



# City of Richmond

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

## Meeting Minutes Planning Commission

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Monday, February 6, 2023

1:30 PM

5th Floor Conference Room

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**To access the meeting via Microsoft Teams: [tinyurl.com/CPC-6-Feb-23](https://tinyurl.com/CPC-6-Feb-23)**

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:

1. [PDRPRES  
2023.009](#)

**Attachments:** [Public Access and Participation Instructions - Planning Commission  
2-6-2023](#)

Citizens are encouraged to provide their comments in writing to [PDRLandUseAdmin@rva.gov](mailto:PDRLandUseAdmin@rva.gov) in lieu of speaking through audio or video means during the meeting. 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.

### Call To Order

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

### Roll Call

- **Present** 8 - \* Commissioner Max Hepp-Buchanan, \* Commissioner Vivek G. Murthy, \*  
Commissioner Burchell Pinnock, \* Commissioner Elizabeth Hancock Greenfield, \*  
Commissioner Rebecca Rowe, \* Commissioner Lincoln Saunders, \*  
Commissioner Andreas Addison, and \* Commissioner Rodney Poole
- **Absent** 1 - \* Commissioner Samuel Young

### Chair's Comments

Mr. Poole welcomed all who were present.

#### - Election of Officers

A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Murthy, that Commissioner Rodney Poole be appointed as Chair. The motion carried unanimously, with Commissioner Saunders not present for the vote.

A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Murthy, that Elizabeth Greenfield be appointed as Vice Chair. The motion carried unanimously, with Commissioner Saunders not present for the vote.

**Rodney Poole was appointed as Chair and Elizabeth Greenfield was appointed as Vice Chair.**

**Approval of Minutes**

[PDRMIN  
2023.001](#)

Attachments: [DRAFT Minutes - January 3, 2023](#)

**A motion was made by Commissioner Murthy, seconded by Commissioner Hepp-Buchanan, that the January 3, 2023 Minutes be approved. The motion carried by the following vote:**

- Aye --** 6 - \* Commissioner Max Hepp-Buchanan, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Rebecca Rowe, \* Commissioner Andreas Addison and \* Commissioner Rodney Poole
- Excused --** 1 - \* Commissioner Lincoln Saunders
- Abstain --** 1 - \* Commissioner Burchell Pinnock

[PDRMIN  
2023.002](#)

Attachments: [DRAFT Minutes - December 5, 2022](#)

**A motion was made by Commissioner Greenfield, seconded by Commissioner Murthy, that the December 5, 2022 Minutes be adopted. The motion carried by the following vote:**

- Aye --** 8 - \* Commissioner Max Hepp-Buchanan, \* Commissioner Vivek G. Murthy, \* Commissioner Burchell Pinnock, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Rebecca Rowe, \* Commissioner Lincoln Saunders, \* Commissioner Andreas Addison and \* Commissioner Rodney Poole

**Director's Report**

**- Council Action Update**

Mr. Matthew Ebinger provided an update on the actions taken by City Council at its January 23, 2023 meeting.

**Consideration of Continuances and Deletions from Agenda**

- 2. [ORD.  
2022-191](#) To repeal ch. 16, art. II (§§ 16-19-16-31) of the City Code; to amend ch. 30, art. VI, div. 10.1 by adding therein a new section 30-691.1:1, concerning definitions for the Affordable Dwelling Unit Density Program; and to amend City Code §§ 30-691, 30-691.1, 30-691.2, 30-691.3, 30-691.4, 30-691.6, 30-691.7, 30-691.8, 30-691.9, 30-691.11, for the purpose of revising the Affordable Housing Dwelling

Unit Density Program as authorized by Va. Code § 15.2-2305.1.

**Attachments:** [Ord. No. 2022-191](#)

**A motion was made by Commissioner Pinnock, seconded by Commissioner Murthy, that this ordinance be continued to the March 20, 2023 meeting of the Planning Commission. The motion carried unanimously.**

3. [ORD. 2022-262](#)

To amend and reordain Ord. No. 95-152-151, adopted Jun. 26, 1995, as amended by Ord. No. 97-222-236, adopted Jul. 28, 1997, and Ord. No. 98-335-99-20, adopted Jan. 25, 1999, which authorized a special use of the property known as 815 North 35th Street to increase the number of permitted dwelling units and to reduce the required common area for the existing multifamily dwelling for the elderly, to further increase the number of multifamily dwelling units, to permit single-family attached dwelling units and single-family detached dwelling units, and to incorporate the property known as 823 North 36th Street, upon certain terms and conditions. (7th District)

