

Planning Commission 2023

ANNUAL REPORT TO CITY COUNCIL



Planning Commission Overview

Expectations and Responsibilities of Commission Members

All members shall be residents of the City, qualified by knowledge and experience to make decisions on questions of community growth and development. Members may be asked to fill seats on Boards/Commissions that are advisory to the Planning Commission, such as the Urban Design Committee and Public Art Commission.

The duties of the Planning Commission are outlined in the City Charter. A summary of those duties is noted below:

The Commission shall adopt a master plan; preserve historical landmarks and control the design and location of statuary and other works of art, consider and suggest the design of harbors, bridges, viaducts, airport, stadium, arenas, swimming pools, street fixtures and other public structures and appurtenances; review proposed capital improvement projects and recommend changes to Council; review capital budget recommendations, consult with City Manager, department heads and hold public hearings it shall need necessary; prepare and submit to Council a Zoning Plan.

The Planning Commission is responsible for the conduct of planning relating to the orderly growth and development of the City, including adequate and appropriate resources for the housing, business, industry, transportation, distribution, recreation, culture, comfort, convenience, health and welfare of its population.

It is the duty of the Commission to make and adopt a Master Plan with accompanying maps and descriptive matter showing the Commission's recommendations for the development of the area covered by the Plan. In the preparation of such Plan, the Commission makes careful and comprehensive surveys and studies of existing conditions and future growth. The general purpose of the Plan is to guide and accomplish a coordinated and harmonious development of the City. When the Planning Commission adopts the Master Plan, it must be approved by City Council in order to be in effect. The Commission may undertake activities to promote the Master Plan and planning in the City.

It is the duty of the Commission to prepare and submit to City Council a comprehensive zoning ordinance and zoning district maps. The Commission also makes a recommendation to City Council on Special Use Permits, Rezonings, Conditional Rezonings, and Conditional Use Permits at the request of property owners or developers. The Commission approves Community Unit Plan preliminary plans prior to introduction to Council. The Commission has the power to grant approval of Community Unit Plan final plans and tentative subdivisions.

It is the duty and function of the Commission to preserve historical landmarks and to control the design and location of statuary and other works of art that may become the property of the City. Public projects such as bridges, streets and public buildings and facilities must receive "Location, Character and Extent" approval by the Commission. The closing or change in use of streets, the acquisition of land and the sale of any City owned land must also receive Commission approval.

Membership

The Planning Commission shall consist of nine (9) members. One member shall be a member of Council who shall be appointed by the Council for a term coincident with his or her term on Council; one member shall be a member of the Board of Zoning Appeals appointed by the Board of Zoning Appeals for a term coincident with his or her term on such board; one member shall be the chief administrative officer (CAO) or an officer or employee of the city designated from time to time by the CAO; six (6) citizen members shall be qualified voters of the City who hold no office of profit under the City government, one of whom shall be appointed by the mayor and five of whom shall be appointed by the City Council for a term of 3 years.

