



City of Richmond

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Meeting Minutes Planning Commission

Monday, October 16, 2023

1:30 PM

5th Floor Conference Room

To access the meeting via Microsoft Teams: <https://tinyurl.com/CPC-16-Oct-2023>

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.

Call To Order

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

Roll Call

-- Present 9 - * Commissioner Vivek G. Murthy, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Samuel Young, * Commissioner Rebecca Rowe, * Commissioner Lincoln Saunders, * Commissioner Andreas Addison, * Commissioner Rodney Poole, and * Commissioner Dakia K. Knight

Chair's Comments

Mr. Poole welcomed all who were present.

Approval of Minutes

2. [PDRMIN](#)
[2023.023](#) CPC Draft Minutes - October 2, 2023

A motion was made by Commissioner Pinnock, seconded by Commissioner Murthy, that the minutes from the October 2, 2023 regular meeting of the Planning Commission be adopted. The motion carried by the following vote:

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

Abstain -- 1 - * Commissioner Dakia K. Knight

Director's Report

There was no Director's Report.

Consideration of Continuances and Deletions from Agenda

- 3. [CPCR.2023.025](#) Resolution of the City Planning Commission to adopt the Shockoe Small Area Plan as an amendment to the Richmond 300 Master Plan.

A motion was made by Commissioner Pinnock, seconded by Commissioner Murthy, that this City Planning Commission Resolution be continued to the November 6, 2023 meeting of the Planning Commission. The motion carried unanimously.

Aye -- 7 - * Commissioner Vivek G. Murthy, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Samuel Young, * Commissioner Rebecca Rowe, * Commissioner Rodney Poole and * Commissioner Dakia K. Knight

- 4. [ORD. 2022-205](#) To amend Ord. No. 2000-410-2001-10, adopted Jan. 8, 2001, as previously amended by Ord. No. 2001-220-231, adopted Jul. 23, 2001, and Ord. No. 2017-242, adopted May 29, 2019, which approved the “Shops at Stratford Hills Community Unit Plan,” for the purpose of increasing the area subject to the community unit plan by 2.85 acres to 67.4± acres and modifying the development standards, under certain terms and conditions. (4th District)

A motion was made by Commissioner Saunders, seconded by Commissioner Knight, that this Ordinance be continued to the November 20, 2023 meeting of the Planning Commission. The motion carried unanimously.

- 5. [CPCR.2022.083](#) RESOLUTION OF THE RICHMOND CITY PLANNING COMMISSION APPROVING AN AMENDMENT TO THE SHOPS AT STRATFORD HILLS PRELIMINARY COMMUNITY UNIT PLAN, FOR THE PURPOSE OF INCREASING THE AREA SUBJECT TO THE COMMUNITY UNIT PLAN BY 2.85 ACRES TO 67.4± ACRES AND MODIFYING THE DEVELOPMENT STANDARDS

A motion was made by Commissioner Greenfield, seconded by Commissioner Knight, that this City Planning Commission Resolution be continued to the November 20, 2023 meeting of the Planning Commission. The motion carried unanimously.

Aye -- 9 - * Commissioner Vivek G. Murthy, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Samuel Young, * Commissioner Rebecca Rowe, * Commissioner Lincoln Saunders, * Commissioner Andreas Addison, * Commissioner Rodney Poole and * Commissioner Dakia K. Knight

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 hearing, Steven Nesmith of Richmond Redevelopment and Housing Authority, and Tavares Floyd, on behalf of Councilperson Robinson spoke in support of Ordinance 2023-281.

A motion was made by Commissioner Greenfield, seconded by Commissioner Murthy, that the Consent Agenda be adopted. The motion carried unanimously.

Aye -- 9 - * Commissioner Vivek G. Murthy, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Samuel Young, * Commissioner Rebecca Rowe, * Commissioner Lincoln Saunders, * Commissioner Andreas Addison, * Commissioner Rodney Poole and * Commissioner Dakia K. Knight

- 6. [ORD. 2023-281](#) To approve an amendment to the Master Plan for the City of Richmond, adopted by the City Planning Commission on Oct. 5, 2020, and approved by the City Council by Ord. No. 2020-236, adopted Dec.14, 2020, to incorporate the Priority Neighborhoods Master Plan Amendment designating Creighton Court, Fairfield Court, Hillside Court, Mosby Court North, Mosby Court South, and Whitcomb Court as priority growth neighborhoods.

This item was recommended for approval.

- 7. [ORD. 2023-282](#) To amend Ord. No. 2006-194-200, adopted Jul. 24, 2006, and last amended by Ord. No. 2013-197-186, adopted Oct. 14, 2013, which authorized the special use of the property known as 900 West Franklin Street for the purpose of the expansion of a nonconforming retail bookstore, additional signage, and an increase in the radius within which required parking must be provided, to authorize uses permitted in the B-5 Central Business District and to waive parking requirements for those uses, upon certain terms and conditions. (2nd District)

This item was recommended for approval.

