



# City of Richmond

City Hall  
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## Meeting Minutes Planning Commission

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Tuesday, February 21, 2017

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 - \* Mr. Rodney Poole, \* Mr. Melvin Law, \* Mr. David Johannas, \* Ms. Selena Cuffee-Glenn, \* Mr. Vivek Murthy, \* Ms. Elizabeth Greenfield, \* Mr. Max Hepp-Buchanan, \* Mr. John Thompson, and \* Ms. Ellen Robertson

### Chair's Comments

Mr. Poole welcomed all who were present.

### Approval of Minutes

1. [PDRMIN  
2017.007](#)

**Attachments:** [Draft February 6, 2017 Meeting Minutes](#)

**A motion was made by Vice Chair Law, seconded by Councilwoman Robertson, that the February 6, 2017 Meeting Minutes be adopted. The motion carried by the following vote:**

**Aye -- 8 - \* Mr. Poole, \* Mr. Law, \* Mr. Johannas, \* Mr. Murthy, \* Ms. Greenfield, \* Mr. Hepp-Buchanan, \* Mr. Thompson and \* Ms. Robertson**

### Director's Report

#### Update on Richmond Master Plan

#### - Council Action Update

### Consideration of Continuances and Deletions from Agenda

2. [ORD.  
2017-014](#) To authorize the special use of the property known as 1031 Fourquare Lane, 1031 Fourquare Lane Rear, 1111 Fourquare Lane, and 1101 Fourquare Lane, for the purpose of multifamily dwellings with up to 80 dwelling units upon certain terms and conditions.

- Attachments:** [Ord. No. 2017-014](#)  
[Application & Applicant's Report](#)  
[Location Map](#)  
[Survey & Plans](#)  
[CAO Request for Signature on Application](#)

**A motion was made by Councilwoman Robertson, seconded by Commissioner Murthy, that this Ordinance be continued to the August 21, 2017 meeting of the Planning Commission.**

**The motion carried by the following vote: (8:0, Commissioner Cuffee-Glenn was not present for the vote).**

4. [ORD. 2017-012](#) To close, to public use and travel, a portion of Northumberland Avenue running from the south line of West Roberts Street to such portion's southern terminus, consisting of 16,355± square feet, upon certain terms and conditions.

- Attachments:** [Staff Report](#)  
[Ord. No. 2017-012](#)  
[Map](#)

**A motion was made by Councilwoman Robertson, seconded by Commissioner Murthy, that this Ordinance be continued to the March 20, 2017 meeting of the Planning Commission.**

**The motion carried by the following vote: (7:0:1, Commissioner Johannas abstained, Commissioner Cuffee-Glenn was not present for the vote).**

**Consent Agenda**

**A motion was made by Vice Chair Law, seconded by Commissioner Johannas, that the Consent Agenda be approved. The motion carried by the following vote, with Commissioner Murthy abstaining from Items 3 and 7:**

**Aye -- 8 - \* Mr. Poole, \* Mr. Law, \* Mr. Johannas, \* Mr. Murthy, \* Ms. Greenfield, \* Mr. Hepp-Buchanan, \* Mr. Thompson and \* Ms. Robertson**

3. [ORD. 2017-011](#) To close to public travel and retain for public use as park property a portion of Spottswood Road, running from the south line of Shirley Lane to such portion's southern terminus and consisting of 5,732± square feet; to close to public use and travel a public alley, running from the south line of Shirley Lane to such alley's southern terminus and consisting of 3,070± square feet; and to accept the dedication for public use as park property of a portion of 1001 Spottswood Road, consisting of 11,025± square feet, upon certain terms and conditions.

- Attachments:** [Staff Report](#)  
[Ord. No. 2017-011](#)  
[Map](#)

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

- 5. [ORD. 2017-027](#) To authorize the Chief Administrative Officer to accept \$100,000 from the Virginia Port Authority and to appropriate the increase to the Fiscal Year 2016-2017 Capital Budget by increasing estimated revenues and the amount appropriated to the Department of Economic and Community Development’s Intermediate Terminal and Riverfront Public Access project in the Economic and Community Development category by \$100,000 for the purpose of funding improvements to the Intermediate Terminal facility.

**Attachments:** [Ord. No. 2017-027](#)  
[Staff Report](#)

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

- 6. [ORD. 2017-028](#) To declare a public necessity for and to authorize the acquisition of a 4.956-acre portion of the real property known as 1401 Commerce Road for the purpose of housing the property and evidence center of the Department of Police.

**Attachments:** [Ord. No. 2017-028](#)  
[Staff Report](#)  
[Map](#)

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

- 7. [ORD. 2017-013](#) To authorize the special use of the property known as 1000 Westover Road, a portion of 1001 Spottswood Road, and a 20 foot alley, for the purpose of office use and limited special events, upon certain terms and conditions. (As Amended)

**Attachments:** [20170227 Amendment of 2017-013.pdf](#)  
[Ord. No. 2017-013 - Amended 20170227](#)  
[Staff Report](#)  
[Maymont Foundation Special Event Management Plan - Feb 2017](#)  
[Application Form & Applicant's Report](#)  
[Plans & Plat](#)  
[Map](#)

**This Ordinance was recommended for approval to the City Council, with an amendment to the language of Section 3(f) of the Ordinance.**

- 8. [ORD. 2017-016](#) To authorize the special use of the property known as 1729 Porter Street for the purpose of permitting a two-family detached dwelling, upon certain terms and conditions.

