



# City of Richmond

City Hall  
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## Meeting Minutes - Draft Planning Commission

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Monday, October 4, 2021

1:30 PM

5th Floor Conference Room

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### **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  
2021.169](#)

**Attachments:** [Public Access and Participation Instructions - Planning Commission  
10-4-21](#)

Citizens are encouraged to provide their comments in writing to [PDRLandUseAdmin@richmondgov.com](mailto: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. All members were present.

-- Present 8 - \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson, \* Commissioner Lincoln Saunders, \* Commissioner Melvin Law, \* Commissioner Rodney Poole, \* Commissioner Vivek G. Murthy, \* Commissioner Andreas Addison, and \* Commissioner Burchell Pinnock

### Chair's Comments

Mr. Poole welcomed all who were present.

### Approval of Minutes

No minutes to approve.

### 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 September 27, 2021 meeting.

### Consideration of Continuances and Deletions from Agenda

2. [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](#)

**A motion was made by Commissioner Thompson, seconded by Commissioner Greenfield, that this Ordinance be continued to the October 18, 2021 meeting of the Planning Commission. The motion carried by the following vote:**

- Aye --** 9 - \* Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson, \* Commissioner Lincoln Saunders, \* Commissioner Melvin Law, \* Commissioner Rodney Poole, \* Commissioner Vivek G. Murthy, \* Commissioner Andreas Addison and \* Commissioner Burchell Pinnock

**Consent Agenda**

**A motion was made by Commissioner Law, seconded by Commissioner Greenfield, that the Consent Agenda be forwarded to City Council with a favorable recommendation at its October 11th meeting. Commissioner Hepp-Buchanan abstained from voting on Item 4. The motion carried by the following vote:**

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

- Excused --** 1 - \* Commissioner Lincoln Saunders

- 3. [ORD. 2021-237](#) To close, to public use and travel, two alleys bounded by East Jackson Street, North 8th Street, East Leigh Street, and North 7th Street, consisting of 8,665± square feet, upon certain terms and conditions.  
(6th District)

**Attachments:** [Ord. No. 2021-237](#)  
[Staff Report](#)

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

- 4. [a2021 - 5286](#)  
**Attachments:** [PAC Report to CPC](#)  
[Staff Report to PAC](#)  
  
Item Description: Supplemental PAC Funding for Bloomberg Mural

**This PAC item was adopted**

- 5. [CPCR.2021.1 32](#)  
**Attachments:** [Signed ROI](#)  
[Resolution of Intent](#)  
[Informal Presentation](#)  
  
Item Description: Resolution of intent to Rezone Parcels along West Broad Street West of I-195

**This Resolution of Intent was adopted.**

6. [SUBD  
2021.008](#)

**Attachments:** [Staff Report](#)  
[Survey](#)

Item Description: Subdivision Exception Request for 2320 Burton Street

**This Subdivision Exception was approved.**

7. [ORD.  
2021-250](#)

To amend and reordain Ord. No. 76-301-266, adopted Nov. 22, 1976, as previously amended by Ord. No. 87-265-259, adopted Dec. 21, 1987, Ord. No. 92-81-221, adopted Jun. 23, 1992, and Ord. No. 2018-052, adopted Mar. 26, 2018, which granted authorization for a special use of the property containing 7.564 acres located at the southwest corner of the intersection of Jahnke Road and Blakemore Road, to authorize the use of a portion of the existing shopping center to contain an automated teller machine with exterior access, under certain terms and conditions.