- 8. [ORD. 2023-284](#) To authorize the special use of the property known as 6426 Three Chopt Road for the purpose of an accessory building, upon certain terms and conditions. (1st District)

This item was recommended for approval.

- 9. [ORD. 2023-285](#) To authorize the special use of the property known as 4400 Warwick Road for the purpose of a single-family detached dwelling with an accessory garage, upon certain terms and conditions. (8th District)

This item was recommended for approval.

- 10. [ORD. 2023-301](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the total amount of \$1,333,764.00 from the Virginia Department of Transportation, to amend Ord. No. 2023-073, adopted May 8, 2023, which accepted a program of proposed Capital Improvement Projects for Fiscal Year 2023-2024 and the four fiscal years thereafter, adopted a Capital Budget for Fiscal Year 2023-2024, and determined a means of financing the same, to appropriate the increase to the Fiscal Year 2023-2024 Capital Budget by increasing estimated

revenues and the amount appropriated to the Department of Public Works' Complete Streets Project in the Transportation - G.O. Bonds category by \$1,333,764.00, for the purpose of providing funding for Richmond Highway resurfacing projects from Yorktown Avenue to Chesterman Avenue, from Bells Road to Yorktown Avenue, and from Atwell Drive to Alexander Avenue.

This item was recommended for approval.

11. [ORD.](#)
[2023-302](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Deed of Quitclaim of Utility Easement between the City of Richmond and Deepwater I, LLC and Matan Deepwater, LLC, for the purpose of vacating by quitclaim deed certain easements on the property known as 2301 Commerce Road, for nominal consideration, to Deepwater I, LLC and Matan Deepwater, LLC. (8th District)

This item was recommended for approval.

12. [ORD.](#)
[2023-303](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Deed of Quitclaim of Utility Easement between the City of Richmond and Deepwater I, LLC and Matan Deepwater, LLC, for the purpose of vacating by quitclaim deed certain easements on the properties known as 3001 Commerce Road and 3205 Commerce Road, for nominal consideration, to Deepwater I, LLC and Matan Deepwater, LLC. (8th District)

This item was recommended for approval.

13. [SUBD](#)
[2023.009](#) Subdivision Exception Request for 2200 Ingram Avenue, per Sec. 25-9(2) of the Subdivision Ordinance

This item was approved.

14. [UDC 2023-18](#) UDC 2023-18 FINAL Location, Character, Extent Review for a City of Richmond Gateway Sign located on Hull Street Road at the Chippenham Parkway Interchange.

This item was approved.

Regular Agenda

15. [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)

Jonathan Brown, Planner, gave an overview of this request.

Following the staff presentation, commissioners asked clarifying questions about the existing conditions on the site, noting that the structure has already been built.

Dennis Smith, applicant, provided additional information on the request, specifically

outlining the timeline for applying for and receiving necessary building permits, inspections, and land use approvals.

Mr. Poole opened the public hearing.

Michael Grabow spoke in favor of the request.

Stephanie Sams and Joseph Sams spoke in opposition to the request.

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

Following the public hearing, a motion was made for approval of this application. Members of the Planning Commission briefly discussed the details of the request, and noted that it is aligned with the recommendations of the Richmond 300 Master Plan.

A motion was made by Commissioner Pinnock, seconded by Commissioner Greenfield, that this item be recommended for approval. The motion carried unanimously.

16. [ORD.
2023-283](#)

To authorize the special use of the property known as 615 Maple Avenue for the purpose of an accessory building to a single-family detached dwelling, upon certain terms and conditions. (1st District)

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

Following the staff presentation, Mark Baker spoke on behalf of the applicant. He offered to answer any questions that the commissioners might have.

Mr. Poole opened the public hearing.

Page Pruett spoke in opposition to the request, citing concerns with drainage and safety.

Paul Dorne spoke in opposition to the request, noting that he agrees with all of Ms. Pruett's comments and also has concerns with the scale of the addition.

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

Following the public hearing, a motion was made to approve this request. Members of the Planning Commission briefly discussed the request, specifically noting that this request would approve a structure that has already been built.

A motion was made by Commissioner Greenfield, seconded by Commissioner Saunders, that this item be recommended for approval. The motion carried unanimously.

17. [PDRPRES
2023.070](#)

Cultural Resource Management Plan Presentation

Kimberly Chen, Special Projects Manager, introduced Kayla Halberg of Commonwealth Preservation Group to present an update on the Cultural Resource Management Plan.

Mr. Poole asked if there were any comments from members of the public on the presentation.

Cyane Crump, on behalf of Historic Richmond, expressed excitement for the possibilities of this plan and looks forward to the next steps and identifying specific communities of

interest.

This PDR Presentation was received

Council Action Update

Alyson Oliver, Planning Commission Secretary, gave an overview of the items that were adopted at the October 10, 2023 City Council Meeting.

Upcoming Items

Ms. Oliver gave an update on items that will be heard at the November 6, 2023 Planning Commission meeting.

Adjournment

Mr. Poole adjourned the meeting at 4:13 pm.