



# City of Richmond

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## Meeting Minutes Planning Commission

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Tuesday, February 20, 2018

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 8 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, and \* Commissioner John Thompson
- Absent 1 - \* Committee Member Ellen Robertson

### Chair's Comments

Mr. Poole welcomed all who were present.

### Approval of Minutes

1. [PDRMIN 2018.002](#)

**Attachments:** [Draft February 5, 2018 Meeting Minutes](#)

**A motion was made by Commissioner Vivek G. Murthy, seconded by Commissioner David Johannas, that the February 5, 2018 Meeting Minutes be adopted. The motion carried by the following vote:**

- Aye --** 8 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan and \* Commissioner John Thompson

### Director's Report

#### - Public Art Master Plan - Public Hearing Delayed

Mr. Ebinger informed the Planning Commission that the public hearing for the Public Art Master Plan was postponed. The Commission will be informed of the new public hearing date.

#### - Update on the Master Plan Update

Ms. Maritza Pechin provided an update during the Item 11 presentation.

#### - Council Action Update

Mr. Ebinger provided an update on the actions taken by City Council at its February 12, 2018 meeting.

**Consideration of Continuances and Deletions from Agenda**

There were no continuances or deletions from the agenda.

**Consent Agenda**

No one spoke during the public hearing.

**A motion was made by Commissioner Cuffee-Glenn, seconded by Commissioner Murthy, that the Consent Agenda be approved. The motion carried by the following vote:**

**Aye --** 8 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan and \* Commissioner John Thompson

**2. ORD. 2018-020**

To close, to public use and travel, a portion of Perry Street, located on the north side of Perry Street between its intersection with West 24th Street and its intersection with West 22nd Street, consisting of 7,402± square feet, upon certain terms and conditions.

**Attachments:** [Ord. No. 2018-020](#)  
[Staff Report](#)  
[Map](#)

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

**3. ORD. 2018-021**

To authorize the special use of the property known as 1121 North 25th Street for the purpose of a building with commercial uses on the first floor, up to two dwelling units on the second floor, and no fewer than two on-site parking spaces, upon certain terms and conditions.

**Attachments:** [Ord. No. 2018-021](#)  
[Staff Report](#)  
[Plans 8-29-2017 & Survey](#)  
[Map](#)  
[Application Form](#)  
[Applicant's Report](#)  
[Letter of Support](#)

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

**4. ORD. 2018-037**

To amend Ord. No. 2017-036, adopted May 15, 2017, which adopted the Fiscal Year 2017-2018 General Fund Budget and made appropriations pursuant thereto, by

re-appropriating a \$2,000,000.00 portion of the Fiscal Year 2016-2017 fund balance excess, assigned by Resolution No. 2017-R078, adopted Nov. 6, 2017, to the General Fund Cash Transfer for Capital Projects program, and to appropriate these transferred funds to the Fiscal Year 2017-2018 Capital Budget by increasing estimated revenues by \$2,000,000.00, the amount appropriated to the Department of Public Works' Transportation Projects project in the Transportation category by \$1,250,000.00, and the amount appropriated to the Department of Public Works' Sidewalk Projects project in the Transportation category by \$750,000.00, all for the purpose of making improvements to roads and sidewalks in the city.

**Attachments:** [Ord. No. 2018-037](#)  
[Staff Report](#)

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

5. [UDC 2018-6](#)

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

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

6. [UDC 2018-7](#)

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

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

7. [UDC 2018-8](#)

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

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

8. [UDC 2018-9](#)

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

**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**

- 9. [ORD. 2018-022](#) To amend Ord. No. 2002-17-48, adopted Feb. 11, 2002, which authorized the special use of the properties known as 8 and 10 East Main Street for conversion and use of the ground floor levels of the existing buildings for dwelling purposes, together with off-street parking, to also permit such properties to be used for short-term rental, upon certain terms and conditions.

- Attachments:** [Staff Report](#)  
[Ord. No. 2018-022](#)  
[Application Form](#)  
[Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)  
[Letter of Opposition](#)  
[Public Response Forms-Opposition](#)  
[Public Response Form-Support](#)

Mr. Jonathan Brown provided a presentation.

Mr. Andy Scudder, representing the applicant, provided a presentation.

Public Hearing:

No one spoke in favor of this item.

Three people spoke in opposition to this item:

Mr. Jack Pearsall objected to the unsupervised rental of the property and stated the City should adopt legislation that would regulate short term rental units.

Ms. Cyane Crump of Historic Richmond Foundation expressed concern with absentee landlords operating short term rental units and stated this type of use should be regulated by an overall city ordinance for short term rental units.

Mr. Mike Gregorson expressed concern with how the number of people per unit could be managed and expressed concern with parking.

**A motion was made by Vice Chair Melvin Law, seconded by Commissioner Selena Cuffee-Glenn, that this Ordinance be recommended for approval with the following amendments:**

- 1. Modify the plan sheet dates referenced in the ordinance to reflect the dates shown on the plan sheets.**

2. Modify Condition 3(h) to read: "That signage pertaining to the special use shall comply with the signage standards for permitted uses of the R-73 Multifamily Residential District as set forth in section 30-507(2) of the Code of the City of Richmond (2015), as amended. Signage pertaining to the special use shall also meet the requirements of the Commission of Architectural Review.

3. Modify Condition 3(i) to read: No unit used for short-term rental shall be rented to more than two adult persons per bedroom at any given time.

The motion carried by the following vote: 5:2:1, with Commission Chair Poole and Commissioner Thompson voting in opposition, and Commissioner Johannas abstaining.

- 10. [ORD. 2018-023](#) To authorize the special use of the property known as 806 Cathedral Place for the purpose of permitting up to five rooms or groups of rooms for short-term rental, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-023](#)  
[Application Form & Applicant's Report](#)  
[Map](#)  
[Plans & Survey\\_final for introduction.pdf](#)  
[Public Response Form-Support](#)  
[Public Response Form-Opposition](#)

Mr. Jonathan Brown provided a presentation.

Mr. Andy Scudder, representing the applicant, provided a presentation.

No one spoke during the public hearing.

**A motion was made by Commissioner Selena Cuffee-Glenn, seconded by Vice Chair Melvin Law, that this Ordinance be recommended for approval with the following amendment:**

- 1. Amend Condition 3(b) to read: "No rooms or groups of rooms used for short-term rental shall be rented to more than two adult persons per bedroom at any given time."

The motion carried by the following vote: 6:1:1, with Commissioner Thompson voting in opposition and Commissioner Johannas abstaining.

- 11. [PDRPRES 2018.001](#)

**Attachments:** [Presentation](#)

Ms. Maritza Pechin provided an update to the master plan update and a presentation on the parking study.

**Upcoming Items**

Upcoming Items (Tentative Schedule):

- 1218-1228 E Brookland Park Boulevard - SUP - Multifamily (March 5)
- CIP Budget Presentation (March 5 or Special Meeting March 6)
- Public Art Master Plan (date to be determined)

**Adjournment**

Mr. Poole adjourned the meeting at 3:09 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 J. Ebinger, Secretary