- Attachments:** [Ord. No. 2017-016](#)  
[Staff Report](#)  
[Plans](#)  
[Survey](#)  
[Photos](#)  
[Map](#)

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

9. [ORD. 2017-017](#) To authorize the special use of the property known as 3407 Chamberlayne Avenue for the purpose of permitting the installation of solar panels within the front yard, upon certain terms and conditions.

- Attachments:** [Ord. No. 2017-017](#)  
[Staff Report](#)  
[Plans](#)  
[Application & Applicant's Report](#)  
[Appendix to Applicant's Report](#)  
[Map](#)

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

11. [UDC 2017-01](#)

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

**This Location, Character and Extent Item was approved.**

12. [UDC 2017-02](#)

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

**This Location, Character and Extent Item was approved.**

13. [UDC 2017-05](#)

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

**This Location, Character and Extent Item was approved.**

*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**

- 10. [ORD. 2017-018](#) To amend and reordain Ord. No. 82-7-16 and Ord. No. 2007-98-69, adopted February 8, 1982 and amended April 9, 2007, which authorized the special use of the property known as 301 West Franklin Street, to authorize the installation of two canopy signs, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2017-018](#)  
[Map](#)  
[Graduate Richmond - SUP Privacy Screen Sign.pdf](#)

**A motion was made by Commissioner Johannas, seconded by Commissioner Greenfield, that this Item be removed from the Consent Agenda and discussed on the Regular Agenda. The motion carried by the following vote: 9:0.**

**A motion was made by Commissioner Johannas, seconded by Commissioner Greenfield, that this Ordinance be continued to the March 20, 2017 meeting of the Planning Commission in order to have the internal illumination of the proposed signage removed. The motion carried by the following vote: 9:0**

- 14. [ORD. 2017-015](#) To authorize the special use of the property known as 1600 West Main Street and 1608 West Main Street for the purpose of authorizing a distillery and retail sales of liquor among the permitted uses within a mixed use building, upon certain terms and conditions.

**Attachments:** [Ord. No. 2017-015](#)  
[Staff Report](#)  
[Map](#)  
[Application Form & Applicant's Report](#)  
[Plat](#)  
[Plan](#)  
[Petition of Support](#)  
[Letters of Support](#)  
[Letter of Opposition](#)

**A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Johannas, that this Ordinance be approved. The motion carried by the following vote:**

**Aye -- 9 - \* Mr. Poole, \* Mr. Law, \* Mr. Johannas, \* Ms. Cuffee-Glenn, \* Mr. Murthy, \* Ms. Greenfield, \* Mr. Hepp-Buchanan, \* Mr. Thompson and \* Ms. Robertson**

**15. [ORD. 2017-019](#)**

To amend and reordain City Code §§ 30-440.1 and 30-440.2, concerning permitted principal and accessory uses and principal uses permitted by conditional use permit in the B-4 Central Business District; 30-442.1 and 30-442.1:1, concerning permitted principal and accessory uses and principal uses permitted by conditional use permit in the B-5 Central Business District; 30-710.1, concerning the number of off-street parking spaces required for particular uses; and 30-1045.6, concerning specific conditions applicable to conditional use permits for particular uses, for the purpose of eliminating parking areas and parking lots as a principal permitted use of property in the downtown area.

- Attachments:** [Ord. No. 2017-019](#)  
[Staff Report](#)  
[CPC Resolution](#)  
[MAP - Surface Parking](#)  
[Map - Zoning Districts](#)

**A motion was made by Commissioner Max Hepp-Buchanan, seconded by Commissioner Vivek G. Murthy, that this Ordinance be recommended for approval. The motion carried by the following vote: 9:0.**

**16. [UDC 2017-08](#)**

- Attachments:** [Location & Plans](#)  
[UDC Report to CPC](#)  
[Staff Report to UDC](#)  
[Public Comment](#)  
[Letter from Councilman Agelasto](#)  
[Public Comment Presentations to UDC](#)

**A motion was made by Vice Chair Law, seconded by Commissioner Johannas, that this Location, Character and Extent Item be approved with the following considerations of the Urban Design Committee:**

- That trees already demolished be removed from review as location, character, and extent.
- That the LED lighting be 3000K color temperature.

**The motion carried by the following vote (Concilwoman Robertson was not present for the vote):**

**Aye -- 8 - \* Mr. Poole, \* Mr. Law, \* Mr. Johannas, \* Ms. Cuffee-Glenn, \* Mr. Murthy, \* Ms. Greenfield, \* Mr. Hepp-Buchanan and \* Mr. Thompson**

**Upcoming Items**

- **ORD. 2017-029 - Special Use Permit at 1-5 South Plum Street**

**Adjournment**

Mr. Poole adjourned the meeting at 3:16 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.*

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Rodney M. Poole, Chair

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Matthew Ebinger, Acting Secretary