



# City of Richmond

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

## Meeting Minutes - Draft Planning Commission

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Monday, July 6, 2020

1:30 PM

5th Floor Conference Room

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### **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. 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 the Planning Commission meeting on Monday, July 6, 2020, at 1:30 p.m., you have several options outlined in the following document:

1. [PDRPRES  
2020.033](#)

**Attachments:** [Public Access/Participation Instructions - Planning Commission  
7/6/20](#)

Citizens are encouraged to provide their comments in writing to [PDRLandUseAdmin@richmondgov.com](mailto: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 Matthew J. Ebinger, Secretary to the Planning Commission.

All written comments received via email prior to 10:00 a.m. on Monday, July 6, 2020, 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**

- Present 9 - \* 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, \* Commissioner Lenora Reid, and \* Commissioner Ellen Robertson

### Chair's Comments

Mr. Poole welcomed all who were present.

### Approval of Minutes

2. [PDRMIN](#)  
[2020.012](#)

**Attachments:** [CPC Draft Minutes Mar 2, 2020](#)

**A motion was made by Commissioner Robertson, seconded by Vice Chair Law, that the March 2, 2020 Meeting Minutes be adopted. The motion carried by the following vote:**

- Aye --** 7 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson and \* Commissioner Ellen Robertson

- Excused --** 2 - \* Commissioner David Johannas and \* Commissioner Lenora Reid

### Director's Report

#### - Richmond 300 Update

Mr. Mark Olinger and Ms. Maritza Pechin provided an update on Richmond 300.

#### - Update on Removal of Monuments

Mr. Mark Olinger provided an update.

#### - Council Action Update

Mr. Ebinger provided an update on the actions taken by City Council at its June 22, 2020 meeting.

### Consideration of Continuances and Deletions from Agenda

3. [ORD.](#)  
[2018-324](#)

To amend and reordain Ord. No. 2007-131-174, adopted Jul. 23, 2007, which authorized the special use of the property known as 1400 Grove Avenue for the purpose of permitting a multifamily dwelling consisting of no more than ten units and authorized the special use of the properties known as 1410 and 1412 Grove Avenue for the purpose of allowing single-family attached dwellings on substandard sized lots, together with accessory off-street parking, to remove from the ordinance the provisions pertaining to 1412 Grove Avenue, upon certain terms and conditions.

- Attachments:** [Ord. No. 2018-324](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Map](#)

**A motion was made by Vice Chair Melvin Law, seconded by Commissioner David Johannas, that this Ordinance be continued to the July 20, 2020 Planning Commission meeting. The motion carried unanimously.**

4. [ORD. 2018-325](#) To authorize the special use of the property known as 1412 Grove Avenue for the purpose of either a single-family attached dwelling or a single-family detached dwelling and up to four rooms or groups of rooms for short-term rental use, upon certain terms and conditions.

- Attachments:** [Ord. No. 2018-325](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)  
[Letters of Opposition Posted 1/8/2019](#)  
[Letters of Opposition Posted 11/19/2019](#)  
[Letters of Opposition Posted 9/4/2020](#)  
[Public Comment Forms - Opposition](#)  
[Opposition Letters.pdf](#)

**A motion was made by Commissioner Ellen Robertson, seconded by Vice Chair Melvin Law, that this Ordinance be continued to the July 20, 2020 Planning Commission meeting. The motion carried unanimously.**

**Consent Agenda**

Public Hearing: No one spoke.

**A motion was made by Commissioner Ellen Robertson, seconded by Commissioner Vivek Murthy, 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 Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson, \* Commissioner Lenora Reid and \* Commissioner Ellen Robertson

5. [ORD. 2020-140](#) To amend and reordain Ord. No. 85-77-79, adopted Apr. 15, 1985, as amended by Ord. No. 2001-169-164, adopted May 28, 2001, which authorized the special use of the property known as 3103 Ellwood Avenue, to authorize the elimination of the operator occupied residency requirement of the second floor dwelling unit, additional signage and awning installation, to authorize an office use, upon certain terms and

conditions.