(4th District)

**Attachments:** [Ord. No. 2021-250](#)  
[Staff Report](#)  
[Application Form](#)  
[Survey and Plans](#)  
[Map](#)

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

8. [ORD.  
2021-252](#)

To amend and reordain Ord. No. 2021-030, adopted March 8, 2021, which authorized the special use of the property known as 1919 Wilmington Avenue for the purpose of no more than one dwelling unit within an accessory building to an existing single-family dwelling, to update the plans for such special use, upon certain terms and conditions. (2nd District)

**Attachments:** [Ord. No. 2021-252](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)

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

9. [ORD.  
2021-253](#)

To authorize the special use of the property known as 2901 Bainbridge Street for the purpose of office uses, a garage for fire apparatus, and a private noncommercial community center use, upon certain terms and conditions. (5th District)

- Attachments:** [Ord. No. 2021-253](#)  
[Staff Report](#)  
[Application Form](#)  
[Applicant's Report](#)  
[Site Plan](#)  
[Floorplans](#)  
[Map](#)  
[Support from Woodland Heights Civic Association](#)

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

10. [ORD. 2021-254](#) To authorize the special use of the properties known as 2012 East Broad Street, 2018 East Broad Street, and 304 North 21st Street for the purpose of (i) a mixed-use building containing commercial space and up to ten dwelling units and (ii) up to eight single-family attached dwellings, upon certain terms and conditions. (7th District)

- Attachments:** [Ord. No. 2021-254](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)  
[Letter of Support Church Hill Association](#)  
[Development Response Form Church Hill Association](#)  
[Opposition 2910 Libby Terrace](#)

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

11. [ORD. 2021-255](#) To authorize the special use of the property known as 901 Lake Road for the purpose of a two-family detached dwelling, upon certain terms and conditions. (5th District)

- Attachments:** [Ord. No. 2021-255](#)  
[Staff Report 901 Lake](#)  
[Application Form and Applicant's Report](#)  
[Survey](#)  
[Map](#)  
[Letter of Support Byrd Park Civic League](#)

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

12. [ORD. 2021-256](#) To authorize the special use of the property known as 706 Libbie Avenue for the purpose of an office use, upon certain terms and conditions. (1st District)

- Attachments:** [Ord. No. 2021-256](#)  
[Staff Report 706 Libbie Avenue](#)  
[Application Form and Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Letter Regarding Future Alley](#)  
[Support andrews](#)

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

13. [ORD. 2021-258](#) To authorize the special use of the property known as 1308 North 23rd Street for the purpose of a single-family detached dwelling, upon certain terms and conditions. (7th District)

- Attachments:** [Ord. No. 2021-258](#)  
[Staff Report 1308 N 23rd](#)  
[Application Form and Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)

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

14. [ORD. 2021-259](#) To authorize the special use of the property known as 1615 Rear Hanover Avenue for the purpose of up to ten garages as principal uses, upon certain terms and conditions. (2nd District)

- Attachments:** [Ord. No. 2021-259](#)  
[Staff Report 1615 Rear Hanover](#)  
[Application Form and Applicant's Report](#)  
[Plans and Survey](#)  
[Elevation Photo](#)  
[Map](#)

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

15. [ORD. 2021-260](#) To authorize the special use of the property known as 604 South Belmont Avenue for the purpose of up to four single-family detached dwellings, upon certain terms and conditions. (5th District)

- Attachments:** [Ord. No. 2021-260](#)  
[Staff Report 604 Belmont Ave](#)  
[Application Form & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)

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

16. [ORD. 2021-261](#) To authorize the special use of the property known as 105 South Laurel Street for the purpose of up to three single-family attached dwellings, upon certain terms and conditions. (5th District)

- Attachments:** [Ord. No. 2021-261](#)  
[Staff Report 105 S Laurel St](#)  
[Application & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)  
[Support Letter- Oregon Hill Neighborhood Association](#)  
[20211011 Amendment of Ord. No. 2021-261](#)

**This Ordinance was recommended for approval with an amendment to include a condition that each dwelling unit to be occupied by not more than four unrelated persons or a combination of related and unrelated persons.**

17. [ORD. 2021-263](#) To authorize the special use of the property known as 518 West 26th Street for the purpose of a single-family dwelling and no more than one accessory dwelling unit, upon certain terms and conditions. (5th District)

