



# City of Richmond

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## Meeting Minutes - Draft Planning Commission

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Monday, February 3, 2020

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** 8 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson, \* Commissioner Lenora Reid, and \* Commissioner Ellen Robertson
- **Absent** 1 - \* Commissioner David Johannas

### Chair's Comments

Mr. Poole welcomed all who were present.

### Approval of Minutes

### Director's Report

#### - Council Action Update

Mr. Olinger provided an update on the actions taken by City Council at its January 27, 2020 meeting.

#### - Richmond 300 Update

Mr. Olinger provided an update.

### Consideration of Continuances and Deletions from Agenda

There were no continuances or deletions from the agenda.

### Consent Agenda

Public Hearing:

Item 2: One individual requested additional information.

Item 7: One individual spoke in support.

Item 9: One individual was undecided.

**A motion was made by Vice Chair Law, seconded by Commissioner Thompson, that the Consent Agenda be approved. The motion carried by the following vote:**

Aye -- 8 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson, \* Commissioner Lenora Reid and \* Commissioner Ellen Robertson

1. [ORD. 2020-015](#) To authorize the special use of the property known as 1018 North 32nd Street for the purpose of a two-family detached dwelling, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-015](#)

[Staff Report](#)

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

[Plans](#)

[Survey](#)

[Map](#)

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

2. [ORD. 2020-016](#) To authorize the special use of the property known as 1121 North 20th Street for the purpose of up to five single-family attached dwellings, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-016](#)

[Staff Report](#)

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

[Map](#)

[Plans & Survey](#)

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

3. [ORD. 2020-017](#) To authorize the special use of the property known as 1512 North 23rd Street for the purpose of two single-family detached dwellings, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-017](#)

[Staff Report](#)

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

[Plans](#)

[Survey](#)

[Map](#)

[Petition of Support](#)

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

4. [ORD. 2020-018](#) To authorize the special use of the properties known as 2615 West Cary Street, 2617 West Cary Street, and 2619 West Cary Street for the purpose of tourist homes, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-018](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans & Surveys](#)  
[Map](#)  
[Letter of Support Uptown Association](#)  
[Letter of Support Robinson St Assoc](#)

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

5. [ORD. 2020-019](#) To authorize the special use of the properties known as 3019 Grayland Avenue and 3021 Grayland Avenue for the purpose of two single-family detached dwellings and two single-family attached dwellings, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-019](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)  
[Letter of No Opposition Carytown South Civic Association](#)

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

6. [ORD. 2020-020](#) To authorize the special use of the property known as 3615 East Broad Street for the purpose of a single-family detached dwelling, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-020](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)

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

7. [ORD. 2020-021](#) To authorize the special use of the property known as 4647 Arrowhead Road for the purpose of a wildlife rehabilitation facility accessory to a single-family detached dwelling, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-021](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[2018 USFWS Annual Report](#)  
[2019 State Wildlife Rehab permit](#)  
[Plans](#)  
[Survey](#)  
[Map](#)  
[Letters of Support](#)

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

8. [ORD. 2020-022](#) To authorize the special use of the property known as 815 North 33rd Street for the purpose of up to four single-family attached dwellings, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-022](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Plans & Survey](#)  
[Map](#)  
[Letter of No Opposition\\_Church Hill Central Civic Association](#)

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

9. [ORD. 2020-023](#) To authorize the special use of the property known as 821 North 25th Street for the purpose of a multifamily dwelling containing up to three live/work units, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-023](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)  
[Letter of No Opposition\\_Church Hill Central Civic Association](#)  
[Public Comment Letter Undecided](#)

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

10. [ORD. 2020-024](#) To authorize the special use of the property known as 8764 West Huguenot Road for the purpose of two automated teller machines as accessory uses to an existing convenience store and automobile service station, upon certain terms and conditions.

**Attachments:** [Ord. No. 2020-024](#)  
[Staff Report](#)  
[Application Form and Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)

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

**11. [SUBD](#)  
[2020.001](#)**

**Attachments:** [Staff Report](#)  
[Plat](#)  
[Map](#)  
[Exception Request Letter](#)

**This Subdivision Exception Request was granted.**

*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**

**12. [ORD.](#)  
[2019-294](#)**

To close, to public use and travel, a portion of Greenville Avenue between its southern terminus and Kansas Avenue and a portion of a 16' alley located in the adjacent block to the east of Greenville Avenue and bounded by Kansas Avenue to the north and Carter Street to the east, together consisting of 22,760± square feet, and to authorize the Chief Administrative Officer to accept the dedication of a 500 square foot right-of-way area for a turnaround near the proposed new southern terminus of the alley, all for the purpose of facilitating redevelopment of the area, upon certain terms and conditions.

