



# City of Richmond

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## Meeting Minutes Planning Commission

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Monday, October 2, 2023

1:30 PM

5th Floor Conference Room

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To access the meeting via Microsoft Teams: <https://tinyurl.com/CPC-2-Oct-2023>

### Call To Order

Mr. Poole called the regular meeting of the Planning Commission to order at 1:35 pm.

### Roll Call

- **Present** 7 - \* Commissioner Vivek G. Murthy, \* Commissioner Burchell Pinnock, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Samuel Young, \* Commissioner Rebecca Rowe, \* Commissioner Andreas Addison, and \* Commissioner Rodney Poole
- **Absent** 2 - \* Commissioner Lincoln Saunders, and \* Commissioner Dakia K. Knight

This meeting was 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 attended the meeting in-person, citizens were able to participate in the meeting virtually.

All written comments received via email prior to 10:00 a.m. on the day of the meeting were 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.

### Chair's Comments

Mr. Poole asked if there are any members of the Planning Commission who would like to volunteer to sit as the Planning Commission representative on the Urban Design Committee.

Mr. Young volunteered for the position. A motion was made by Commissioner Murthy, seconded by Commissioner Rowe, to have Commissioner Young act as the Planning Commission representative on the Urban Design Committee. The motion passed unanimously.

### Approval of Minutes

1. [PDRMIN](#)  
[2023.022](#) Draft CPC Minutes - September 18, 2023

**A motion was made by Commissioner Young, seconded by Commissioner Greenfield, that the minutes from the September 18, 2023 regular meeting of the Planning Commission be adopted. The motion carried by the following vote:**

- Aye --** 4 - \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Samuel Young, \* Commissioner Rebecca Rowe and \* Commissioner Rodney Poole

Abstain -- 1 - \* Commissioner Vivek G. Murthy

## Director's Report

There was no Director's Report at this meeting.

## Council Action Update

Alyson Oliver, Planning Commission Secretary, provided a summary of the actions taken at the September 25, 2023 City Council meeting.

## Consideration of Continuances and Deletions from Agenda

2. [ORD. 2023-203](#) To authorize the special use of the property known as 2301 Grove Avenue for the purpose of a dwelling unit within an accessory building to a single-family detached dwelling, upon certain terms and conditions. (2nd District)

**A motion was made by Commissioner Murthy, seconded by Commissioner Greenfield, that this item be continued to the October 16, 2023 meeting of the Planning Commission.**

## Consent Agenda

The Consent Agenda items were considered by the Commission as a group, and there was a single combined public hearing held for all items listed on the Consent Agenda.

During the public comment period, Stephanie Sams and Joseph Sams spoke in opposition to ORD. 2023-263.

A motion was made by Commissioner Murthy, seconded by Commissioner Rowe, that this item be continued to the October 16, 2023 regular meeting of the Planning Commission.

The public hearing continued, and the following people spoke:

Juan Hernandez asked clarifying questions about the alley maintenance relating to ORD. 2023-262.

Barbara Goode expressed no opposition to ORD. 2023-265.

Frank Wilson expressed no opposition to ORD. 2023-265, but did ask clarifying questions about possible encroachment on the neighboring property. A representative for the applicant confirmed that there would not be any encroachment.

Christopher Banks spoke in support of ORD. 2023-270.

Treva McGeachy expressed concerns with increased traffic and possible property encroachment regarding the development proposal associated with ORD. 2023-234. A representative for the applicant confirmed that there would be no encroachment.

Seeing no one else wishing to speak, Mr. Poole closed the public hearing.

**A motion was made by Commissioner Murthy, seconded by Commissioner**

**Greenfield, that this be adopted. The motion carried unanimously.**

**Aye --** 6 - \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Samuel Young, \* Commissioner Rebecca Rowe, \* Commissioner Andreas Addison and \* Commissioner Rodney Poole

- 3. [ORD. 2023-234](#) To authorize the special use of the property known as 912 Tulip Street for the purpose of a mixed-use building, with off-street parking, upon certain terms and conditions. (7th District)

**This Ordinance was recommended for approval.**

- 4. [ORD. 2023-236](#) To close, to public use and travel, an alley in the block bounded by Richmond Highway, Afton Avenue, Columbia Street, and Bellemeade Road, consisting of 2,450± square feet, upon certain terms and conditions.