**Attachments:** [Ord. No. 2022-262](#)

- [Application Form and Applicant's Report](#)
- [Survey](#)
- [Map](#)
- [Public Comment](#)
- [Church Hill Central Civic Association - Request for Continuance](#)
- [Letter of Concern-Bacon Retirement Center comments](#)
- [Plans Feb 2023](#)

**A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Murthy, that this ordinance be continued to the April 3, 2023 meeting of the Planning Commission. The motion carried unanimously.**

4. [ORD. 2022-268](#)

To authorize the special use of the property known as 401 South Stafford Avenue for the purpose of a mixed-use building containing up to one second floor dwelling unit and a ground floor restaurant use, upon certain terms and conditions. (5th District)

**Attachments:** [Ord. No. 2022-268](#)

- [Staff Report](#)
- [Application Form and Applicant's Report](#)
- [Plans and Survey](#)
- [Letters of Opposition](#)
- [Letters of Support](#)
- [401 S Stafford Ave Updated Plan 02.14.23](#)
- [Exterior Concept 2.1.23 R](#)
- [Daytime Menu & Drinks](#)
- [Evolution of Conditions 2.15.23](#)

A motion was made by Commissioner Murthy, seconded by Commissioner Hepp-Buchanan, that this ordinance be continued to the February 21, 2023 meeting of the Planning Commission. The motion carried unanimously.

9. [PDRPRES 2022.089](#)

**Attachments:** [Presentation](#)

Item Title: Richmond 300 Annual Report

A motion was made by Commissioner Saunders, seconded by Commissioner Greenfield, that this presentation be continued to the February 21, 2023 meeting of the Planning Commission. The motion carried unanimously.

**Consent Agenda**

Mr. Ebinger presented the Consent Agenda.

Public Hearing: No one spoke.

**A motion was made by Commissioner Greenfield, seconded by Commissioner Murthy, that the Consent Agenda be approved. The motion carried by the following vote:**

**Aye -- 8 - \* Commissioner Max Hepp-Buchanan, \* Commissioner Vivek G. Murthy, \* Commissioner Burchell Pinnock, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Rebecca Rowe, \* Commissioner Lincoln Saunders, \* Commissioner Andreas Addison and \* Commissioner Rodney Poole**

5. [ORD. 2023-031](#)

To authorize the special use of the property known as 823 China Street for the purpose of a two-family detached dwelling, upon certain terms and conditions. (5th District)

**Attachments:** [Ord. No. 2023-031](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Map](#)  
[Letter of Opposition](#)  
[Plans & Survey](#)

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

6. [ORD. 2023-032](#)

To authorize the special use of the property known as 1400 Perry Street for the purpose of a food bank as an accessory use, upon certain terms and conditions. (6th District)

- Attachments:** [Ord. No. 2023-032](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[Plans](#)  
[All Souls Anglican Letter of Support](#)  
[Church of Epiphany Food bank letter of support](#)  
[Food bank letter of support Amy garden](#)  
[Food bank letter of support from Central UMC](#)  
[Letter from TForce Transportation](#)  
[ManchesterAlliance SacredHeartSUP Letter of Support](#)  
[PFG Support Letter](#)  
[Saint Francis Manchester Support Letter](#)  
[SHC Letter of Support from Feed More](#)  
[Support Letter SHC\\_YWCA](#)

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

7. [SUBD](#)  
[2023.002](#)

- Attachments:** [Plat](#)  
[Staff Report](#)

Item Title: Subdivision Exception for Liberty Place Townhomes (2613 Belt Boulevard and 2701 Belt Boulevard), per Sec. 25-9 of the Subdivision Ordinance.

**This Subdivision Exception Request was approved.**

8. [SUBD](#)  
[2023.003](#)

- Attachments:** [Staff Report](#)  
[Plat](#)

Item Title: Subdivision Exception for 523 North 21st Street, 525 North 21st Street, and 527 North 21st Street, per Sec. 25-9 of the Subdivision Ordinance.

**This Subdivision Exception Request was approved.**

*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**

10. [PDRPRES](#)  
[2023.008](#)

Item Title: Zoning Ordinance Re-Write Advisory Council Discussion

Mr. Kevin Vonck and Ms. Maritza Pechin provided staff's presentation. Ms. Jennifer Mullen also spoke at the request of the Commission.

Public Hearing: No one spoke.

### **Upcoming Items**

Mr. Ebinger shared a list of items scheduled for the February 21, 2023 meeting of the Planning Commission.

### **Adjournment**

Mr. Poole adjourned the meeting at 2:30 pm.