



# City of Richmond

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## Meeting Minutes - Draft Planning Commission

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Monday, November 3, 2025

6:00 PM

5th Floor Conference Room

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To access the meeting via Microsoft Teams: <https://go.rva.gov/CPC2025>

### Call To Order

Chair Poole called this regularly scheduled meeting of the Planning Commission to order at 6:00 p.m.

### Roll Call

Commissioner Knight, requested to attend the meeting virtually from her home, per Section 11 of the Rules of Procedure of the City Planning Commission.

- Present 9 - \* Commissioner Burchell Pinnock, \* Commissioner Dakia K. Knight, \* Commissioner Dakia K. Knight, \* Commissioner Rodney Poole, \* Commissioner Brian White, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Victor Mckenzie Jr., \* Commissioner Odie Donald, and \* Commissioner Rebecca Rowe
- Absent 1 - \* Commissioner Ellen Robertson

### Chair's Comments

### Approval of Minutes

### Adoption of 2026 City Planning Commission Meeting Schedule

1. [PDRPRES](#) Tentative 2026 City Planning Commission Meeting Dates  
[2025.031](#)

**A motion was made by Commissioner Rowe, seconded by Commissioner McKenzie, that the proposed 2026 City Planning Commission meeting dates be adopted. The motion carried unanimously.**

- Aye --** 7 - \* Commissioner Burchell Pinnock, \* Commissioner Dakia K. Knight, \* Commissioner Rodney Poole, \* Commissioner Brian White, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Victor Mckenzie Jr. and \* Commissioner Rebecca Rowe

### Director's Report

### Consideration of Continuances and Deletions from Agenda

- 2. [ORD. 2025-014](#) To authorize the special use of the property known as 3618 Hawthorne Avenue for the purpose of a four-unit multifamily dwelling and six single-family attached dwellings, upon certain terms and conditions. (3rd District)

**A motion was made by Commissioner White, seconded by Commissioner Greenfield, that this item be continued to the December 2, 2025 meeting of the Planning Commission. The motion passed unanimously.**

- 3. [SUBD 2025.003](#) Subdivision Exception for 3618 Hawthorne Avenue, per Sec. 25-219 of the Subdivision Ordinance.

**A motion was made by Commissioner White, seconded by Commissioner McKenzie, that this item be continued to the December 2, 2025 meeting of the Planning Commission. The motion passed unanimously.**

- 4. [ORD. 2025-215](#) To authorize the special use of the property known as 1705 Commonwealth Avenue for the purpose of a space for outdoor events, upon certain terms and conditions. (As Amended) (1st District)

**A motion was made by Commissioner McKenzie, seconded by Commissioner Greenfield, that this item be continued to the December 2, 2025 meeting of the Planning Commission. The motion passed unanimously.**

**Consent Agenda**

The Consent Agenda items were considered by the Commission as a group, and there was one 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 White, seconded by Commissioner Greenfield, that the consent agenda be adopted with the recommendations in the staff reports. The motion carried unanimously, with the exception of Commissioner Pinnock abstaining from Item 8, Item 10, and Item 11.**

**Aye --** 7 - \* Commissioner Burchell Pinnock, \* Commissioner Dakia K. Knight, \* Commissioner Rodney Poole, \* Commissioner Brian White, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Victor Mckenzie Jr. and \* Commissioner Rebecca Rowe

- 5. [ORD. 2025-227](#) To authorize the special use of the property known as 3100 North Arthur Ashe Boulevard for the purpose of electric vehicle charging stations, upon certain terms and conditions. (2nd District)

**This item was recommended for approval.**

- 6. [ORD. 2025-229](#) To authorize the special use of the property known as 2111 Fairfax Avenue for the purpose of up to one single-family detached dwelling and one two-family detached dwelling, upon certain terms and conditions. (8th District)