**This Ordinance was recommended for approval.**

- 5. [ORD. 2023-260](#) To amend and reordain Ord. No. 86-81-83, adopted Apr. 28, 1986, previously amended by Ord. No. 2000-289-271, adopted Sept. 11, 2000, and Ord. No. 2023-158, adopted Jun. 12, 2023, which authorized the special use of the property known as 1200-1206 East Cary for the purpose of a hotel containing up to 57 rooms and other uses permitted in the B-5 Central Business District and additional signs, and modified the parking requirements, to authorize an outdoor walk-up automated teller machine, upon certain terms and conditions. (6th District)

**This Ordinance was recommended for approval.**

- 6. [ORD. 2023-262](#) To authorize the special use of the properties known as 2831 Burfoot Street, 2833 Burfoot Street, and 2835 Burfoot Street for the purpose of up to four single-family detached dwellings, upon certain terms and conditions. (5th District)

**This Ordinance was recommended for approval.**

- 7. [ORD. 2023-263](#) To authorize the special use of the properties known as 1310 Dubois Avenue and 1314 Dubois Avenue for the purpose of two single-family detached dwellings, upon certain terms and conditions. (3rd District)

**This item was continued to the October 16, 2023 regular meeting of the Planning Commission.**

- 8. [ORD. 2023-264](#) To authorize the special use of the property known as 1100 Hollister Avenue for the purpose of a single-family detached dwelling, upon certain terms and conditions. (8th District)

**This Ordinance was recommended for approval.**

- 9. [ORD. 2023-265](#) To authorize the special use of the property known as 2003 Ingram Avenue for the purpose of a two-family detached dwelling, upon certain terms and conditions. (8th District)

**This Ordinance was recommended for approval.**

- 10. [ORD. 2023-267](#) To authorize the special use of the property known as 2818 Monument Avenue for the purpose of a multifamily dwelling, upon certain terms and conditions. (2nd District)

**This Ordinance was recommended for approval.**

- 11. [ORD. 2023-268](#) To authorize the special use of the property known as 601½ South Pine Street for the purpose of a two-family detached dwelling and a single-family attached dwelling, upon certain terms and conditions. (5th District)

**This Ordinance was recommended for approval.**

- 13. [ORD. 2023-270](#) To rezone the properties known as 3408 and 3410 Hermitage Road from the RO-1 Residential-Office District to the UB-2 Urban Business District. (2nd District)

**This Ordinance was recommended for approval.**

- 14. [ORD. 2023-272](#) To conditionally rezone the properties known as 400 Stockton Street and 401 Everett Street from the B-7 Mixed-Use Business District to the TOD-1 Transit-Oriented Nodal District, upon certain proffered conditions. (6th District)

**This Ordinance was recommended for approval.**

- 15. [UDC 2023-17](#) UDC 2023-17 FINAL Location, Character, and Extent review for expanded animal enclosure walkways at Maymont Park located at 1000 Westover Road.

**This item was approved.**

**Regular Agenda**

- 16. [ORD. 2023-261](#) To authorize the special use of the property known as 3600 West Broad Street for the purpose of a residential use located on a portion of the first floor of the existing mixed-use building, upon certain terms and conditions. (As Amended) (2nd District)

Jimmy Dealaman, Associate Planner, provided an overview of this request.

Jeff Geiger, representative for the applicant, provided additional detail on the request, highlighting site constraints that support the need for this request.

Mr. Poole opened the public hearing.

Seeing no one wishing to speak, Mr. Poole closed the public hearing.

Members of the Planning Commission discussed the following, in relation to this request:  
 - How future commercial development along Broad Street in the surrounding area may be impacted by approval of this request;

- Alternative floor plan configurations that would keep commercial uses fronting along Broad Street;
- Plans to create a visual and physical separation between the sidewalk and ground-floor residential uses; and
- Other uses currently occupying the building.