- Attachments:** [Ord. No. 2020-140](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[Plans and Survey](#)  
[Map](#)  
[Letter of No Opposition\\_Museum District Association](#)

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

7. [ORD. 2020-143](#) To authorize the special use of the property known as 3416 East Broad Street for the purpose of a two-family attached dwelling, upon certain terms and conditions.

- Attachments:** [Ord. No. 2020-143](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)  
[Letter of Support\\_Church Hill Association](#)

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

8. [ORD. 2020-144](#) To conditionally rezone the properties known as 3307 Cutshaw Avenue and 3311 Cutshaw Avenue from the R-48 Multifamily Residential District to the R-63 Multifamily Urban Residential District (Conditional), upon certain proffered conditions.

- Attachments:** [Ord. No. 2020-144](#)  
[Staff Report](#)  
[Proffers](#)  
[Application Form & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)  
[Letter of No Opposition\\_Museum District Association](#)

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

*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**

- 6. [ORD. 2020-141](#) To authorize the special use of the property known as 1110 North 35th Street for the purpose of two single-family detached dwellings, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-141](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)  
[Letter of No Opposition Church Hill Central Civic Association](#)  
[Letters of Opposition](#)

Mr. David Watson provided staff's presentation.

Mr. Poole asked are there any comments from the Zoning Department on this matter.

Mr. Watson stated the Zoning Department spelled out why a special use permit is required, they had no objections.

Public Hearing:

Mr. Mark Baker spoke in favor.

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A motion was made by Commissioner John Thompson that this Ordinance be continued for 30 days. The motion failed for lack of a second.

**A motion was made by Vice Chair Melvin Law, seconded by Commissioner David Johannas, that this Ordinance be recommended for approval to the City Council. The motion carried by the following vote: (8:1, with Commissioner Thompson voting in opposition).**

- 9. [ORD. 2020-142](#) To authorize the special use of the properties known as 1705, 1707, and 1711 Westover Hills Boulevard, and 4922 New Kent Road for the purpose of retail, office, and commercial uses accessory to an existing church, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-142](#)  
[Staff Report](#)  
[Application Forms and Applicant's Report](#)  
[Plans and Survey](#)  
[Letter of Support Westover Hills Neighborhood Association](#)  
[Letters of Support](#)  
[Letter of Support](#)  
[Letters of Opposition](#)  
[Applicant's Response Letter](#)

Mr. David Watson provided staff's presentation.

Mr. Poole asked were there any comments from the Zoning Department.

Mr. Watson stated the Zoning Department listed out that the proposed uses were not permitted and a special use permit would be required.

Ms. Donna Holder spoke for the applicant.

Public Hearing: No one spoke.

**A motion was made by Vice Chair Law, seconded by Commissioner Johannas, that this Ordinance be recommended for approval to City Council. The motion carried unanimously.**

10. [PDRPRES  
2020.014](#)

**Attachments:** [Staff Report and Amended PAC Work Plan FY21-22](#)  
[Public Art Map and Index 2020](#)

Item Title: Work Plan for the Public Art Commission

Ms. Susan Glasser provided staff's presentation.

Public Hearing: No one spoke.

**A motion was made by Commissioner Murthy, seconded by Commissioner Hepp-Buchanan, that the work plan be approved. The motion carried by the following vote:**

**Aye --** 9 - \* 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, \* Commissioner Lenora Reid and \* Commissioner Ellen Robertson

11. [PDRPRES  
2020.032](#)

**Attachments:** [Resolution of Intent](#)  
[CPC Presentation Omnibus 2020](#)

Item Title: Omnibus Zoning Ordinance Amendment Update and Residential Zoning District Amendments

Ms. Anne Darby provided staff's presentation.

Public Hearing: No one spoke.

**A motion was made by Commissioner Johannas, seconded by Commissioner Greenfield, that the resolution be adopted. The motion carried by the following vote:**

**Aye --** 9 - \* 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, \* Commissioner Lenora Reid and \* Commissioner Ellen Robertson

### **Upcoming Items**

Mr. Ebinger provided a list of items tentatively scheduled for the July 20, 2020 meeting of the Planning Commission.

### **Adjournment**

Mr. Poole adjourned the meeting at 3:00 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.*