



# City of Richmond

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## Meeting Minutes Planning Commission

Monday, January 7, 2019

1:30 PM

5th Floor Conference Room

### Call To Order

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

### Roll Call

- Present 7 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Commissioner Max Hepp-Buchanan, and \* Commissioner John Thompson
- Absent 1 - \* Commissioner Ellen Robertson

### Chair's Comments

Mr. Poole welcomed all who were present.

### Approval of Minutes

[PDRMIN  
2018.023](#)

**Attachments:** [CPC Draft Minutes Dec 17, 2018](#)

**A motion was made by Commissioner Johannas, seconded by Commissioner Murthy, that the December 17, 2019 Meeting Minutes be adopted. The motion carried by the following vote:**

- Aye --** 6 - \* Chair Rodney Poole, \* Commissioner David Johannas, \* Commissioner Vivek G. Murthy, \* Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan and \* Commissioner John Thompson
- Excused --** 2 - \* Vice Chair Melvin Law and \* Commissioner Selena Cuffee-Glenn

### Director's Report

#### Citywide Short Term Rental Ordinance Update

See Below

#### - Richmond 300 Update

Mr. Olinger stated the Advisory Council Meeting will be this Wednesday, January 9, 2019. The last four parking meetings that were cancelled due to the snow storm are scheduled for next week, January 15, 16 and 17, 2019.

#### - Council Action Update

Mr. Ebinger provided an update on the actions taken by City Council at its December 17, 2018 meeting.

### Consideration of Continuances and Deletions from Agenda

Mr. Ebinger stated a request was made for Items 9 and 10 to be continued to the July 15, 2019 City Planning Commission Meeting.

Mr. Olinger stated the citywide draft Short Term Rental Ordinance is complete. Outreach meetings will be taking place in the next few months. He hopes for implementation the first part of the next fiscal year.

The draft ordinance addresses the major issues associated with short term rental units. The intent has been to address all of the issues related to short term rentals such as registration, the number of people that can be in the unit at one time, safety and security. Neighborhood preservation is important.

Mr. Murthy asked has staff reached out to short term rental platforms.

Mr. Olinger stated staff has reached out. Staff believes there are some bedrock issues that need to be addressed. The draft ordinance will be consistent with the current state of operations.

Mr. Poole asked is there anticipation that it will be introduced in July.

Mr. Olinger and Ms. Cuffee-Glenn stated prior to July.

**A motion was made by Commissioner Murthy, seconded by Commissioner Thompson, that Items 9 and 10 be continued to the July 15, 2019 City Planning Commission Meeting. The motion carried by the following vote:**

**Aye --** 8 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan and \* Commissioner John Thompson

9. [ORD. 2018-324](#) To amend and reordain Ord. No. 2007-131-174, adopted Jul. 23, 2007, which authorized the special use of the property known as 1400 Grove Avenue for the purpose of permitting a multifamily dwelling consisting of no more than ten units and authorized the special use of the properties known as 1410 and 1412 Grove Avenue for the purpose of allowing single-family attached dwellings on substandard sized lots, together with accessory off-street parking, to remove from the ordinance the provisions pertaining to 1412 Grove Avenue, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-324](#)  
[Application Form & Applicant's Report](#)  
[Map](#)

**This Ordinance was recommended for continuance to the July 15, 2019 City Planning Commission Meeting.**

- 10. [ORD. 2018-325](#) To authorize the special use of the property known as 1412 Grove Avenue for the purpose of either a single-family attached dwelling or a single-family detached dwelling and up to four rooms or groups of rooms for short-term rental use, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Ord. No. 2018-325](#)  
[Application Form & Applicant's Report](#)  
[Plans](#)  
[Survey](#)  
[Map](#)  
[Letters of Opposition](#)  
[Public Comment Forms - Opposition](#)

**This Ordinance was recommended for continuance to the July 15, 2019 City Planning Commission Meeting.**

**Consent Agenda**

There was no discussion.

Public Hearing: No one spoke.

