



# City of Richmond

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

## Meeting Minutes - Draft Planning Commission

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Monday, December 3, 2018

1:30 PM

5th Floor Conference Room

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### Call To Order

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

### Roll Call

-- Present 9 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson, and \* Committee Member Ellen Robertson

### Chair's Comments

Mr. Poole welcomed all who were present.

### Approval of Minutes

1. [PDRMIN 2018.021](#)

Attachments: [CPC Draft Minutes\\_Nov 19, 2018](#)

**A motion was made by Vice Chair Law, seconded by Commissioner Murthy, that the November 19, 2018 Meeting Minutes be approved. The motion carried by the following vote:**

**Aye --** 9 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson and \* Committee Member Ellen Robertson

### Director's Report

Mr. Olinger spoke about a City Planning Commission Tour of recently approved projects. It would take place in the first quarter of the year. The planning commission agreed.

#### - Richmond 300 (Richmond Master Plan) Update

Ms. Maritza Pechin provided an update on Richmond 300 (City Master Plan update). She stated the parking study meetings will start tomorrow, December 4, 2018.

#### - Council Action Update

Mr. Ebinger stated there is no Council Action update.

**- Confirmation of December 17, 2018 Meeting**

Mr. Ebinger stated the December 17, 2018 meeting of the Planning Commission would not be cancelled.

**- 2019 Meeting Schedule**

Mr. Ebinger stated the Planning Commission will continue to meet the first and third Monday of every month, unless there is a holiday, in 2019.

**Consideration of Continuances and Deletions from Agenda**

2. [ORD. 2018-300](#) To close, to public use and travel, a portion of the east side of North 30th Street and a portion of the south side of M Street abutting the property known as 623 North 30th Street, consisting of 535± square feet, upon certain terms and conditions.

**Attachments:** [Ord. No. 2018-300.pdf](#)

**A motion was made by Committee Member Ellen Robertson, seconded by Commissioner Elizabeth Hancock Greenfield, that this Ordinance be recommended for a 30 day continuance.**

**The motion carried unanimously.**

3. [ORD. 2018-306](#) To authorize the special use of the properties known as 623 North 30th Street, 3001, 3005, and 3009 M Street, and a portion of North 30th Street and a portion of M Street, for the purpose of up to five single-family attached dwellings, upon certain terms and conditions.

**Attachments:** [Ord. No. 2018-306.pdf](#)

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

[Plans & Survey](#)

[Map](#)

**A motion was made by Committee Member Ellen Robertson, seconded by Commissioner Elizabeth Hancock Greenfield, that this Ordinance be recommended for a 30 day continuance.**

**The motion carried unanimously.**

**Consent Agenda**

In regards to Item 13, Mr. Thompson asked about the rental information provided for the affordability analysis.

Mr. Jonathan Brown, senior planner, confirmed that the units fall within HUD's standards for affordability.

Ms. Anne Durkin, Johannas Design Group, stated the rents would be approximately \$900.00.

Public Hearing:

Item 6: Ms. Cyane Crump, Historic Richmond Foundation, request a deferral of the ROW Ordinance until the plan of development is approved.

Mr. Poole asked, the applicant could develop the property without this closure.

Ms. Crump stated yes.

Mr. Johannas stated, to be clear, this development has nothing to do with the transfer of the alley.

Mr. Poole stated the alley would be developed to increase the amount of parking but other than that, it is a by-right and it can be done without this closure, there is no connection between the two.

Ms. Crump stated it is her understanding that the closure of this alley will provide parking.

Mr. Poole stated additional parking.

Item 10: Ms. Talesha Smith stated concerns with parking in the area.

Mr. Ebinger informed her 10 parking spaces would be provided on the property.

**A motion was made by Commissioner Cuffee-Glenn, seconded by Vice Chair Law, that the Consent Agenda be approved. The motion carried unanimously (with Mr. Johannas abstaining on Item Number 13).**

4. [ORD.  
2018-298](#)

To authorize the Chief Administrative Officer to accept funds in the total amount of \$229,815.00 from the Virginia Department of Transportation; and to appropriate the amount of \$229,815.00 to the Fiscal Year 2018-2019 Capital Budget by increasing estimated revenues and the amount appropriated to the Department of Public Works' Major Bridge Improvement Program in the Transportation category by \$229,815.00 for the purpose funding the replacement of the Lynhaven Avenue Bridge over Broad Rock Creek.

