



# City of Richmond

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## Meeting Minutes - Draft Planning Commission

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Monday, January 5, 2015

1:30 PM

5th Floor Conference Room

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### Call To Order

Mr. Poole called the meeting to order at 1:30p.m.

### Roll Call

**Present** 8 - Mr. Rodney Poole  
Mr. Melvin Law  
Ms. Kathy Graziano  
Mr. David Johannas  
Ms. Jane Ferrara  
Ms. Lynn McAteer  
Mr. Jeffrey Sadler  
Mr. Doug Cole

**Absent** 1 - Ms. Amy Howard

### Election of Officers

Ms. Graziano stated that the nominating committee recommended that there should be no change in the Chair and Vice Chair positions for 2015.

**A motion was made by Ms. Graziano, seconded by Mr. Johannas, to reappoint Mr. Rodney Poole as Chair and Mr. Melvin Law as Vice Chair to the City Planning Commission for 2015. The motion carried unanimously.**

**Aye:** 7 - Mr. Poole, Ms. Graziano, Mr. Johannas, Ms. Ferrara, Ms. McAteer, Mr. Sadler and Mr. Cole

### Chair's Comments

Mr. Poole welcomed everyone who was present.

### Approval of Minutes

**ID 14-062** December 1, 2014 Meeting Minutes

**Attachments:** [Draft December 1, 2014 Meeting Minutes](#)

**A motion was made by Ms. Graziano, seconded by Ms. McAteer, that this December 1, 2014 meeting minutes be approved. The motion carried by a unanimous vote.**

**Aye:** 8 - Mr. Poole, Mr. Law, Ms. Graziano, Mr. Johannas, Ms. Ferrara, Ms. McAteer, Mr. Sadler and Mr. Cole

**ID 14-063** December 8, 2014 Meeting Minutes

**Attachments:** [Draft December 8, 2014 Meeting Minutes](#)

**A motion was made by Ms. Graziano, seconded by Ms. McAteer, that this December 8, 2014 meeting minutes be approved. The motion carried by the following vote:**

**Aye:** 7 - Mr. Poole, Mr. Law, Ms. Graziano, Mr. Johannas, Ms. Ferrara, Ms. McAteer and Mr. Cole

**Abstain:** 1 - Mr. Sadler

**Director's Report**

There is no Director's Report. Ms. Markham reminded the Commissioners that she is working on the Annual Report for City Council and would like input that they would like included in the report.

- Annual Report

- Council Action Update

Ms. Markham stated that the items that the Commission recommended for approval at the December 1, 2014 and December 8, 2014 meetings were all approved by City Council, including the property and air rights sale for the expansion of the Martin Agency and the funbding for the Low Line Park.

**Consideration of Continuances and Deletions from Agenda**

- 1. **ORD. 2014-221** To authorize the special use of the property known as 1600 Monument Avenue for the purpose of authorizing outdoor dining for an existing restaurant, upon certain terms and conditions.

**Attachments:** [ORD. 2014-221](#)

**A motion was made by Ms. Graziano, seconded by Mr. Law, that this Ordinance be recommended for a 30-day continuance to the Commission's February 2, 2015 meeting. The motion carried by a unanimous vote.**

**Aye:** 8 - Mr. Poole, Mr. Law, Ms. Graziano, Mr. Johannas, Ms. Ferrara, Ms. McAteer, Mr. Sadler and Mr. Cole

- 2. **ORD. 2014-265** To authorize the special use of the property known as 3410 Cliff Avenue for the purpose of authorizing a day nursery for up to 12 children, upon certain terms and conditions.

**Attachments:** [ORD. 2014-265](#)

**A motion was made by Ms. Graziano, seconded by Mr. Law, that this Ordinance be recommended for a 30-day continuance to the Commission's February 2, 2015 meeting. The motion carried by a unanimous vote.**

**Aye:** 8 - Mr. Poole, Mr. Law, Ms. Graziano, Mr. Johannas, Ms. Ferrara, Ms. McAteer, Mr. Sadler and Mr. Cole

- 3. **ORD. 2014-266** To authorize the special use of the property known as 535 West Broad Street for the purposes of the construction and operation of a building for retail use, with an accessory drive-up window and off-street parking,

upon certain terms and conditions.

