



City of Richmond

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Meeting Minutes - Draft Planning Commission

Monday, October 18, 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
2021.170](#)

Attachments: [Public Access and Participation Instructions - Planning Commission
10-18-21](#)

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

Commissioner Greenfield was also in attendance. A quorum of 8 members were present.

- Present 7 - * Commissioner John Thompson, * Commissioner Lincoln Saunders, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Vivek G. Murthy, * Commissioner Andreas Addison, and * Commissioner Burchell Pinnock
- Absent 1 - * Commissioner Max Hepp-Buchanan

Chair's Comments

Mr. Poole welcomed all who were present.

Approval of Minutes

- 2. [PDRMIN 2021.055](#)

Attachments: [CPC DRAFT Minutes 17 May 2021 Meeting](#)

Item Description: May 17 2021 Minutes

A motion was made by Vice Chair Law, seconded by Commissioner Greenfield, that the May 17, 2021 Minutes be adopted. The motion carried by the following vote:

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

Director's Report

- Richmond 300 Update

Mr. Kevin Vonck provided an update.

- Council Action Update

Mr. Richard Saunders provided an update on the actions taken by City Council at its October 11, 2021 meeting.

Consideration of Continuances and Deletions from Agenda

- 3. [ORD. 2021-278](#)

To authorize the special use of the properties known as 6900 Patterson Avenue and 6904 Patterson Avenue for the purpose of (i) up to seven single-family attached dwellings; (ii) either one single family detached dwelling or offices, including business, professional and administrative offices, medical and dental offices and clinics, and studios of writers, designers and artists engaged in the graphic arts; and (iii) one common area, upon certain terms and conditions. (1st District)

- Attachments:** [Ord. No. 2021-278](#)
[Staff Report 6900 Patterson Ave](#)
[Plans & Survey](#)
[Map](#)
[Opposition_Barkstrom](#)
[Opposition-Thompson](#)
[Henrico County Planning Guidance](#)
[2020 Petition of Opposition](#)
[Updated Opposition Letter_Dunreath](#)

This Ordinance was recommended for continuance to the November 1, 2021 meeting of the Planning Commission. The motion carried unanimously.

Consent Agenda

A motion was made by Commissioner Thompson, seconded by Commissioner Pinnock that Item 8 be moved to the regular agenda. A motion was made by Commissioner Thompson, seconded by Commissioner Murthy, that the amended Consent Agenda be recommended for approval at the November 8th, 2021 meeting of the City Council. Both motions carried by the following vote:

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

4. [ORD. 2021-273](#) To authorize the special use of the property known as 419 Brook Road for the purpose of a (i) mixed-use building containing uses permitted in the B-1 Neighborhood Business District on the ground floor and one dwelling unit on the second floor or (ii) two-family dwelling, upon certain terms and conditions. (2nd District)

- Attachments:** [Ord. No. 2021-273](#)
[Staff Report 419 Brook Road](#)
[Application](#)
[Applicant's Report](#)
[Plans](#)
[Survey](#)
[Map](#)

This Ordinance was recommended for approval to the City Council.

5. [ORD. 2021-274](#) To authorize the special use of the property known as 1108 North 28th Street for the purpose of up to three single-family attached dwellings, upon certain terms and conditions. (7th District)

- Attachments:** [Ord. No. 2021-274](#)
[Staff Report 1108 N. 28th](#)
[Ord. No. 2021-274](#)
[Application Form and Applicant's Report](#)
[Plans](#)
[Survey](#)
[Map](#)

This Ordinance was recommended for approval to the City Council.

6. [ORD. 2021-275](#) To authorize the special use of the property known as 1301 North 32nd Street for the purpose of a mixed-use building containing up to two dwelling units and commercial space, upon certain terms and conditions. (7th District)

- Attachments:** [Ord. No. 2021-275](#)
[Staff Report 1301 N 32nd St](#)
[Application Form & Applicant's Report](#)
[Plans](#)
[Map](#)
[Letter of Support](#)
[Letter of Support](#)

This Ordinance was recommended for approval to the City Council.

7. [ORD. 2021-277](#) To authorize the special use of the property known as 3401 Patterson Avenue for the purpose of a restaurant, tea room, café, delicatessen, ice cream parlor, or similar food service establishment, upon certain terms and conditions, and to repeal of Ord. No. 90-142-117, adopted May 14, 1990. (1st District)

- Attachments:** [Ord. No. 2021-277](#)
[Staff Report 3401 Patterson Ave](#)
[Application Form & Applicant's Report](#)
[Plans & Survey](#)
[Map](#)

This Ordinance was recommended for approval to the City Council.

