



# City of Richmond

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## Meeting Minutes - Draft Planning Commission

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Tuesday, September 4, 2018

1:30 PM

5th Floor Conference Room

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### Call To Order

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

### Roll Call

-- Present 9 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson, and \* Committee Member Ellen Robertson

### Chair's Comments

Mr. Poole welcomed all who were present.

### Approval of Minutes

1. [PDRMIN  
2018.014](#)

**Attachments:** [Draft CPC Minutes July 30, 2018](#)

**A motion was made by Vice Chair Law, seconded by Commissioner Murthy, that the July 30, 2018 Meeting Minutes be approved. The motion carried by the following vote:**

**Aye --** 7 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield and \* Commissioner John Thompson

**Excused --** 1 - \* Committee Member Ellen Robertson

**Abstain --** 1 - \* Commissioner Max Hepp-Buchanan

2. [PDRMIN  
2018.015](#)

**Attachments:** [Draft CPC Minutes Aug 6, 2018](#)

**A motion was made by Commissioner Greenfield, seconded by Commissioner Cuffee-Glenn, that the August 6, 2018 Meeting Minutes be approved. The motion carried by the following vote:**

**Aye --** 7 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield and \* Commissioner Max Hepp-Buchanan

**Excused --** 1 - \* Committee Member Ellen Robertson

**Abstain --** 1 - \* Commissioner John Thompson

**Director's Report**

**- Richmond 300 Update**

Ms. Maritza Pechin provided an update on Richmond 300 (City Master Plan update), including the insights report, map books, and upcoming open houses.

**- Monroe Ward Rezoning**

Mr. Mark Olinger provided an update on the Monroe Ward Rezoning. A resolution of intent is forthcoming.

**- Council Action Update**

There was no Council Action Update.

**Consideration of Continuances and Deletions from Agenda**

There were no continuances or deletions from the agenda.

**Consent Agenda**

There was no public comment during the Consent Agenda public hearing.

**A motion was made by Commissioner Cuffee-Glenn, seconded by Committee Member Robertson, that the Consent Agenda be approved. The motion carried by the following vote:**

**Aye --** 9 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson and \* Committee Member Ellen Robertson

**3. [ORD. 2018-208](#)**

To close to vehicular travel North 17th Street between East Franklin Street and East Main Street, consisting of approximately 23,761± square feet, for the purpose of creating an urban plaza centered around the 17th Street Farmer’s Market, upon certain terms and conditions.

- Attachments:** [Ord. No. 2018-208](#)  
[Staff Report](#)  
[Map](#)

**This Ordinance was recommended for approval to the City Council**

4. [ORD.  
2018-210](#)

To conditionally rezone the properties known as 3 Manchester Road, 3A Manchester Road, and 2 Hull Street from the RF-1 Riverfront District to the B-4 Central Business District (Conditional), upon certain proffered conditions.

- Attachments:** [Ord. No. 2018-210](#)  
[Staff Report](#)  
[Proffer Statement](#)  
[Survey](#)  
[Application Form](#)  
[Applicant's Report](#)  
[Map](#)

**This Ordinance was recommended for approval to the City Council**

5. [ORD.  
2018-211](#)

To conditionally rezone the properties known as 700 North 3rd Street; 200, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, and 218 Maggie L. Walker Place; and 701, 703, 705, 707, 709, 723, and 745 North 2nd Street from the R-53 Multifamily Residential District to the B-7 Mixed-Use Business District (Conditional), upon certain proffered conditions.

- Attachments:** [Ord. No. 2018-211](#)  
[Staff Report](#)  
[Proffers](#)  
[Application Form](#)  
[Applicant's Report](#)  
[Survey](#)  
[Map](#)  
[Public Comment - Support - Provided at 9 4 18 CPC Meeting](#)

**This Ordinance was recommended for approval to the City Council**

6. [ORD.  
2018-212](#)

To amend and reordain Ord. No. 93-271-235, adopted Oct. 11, 1993, which authorized the use of the property known as 1133 West Franklin Street for the purpose of conversion and use of the existing building as offices, Sunday school rooms, and meeting rooms accessory to the existing church at 1205 West Franklin Street, and as a single dwelling unit, together with accessory parking, to authorize additional signage, upon certain terms and conditions.

- Attachments:** [Ord. No. 2018-212](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans](#)  
[Map](#)  
[FDA Letter](#)

**This Ordinance was recommended for approval to the City Council**

7. [ORD. 2018-213](#)

To authorize the special use of the properties known as 2600 Idlewood Avenue and 309 South Robinson Street for the purpose of a social service delivery use and accessory parking, upon certain terms and conditions.