**Attachments:** [ORD. 2014-266](#)  
[Withdrawal Letter](#)

Ms. Markhama stated that the applicant has withdrawn the application for this special use permit.

**Consent Agenda**

**A motion was made by Ms. Graziano, seconded by Mr. Law, that the Consent Agenda be approved. The motion carried unanimously with the exception of ORD. 2014-262, ORD. 2014-264 and CAR No. 2014-146. Mr. Cole abstained on ORD. 2014-262 and CAR No. 2014-146 and Mr. Johannas abstained on ORD. 2014-264.**

**Aye:** 8 - Mr. Poole, Mr. Law, Ms. Graziano, Mr. Johannas, Ms. Ferrara, Ms. McAteer, Mr. Sadler and Mr. Cole

- 4. ORD. 2014-261** To authorize the conditional use of the property known as 708 Hull Street for the purpose of authorizing drive-up facilities, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Location Map](#)  
[ORD. 2014-261](#)  
[Survey](#)  
[Plans](#)  
[Application & Applicant's Report](#)  
[Manchester Alliance Letter of Support](#)  
[McDonald's Commitment Letter](#)

**This Ordinance was recommended for approval on the Consent Agenda.**

- 5. 2014-262** To declare a public necessity for and to authorize the acquisition of the parcel of real property owned by the Richmond Redevelopment and Housing Authority and known as 5001 Williamsburg Avenue for the purpose of establishing a new public park to be named Historic Fulton Memorial Park.

**Attachments:** [Staff Report](#)  
[Location Map](#)  
[ORD. 2014-262](#)

**This Ordinance was recommended for approval on the Consent Agenda.**

- 6. ORD. 2014-263** To authorize the special use of the property known as 1734 North 28th Street, 1736 North 28th Street, and a portion of 1738 North 28th Street for the purposes of authorizing up to six (6) single-family detached dwelling units, upon certain terms and conditions.

- Attachments:** [Staff Report](#)  
[Location Map](#)  
[ORD. 2014-263](#)  
[Plans & Survey](#)  
[Application & Applicant's Report](#)

**This Ordinance was recommended for approval on the Consent Agenda.**

- 7. ORD. 2014-264** To authorize the special use of the property known as 2617 West Main Street for the purpose of authorizing two two-family attached dwelling units and accessory parking, upon certain terms and conditions.

- Attachments:** [Staff Report](#)  
[Location Map](#)  
[Plans](#)  
[ORD. 2014-264](#)  
[Application & Applicant's Report](#)  
[Uptown Civic Association Letter of Support](#)

**This Ordinance was recommended for approval on the Consent Agenda.**

- 8. PCR 2014-010** To amend and reordain Ord. No. 75-309-302, adopted Dec. 15, 1975, as most recently amended by Ord. No. 2013-214-207, adopted Nov. 25, 2013, pertaining to the "Stony Point Community Unit Plan," for the purposes of (i) amending the 2013 Development Plan and the 2013 Development Summary, and (ii) amending the Development Standards and Conditions, as they pertain to Map Section A-1 of the Northern Portion of the Plan.

- Attachments:** Staff Report  
 Location Map  
 PCR 2014-010  
 Draft Ordinance Amendment  
 Application & Applicant's Report  
 Development Plan  
 Proposed Plat

**This Resolution was approved on the Consent Agenda.**

- 9. UDC No. 2014-39(2)** Final Location, Character and Extent Review of a telecommunications monopole at Fire Station #25, 8800 Huguenot Road

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

This Location, Character and Extent Item was approved on the Consent Agenda.

- 10. CAR No. 2014-146** Section 17.05 Review of an installation of a decorative fountain at 1921 Princess Anne Avenue

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

This Section 17.05 Review Item was approved on the Consent Agenda.

**Regular Agenda**

- 11. ORD. 2014-191** To amend Ord. No. 96-17-34, adopted Mar. 11, 1996, which authorized the special use of the properties known as 510-520 West Broad Street, 517-519 West Marshall Street and 304 North Henry Street as a building for retail purposes with an accessory drive-up window and parking, to permit the sale of alcoholic beverages for off-premises consumption, in accordance with a Virginia Department of Alcoholic Beverage Control Wine and Beer Off-Premises license, at the existing retail drugstore, upon certain terms and conditions.