9. [ORD. 2021-280](#) To authorize the special use of the property known as 3310 Richmond-Henrico Turnpike for the purpose of a single-family detached dwelling, upon certain terms and conditions. (3rd District)

- Attachments:** [Ord. No. 2021-280](#)
[Staff Report 3310 Richmond-Henrico Tpke](#)
[Application Form and Applicant's Report](#)
[Plans](#)
[Survey](#)
[Map](#)
[Objection Letter Shirley Davis](#)
[Objection Letter 2 Shirley Davis](#)

This Ordinance was recommended for approval to the City Council.

10. [ORD. 2021-281](#) To rezone the properties known as 1903 Chamberlayne Parkway and 1900 Roane Street from the M-1 Light Industrial District to the B-7 Mixed-Use Business District. (3rd District)

- Attachments:** [Ord. No. 2021-281](#)
[Staff Report 1903 Chamberlayne Parkway](#)
[Application Form and Applicant's Report](#)
[Survey](#)

This Ordinance was recommended for approval to the City Council.

11. [ORD. 2021-282](#) To rezone the property known as 925 East 4th Street from the M-2 Heavy Industrial District to the B-7 Mixed-Use Business District. (6th District)

- Attachments:** [Ord. No. 2021-282](#)
[Staff Report 925 E 4th St](#)
[Survey](#)
[Map](#)

This Ordinance was recommended for approval to the City Council.

12. [ORD. 2021-283](#) To rezone the property known as 2723 East Cary Street from the M-2 Heavy Industrial District to the B-5 Central Business District. (7th District)

- Attachments:** [Ord. No. 2021-283](#)
[Staff Report 2723 E Cary Street](#)
[Application Form](#)
[Applicant's Report](#)
[Survey](#)
[Map](#)

This Ordinance was recommended for approval to the City Council.

13. [ORD. 2021-284](#) To close, to public use and travel, an alley bounded by West Leigh Street, North Belvidere Street, West Duval Street, and Brook Road, consisting of 2,370± square

feet, upon certain terms and conditions. (2nd District)

Attachments: [Ord. No. 2021-284](#)
[Staff Report](#)

This Ordinance was recommended for approval to the City Council.

14. [ORD. 2021-291](#)

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept the first tranche of American Rescue Plan Act funds in the amount of \$77,439,914.00 from the United States Department of the Treasury; to amend the Fiscal Year 2021-2022 General Fund Budget by increasing estimated revenues and the amount appropriated to the General Fund Budget for certain agencies and reserves for contingencies by \$35,639,914.00; to amend the Fiscal Year 2021-2022 Capital Budget by increasing estimated revenues and the amount appropriated to the Department of Parks, Recreation, and Community Facilities for certain new capital improvement projects in the Culture and Recreation category by \$28,300,000.00; to amend the Fiscal Year 2021-2022 Stormwater Utility Budget by increasing estimated revenues and the amount appropriated to the Stormwater Utility Budget by \$12,500,000.00; and to amend the Fiscal Year 2021-2022 Water Utility Budget by increasing estimated revenues and the amount appropriated to the Water Utility Budget by \$1,000,000.00 all for the purpose of funding the City's efforts to recover from the economic and health effects of the COVID-19 pandemic in accordance with the American Rescue Plan Act.

Attachments: [Ord. No. 2021-291](#)
[Staff Report ARPA Budget Amendment](#)

This Ordinance was recommended for approval to the City Council.

15. [ORD. 2021-292](#)

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the total amount of \$75,000.00 from The Washington Football Charitable Foundation, Inc. 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 Parks, Recreation and Community Facilities' Community Center Enhancements (FY21) - Hotchkiss project in the Culture and Recreation category by \$75,000.00 for the purpose of funding the renovation of outdoor facilities and amenities at Hotchkiss Field Community Center located at 701 East Brookland Park Boulevard. (6th District)

Attachments: [Ord. No. 2021-292](#)
[Staff Report](#)

This Ordinance was recommended for approval to the City Council.

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

- 16. [ORD. 2021-097](#) To authorize the special use of the property known as 1500 North Lombardy Street for the purpose of four wall signs, upon certain terms and conditions. (3rd District)

Attachments: [Staff Report](#)
[Ord. No. 2021-097](#)
[Application Form](#)
[Applicant's Report](#)
[Plans](#)
[Survey](#)
[Map](#)
[Letter of Support - Edgehill Chamberlayne Court Civic Assoc](#)
[Staff Presentation - May 3, 2021](#)
[Applicant Presentation - May 3, 2021](#)

A motion was made by Vice Chair Law, seconded by Commissioner Murthy, that this ordinance be continued to the November 15, 2021 Planning Commission meeting. The motion carried by the following vote:

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

- 8. [ORD. 2021-279](#) To authorize the special use of the property known as 3422 R Street for the purpose of two single-family detached dwellings, upon certain terms and conditions. (7th District)

Attachments: [Ord. No. 2021-279](#)
[Staff Report 3422 R St](#)
[Application Form & Applicant's Report](#)
[Plans & Survey](#)
[Map](#)
[Opposition Letters 3422 R Street](#)
[PC Presentation 3422 R St](#)

Mr. Jonathan Brown provided staff's presentation.