- Attachments:** [Ord. No. 2021-263](#)  
[Staff Report 518 W 26th Street](#)  
[Application Form & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)  
[Letter of Support Woodland Heights Civic Assoc](#)

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

18. [ORD. 2021-264](#) To authorize the special use of the property known as 407 West Duval Street for the purpose of a multifamily dwelling containing up to three dwelling units, upon certain terms and conditions. (2nd District)

- Attachments:** [Ord. No. 2021-264](#)  
[Staff Report](#)  
[Application](#)  
[Applicant's Report](#)  
[Site Plan and Survey](#)  
[Plans](#)  
[Map](#)

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

19. [ORD. 2021-266](#) To amend the official zoning map for the purpose of rezoning the property known as 2400 Hermitage Road from the B-7 Mixed-Use Business District to the TOD-1 Transit-Oriented Nodal District in order to implement the adopted Richmond 300 Master Plan. (2nd District)

- Attachments:** [Ord. No. 2021-266](#)  
[Staff Report](#)  
[Resolution - 2400 Hermitage](#)  
[Applicant's Letter](#)

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

20. [ORD. 2021-267](#) To declare surplus and to direct the sale of a 0.176 acre portion of City-owned real estate located at 2400 Hermitage Road for \$110,250.00 to Breeden Investment Properties, Inc., for the purpose of the construction of a mixed-use development including office and residential space. (2nd District)

- Attachments:** [Ord. No. 2021-267](#)  
[Staff Report](#)

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

21. [ORD. 2021-270](#) To amend Ord. No. 2021-041, adopted May 24, 2021, which adopted the Special Fund Budgets for Fiscal Year 2021-2022 and appropriated the estimated receipts of the Special Revenue funds, to transfer funds in the amount of [~~\$1,300,000.00~~] \$1,000,000.00 from the Office of the City Attorney's "Delinquent Tax Sales" special fund and to amend Ord. No. 2021-042, adopted May 24, 2021, which accepted a program of proposed Capital Improvement Projects for Fiscal Year 2021-2022 and the four fiscal years thereafter, adopted a Fiscal Year 2021-2022 Capital Budget, and determined a means for financing the same by appropriating the funds transferred to the Fiscal Year 2021-2022 Capital Budget by increasing revenues and the amount appropriated to the Department of Parks, Recreation and Community Facilities' Enslaved African Heritage Campus project by [~~\$1,300,000.00~~] \$1,000,000.00 for the purpose of procuring design services and associated community engagement. (As Amended)



**Attachments:** [Ord. No. 2021-270 - Amended 20211213](#)  
[Staff Report](#)  
[20211213 Amendment of Ord. No. 2021-270](#)

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

22. [ORD. 2021-271](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the total amount of \$1,489,000.00 from the Virginia Department of Transportation 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 Public Works' Transportation Projects project in the Transportation category by \$1,489,000.00 for the purpose of funding the construction of improvements to Forest Hill Avenue from its intersection with Hathaway Road to its intersection with Powhite Parkway. (4th District)

**Attachments:** [Ord. No. 2021-271](#)  
[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**

23. [a2021 - 5287](#)

**Attachments:** [PAC Report to CPC](#)  
[Staff Report to PAC](#)  
[Sablone, Alexis - 12905317462 - 2021-09-22](#)

Item Description: Section 17.05 Review for Skatepark Artist Selection Panel Finalist (Southside Community Center, 6255 Old Warwick Road)  
 Ms. Susan Glasser provided staff's presentation.