- Attachments:** [Staff Report](#)  
[Location Map](#)  
[ORD. 2014-191](#)  
[ORD. 2014-191 Proposed Amendment](#)  
[Application & Applicant's Report](#)

Mr. Willy Thompson presented this item as outlined in the staff report, recommending approval with conditions.

The Commission expressed concern over the condition of the predominately unused parking area on the property that fronts on West Marshall Street and expressed their desire to see the parking area removed and the property developed.

The applicant was not present to respond to the Commission's concerns.

**A motion was made by Ms. Graziano, seconded by Mr. Sadler, that this Ordinance be recommended for approval with the following admendments:**

- (1) The applicant shall request a public hearing before the Planning Commission to review the special use permit one year after its adoption; and**
- (2) The applicant shall provide a detailed lighting, landscaping and facade**

improvement plan for approval by the Director of Planning and Development  
 Review prior to issuance of a Certificate of Zoning Compliance.

The motion carried by a unanimous vote.

**Aye:** 8 - Mr. Poole, Mr. Law, Ms. Graziano, Mr. Johannas, Ms. Ferrara, Ms. McAteer, Mr. Sadler and Mr. Cole

- 12. **ORD.** To amend and reordain the fees set forth in Appendix A of the City Code  
**2014-260** for sections 114-1045.12 (concerning fees for conditional use permits),  
 114-1050.6 (concerning fees for special use permits), and 114-1160(a)  
 (concerning fees for zoning ordinance amendments), to establish  
 revised charges for such services.

Attachments: [Staff Report](#)  
[ORD. 2014-260](#)

Ms. Markham presented the proposed changes to the fees for special use permits and conditional use permits.

Ms. Graziano expressed her support for the changes.

**A motion was made by Ms. Graziano, seconded by Mr. Law, that this Ordinance be recommended for approval. The motion carried by a unanimous vote.**

**Aye:** 8 - Mr. Poole, Mr. Law, Ms. Graziano, Mr. Johannas, Ms. Ferrara, Ms. McAteer, Mr. Sadler and Mr. Cole

- 13. **PCR** Resolution of the Richmond City Planning Commission approving a  
**2014-009** preliminary community unit plan permitting the development of a  
 residential community not to exceed three hundred (300) dwelling units  
 on approximately 21.76 acres of land located at 1501 and 1611 North  
 31st Street, upon certain terms and conditions.

Attachments: [Staff Report](#)  
[Location Map](#)  
[Draft Ordinance](#)  
[PCR 2014-009](#)  
[Survey](#)  
[Plans](#)  
[Application & Applicants Report](#)

Ms. Markham presented this item as outlined in the staff report.

The Commission expressed concern that the City's Master Plan recommends Public & Open Space for the subject properties and that the amount of available land for the parks and any future schools in the East End is very limited.

The Commission also expressed dissatisfaction with the way the process for this major revitalization project had unfolded without their involvement or knowledge.

Ms. Chamere Miles, James J.J. Minor and Mr. Lawrence Williams spoke in support of the proposal.

Mr. Reginald Reeves spoke in opposition to the proposal citing the proposed density, maintenance and the loss of the playground, tennis courts and basketball courts and the demolition of the Old Armstrong High School.

**A motion was made by Ms. Graziano, seconded by Mr. Law, that this Resolution be approved. The motion carried by the following vote:**

**Aye:** 7 - Mr. Poole, Mr. Law, Ms. Graziano, Ms. Ferrara, Ms. McAteer, Mr. Sadler and Mr. Cole

**Recused:** 1 - Mr. Johannas

**14. ID 14-037** Citywide Master Plan Update

There was no update on the Citywide Master Plan from the Director.

Mr. Poole stated that this is the top priority for the Commission and he would like some clarity as to how the Commission should move forward by their next meeting.

**Upcoming Items**

Ms. Markham stated that there would be some Location, Character and Extent review items on the next agenda.

The Commission discussed having the development group for the East End come back to the Commission to present a more comprehensive plan for the revitalization planned for the area.

The Commission reiterated that they would like to be informed of larger scale projects, like the East End transformation, prior to being asked to act on the items.

**Adjournment**

Mr. Poole adjourned the meeting at 3:56p.m.

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Rodney M. Poole, Chair

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Lory P. Markham, Secretary