



# City of Richmond

City Hall  
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## Meeting Minutes Planning Commission

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Monday, November 7, 2016

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 - \* Mr. Rodney Poole, \* Mr. Melvin Law, \* Mr. David Johannas, \* Ms. Ellen Robertson, \* Ms. Selena Cuffee-Glenn, \* Mr. Vivek Murthy, \* Ms. Elizabeth Greenfield, \* Mr. Max Hepp-Buchanan, and \* Mr. John Thompson

### Chair's Comments

#### - Appointment of Jack Thompson to the Public Art Commission

**A motion was made by Commissioner Selena Cuffee-Glenn, seconded by Vice Chair Melvin Law, that Mr. Jack Thompson be appointed as the Planning Commission's representative to the Public Art Committee for 2016 through 2017. The motion carried unanimously.**

**Aye --** 7 - \* Mr. Poole, \* Mr. Law, \* Mr. Johannas, \* Ms. Cuffee-Glenn, \* Mr. Murthy, \* Ms. Greenfield and \* Mr. Hepp-Buchanan

**Excused --** 1 - \* Ms. Robertson

**Abstain --** 1 - \* Mr. Thompson

#### - Appointment of Dave Johannas to the Urban Design Committee

**A motion was made by Commissioner Murthy, seconded by Vice Chair Melvin Law, that Mr. David Johannas be appointed as the Planning Commission's representative to the Urban Design Committee for 2016 through 2017. The motion carried unanimously.**

**Aye --** 8 - \* Mr. Poole, \* Mr. Law, \* Mr. Johannas, \* Ms. Cuffee-Glenn, \* Mr. Murthy, \* Ms. Greenfield, \* Mr. Hepp-Buchanan and \* Mr. Thompson

**Excused --** 1 - \* Ms. Robertson

### Approval of Minutes

[PDRMIN  
2016-015](#)      October 3, 2016 Retreat Meeting Minutes

**Attachments:**    [Draft October 3, 2016 Retreat Meeting Minutes](#)

**A motion was made by Vice Chair Law, seconded by Commissioner Greenfield, that the October 3, 2016 Retreat Meeting Minutes be adopted. The motion carried by a unanimous vote.**

**Aye --**    8 -    \* Mr. Poole, \* Mr. Law, \* Mr. Johannas, \* Ms. Cuffee-Glenn, \* Mr. Murthy, \* Ms. Greenfield, \* Mr. Hepp-Buchanan and \* Mr. Thompson

**Excused --**    1 -    \* Ms. Robertson

[PDRMIN  
2016-014](#)      October 17, 2016 Meeting Minutes

**Attachments:**    [Draft October 17, 2016 Meeting Minutes](#)

**A motion was made by Vice Chair Law, seconded by Commissioner Murthy, that this PDR Minutes be adopted. The motion carried by the following vote:**

**Aye --**    8 -    \* Mr. Poole, \* Mr. Law, \* Mr. Johannas, \* Ms. Cuffee-Glenn, \* Mr. Murthy, \* Ms. Greenfield, \* Mr. Hepp-Buchanan and \* Mr. Thompson

**Excused --**    1 -    \* Ms. Robertson

## Director's Report

### - Council Action Update

## Consideration of Continuances and Deletions from Agenda

## Consent Agenda

**A motion was made by Commissioner Johannas, seconded by Commissioner Cuffee-Glenn, that the Consent Agenda be approved. The motion carried by a unanimous vote.**

1. [ORD. 2016-262](#) To authorize the special use of the property known as 203 Rear North Davis for the purpose of permitting garages; offices, including business, professional and administrative offices; studios of writers, designers and artists; and uses accessory to an off-site home occupation within an existing structure, upon certain terms and conditions.

**Attachments:** [Ord. No. 2016-262](#)  
[Staff Report](#)  
[Application & Applicant's Report](#)  
[Plans & Plat](#)  
[Location Map](#)  
[Letter of No Opposition](#)  
[Petition of Support](#)

**This Ordinance was recommended for approval on the Consent Agenda.**

2. [ORD. 2016-266](#) To authorize the Chief Administrative Officer to accept funds in the amount of \$131,910.31 from AIG/Lexington Insurance Company and to appropriate the increase to the Fiscal Year 2016-2017 Capital Budget by increasing estimated revenues and the amount appropriated to the Major Building Renovations project in the City Facilities category by \$131,910.31 for the purpose of applying insurance proceeds to the repair of the roof of a City-owned building located at 1700 Commerce Road.

**Attachments:** [Ord. No. 2016-266](#)  
[Staff Report](#)  
[Location Map](#)

**This Ordinance was recommended for approval on the Consent Agenda.**

3. [ORD. 2016-267](#) To amend and reordain Ord. No. 84-228-207, adopted Sept. 24, 1984, as previously amended by Ord. No. 84-253-226, adopted Oct. 22, 1984, and Ord. No. 2010-30-38, adopted Feb. 22, 2010, which authorized the special use of the property known as 5611 Grove Avenue for the purposes of personal services and non-medical office uses, to authorize retail stores and shops and art galleries, upon certain terms and conditions.