**A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Murthy, that this Section 17.05 Review be approved. The motion carried by the following vote:**

**Aye --** 9 - \* Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson, \* Commissioner Lincoln Saunders, \* Commissioner Melvin Law, \* Commissioner Rodney Poole, \* Commissioner Vivek G. Murthy, \* Commissioner Andreas Addison and \* Commissioner Burchell Pinnock

24. [ORD. 2021-251](#) To amend and reordain Ord. No. 98-248-318, adopted Oct. 12, 1998, which authorized the special use of the property known as 6424 Elkhardt Road for the conversion of an existing office for use as a contractor's shop with accessory outdoor storage, to instead authorize a convenience store, upon certain terms and conditions. (9th District)

- Attachments:** [Ord. No. 2021-251 - Rejected 20211213](#)  
[Staff Report 6424 Elkhardt](#)  
[Application Form and Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)  
[PC Presentation 6424 Elkhardt](#)

Mr. David Watson provided staff's presentation.

Councilman Michael Jones spoke in opposition.

**A motion was made by Commissioner Greenfield, seconded by Commissioner Pinnock, that this Ordinance be recommended for denial to the City Council. The motion carried unanimously.**

25. [ORD. 2021-257](#) To authorize the special use of the property known as 801 Lincoln Avenue for the purpose of an accessory dwelling unit within a single-family detached dwelling, upon certain terms and conditions. (3rd District)

- Attachments:** [Ord. No. 2021-257 - Rejected 20211108](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)  
[Opposition Washington Park Civic Association](#)  
[PC Presentation 801 Lincoln](#)  
[20211108 Informal - Temporary Transfer Site at 8th Clay Informal Council Presentation 11-8-21 \(Ord. 2021-294\)](#)

Mr. David Watson provided staff's presentation.

Public Hearing:

Ryan Robertson spoke in support.

**A motion was made by Commissioner Pinnock, seconded by Chairman Poole, that this Ordinance be recommended for approval to the City Council. The motion carried unanimously.**

26. [ORD. 2021-262](#) To authorize the special use of the property known as 116 South Laurel Street for the purpose of two two-family detached dwellings, upon certain terms and conditions. (5th District)

- Attachments:** [Ord. No. 2021-262](#)  
[Staff Report 116 South Laurel Street](#)  
[Application](#)  
[Applicant's Report](#)  
[Survey](#)  
[Plans](#)  
[Map](#)  
[Letters of support](#)  
[Request for Continuance\\_OHNA](#)  
[Conditional Support 129 S Cherry Street](#)  
[CPC Presentation 116 S Laurel Street](#)

Mr. Richard Saunders provided staff's presentation.

Public Hearing:

Charley Smith and Gordon Quinby spoke in support.

Bryan Green, Oregon Hill Neighborhood Association spoke in opposition.

**A motion was made by Commissioner Greenfield, seconded by Chairman Poole, that this Ordinance be recommended for approval to the City Council. The motion carried unanimously.**

**27. [ORD. 2021-265](#)**

To provide for the vacation of a portion of a subdivision plat, pursuant to Va. Code § 15.2-2272(2), pertaining to a lot originally reserved for recreation, known as 3021 Falcon Road and described on a certain subdivision plat as Lot 12-1, Staffordshire, Section 5, Block M.  
 (4th District)

- Attachments:** [Staff Report 3021 Falcon](#)  
[Ord. No. 2021-265](#)  
[1966 Subdivision Plat](#)  
[Opposition Letter McNally](#)  
[Opposition Schulten and Mackay](#)  
[Opposition 3100 Falcon Road](#)

Mr. Matthew Ebinger provided staff's presentation.

Public Hearing:

Jacqueline Redhage spoke in opposition.

**A motion was made by Vice Chair Law, seconded by Commissioner Greenfield, that this Ordinance be recommended for approval to the City Council. The motion carried unanimously.**

28. [PDRPRES  
2021.162](#)

**Attachments:** [CityCenterUpdate CPC Oct4](#)

Item Description: City Center Plan Presentation  
Ms. Maritza Pechin provided staff's presentation.

**Upcoming Items**

Mr. Saunders shared a list of items tentatively scheduled for the October 18, 2021 meeting of the Planning Commission.

**Adjournment**

Mr. Poole adjourned the meeting at 3:53 pm.