**Attachments:** [Ord. No. 2019-294 - Amended 20200210](#)  
[Staff Report](#)  
[Map](#)  
[Letters of Opposition](#)  
[Letter of Withdrawal of Opposition](#)  
[20200210 Amendment of Ord. No. 2019-294](#)

Mr. Chris Liesfeld, applicant, spoke about the property that he owns, Greenville Avenue and the alley way that separates the property. He would like to place a conservation easement on the property.

Mr. Poole summarized the applicants request. He stated, where we were at the end of

the last meeting when we asked for a continuance, we had two portions of conduct to choose between. Mr. Poole stated, my understanding is the second option where the commission puts a condition on your closing: (a) is not acceptable to the City and (b) it would destroy your ability to get conservation easement credits, so you are suggesting that we move forward with an agreement between the neighborhood association, you and the conservation organization, that you would enter into a conservation agreement after vacating the property.

Mr. Liesfeld stated yes, that is correct.

Mr. Parker Agelasto, Executive Director, Capital Region Land Conservancy, provided information on Conservation Easements.

Mr. Poole asked am I correct in my understanding that Mr. Liesfeld has already approached you in beginning the process of doing the conservation easement with the intent of once the right of ways are abandoned to him that would be included in that conservation easement.

Mr. Agelasto stated yes, Mr. Liesfeld applied in late 2018 to begin this process.

Public Hearing: No one spoke.

**A motion was made by Commissioner Murthy, seconded by Commissioner Thompson, that this Ordinance be recommended for approval with the condition that the property would be placed in a conservation easement and with the conditions recommended by the Department of Public Works in the Staff Report, including an amendment to the Ordinance to change the fee due to the City from \$35,170.80 to \$25,202.90. The motion carried unanimously.**

13. [ORD. 2019-302](#) To authorize the special use of the property known as 1620 Park Avenue for the purpose of a multifamily dwelling, upon certain terms and conditions. (As Amended)

**Attachments:** [Ord. No. 2019-302 - Amended 20200413](#)

[Staff Report](#)

[Application Form](#)

[Updated Applicant's Report](#)

[Updated Plans 15 January 2020 and Survey](#)

[Initial Plans & Survey](#)

[Map](#)

[Letter of No Opposition Fan District Association](#)

[Petition of Opposition](#)

[Letter of Opposition](#)

[Public Comment Letters Opposition Feb 3, 2020 Planning Commission Meeting](#)

[Letters of Support](#)

[20200210 Amendment of Ord. No. 2019-302](#)

[20200413 Amendment of Ord. No. 2019-302](#)

[Public Hearing Comment - Theresa Singleton](#)

Mr. Jonathan Brown provided staff's presentation.

Mr. Mark Kronenthal provided the applicant's presentation.

Ms. Reid asked, up until the sale of the property to the current owner, there were five units?

Mr. Kronenthal stated yes. He went in to renovate, I think there is a history of un-neighborly tenants occupying this building. Those folks left when the building was purchased, then he began making applications for permits to renovate, that is when it was discovered that it had a more complicated history.

Mr. Thompson asked if someone was looking to buy this building and went into tax records, would tax assessment have it listed as a five unit building.

Mr. Kronenthal stated yes.

Mr. Poole asked is the Fan District Association in opposition.

Mr. Kronenthal stated a number of changes have been made including reducing the number of units and parking accommodations at the request of the Association.

Public Hearing: Three individuals spoke in opposition.

**A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Greenfield, that this Ordinance be recommended for approval with an amendment to incorporate the updated plans, dated January 15, 2020. The motion carried 5:1:2, with Commissioner Murthy voting against and Chairman Poole and Vice-Chairman Law abstaining.**

14. [CPCR.2020.002](#)

**Attachments:** [Staff Report](#)  
[Resolution of Intent](#)

Anne Darby provided staff's presentation on the resolution TO DECLARE AN INTENT TO AMEND THE OFFICIAL ZONING TEXT FOR THE PURPOSES OF MAKING MINOR CHANGES TO VARIOUS SECTIONS WITH THE GOALS OF: ALIGNING WITH STATE AND CITY CODE; ALIGNING WITH CHANGING CONDITIONS; AND ELIMINATING UNINTENTIONAL COMPLICATIONS TO DEVELOPMENT.

Public Hearing: No one spoke.

**A motion was made by Commissioner Murthy, seconded by Commissioner Reid, that this City Planning Commission Resolution be adopted. The motion carried by the following vote:**

**Aye --** 8 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner Vivek G. Murthy, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan, \* Commissioner John Thompson, \* Commissioner Lenora Reid and \* Commissioner Ellen Robertson

## **Upcoming Items**

Eight items were introduced at the last Council meeting including:  
- TOD-1

- Special Use for 1600 West Broad
- A number of other smaller items
- 3 Papers affiliated with a rezoning, a potential redevelopment in the Greater Scotts Addition area

## Adjournment

Mr. Poole adjourned the meeting at 3:11 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.*