



# City of Richmond

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## Summary Planning Commission

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Tuesday, November 19, 2024

6:00 PM

5th Floor Conference Room

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To access the meeting via Microsoft Teams: <https://bit.ly/CPC-Richmond-2024>

This meeting was held in-person in the 5th Floor Conference Room of City Hall at 900 East Broad Street in Richmond, Virginia 23219.

### Call To Order

Vice Chair Greenfield called the meeting to order at 6:01 pm.

### Roll Call

DCAO Sharon Ebert participated in the meeting on behalf of CAO Lincoln Saunders.

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

### Chair's Comments

### Approval of Minutes

1. [PDRMIN  
2024.025](#) Draft CPC Minutes - October 1, 2024

**A motion was made by Commissioner White, seconded by Commissioner Addison, that the October 1, 2024 minutes be adopted. The motion carried by the following vote:**

- Aye --** 5 - \* Commissioner Rebecca Rowe, \* Commissioner Dakia K. Knight, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Andreas Addison and \* Commissioner Brian White
- Abstain --** 2 - \* Commissioner Burchell Pinnock and \* Commissioner Lincoln Saunders

2. [PDRMIN  
2024.026](#) CPC Draft Minutes - October 22, 2024

**A motion was made by Commissioner Pinnock, seconded by Commissioner White, that the October 22, 2024 minutes be adopted. The motion carried by the following vote:**

**Aye --** 6 - \* Commissioner Burchell Pinnock, \* Commissioner Rebecca Rowe, \* Commissioner Dakia K. Knight, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Andreas Addison and \* Commissioner Brian White

**Abstain --** 1 - \* Commissioner Lincoln Saunders

3. [PDRMIN 2024.027](#) CPC Draft Minutes - November 4, 2024

**A motion was made by Commissioner Pinnock, seconded by Commissioner Knight, that these minutes be placed on the next Planning Commission agenda. The motion carried unanimously.**

**Director's Report**

**Consideration of Continuances and Deletions from Agenda**

There was a request to amend the agenda to allow a general public comment period prior to the presentation of the consent agenda. A motion was made by Commissioner Rowe, seconded by Commissioner White, to allow a general public comment period to be added to the agenda. The motion passed unanimously.

Commissioner Greenfield opened the general public comment period.

Two people spoke during the general public comment period.

Seeing no one else wishing to speak, Commissioner Greenfield closed the public comment period.

Commissioner Poole arrives.

**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.

There were no speakers during the public comment period.

**A motion was made by Commissioner Greenfield, seconded by Commissioner White, that the consent agenda be adopted. The motion carried unanimously.**

**Aye --** 8 - \* Commissioner Burchell Pinnock, \* Commissioner Rebecca Rowe, \* Commissioner Dakia K. Knight, \* Commissioner Elizabeth Hancock Greenfield, \* Commissioner Rodney Poole, \* Commissioner Lincoln Saunders, \* Commissioner Andreas Addison and \* Commissioner Brian White

4. [ORD. 2024-295](#) To declare a public necessity exists and to authorize the acquisition of certain fee simple interests and easements for the public purpose of facilitating the construction, operation, and maintenance of the Seaton Acres Drainage Improvement Project.

**This item was recommended for approval.**

- 5. [CPCR.2024.033](#) Institutional Master Plan Amendment for United Methodist Family Services

This item was approved.

- 6. [UDC 2024-40](#) UDC 2024-40 CONCEPT location, character, and extent review of the proposed renovation of Westover Park, including construction of new features, located at 1301 Jahnke Road.

This item was approved.

- 7. [PAC 2024-037](#) Richmond Connects: Lighter/Quicker/Cheaper Program – Mosby St. Road Mural Design

This item was approved.

**Regular Agenda**

- 8. [PDRPRES 2024.064](#) Presentation on CPCR.2024.021: Resolution of the City of Richmond Planning Commission to declare an intent to amend zoning regulations set forth in Chapter 30 of the Richmond City Code regarding tobacco, nicotine, and hemp product retail sale locations.

This item was presented.

- 9. [PDRPRES 2024.062](#) Update on the Cultural Heritage Stewardship Plan

During the public comment period, one person spoke in support of the Cultural Heritage Stewardship Plan.

This item was presented.

**Council Action Update and Upcoming Items**

Alyson Oliver, Planning Commission Secretary, gave an overview of items adopted at the November 12, 2024 City Council meeting as well as items to be considered at the next Planning Commission meeting.

**Adjournment**

Commissioner Poole adjourned the meeting at 7:35 pm