



City of Richmond

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DRAFT Minutes Planning Commission

Tuesday, December 16, 2025

6:00 PM

5th Floor Conference Room

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

Call To Order

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

Roll Call

- Present 8 - * Commissioner Burchell Pinnock, * Commissioner Dakia K. Knight, * Commissioner Rodney Poole, * Commissioner Brian White, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Victor McKenzie Jr., * Commissioner Rebecca Rowe, and * Alternate Sharon Ebert
- Absent 1 - * Commissioner Ellen Robertson

Chair's Comments

1. [CPCR.2025.026](#) A RESOLUTION OF THE CITY PLANNING COMMISSION APPOINTING SHAIANNA TRUMP TO THE POSITION OF SECRETARY OF THE CITY PLANNING COMMISSION.

Chair Poole presented this resolution.

A motion was made by Commissioner McKenzie, seconded by Commissioner Rowe, that this item be approved. The motion passed 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 Rebecca Rowe and * Alternate Sharon Ebert

Approval of Minutes

Director's Report

During the Director's Report, Marianne Pitts, Senior Deputy Director, offered an update on the Code Refresh process and gave an overview of updates that have been made to the Richmond 300 Master Plan since its adoption in 2020. Additionally, Deputy Director Pitts went over upcoming expected amendments.

Commissioner McKenzie requested additional information on Six Points, a node identified in the Master Plan.

Deputy Director Pitts confirmed she would get that information to Commissioner McKenzie.

Commissioner Knight offered appreciation for the potential of plans for the Westwood community.

Commissioner Pinnock asked if the Southside node corresponds to the proposed north-south Bus Rapid Transit route.

Deputy Director Pitts clarified that a portion of that route would be within the node.

Consideration of Continuances and Deletions from Agenda

[ORD.](#)
[2025-265](#)

To amend City Code § 30-930.9, concerning additional rights of owners to demolish certain properties, to establish a civil penalty for the razing, demolition, or moving of historic landmarks as authorized by Va. Code § 15.2-2306(F).

This request was continued to allow for required public noticing.

A motion was made by Commissioner Greenfield, seconded by Commissioner Knight, that this item be continued to the January 6, 2026 City Planning Commission meeting. 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.

During the public comment period, there were no speakers.

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 passed 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 Rebecca Rowe and * Alternate Sharon Ebert

2. [UDC 2025-36](#) UDC 2025-36 FINAL Location, Character, Extent review of the Maury Street Streetscape Phase II project; extending from Commerce Road to 5th Street.

This item was approved.

Regular Agenda

3. [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)

Madison Wilson, Planner, gave an overview of this request. Ms. Wilson clarified that incorrect plans were mistakenly submitted with the ordinance and staff has recommended approval with an amendment that would incorporate the corrected plans into the ordinance.

Chair Poole asked for additional information on community engagement due to the absence of a civic association in the area.

Ms. Wilson said that the applicant would go over community engagement efforts.

Commissioner Rowe clarified that the existing dwelling on the property would be demolished.

Casey Boone, the applicant, provided additional information about the request. Ms. Boone discussed the affordability of the project and community engagement efforts.

Commissioner Greenfield and Ms. Boone discussed what could be built by-right and the profitability of the project.

Alternate Ebert asked for more information about the backyard space and the size of the lots.

Chair Poole questioned the project's compatibility with the existing neighborhood.

Ms. Boone and the Commission discussed the size of the proposed dwellings, and lots compared to others in the neighborhood.

Chair Poole opened the public comment period.

Michael Bourlotos, Tuxedo Boulevard resident, spoke in opposition to this request. Mr. Bourlotos cited the petition opposing the development and concerns with density, parking, trash, and the lack of affordability compared to the other properties in the neighborhood.

Commissioner McKenzie and Mr. Bourlotos discussed a potential compromise. Mr. Bourlotos expressed that a reasonable compromise would be fewer, smaller homes.

Chair Poole asked Mr. Bourlotos to go into further detail about the lack of compatibility with the neighborhood.

Chair Poole asked for additional information on the petition and if any of the residents who signed the petition would speak. Mr. Bourlotos expressed that the neighbors are mostly elderly and would likely not join.

Alannah Odom, Tuxedo Boulevard resident, spoke in opposition to this request. Ms. Odom raised concerns about affordability.

Chair Poole closed the public hearing.

Following the motion to approve, the Commission discussed community engagement efforts and affordability.

Commissioner White noted that the proposal was aligned with the City's Master Plan and that the applicant did community engagement.

Commissioner Knight expressed concerns about the project's compatibility with the neighborhood. Additionally, Commissioner Knight discussed the impact of demographics on public engagement. Offering an explanation for why more residents did not attend the meeting.

Commissioner Pinnock and Chair Poole raised similar concerns to Commissioner Knight, mentioning the size of petition in comparison to the number of homes on the block.

Commissioner Rowe expressed that while additional density is needed, the proposed project is not appropriate for the neighborhood.

Chair Poole offered the applicant, Casey Boone, the option to respond to the concerns raised by the opposing neighbors.

Ms. Boone went into further detail about community engagement efforts. Ms. Boone expressed concerns over the petition due to the age of some of the residents.

Chair Poole asked the applicant if she would like to continue the case to allow for additional community engagement.

Ms. Boone declined this offer and requested that the Commission vote.

After the motion to approve failed, a motion to deny was made.

A motion was made by Commissioner White, seconded by Commissioner Greenfield, that this item be forwarded to City Council with a recommendation of approval. The motion failed.

Aye -- 2 - * Commissioner Elizabeth Greenfield, and * Commissioner Brian White

No -- 6 - *Alternate Sharon Ebert, * Commissioner Burchell Pinnock, * Commissioner Dakia K. Knight, * Commissioner Rodney Poole, * Commissioner Victor Mckenzie Jr. and * Commissioner Rebecca Rowe

A second motion was made by Commissioner Knight, seconded by Commissioner Rowe, that this item be forwarded to City Council with a recommendation of denial. The motion passed.

Aye -- 6 - *Alternate Sharon Ebert, * Commissioner Burchell Pinnock, * Commissioner Dakia K. Knight, * Commissioner Rodney Poole, * Commissioner Victor Mckenzie Jr. and * Commissioner Rebecca Rowe

No -- 2 - * Commissioner Elizabeth Greenfield, and * Commissioner Brian White

Council Action Update and Upcoming Items

Secretary Trump provided an update on items introduced and adopted at the December 15, 2025 City Council meeting.

Adjournment

Chair Poole adjourned the meeting at 7:07 p.m.