



# City of Richmond

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

## Meeting Minutes - Draft Planning Commission

---

Tuesday, March 19, 2024

6:00 PM

5th Floor Conference Room

---

**To access the meeting via Microsoft Teams: <https://tinyurl.com/CPC-Mar-19-2024>**

This meeting was held in-person in the 5th Floor Conference Room of City Hall at 900 East Broad Street in Richmond, Virginia 23219. While all Planning Commissioners and staff attended the meeting in-person, citizens were able to participate in the meeting virtually.

All written comments received via email prior to 12:00 p.m. on the day of the meeting were 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

Commissioner Greenfield, acting Chair of the Planning Commission in Commissioner Poole's absence, called the meeting to order at 6:02 pm.

### Roll Call

- **Present** 6 - \* Commissioner Vivek G. Murthy, \* Commissioner Rebecca Rowe, \* Commissioner Dakia K. Knight, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Lincoln Saunders, and \* Commissioner Andreas Addison
- **Absent** 3 - \* Commissioner Burchell Pinnock, \* Commissioner Samuel Young, and \* Commissioner Rodney Poole

### Chair's Comments

### Approval of Minutes

None.

### Director's Report

Kevin Vonck, Director of Planning and Development Review, reminded members of the Planning Commission that the application window for the Zoning Ordinance Refresh Advisory Council closes tomorrow, and invited everyone to pass the information along to those who might be interested.

### Consideration of Continuances and Deletions from Agenda

1. [ORD. 2024-049](#) To authorize the special use of the properties known as 1 Rear North Auburn Avenue and 3145 Rear Floyd Avenue for the purpose of a surface parking lot, garages, and electric vehicle charging stations, upon certain terms and conditions. (As Amended) (1st District)

**A motion was made by Commissioner Murthy, seconded by Commissioner**

**Knight, that this item be continued to the April 2, 2024 meeting of the Planning Commission. The motion carried unanimously.**

**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 Murthy, seconded by Commissioner Rowe, that the consent agenda be adopted with the recommendations made in the staff reports. The motion carried unanimously.**

**Aye --** 5 - \* Commissioner Vivek G. Murthy, \* Commissioner Rebecca Rowe, \* Commissioner Dakia K. Knight, \* Commissioner Elizabeth Hancock Greenfield and \* Commissioner Andreas Addison

- 2. [ORD. 2022-205](#) To amend Ord. No. 2000-410-2001-10, adopted Jan. 8, 2001, as previously amended by Ord. No. 2001-220-231, adopted Jul. 23, 2001, and Ord. No. 2017-242, adopted May 29, 2019, which approved the “Shops at Stratford Hills Community Unit Plan,” for the purpose of increasing the area subject to the community unit plan by 2.85 acres to 67.4± acres and modifying the development standards, under certain terms and conditions. (4th District)

**This ordinance was recommended for approval with amendments to incorporate the updated plans and the additional amendments included in the updated ordinance.**

- 3. [CPCR.2022.083](#) RESOLUTION OF THE RICHMOND CITY PLANNING COMMISSION APPROVING AN AMENDMENT TO THE SHOPS AT STRATFORD HILLS PRELIMINARY COMMUNITY UNIT PLAN, FOR THE PURPOSE OF INCREASING THE AREA SUBJECT TO THE COMMUNITY UNIT PLAN BY 2.85 ACRES TO 67.4± ACRES AND MODIFYING THE DEVELOPMENT STANDARDS

**This resolution was approved.**

- 4. [ORD. 2024-058](#) To authorize the special use of the property known as 207 West Franklin Street for the purpose of two multifamily dwellings containing an aggregate of up to 11 dwelling units, upon certain terms and conditions. (2nd District)

**This ordinance was recommended for approval.**

- 5. [ORD. 2024-059](#) To authorize the special use of the property known as 1103 West Franklin Street for the purpose of a four-unit multifamily building with an accessory dwelling unit, upon certain terms and conditions. (2nd District)

**This ordinance was recommended for approval.**

- 6. [ORD. 2024-060](#) To authorize the special use of the properties known as 1014 and 1016 Russell Street for the purpose of two single-family detached dwellings,

upon certain terms and conditions. (7th District)

**This ordinance was recommended for approval.**

7. [ORD. 2024-062](#) To authorize the special use of the property known as 1005 Westover Hills Boulevard for the purpose of a mixed-use building containing up to 12 dwelling units and commercial space, upon certain terms and conditions. (4th District)