- Attachments:** [Ord. No. 2018-213](#)  
[Staff Report](#)  
[Application & Report](#)  
[Map](#)  
[Plans & Survey](#)  
[Public Comment Form\\_Support\\_Provided at 9-4-18 CPC Meeting](#)  
[Public Comment Form\\_Support\\_Provided at 9-4-18 CPC Meeting](#)

**This Ordinance was recommended for approval to the City Council**

8. [ORD. 2018-214](#)

To authorize the special use of the property known as 3400 Stony Point Road for the purpose of limited special events, upon certain terms and conditions.

- Attachments:** [Ord. No. 2018-214](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans](#)  
[Map](#)  
[Letter of Support](#)

**This Ordinance was recommended for approval to the City Council**

9. [ORD. 2018-215](#)

To authorize the special use of the property known as 4410 Kensington Avenue for the purpose of permitting an accessory dwelling unit within an existing detached garage, upon certain terms and conditions.

- Attachments:** [Ord. No. 2018-215](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Support Letters](#)  
[Map](#)

**This Ordinance was recommended for approval to the City Council**

**10. [ORD. 2018-216](#)**

To authorize the special use of the property known as 200 East Cary Street for the purpose of a single-family dwelling, upon certain terms and conditions.

- Attachments:** [Ord. No. 2018-216](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)

**This Ordinance was recommended for approval to the City Council**

**11. [ORD. 2018-217](#)**

To authorize the special use of the property known as 5263 Warwick Road for the purpose of a wireless telecommunications monopole and associated equipment, upon certain terms and conditions.

- Attachments:** [Staff Report](#)  
[Ord. No. 2018-217](#)  
[Application Form, Applicant's Report & Supplemental Documentation.pdf](#)  
[Plans](#)  
[Map](#)

**This Ordinance was recommended for approval to the City Council**

**12. [UDC 2018-32](#)**

- Attachments:** [UDC Report to CPC](#)  
[Staff Report to UDC](#)  
[Location & Plans](#)  
[Public Comment](#)

**This Location, Character and Extent Item was approved with the conditions recommended by the Urban Design Committee.**

*The consent agenda consists of items that appear relatively non-controversial in nature and for which there was no known opposition at the time this agenda was set. The Consent Agenda items will be considered by the Commission as a group, and there will be a single combined staff presentation and a single combined public hearing held for all items listed on the Consent Agenda.*

**Regular Agenda**

**13. [ORD. 2018-209](#)**

To amend City Code §§ 30-504, 30-506-30-507.1, 30-509-30-523, and 30-1220; to amend ch. 30, art. V, div. 1 by adding therein new §§ 30-504.01 and 30-504.02; and to amend the fees set forth in Appendix A of the City Code for sections 30-1050.6(a) and 30-1050.6(b), for the purpose of modifying the City’s zoning ordinance to ensure the proper administration and implementation of the City’s sign regulations.

- Attachments:** [Ord. No. 2018-209](#)  
[Staff Report](#)  
[Resolution](#)  
[Presentation](#)

Mr. Mark Olinger provided staff’s presentation.

No one spoke at the Public Hearing.

**A motion was made by Commissioner Selena Cuffee-Glenn, seconded by Commissioner Vivek G. Murthy, that this Ordinance be recommended for approval to the City Council on 9/10/2018. The motion carried unanimously.**

**14. [UDC 2018-30](#)**

- Attachments:** [UDC Report to CPC](#)  
[Staff Report to UDC](#)  
[Location & Plans](#)  
[Public Comment](#)  
[Public Comment Form](#)

Mr. Josh Son provided staff’s presentation.

Public Hearing:

Mr. Charles Pool shared concern with the closing of Water Street.

Ms. Karen Jones expressed concerns with maintenance and after hours use of the site, similar to the concerns with maintenance and after hours use of the public restroom at Chimborazo playground.

