vote:

- Aye --** 7 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Lincoln Saunders, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Andreas Addison and * Commissioner Elizabeth Hancock Greenfield

Excused -- 1 - * Commissioner Burchell Pinnock

Abstain -- 1 - * Commissioner Vivek G. Murthy

4. [PDRMIN 2021.061](#)

Attachments: [Approved Minutes July 19, 2021](#)

A motion was made by Commissioner Greenfield, seconded by Commissioner Saunders, that the July 19, 2021 Minutes be adopted. The motion carried by the following vote:

Aye -- 8 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Lincoln Saunders, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Vivek G. Murthy, * Commissioner Andreas Addison and * Commissioner Elizabeth Hancock Greenfield

Excused -- 1 - * Commissioner Burchell Pinnock

5. [PDRMIN 2021.062](#)

Attachments: [Approved Minutes August 2, 2021](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Murthy, that the August 2, 2021 Minutes be adopted. The motion carried by the following vote:

Aye -- 8 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Lincoln Saunders, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Vivek G. Murthy, * Commissioner Andreas Addison and * Commissioner Elizabeth Hancock Greenfield

Excused -- 1 - * Commissioner Burchell Pinnock

6. [PDRMIN 2021.063](#)

Attachments: [Approved Minutes August 16, 2021](#)

A motion was made by Commissioner Murthy, seconded by Commissioner Greenfield, that the August 16, 2021 Minutes be adopted. The motion carried by the following vote:

Aye -- 7 - * Commissioner John Thompson, * Commissioner Lincoln Saunders, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Vivek G. Murthy, * Commissioner Andreas Addison and * Commissioner Elizabeth Hancock Greenfield

Excused -- 1 - * Commissioner Burchell Pinnock

Abstain -- 1 - * Commissioner Max Hepp-Buchanan

Director's Report

Mr. Kevin Vonck provided an update and introduced several new employees that recently started working in the Land Use Administration and Equitable Development offices.

- Council Action Update

Mr. Richard Saunders provided an update on the actions taken by City Council at its December 13, 2021 meeting.

Consideration of Continuances and Deletions from Agenda

Secretary Richard Saunders advised that staff felt that Item 13 was no longer necessary and could be removed from the agenda.

A motion was made by Commissioner Greenfield, seconded by Commissioner

Gordon, that Item 13 be deleted from the agenda. The motion carried unanimously.

Aye -- 9 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Lincoln Saunders, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Vivek G. Murthy, * Commissioner Andreas Addison, * Commissioner Burchell Pinnock and * Commissioner Elizabeth Hancock Greenfield

Consent Agenda

A motion was made by Commissioner Murthy, seconded by Commissioner Hepp-Buchanan, that the Consent Agenda be adopted. The motion carried by the following vote:

Aye -- 9 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Lincoln Saunders, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Vivek G. Murthy, * Commissioner Andreas Addison, * Commissioner Burchell Pinnock and * Commissioner Elizabeth Hancock Greenfield

7. [ORD. 2021-349](#)

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the total amount of \$408,022.00 from the Virginia Department of Transportation and to appropriate the increase to the Fiscal Year 2021-2022 Capital Budget by increasing estimated revenues and the amount appropriated to the Department of Public Works' Citywide Pedestal Pole to Mast Arm Signal Upgrades (Federal) project in the Transportation category by \$408,022.00 for the purpose of funding the modernization of pedestal pole mounted traffic signals to overhead mast arm signal indicators to improve visibility of traffic signals and reduce traffic accidents.

Attachments: [Staff Report](#)

[Ord. No. 2021-349](#)

This Ordinance was recommended for approval to the City Council.

8. [ORD. 2021-350](#)

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the total amount of \$477,035.00 from the Virginia Department of Transportation and to appropriate the increase to the Fiscal Year 2021-2022 Capital Budget by increasing estimated revenues and the amount appropriated to the Department of Public Works' Complete Streets project in the Transportation category by \$477,035.00 for the purpose of funding the milling, resurfacing, and construction of Americans with Disabilities Act upgrades for Arthur Ashe Boulevard, from its intersection with Grant Street to its intersection with Idlewood Avenue, and Richmond Highway, from its intersection with Hopkins Road to its intersection with Atwell Drive. (5th District and 8th District)

Attachments: [Staff Report](#)

[Ord. No. 2021-350](#)

This Ordinance was recommended for approval to the City Council.

9. [ORD.
2021-352](#) To abandon and release any interest the City may have in 2300 Hermitage Road pursuant to a certain variable-width ingress and egress easement, upon certain terms and conditions. (2nd District)

Attachments: [Ord. No. 2021-352](#)
[Staff Report](#)
[Site Plan](#)

This Ordinance was recommended for approval to the City Council.

10. [ORD.
2021-353](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to convey a portion of City-owned right-of-way known as the northwest quadrant of the intersection of West Leigh Street and North Belvidere Street, consisting of 1,364± square feet, for nominal consideration to the Virginia Department of Transportation, for the purpose of adjusting the boundaries of state and City right-of-way.

Attachments: [Staff Report](#)
[Ord. No. 2021-353](#)

This Ordinance was recommended for approval to the City Council.

11. [SUBD
2021.011](#)

Attachments: [Staff Report-3204 Old Gun Road](#)
[Subdivision Exception Letter_ 3204 Old Gun Road](#)
[Subdivision Plat](#)

This Tentative Subdivision was approved.

Regular Agenda

12. [ORD.
2021-351](#) To declare a public necessity for and to authorize the acquisition by gift of the property known as the Lee Circle from the Commonwealth of Virginia for the purpose of its use for the benefit of the public in accordance with the City's master plan. (2nd District)

Attachments: [Ord. No. 2021-351](#)
[Staff Report](#)
[Legal Description](#)
[Map](#)
[Presentation](#)

Ms. Maritza Pechin provided staff's presentation.

Public Hearing: No one spoke.

A motion was made by Commissioner Saunders, seconded by Greenfield, that this item be recommended for approval to the City Council. The motion carried

unanimously.

13. [PDRPRES
2021.186](#)

Attachments: [Staff Report Rules of Procedure Update](#)
[Rules of Procedure of the City Planning Commission](#)

Item Title: Consider Amending Rules of Procedure to authorize a new City Planning Commission meeting time.

This item was removed from the agenda as voted on by the Planning Commission during the consideration of continuances and deletions from the agenda.

14. [PDRPRES
2021.187](#)

Attachments: [Richmond 300 Annual Report](#)

Ms. Maritza Pechin provided a presentation.

Public Hearing: No one spoke.

Upcoming Items

Mr. Saunders shared a list of items tentatively scheduled for the January 3, 2022 meeting of the Planning Commission.

Adjournment

Mr. Poole adjourned the meeting at 2:17 pm.

All persons attending the meeting are requested to register on the attendance sheets that have been placed on the chairs and are also available at the table by the conference room entrance. Once you have completed an attendance sheet, it should be provided to the Commission staff.