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

[Ord. No. 2018-298](#)

[Map](#)

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

5. [ORD.  
2018-299](#)

To close, to public use and travel, a portion of an alley adjacent to 105 North Rowland Street located in the block bounded by North Rowland Street, Grove Avenue, North Meadow Street, and Floyd Avenue consisting of 21± square feet, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-299](#)  
[Map](#)  
[Notice of Support](#)

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

6. [ORD. 2018-301](#) To close, to public use and travel, a portion of an alley in the block bounded by East Main Street, South 6th Street, East Cary Street, and South 5th Street abutting the property known as 519 East Main Street consisting of 646± square feet, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-301](#)  
[Map](#)  
[Letter of Concern](#)  
[Notice of Support](#)

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

7. [ORD. 2018-302](#) To declare a public necessity for and to authorize the acquisition by gift of the property known as Vauxhall Island from the Enrichmond Foundation for the purpose of its incorporation in the James River Park System to be used for preservation of natural areas and open space in accordance with the terms of a grant from the Virginia Land Conservation Foundation.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-302](#)  
[Map](#)

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

8. [ORD. 2018-303](#) To rezone the properties known as 710 and 712 West Fells Street, 1705 and 1705½ Chamberlayne Avenue, and a portion of the property known as 1707 Chamberlayne Avenue from the M-1 Light Industrial District to the B-6 Mixed-Use Business District; and a portion of the property known as 1707 Chamberlayne Avenue and the properties known as 1716 and 1718 Roane Street from the R-53 Multifamily Residential District to the B-6 Mixed-Use Business District.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-303](#)  
[Application Forms](#)  
[Applicant's Report](#)  
[Surveys](#)  
[Map](#)  
[Notice of Support](#)

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

9. [ORD. 2018-305](#) To authorize the special use of the property known as 117 East Cary Street for the purpose of a two-family dwelling, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-305](#)  
[Application Form](#)  
[Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)

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

10. [ORD. 2018-307](#) To authorize the special use of the property known as 1204 North 30th Street for the purpose of up to four two-family attached dwellings, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-307](#)  
[Application Form & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)  
[Notice of Support](#)

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

11. [ORD. 2018-308](#) To authorize the special use of the property known as 1301 North 30th Street for the purpose of a building with commercial uses on the first floor and up to two dwelling units, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-308](#)  
[Application Form](#)  
[Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)  
[Letter of Support](#)  
[Notice of Support](#)

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

12. [ORD. 2018-309](#) To authorize the special use of the property known as 2024 West Broad Street for the purpose of permitting a roof-mounted sign, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-309](#)  
[Application Form & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)  
[Letter of Support](#)

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

13. [ORD. 2018-310](#) To authorize the special use of the property known as 2712 East Leigh Street for the purpose of up to seven multifamily dwelling units and an accessory office, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-310](#)  
[Application & Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)  
[Support Letter](#)  
[Letter of Concern](#)

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

*The consent agenda consists of items that appear relatively non-controversial in nature and for which there was no known opposition at the time this agenda was set. 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**

14. [ORD. 2018-276](#) To amend and reordain City Code § 30-1020.3, concerning the issuance of certificates of zoning compliance, for the purpose of requiring that all certificates of zoning compliance and zoning confirmation letters and applications filed therefor be published on the City's website within two working days after such issuance and filing.

**Attachments:** [Staff Report December 3, 2018](#)  
[Staff Report November 5, 2018](#)  
[Ord. No. 2018-276](#)  
[Notice of Support](#)  
[Letter of Support](#)

Mr. Olinger stated staff will provide the information via spreadsheet until the information is available via Energov.

Mr. Poole stated the purpose of this ordinance is to enable the public access to these items because they can be appealed within 30 days.

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

### **Upcoming Items**

Mr. Ebinger stated several Urban Design Committee items are tentatively scheduled for the December 17, 2018 Planning Commission meeting.

### **Adjournment**

Mr. Poole adjourned the meeting at 1:58 p.m.

*All persons attending the meeting are requested to register on the attendance sheets that have been placed on the chairs and are also available at the table by the conference room entrance. Once you have completed an attendance sheet, it should be provided to the Commission staff.*