**A motion was made by Commissioner Selena Cuffee-Glenn, seconded by Commissioner Vivek G. Murthy, that this Location, Character and Extent Item be approved with the following conditions:**

**-That the use of plant materials on the facility (i.e. trellises, vertical gardens) be**

considered to further blend the facility into its surroundings and reduce any environmental impact

- That a landscaping plan be developed that enhances the surrounding area with shade
- That furnishings be provided to further enhance the pedestrian realm and to promote activity and interaction with the surrounding uses
- That exterior lighting of the facility be looked into

The motion carried by the following vote:

Aye -- 9 - \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson, \* Committee Member Ellen Robertson, \* Chair Rodney Poole and \* Vice Chair Melvin Law

## 15. [UDC 2018-31](#)

**Attachments:** [UDC Report to CPC](#)

[Staff Report to UDC](#)

[Location & Plans](#)

[Updated Proposed Signage Options Provided by Applicant at 9/4/18 CPC Meeting](#)

[Public Comment - Opposition](#)

[Additional Public Comment - Opposition](#)

[Presentation - Public Opposition - Charles Pool](#)

[Signage Examples Provided by Applicant at 9/4/18 CPC Meeting](#)

[Public Comment - Support - Provided at 9/4/18 CPC Meeting](#)

[Public Comment Form - Support - Provided at 9/4/18 CPC Meeting](#)

[Public Comment Form - Opposition - Provided at 9/4/18 CPC Meeting](#)

[Public Comment Form - Opposition - Provided at 9/4/18 CPC Meeting](#)

Mr. Josh Son provided staff's presentation.

Ms. Alice Massie, president of the Monroe Park Conservancy, provided a presentation. She stated the Dominion Signage was originally proposed for the bench seating, which is not currently being installed due to cost of construction.

Mr. Don Summers introduced Ms. Katie Harrigan, 3North, who provided an additional presentation. She explained that the magnolia would be added as a hedge to screen electrical equipment behind the memorial. Boxwoods would also be added along the memorial. A security camera will be mounted to the electrical equipment, not the memorial.

Public Hearing:

Mr. Charles Pool, Oregon Hill Improvement Council, spoke in opposition to the proposed signage and modifications to the memorial. Mr. Pool questioned the electrical permit that was issued and utility plans pertaining to Monroe Park. Mr. Pool asked will the trees be limbed up 18". Is Police Department aware of this.

Mr. Don Summers stated Police will patrol area and security cameras will be in place.

Mr. Keith Van Inwegen, Landscape Architect, VCU, spoke in support of modifications to the memorial.

Councilman Parker Agelasto stated he is not supportive of the modifications to the memorial.

Ms. Massie read John Peters' Letter to the Editor, Sunday Times-Dispatch, September 2, 2018.

Mr. Jay Hugo, 3North, informed the Commission that utility plans were updated, so the dates match up. 3North was not aware of the need for UDC/CPC approval of the electrical equipment.

Mr. Johannas asked has the memorial been changed.

Mr. Hugo stated it has not been changed.

Mr. Johannas asked is there any evidence that the memorial was intended to be viewed from the rear.

Mr. Hugo stated no.

A motion was made by Commissioner David Johannas, seconded by Commissioner Vivek G. Murthy, that this Location, Character and Extent Item be approved with the conditions recommended by the Urban Design Committee.

Ms. Greenfield asked are the other options for the location of electrical equipment.

Mr. Summers stated not without adversely affecting other portions of Monroe Park including the existing Magnolia tree. This location is best compromise regarding the electrical equipment.

Mr. Johannas stated the Urban Design Committee believed this was an appropriate solution.

Mr. Hepp-Buchanan stated it would be beneficial to get confirmation from a historian that all names are shown on the memorial that should be.

A motion was made by Commissioner Max Hepp-Buchanan, seconded by Commissioner Elizabeth Hancock Greenfield, that the motion be amended to add a condition that all the names would be verified.

Mr. Murthy stated it appears the monument was designed to be viewed from front, not to have names on the back.

Ms. Greenfield asked who would be responsible for the cost of removal of electrical equipment.

Mr. Summers stated the City.

Ms. Greenfield asked is there room for more names on the front of the memorial.



Mr. Hugo stated yes.

Mr. Hepp-Buchanan stated he would like to amend his motion so that the proposed improvements would not be held up by verification of names on the memorial.

Mr. Summers stated the City could be responsible for this verification.

The amended motion failed by the following vote: (4,4: Greenfield, Poole, Murthy, Hepp-Buchanan in favor; Johannas, Law, Robertson, Thompson opposed; Ms. Cuffee-Glenn was not present for the vote.)

The Commission voted on the original motion:

**A motion was made by Commissioner David Johannas, seconded by Commissioner Vivek G. Murthy, that this Location, Character and Extent Item be approved with the conditions recommended by the Urban Design Committee. The motion carried by the following vote:**

**Aye --** 8 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson and \* Committee Member Ellen Robertson

**Excused --** 1 - \* Commissioner Selena Cuffee-Glenn

**Upcoming Items**

-Resolution of Intent for Monroe Ward rezoning; possible subdivision exception request.

**Adjournment**

Mr. Poole adjourned the meeting at 3:29 p.m.

*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.*