**Attachments:** [Ord. No. 2016-267](#)  
[Staff Report](#)  
[Application & Applicant's Report](#)  
[Location Map](#)  
[Letters of Support](#)

**This Ordinance was recommended for approval on the Consent Agenda.**

- 4. [UDC 2016-46](#) Final review of existing modular school buildings at Patrick Henry School

**Attachments:** [Staff Report](#)  
[Location & Plans](#)  
[2013 Approval](#)

**This Location, Character and Extent Item was approved on the Consent Agenda.**

**Regular Agenda**

- 5. [ORD. 2016-234](#) To conditionally rezone the properties known as 111 Hull Street and a portion of 1 Hull Street from the RF-1 Riverfront District to the B-4C Central Business District (Conditional).

**Attachments:** [Ord. No. 2016-234](#)  
[Staff Report](#)  
[Application Form & Applicant's Report](#)  
[Proffered Conditions](#)  
[Survey & Parcel Diagram](#)  
[Location Map](#)  
[Letter of No Support](#)  
[Letters of Support](#)  
[Letters of Support 7 Nov 2016](#)  
[Petition of Support 7 Nov 2016](#)  
[Ord. No 2016-252 \(Development Agreement\)](#)

**A motion was made by Commissioner Cuffee-Glenn, seconded by Councilor Robertson, that this Ordinance be recommended for approval. The motion carried unanimously.**

- 6. [ORD. 2016-250](#) To declare a public necessity for and to authorize the acquisition of certain fee simple interests and easements in parcels of real property owned by South Canal, LLC at 1 Hull Street, 115 Hull Street, and 2 Decatur Street for the purposes of right-of-way, clearing title to City-owned real estate, providing access to and a buffer for the City's flood wall, and providing stormwater utility facilities.

**Attachments:** [Ord. No. 2016-250](#)  
[Staff Report](#)  
[Location Map](#)

**A motion was made by Vice Chair Law, seconded by Councilor Robertson, that this Ordinance be recommended for approval. The motion carried unanimously.**

- 7. [ORD. 2016-251](#) To declare surplus and direct the conveyance of a portion of City-owned real estate located at 1 Hull Street for nominal consideration to South Canal, LLC for the purpose of facilitating the development of that land and other land in the immediate vicinity thereof.

**Attachments:** [Ord. No. 2016-251](#)  
[Staff Report](#)  
[Location Map](#)

**A motion was made by Commissioner Cuffee-Glenn, seconded by Councilor Robertson, that this Ordinance be recommended for approval on the Consent Agenda. The motion carried unanimously.**

- 8. [ORD. 2016-261](#) To authorize the special use of a portion of the property known as 1407 Cummings Drive for the purpose of a residential use with up to 40 units accessory to a vocational school and other permitted principal uses on the property, upon certain terms and conditions.

**Attachments:** [Ord. No. 2016-261](#)  
[Staff Report](#)  
[Application & Applicant's Report](#)  
[Plans & Plat](#)  
[Location Map](#)  
[Letters of Support](#)

**A motion was made by Commissioner Murthy, seconded by Commissioner Cuffee-Glenn, that this Ordinance be recommended for approval. The motion carried by the following vote:**

- Aye --** 8 - \* Mr. Law, \* Mr. Johannas, \* Ms. Robertson, \* Ms. Cuffee-Glenn, \* Mr. Murthy, \* Ms. Greenfield, \* Mr. Hepp-Buchanan and \* Mr. Thompson
- No --** 1 - \* Mr. Poole

9. [CPCR 2016-80](#) To approve the Saint Catherine's School Institutional Master Plan for the properties known as 5903 Grove Avenue, 6001 Grove Avenue, 6 Maple Avenue, 10 Maple Avenue, 5604 Cary Street Road, 5606 Cary Street Road, and 5902 Three Chopt Road.

**Attachments:** [Staff Report](#)  
[CPCR 2016-80](#)  
[Institutional Master Plan](#)  
[Application Form & Applicant's Letter](#)  
[Letters of Opposition](#)  
[Letters of Support](#)  
[Traffic Impact Analysis](#)  
[Location Map](#)

**A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Greenfield, that this City Planning Commission Resolution be approved. The motion carried unanimously.**

10. [ORD. 2016-268](#) To rezone the properties known as 5903 Grove Avenue, 6001 Grove Avenue, 6 Maple Avenue, 10 Maple Avenue, 5604 Cary Street Road, 5606 Cary Street Road, and 5902 Three Chopt Road from the R-1 Single-Family Residential District to the IC Institutional District (Conditional).

**Attachments:** [Ord. No. 2016-268](#)  
[Staff Report](#)  
[Proffered Conditions](#)  
[Application Form & Applicant's Letter](#)  
[Location Map](#)  
[Letters of Support](#)  
[Letters of Opposition](#)  
[Traffic Impact Analysis](#)  
[Institutional Master Plan](#)

**A motion was made by Vice Chair Law, seconded by Commissioner Murthy, that this Ordinance be recommended for approval. The motion carried unanimously.**

## **Upcoming Items**

### **Adjournment**

Mr. Poole adjourned the meeting at 3:40 p.m.

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Rodney M. Poole, Chair

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Lory P. Markham, Secretary