**This ordinance was recommended for approval.**

8. [ORD. 2024-063](#) To authorize the special use of the property known as 1906 Wood Street for the purpose of up to two single-family detached dwellings, upon certain terms and conditions. (6th District)

**This ordinance was recommended for approval.**

9. [ORD. 2024-076](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the total amount of \$3,000,000.00 from the Central Virginia Transportation Authority, and to amend Ord. No. 2023-073, adopted May 8, 2023, which accepted a program of proposed Capital Improvement Projects for Fiscal Year 2023-2024 and the four fiscal years thereafter, adopted a Capital Budget for Fiscal Year 2023-2024, 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 "Fall Line Trail Bryan Park Segment" project, and (ii) increasing estimated revenues from the funds received from the Central Virginia Transportation Authority and the amount appropriated to the new Department of Public Works' Fall Line Trail Bryan Park Segment project in the Transportation category by \$3,000,000.00, for the purpose of funding the implementation of the Fall Line Trail Bryan Park Segment project.

**This ordinance was recommended for approval.**

10. [ORD. 2024-077](#) To amend Ord. No. 2023-071, adopted May 8, 2023, which adopted the Fiscal Year 2023-2024 General Fund Budget and made appropriations pursuant thereto, by increasing revenues from estimated interest income by \$9,000,000.00, to appropriate a portion of such estimated interest income to various City departments and a non-departmental agency, to create certain new line items in the Non-departmental agency, appropriate a portion of such estimated interest income revenue thereto, and transfer certain funds; to amend Ord. No. 2023-073, adopted May 8, 2024, which accepted a program of proposed Capital Improvement Projects for Fiscal Year 2023-2024 and the four fiscal years thereafter, adopted a Capital Budget for Fiscal Year 2023-2024, and determined a means of financing the same, by establishing a new project for the Department of Parks, Recreation, and Community Facilities in the Capital Investment Opportunities category called the "Parks Improvement Projects" project; and to appropriate \$988,156.00 in transferred funds of such \$9,000,000.00

of increased revenue from estimated interest income to the Department of Parks, Recreation, and Community Facilities' Parks Improvement Projects project in the Capital Investment Opportunities category for the purpose of funding improvements in City parks and recreation facilities.

**This ordinance was recommended for approval.**

11. [UDC 2024-09](#) UDC 2024-09 FINAL Location, Character, Extent review for a redesigned Blackwell Park located at 1400 Maury Avenue.

**This item was approved.**

## **Regular Agenda**

12. [ORD. 2024-057](#) To authorize the special use of the property known as 2202 North 28th Street for the purpose of up to two single-family attached dwellings, upon certain terms and conditions. (7th District)

Jonathan Brown gave an overview of this request.

Alessandro Ragazzi, representative for the applicant, made himself available to answer any questions.

Commissioner Greenfield opened the public comment period.

Seeing no one wishing to speak, Commissioner Greenfield closed the public comment period.

**A motion was made by Commissioner Knight, seconded by Commissioner Murthy, that this ordinance be recommended for approval. The motion passed unanimously.**

13. [ORD. 2024-061](#) To authorize the special use of the property known as 2704 Selden Street for the purpose of up to two single-family attached dwellings, upon certain terms and conditions. (7th District)

Jonathan Brown gave an overview of this request.

Commissioner Greenfield opened the public comment period.

Seeing no one wishing to speak, Commissioner Greenfield closed the public comment period.

**A motion was made by Commissioner Murthy, seconded by Commissioner Knight, that this ordinance be recommended for approval. The motion passed unanimously.**

14. [PDRPRES 2024.016](#) Cultural Heritage Stewardship Plan Update

Kimberly Chen, Senior Manager for authentiCITY Studio introduced Kayla Halberg, project manager for the Cultural Heritage Stewardship Plan.

Ms. Halberg gave an overview of the plan outline, defined the term stewardship plan, detailed the members of the advisory committee, and summarized the tentative timeline

for approval.

There was brief discussion on the plan, including a suggestion to work with Richmond-area tourist groups for input on the plan.

**Kayla Halberg, Commonwealth Preservation Group, presented an update on the Cultural Heritage Stewardship Plan to the Planning Commission.**

### **Council Action Update and Upcoming Items**

Alyson Oliver, Planning Commission Secretary, summarized actions taken at the March 11, 2024 City Council meeting and gave an overview of items to expect on the April 2, 2024 Planning Commission agenda.

### **Adjournment**

Commissioner Greenfield adjourned the meeting at 7:03 pm.