**A motion was made by Commissioner Greenfield, seconded by Commissioner Rowe, that this item be recommended for approval with the following amendment:**

**-The residential units along Broad Street shall be screened or buffered from the public sidewalk. Such screening or buffering, which may include landscaping, shall be shown on the Plan of Development**

**The motion carried unanimously.**

**12. [ORD. 2023-269](#)**

To authorize the special use of the property known as 3418 R Street for the purpose of two single-family detached dwellings, upon certain terms and conditions. (As Amended) (7th District)

David Watson, Planner, provided an overview of this request.

Frank Dixon, on behalf of the applicant, provided additional details on the proposal and provided examples of similar development that has been constructed nearby.

Mr. Poole opened the public hearing.

Keana Williams spoke in favor of the request, noting that he had received approval previously for a similar request.

Marsha Edwards spoke in favor of the request, noting that the new residential units would be an asset to the community.

Mark Ollinger spoke on behalf of the Church Hill Central Civic Association, expressing support for the request if a few additional conditions were included in the ordinance.

Diane Walker spoke in opposition to the request, expressing concerns with lack of detail and public outreach, as well as with the proposed massing and lot coverage.

Kathy Graham Dowdy spoke in opposition to the request, expressing concerns with compatibility with the neighborhood character, lack of green space, and increased traffic.

Seeing no one else wishing to speak, Mr. Poole closed the public hearing.

Members of the Planning Commission briefly discussed the request and reviewed the additional conditions proposed by the Church Hill Central Civic Association.

**A motion was made by Commissioner Pinnock, seconded by Commissioner Murthy, that this item be recommended for approval with the following amendments:**

**-Add a note to the plans stating consistent window color will be used on all elevations**

**-Add a note to the plans stating window wrap will be provided on all windows.**

**-Transfer plan details from plat plan on sheet 1 (parking spaces, landscaping,**

trash/HVAC pad, etc) to Plat Plan on last page.

- Add a walkway from the front steps of the dwelling to the sidewalk
- Show at 6' porch depth.
- Confirm that all the existing fencing on parcel will be removed or be replaced. Provide details for new fencing.

The motion carried unanimously.

17. [ORD. 2023-271](#)

To conditionally rezone the properties known as 2500, 2510, 2516, 2530, 2532, 2534, and 2536 North Lombardy Street from the UB-2 Urban Business District to the TOD-1 Transit-Oriented Nodal District, upon certain proffered conditions. (3rd District)

A combined presentation and public hearing was held for ORD. 2023-271 and ORD. 2023-266.

Shaianna Trump, Associate Planner, gave an overview of this request.

Mr. Poole opened a combined public comment period for ORD. 2023-271 and ORD. 2023-266.

Anne-Frances Lambert, 3rd District City Council Representative, spoke in favor of the request.

Seeing no one else wishing to speak, Mr. Poole closed the public hearing.

Following the public hearing, members of the Planning Commission discussed both requests. Specifically, the following topics were considered:

- Illustrative exhibits depicting the character of future development on the subject properties;
- Proposed materials; and
- The possibility of incorporating architectural details from the existing buildings, which are proposed to be demolished, into the design of the new mixed-use building.

**A motion was made by Commissioner Murthy, seconded by Commissioner Pinnock, that this ordinance be recommended for approval. The motion carried unanimously.**

18. [ORD. 2023-266](#)

To authorize the special use of the properties known as 2500, 2510, 2516, 2530, 2532, 2534, and 2536 North Lombardy Street for the purpose of exceeding the inclined plane height for a mixed-use building, upon certain terms and conditions. (3rd District)

During the combined public comment period for ORD. 2023-271 and ORD. 2023-266, Anne-Frances Lambert, 3rd District City Council Representative, spoke in favor of the request.

**A motion was made by Commissioner Murthy, seconded by Commissioner Rowe, that this ordinance be recommended for approval. The motion carried unanimously.**

**Upcoming Items**

Ms. Oliver gave an overview of the items that are expected to be on the next Planning Commission agenda.

### **Adjournment**

Mr. Poole adjourned the meeting at 4:34 pm.