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

**Aye --** 8 - \* Chair Rodney Poole, \* Vice Chair Melvin Law, \* Commissioner David Johannas, \* Commissioner Selena Cuffee-Glenn, \* Commissioner Vivek G. Murthy, \* Elizabeth Hancock Greenfield, \* Commissioner Max Hepp-Buchanan and \* Commissioner John Thompson

- 1. [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](#)  
[Staff Report](#)  
[Map](#)  
[20181217 Amendment of 2018-300](#)

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

- 2. [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](#)  
[Staff Report](#)  
[Letter of Support](#)  
[Map](#)  
[Plans & Survey](#)  
[Application Form and Applicant's Report](#)

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

3. [ORD. 2018-323](#) To conditionally rezone the properties known as 35, 41, 47, 53, 59, and 65 Rodman Road from the B-3 General Business District to the R-4 Single-Family Residential District (Conditional), upon certain proffered conditions.

- Attachments:** [Ord. No. 2018-323](#)  
[Staff Report](#)  
[Proffer Statement](#)  
[Map](#)  
[Survey](#)  
[Application Form & Applicant's Report](#)

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

4. [ORD. 2018-326](#) To amend Ord. No. 2014-121-201, adopted Nov. 10, 2014, as previously amended by Ord. No. 2016-171, adopted Sept. 12, 2016, which authorized the special use of the property known as 1650 Overbrook Road, for the purpose of authorizing multifamily dwellings with up to 205 dwelling units, to permit up to 117 multifamily dwelling units and other site amenities and an additional 55 dwelling units in place of commercial space, upon certain terms and conditions.

- Attachments:** [Ord. No. 2018-326](#)  
[Staff Report](#)  
[Map](#)  
[Plans](#)  
[Application Form](#)  
[Applicant's Report](#)

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

5. [ORD. 2018-327](#) To authorize the special use of the property known as 202 West 15th Street for the purpose of a dwelling unit within an accessory building, upon certain terms and conditions.

**Attachments:** [Ord. No. 2018-327](#)  
[Staff Report](#)  
[Letter of Support](#)  
[Plans & Survey](#)  
[Map](#)  
[Application Form & Applicant's Report](#)

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

6. [ORD. 2018-328](#) To amend Ord. No. 2014-222-204, adopted Nov. 10, 2014, which authorized the special use of the property known as 2319 Grove Avenue for the purpose of authorizing an expansion to an existing day nursery, to authorize further expansion of the existing day nursery, upon certain terms and conditions.

**Attachments:** [Ord. No. 2018-328](#)  
[Letter of No Opposition - FDA](#)  
[Staff Report](#)  
[Letter of Support](#)  
[Plans and Survey](#)  
[Map](#)  
[Application Form and Applicant's Report](#)

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

7. [ORD. 2018-329](#) To authorize the special use of the property known as 2413 Carrington Street for the purpose of a dwelling unit within an accessory building, upon certain terms and conditions.

**Attachments:** [Staff Report](#)  
[Map](#)  
[Plans & Survey](#)  
[Application Form & Applicant's Report](#)  
[Ord. No. 2018-329](#)

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

8. [ORD. 2018-322](#) To amend Ord. No. 95-198-182, adopted Jul. 24, 1995, as previously amended by Ord. No. 2000-208-199, adopted Jun. 26, 2000, and Ord. No. 2002-70-101, adopted Apr. 22, 2002, which authorized a Community Unit Plan (CUP) of the 62.9-acre property at the southwest corner of Chippenham Parkway and Forest Hill Avenue, to authorize drive-up, freestanding automated teller machines (ATM) as a principal use in the area designated as Parcel A, to authorize warehouses and self-storage facilities in the area designated as Parcel B as a principal permitted use, upon certain terms and conditions.

**Attachments:** [Ord. No. 2018-322](#)  
[Resolution\\_Chippenham Forest Square-Signed](#)  
[Staff Report](#)  
[Letter of Support\\_Southampton Citizens Association](#)  
[Plans](#)  
[Map](#)  
[Application Form](#)  
[Applicant's Report](#)

**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**

No Items.

### **Upcoming Items**

Mr. Ebinger stated UDC items may be on the upcoming agenda.

### **Adjournment**

Mr. Poole adjourned the meeting at 1:43 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.*