2023 Membership Summary

Member Name & Address	Criteria for Appointment/Succeeding	Term	Term Limit	Current Term-Commence	Current Term-Terminate	Live District	Work District
Andreas Addison 900 E Broad St, Suite 305 Richmond, VA 23219 andreas.addison@rva.gov	City Council Rep (succeeding Ellen Robertson)	1 st Term	Coincides with City Council Term	1/4/2021	12/31/2024	1 st	6 th
Elizabeth H. Greenfield 503 Tuckahoe Blvd. Richmond, VA 23226 egreenfield@hbar.org	Vice Chair Qualified Voter (succeeding Lynn McAteer)	3 rd Term	3 Terms	1/28/2022	1/27/2025	1 st	Henrico
Max Hepp-Buchanan 3607 Moss Side Ave. Richmond, VA 23222	Qualified Voter (succeeding Doug Cole)	3 rd Term	3 Terms	3/11/2022	3/10/2025	3 rd	2 nd
Dakia K. Knight 7240 Cherokee Road Richmond, VA 23225 dknight@thekeysinrichmond.com	Qualified Voter (succeeding Max Hepp-Buchanan)	1 st Term	3 Terms	5/14/2023	5/14/2026	4 th	7 th
Vivek G. Murthy 4313 Monument Ave. Richmond, VA 23230 murthyvg@gmail.com	Qualified Voter (succeeding Amy L. Howard)	3 rd Term	3 Terms	4/24/2021	4/23/2024	1 st	Goochland
Burchell Pinnock 4917 New Kent Rd. Richmond, VA 23225 burt.pinnock@gmail.com bpinnock@baskervill.com	Qualified Voter (succeeding David Johannas)	1 st Term	3 Terms	7/26/2021	7/23/2024	4 th	6 th
Rodney M. Poole, Esq. Poole & Poole 4901 Dickens Rd.- Suite 108 Richmond, VA 23230 rodney@thewiltonco.com	Chair BZA Representative (succeeding Al Siff)	5 th Term	None (Coincides with BZA Term)	12/31/2019	12/31/2022	3 rd	Henrico
Rebecca Rowe 1224 Greycourt Ave Richmond, VA 23227 rebecca.lyons.rowe@gmail.com	Qualified Voter (succeeding Jack Thompson)	1 st Term	3 Terms	7/23/2022	7/22/2025	3 rd	6 th
Lincoln Saunders 900 E Broad Street, Suite 201 Richmond, VA 23219 lincoln.saunders@rva.gov	Chief Administrative Officer (succeeding Lenora Reid)	1 st Term	Coincides with CAO apt	12/7/2020	N/A	4 th	6 th
Samuel Sheridan Young 2823 E Broad Street Richmond, VA 23223 sam@astyra.com	Mayoral Appointee (succeeding Melvin Law)	1 st Term	None	2/16/2022	2/15/2025	7 th	6 th

2023 Attendance Record

Meeting Date	Rodney Poole	Elizabeth Greenfield	Andreas Addison	Max Hepp-Buchanan; Dakia Knight	Samuel Young	Vivek Murthy	Burchell Pinnock	Lincoln Saunders; Reginald Gordon	Rebecca Rowe	Total in Attendance
January 17, 2023	P	P	P	P	P	P	P	P	P	9
February 6, 2023	P	P	P	P	P	P	P	P	P	9
February 21, 2023	P	P		P		P	P	P	P	7
March 6, 2023	P	P	P	P		P	P	P	P	8
March 20, 2023	P	P	P	P		P	P		P	7
April 3, 2023	P	P	P	*	P		P	P		6
April 17, 2023	P	P	P	*		P	P		P	6
April 24, 2023	P		P	*	P		P	P		5
May 1, 2023	P	P	P	*		P	P	P	P	7
May 15, 2023	P	P		P	P	P		P	P	7
June 5, 2023	P	P	P	P			P	P		6
June 20, 2023	P			P		P	P	P	P	6
July 17, 2023	P	P	P	P	P	P		P		7
August 21, 2023	P	P	P	P	P	P	P	P	P	9
September 5, 2023		P	P	P	P	P	P	P	P	8
September 18, 2023	P	P		P	P		P	P	P	7
October 2, 2023	P	P	P		P	P	P		P	7
October 16, 2023	P	P	P	P	P	P	P	P	P	9
November 6, 2023	P	P	P	P	P	P	P	P	P	9
November 20, 2023	P	P	P		P	P	P	P		7
December 4, 2023	P		P	P	P	P	P	P	P	8
#	20	18	17	15	14	17	19	18	16	
%	95.2%	85.7%	81.0%	78.9%	66.7%	81.0%	90.5%	85.7%	76.2%	

Activity Overview

The Planning Commission heard numerous cases in 2023, including:

- 106** New Special Use Permits
- 8** Special Use Permit Amendments
- 13** Owner-Initiated Rezoning
- 3** Community Unit Plan Updates
- 5** Right-of-Way Closures
- 12** Subdivision Exceptions
- 15** Location, Character, and Extent Reviews
- 10** Public Arts Commission Section 17.05 Reviews
- 3** Updates to the Zoning Ordinance
Including the elimination of parking minimums city-wide, updates to the short-term rental standards, and the addition of accessory dwelling units as by-right uses in residential areas.
- 3** Updates to the Richmond 300 Master Plan
Which incorporated Appendix D: Updating the Plan, the Priority Neighborhoods Amendment, and the Shockoe Small Area Plan.