Public Hearing:

Opposition: Diane Walker, Keenan Williams, Jim Dede,

A motion was made by Commissioner Murthy, seconded by Commissioner Thompson, to recommend approval of the ordinance. The motion carried by the following vote:

- 17. [ORD. 2021-208](#) To authorize the special use of the property known as 3101 East Marshall Street for the purpose of a mixed-use building, upon certain terms and conditions. (As Amended) (7th District)

- Attachments:** [Ord. No. 2021-208 - Amended 20211213.docx](#)
[Staff Report 3101 E Marshall St](#)
[Applicant's Report](#)
[Plans](#)
[Survey](#)
[Map](#)
[Church Hill Association Letter of Support October 2021](#)
[Church Hill Association Letter](#)
[Letters of Opposition](#)
[Letters of Support](#)
[Opposition-Zerbe](#)
[Opposition-Jordan-Cooley](#)
[Opposition Received Since 2nd Hearing](#)
[Opposition Letters Recd After 10.4.21](#)
[Plans 11-4-2021](#)
[20211213 Amendment of Ord. No. 2021-208](#)

Mr. Matthew Ebinger provided staff's presentation.

Public Hearing:

Support: Davis Wright

Opposition: Angie Cabell, Lauren Trotta, Elizabeth Davis, Rich Wolkiewicz, Melissa Newell

A motion was made by Vice Chair Law, seconded by Commissioner Pinnock, that this Ordinance be recommended for approval with the following amendments:

- 1) Private trash collection be provided
- 2) Four on-site parking spaces be provided
- 3) Unit 102 shall contain only one bedroom, with two means of direct ingress and egress
- 4) Bike racks be provided on the Property
- 5) Planters be placed within the alley to protect the residence to the south

The motion carried by the following vote:

- Aye --** 5 - * Commissioner Lincoln Saunders, * Commissioner Melvin Law, * Commissioner Vivek G. Murthy, * Commissioner Andreas Addison and * Commissioner Burchell Pinnock
- No --** 3 - * Elizabeth Hancock Greenfield, * Commissioner John Thompson and * Commissioner Rodney Poole

- 18. [ORD. 2021-276](#)** To authorize the special use of the property known as 3026 North Avenue for the purpose of a two-family detached dwelling, upon certain terms and conditions. (3rd District)

- Attachments:** [Ord. No. 2021-276](#)
[Staff Report 3026 North Avenue](#)
[Application](#)
[Applicant's Report](#)
[Plans](#)
[Survey](#)
[Map](#)
[Opposition- North Barton Heights Association](#)
[Support- North Central Civic Association](#)
[CPC Presentation 3026 North Avenue](#)

Mr. Richard Saunders provided staff's presentation.

Public Hearing: No comment

A motion was made by Commissioner Thompson, seconded by Commissioner Greenfield, that this ordinance be recommended for approval. The motion carried unanimously.

19. [UDC 2021-37](#)

- Attachments:** [UDC Report to CPC](#)
[Updated Narrative 10.14.21](#)
[Staff Report to UDC](#)
[Location & Plans](#)
[TTP Restroom Design for Operators Letter](#)
[Proposed Fence Options](#)

Item Description: Final location, character, and extent review of the temporary GRTC Transfer Station at 808 E. Clay Street.

Mr. Alex Dandridge provided staff's presentation.

Public Hearing: No comment

A motion was made by Commissioner Greenfield, seconded by Vice Chair Law, that this Location, Character and Extent Item be adopted with the conditions of the UDC. The motion carried by the following vote:

Aye -- 6 - * Elizabeth Hancock Greenfield, * Commissioner John Thompson, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Vivek G. Murthy and * Commissioner Burchell Pinnock

Excused -- 2 - * Commissioner Lincoln Saunders and * Commissioner Andreas Addison

**20. [CPCR.2021.1](#)
[27](#)**

Attachments: [Signed Resolution](#)
[Staff Report City Center Plan Adoption](#)
[City Center Plan](#)

Item Description: Resolution of the City Planning Commission to adopt the City Center Plan as an amendment to Richmond 300.

A motion was made by Vice Chair Law, seconded by Commissioner Thompson, that this City Planning Commission Resolution be continued to the November 1, 2021 Planning Commission meeting. The motion carried by the following vote:

Aye -- 6 - * Elizabeth Hancock Greenfield, * Commissioner John Thompson, * Commissioner Melvin Law, * Commissioner Rodney Poole, * Commissioner Vivek G. Murthy and * Commissioner Burchell Pinnock

Excused -- 2 - * Commissioner Lincoln Saunders and * Commissioner Andreas Addison

Upcoming Items

Mr. Saunders shared a list of items tentatively scheduled for the November 1, 2021 meeting of the Planning Commission.

Adjournment

Mr. Poole adjourned the meeting at 3:38 pm.