**This item was recommended for approval.**

7. [ORD. 2025-230](#) To authorize the special use of the property known as 2106 Redd Street for the purpose of up to four two-family detached dwellings, upon certain terms and conditions. (7th District)  
**This item was recommended for approval.**
8. [ORD. 2025-235](#) To authorize the special use of the properties known as 3609 Cottrell Road, 3616 Cottrell Road, 4611 Walmsley Boulevard, and 4705 Walmsley Boulevard for the purpose of up to two multifamily dwellings, upon certain terms and conditions. (8th District)  
**This item was recommended for approval.**
9. [ORD. 2025-241](#) To authorize the special use of the properties known as 3021 East Franklin Street, 3023 East Franklin Street, and 3025 East Franklin Street for the purpose of no more than two single-family attached dwellings and one multifamily dwelling, upon certain terms and conditions. (7th District)  
**This item was recommended for approval.**
10. [UDC 2025-32](#) UDC 2025-32 FINAL Location, Character, Extent review of the proposed renovation of Reconciliation Plaza, located at 1400 E Main St.  
**This item was approved.**
11. [UDC 2025-33](#) UDC 2025-33 CONCEPT Location, Character, Extent review of phase 1 of the proposed Shockoe Project North Memorial, located at 1554 E. Broad St.  
**This item was approved.**

## **Regular Agenda**

12. [ORD. 2025-228](#)

To authorize the special use of the properties known as 1103 Carlisle Avenue and 1105 Carlisle Avenue for the purpose of up to four single-family detached dwellings, upon certain terms and conditions. (As Amended) (7th District)

During this item, Commissioner Donald requested to participate virtually, per Section 11 of the City Planning Commission Rules of Procedure. Mr. Donald stated that he is attending from Council Chambers in City Hall, as he was finishing up a City Council Meeting that was happening at the same time.

A motion was made by Commissioner Greenfield, seconded by Commissioner McKenzie, to allow Commissioner Donald's temporary virtual attendance. The motion carried unanimously.

Shaianna Trump, Planner Associate, provided an overview of this request. Alessandro Ragazzi, on behalf of the applicant, provided additional details about the proposal.

During the public comment period the following people spoke in opposition to this request:

Linda Woods  
Holly Setzer

Following the motion to approve, Chair Poole called for discussion.

Commissioner White noted that the character of the neighborhood where the project is proposed is difficult to define as it has homes from multiple eras; he offered support for the proposed architecture.

There was no further discussion.

**A motion was made by Commissioner White, seconded by Commissioner Greenfield, that this ordinance be recommended for approval with the amended plans presented at the meeting. The motion carried by the following vote:**

**-- Aye - 7 - \* Commissioner Poole, \* Commissioner Greenfield, \* Commissioner Pinnock, \* Commissioner Knight, \* Commissioner White, \* Commissioner Donald, and \* Commissioner Rowe**

**-- No - 1 - \* Commissioner Mckenzie**

13. [ORD. 2025-231](#)

To authorize the special use of the property known as 3219 Tuxedo Boulevard for the purpose of up to five single-family detached dwellings, upon certain terms and conditions. (7th District)

Commissioner Donald arrived to the meeting in-person.

**A motion was made by Commissioner McKenzie, seconded by Commissioner Donald, that this item be continued to the December 16, 2025 meeting of the Planning Commission. The motion carried unanimously.**

14. [UDC 2025-17](#) UDC 2025-17 FINAL Location, Character, Extent review of a proposed bridge replacement over the Manchester Canal; located along Hull Street between the Mayo Bridge and Brander Street.

There were no speakers during the public comment period for this item.

Chair Poole opened the discussion and noted that the presentation helped him understand the proposed concept.

There was no further discussion.

**A motion was made by Commissioner Donald, seconded by Commissioner Greenfield, that this item be adopted. The motion carried unanimously.**

**Aye -- 8 -** \* Commissioner Burchell Pinnock, \* Commissioner Dakia K. Knight, \* Commissioner Rodney Poole, \* Commissioner Brian White, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Victor Mckenzie Jr., \* Commissioner Odie Donald and \* Commissioner Rebecca Rowe

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

#### **Adjournment**

Chair Poole adjourned the meeting at 7:20 p.m.