



# City of Richmond

City Hall  
Richmond VA, 23219  
(p) 804.646.6304  
(f) 804.646.5789

## Meeting Minutes - Final Planning Commission

---

Monday, April 4, 2022

1:30 PM

5th Floor Conference Room

---

**This meeting will be held in-person in the 5th Floor Conference Room of City Hall (900 E Broad Street, Richmond, Virginia 23219). The public may participate in the meeting virtually.**

### Call To Order

Mr. Poole called the regular meeting of the Planning Commission to order at 1:30 p.m.

This meeting will be held in-person in the 5th Floor Conference Room of City Hall at 900 East Broad Street in Richmond, Virginia 23219. While all Planning Commissioners and staff will attend the meeting in-person, citizens may participate in the meeting virtually.

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:

[PDRPRES  
2022.013](#)

**Attachments:** [Public Access and Participation Instructions - Planning Commission 4-4-2022](#)

Secretary Richard Saunders read the public access and participation instructions.

Citizens are encouraged to provide their comments in writing to [PDRLandUseAdmin@rva.gov](mailto:PDRLandUseAdmin@rva.gov) in lieu of speaking in-person or 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.

### Roll Call

Mr. Reginald Gordon served as an alternate for CAO Lincoln Saunders.

-- **Present** 7 - \* Commissioner John Thompson, \* Commissioner Burchell Pinnock, \*  
Commissioner Elizabeth Hancock Greenfield, \* Commissioner Rodney Poole, \*  
Commissioner Andreas Addison, \* Commissioner Samuel Young, and \*  
Commissioner Lincoln Saunders

-- Absent 2 - \* Commissioner Max Hepp-Buchanan, and \* Commissioner Vivek G. Murthy

### Chair's Comments

Mr. Poole welcomed all who were present.

### Director's Report

Ms. Maritza Pechin provided an update.

### Approval of Minutes

[PDRMIN  
2022.010](#)

**Attachments:** [Approved Minutes March 21, 2022](#)

**A motion was made by Commissioner Saunders, seconded by Commissioner Thompson, that the March 21, 2022 Minutes be approved. The motion carried by the following vote:**

**Aye --** 5 - \* Commissioner John Thompson, \* Commissioner Burchell Pinnock, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Rodney Poole and \* Commissioner Lincoln Saunders

**Excused --** 1 - \* Commissioner Andreas Addison

**Abstain --** 1 - \* Commissioner Samuel Young

### - Council Action Update

Secretary Richard Saunders provided an update on the actions taken by City Council at its March 28, 2022 meeting.

### Consideration of Continuances and Deletions from Agenda

1. [ORD.  
2022-094](#) To authorize the special use of the property known as 1203 East Brookland Park Boulevard for the purpose of a mixed-use building containing up to 43 dwelling units, upon certain terms and conditions. (6th District)

**Attachments:** [Ord. No. 2022-094](#)

[Application Form & Applicant's Report](#)

**A motion was made by Commissioner Pinnock, Seconded by Commissioner Thompson, that this ordinance be continued to the June 6, 2022 City Planning Commission meeting. The motion carried unanimously.**

### Consent Agenda

Commissioner John Thompson abstained from Item #5.

Mr. Robert Terrell sought clarity on Item 7. He wanted to know if vehicular traffic would connect with Ferapont Drive to the west. Planning Manager Matthew Ebinger explained that it would be closed to regular vehicular traffic with a gate for emergency vehicle

access only, and would have pedestrian access provided by a sidewalk.

Mr. Trevor Tapas expressed opposition to Item 5. His concerns included the size of the newly created lots and the potential for a lodinghouse use.

**A motion was made by Commissioner Greenfield, seconded by Commissioner Saunders, that he Consent Agenda be adopted. The motion carried unanimously.**

**Aye --** 7 - \* Commissioner John Thompson, \* Commissioner Burchell Pinnock, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Rodney Poole, \* Commissioner Andreas Addison, \* Commissioner Samuel Young and \* Commissioner Lincoln Saunders

2. [ORD. 2022-092](#) To amend and reordain Ord. No. 73-163-171, adopted Jul. 30, 1973, as last amended by Ord. No. 2005-148-129, adopted Jun. 27, 2005, which authorized the special use of the properties known as 1500 Westbrook Avenue, 1600 Westbrook Court, and 1 Glebe Close Road, to authorize a garden amenity area, upon certain terms and conditions. (3rd District)

**Attachments:** [Ord. No. 2022-092](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[Plans & Survey](#)

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

3. [ORD. 2022-093](#) To authorize the special use of the properties known as 1204 North 19th Street and 1206 North 19th Street for the purpose of up to six single-family attached dwellings, upon certain terms and conditions. (7th District)

**Attachments:** [Ord. No. 2022-093](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)

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

4. [ORD. 2022-096](#) To authorize the special use of the property known as 1403 1/2 Spotsylvania Street for the purpose of two single-family attached dwellings with off-street parking, upon certain terms and conditions. (6th District)

**Attachments:** [Ord. No. 2022-096](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[Plans and Survey](#)  
[Map](#)

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

- 5. [ORD. 2022-097](#) To conditionally rezone the properties known as 3329 Hopkins Road and 3425 Hopkins Road from the R-4 Single-Family Residential District to the R-6 Single-Family Attached Residential District, upon certain proffered conditions. (As Amended) (8th District)

- Attachments:** [Ord. No. 2022-097 - Amended 20220411](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Survey](#)  
[Map](#)  
[Proffers](#)  
[Proffers Dated 3.31.22](#)  
[Response from Ms. Bryant Re Kinwick](#)  
[Response from Ms. McSween Re Kinwick](#)  
[20220411 Amendment of Ord. No. 2022-097](#)

**This Ordinance was recommended for approval to the City Council, with an amendment to include emergency access to Ferapoint Drive in the Proffer Statement.**

*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**

- 6. [ORD. 2022-095](#) To authorize the special use of the property known as 933 West Grace Street for the purpose of a mixed-use building containing up to 21 dwelling units and commercial space, upon certain terms and conditions. (2nd District)

- Attachments:** [Ord. No. 2022-095](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)  
[Civic Association Letter](#)  
[No Opposition FDA](#)  
[Support VCU 933 W Grace Street](#)  
[Letter of Concern 933 W Grace](#)

Mr. Jonathan Brown provided staff's presentation.

Mr. Preston Lloyd, Esq., Williams Mullen, provided the applicant's presentation.

No members of the public spoke specifically about this item, however one citizen named Doris Bryant asked about how her community can be better involved in the design process for special use permits and rezonings in her neighborhood in the 8th City Council District.

**A motion was made by Commissioner Pinnock, seconded by Vice Chair Greenfield, that this Ordinance be recommended for approval. The motion carried unanimously.**

### **Upcoming Items**

Secretary Richard Saunders shared a list of items tentatively scheduled for the April 18, 2022 meeting of the Planning Commission.

### **Adjournment**

Mr. Poole adjourned the meeting at 2:20 pm.