

# CITY OF COLONIAL HEIGHTS

## DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT



City Hall · 201 James Avenue · P.O. Box 3401  
Colonial Heights, Virginia 23834

George W. Schanzenbacher,  
A.I.C.P., Director

### MEMORANDUM

To: Honorable Mayor and Members of City Council  
Mr. Thomas L. Mattis, City Manager

From: George W. Schanzenbacher, Director

Date: December 6, 2012

**Subject: Planning Commission Actions at December 5, 2012 meeting**

The following actions were taken:

1. Approved minutes of the October 2, 2012 meeting (attached).
2. Approved the withdrawal of a site plan for the United States Post Office -1205 Boulevard. This matter had been tabled at the August 2012 meeting due to concerns over lack of a southern turning ability and parking issues. The USPS has now cancelled the project.
3. Gave preliminary site plan approval to 1891 Southpark Blvd- Southgate Square Shopping Center for a 10,000 square foot retail building expansion, free standing restaurant and right turn in and out onto Temple Ave. Please see renderings below.
4. Heard staff report on Comprehensive Plan Goals update.
5. Heard staff report on Chesterfield Highlands Historic Tax Credit District.
6. Had discussion on increased use of technology for developing and presenting materials for the Planning Commission for 2013. The Commission agreed to begin implementation of new paperless procedures for the distribution of Planning Commission materials beginning in January 2013.
7. Approved 2013 Planning Commission Meeting Schedule (attached)



**CITY OF COLONIAL HEIGHTS, VIRGINIA**  
**Minutes of the Regular Meeting**  
**of the Planning Commission**  
**Tuesday, October 2, 2012**

**I. Call to Order**

Chairman Townes called the meeting to order at 7:00 p.m.

**II. Roll Call/Determination of Quorum**

Mr. Schanzenbacher, Director of Planning and Community Development, called the roll.

Present: Mr. Townes  
Mr. Kollman  
Mr. O'Connell  
Mrs. Hamilton  
Mr. Hartson  
Mrs. Schiff  
Mr. Freeland

Mr. Schanzenbacher stated there was a quorum.

**Also Present:** City Attorney Hugh P. Fisher, III, Planning Director George W. Schanzenbacher, Jamie Sherry, Neighborhood Revitalization Planner and Assistant Director of Public Works Brian Copple.

**III. Approval of Minutes of August 2012**

The minutes were approved on a roll call vote with no changes.

**IV. Approval of Agenda**

There were no changes to the agenda.

**V. Hearing of Citizens Generally**

There were no citizens in the audience that wanted to be heard.

**VI. Public Hearings**

**SUP-12-3 CBL and Associates Properties Inc. located at 324 Southpark Circle.**

Mr. Townes stated SUP-12-3, ordinance number 12-23, would grant a special use permit to CBL and Associates Properties Inc. for property located at 324 Southpark Circle; which property is zoned GB General Business District, to allow CBL and Associates Properties Inc. to install a new pylon sign at Conduit Road and refurbish two existing pylon signs at Temple Avenue and Southpark Boulevard, all of which are located at the three intersections of Southpark Mall. The new pylon sign at Conduit Road (parcel #6803470000D) needs a special use permit due to its height (32 feet), its size (112 square feet), and its contents (listing five tenants). The existing pylon sign at Temple Avenue (parcel #68174700005) needs a special use permit because of its size (112 square feet) and its content (listing five tenants). The existing pylon sign at Southpark Boulevard (parcel #68205200007) needs a special use permit due to its content (listing five tenants).

Mr. Schanzenbacher read the rules of the public hearing.

Mr. James Horsch, from Herschman Architects, stated he was representing both Dicks Sporting Goods and CBL and Associates Properties, Inc. He stated that the signs would benefit the mall, its customers and other merchants in the area because it will help orient the customer and traffic circulation. He continued by saying that the two existing signs will get a facelift which is a great opportunity for a brand new look. He continued to say that it is important to Dicks to have their identity on a pylon sign since they are considered the 5<sup>th</sup> biggest tenant in the mall. Mr. Horsch showed the Commission swatches of the colors for the signs. There was some concern about the need for a new special use permit if the tenants were to change. Mr. Fisher told the Commission this would not be necessary.

Mr. Townes opened the floor to the public. Mr. Matt Chemiel, from law firm of Kaufman & Canoles P.C. representing Colonial Land Associates, who owns Southpark Square, stated that there was an operating agreement between his client and the mall stating that if either property owner wants to make a change to the signage, they need to get permission from the other property owner. Mr. Chemiel, asked the Commission to attach a condition to the special use permit stating that the applicant needs to get permission from the other property owners prior to putting up the sign. Mr. Fisher stated that it was his recommendation that the Commission not place a condition on the special use permit because the City has no part in that agreement.

Mrs. Hamilton stated that she did not support a 30' high sign on Conduit Road. She prefers a sign that is more of human scale. She stated that she looked at some of the newer malls and they did not have a signs like this listing the tenants. Additionally, she stated she preferred softer shades of color. Additionally, she stated that she believes the directional signs off Temple Avenue when you enter into the mall circle are adequate. She asked why there is a large sign on Temple when it is not allowed by code. Mr. Townes stated that was part of the original incentive to get the mall to locate in Colonial Heights. Mrs. Schiff agreed with Mrs. Hamilton's comments on the sign colors.

Mr. Freeland stated that the mall is past the threshold of vibrant malls and the mall will benefit from getting Dicks to locate at the mall. Additionally, he added the new sign will bring some uniformity to each of the entrances to the mall.

Mr. O'Connell asked the applicant if the Dicks signs on the walls at Short Pump and Stony Point Mall were the same size. The applicant stated that they were standard. Mr. Schanzenbacher stated that staff considered the size of the sign to size of the wall when making their recommendation. Mr. Mattis stated that the signs are actually smaller than what Dicks usually places on their building.

Mr. Mattis continued by stating that this request is also an economic development issue. He stated that staff feels that this is an upgrade to what is currently there. Mr. Townes agreed with Mr. Mattis' comments.

Before the Commission acted on the resolution, Mr. Fisher noted that on page 2 of Ordinance No. 12-23 references a drawing with Herschman Architect name, when actually the drawing was made by a subcontractor. The applicant has agreed to change the name on the drawing.

Resolution 12-6 passed on a roll call vote with one objection.

**SUP-12-4 CBL and Associates Properties Inc. located at 324 Southpark Circle.**

Mr. Townes stated SUP 12-4, ordinance number 12-24, would grant a special use permit to CBL and Associates Properties Inc. for property located at 324 Southpark Circle (parcel #68034700011), which property is zoned GB General Business District, to allow Dick's Sporting Goods to install wall signs totaling approximately 680 square feet, on the building formerly occupied by Dillard's department store. Without a special use permit, the total wall signage could not exceed 350 square feet.

Mr. Horsch, from Herschman Architects, stated that the applicant just found out about the agreement today and there was no concerted effort to avoid the agreement.

George stated that we did not know at this time that the future tenants would be and they would make up the balance of the signage.

Members of the Commission had some discussion about Council taking a look at the sign ordinance if the current code is not appropriate. Mr. Schanzenbacher stated that the past couple of sign requests were unique and that the ordinance, for the most part is appropriate for the General Business District.

Mr. Matt Chemiel, from law firm of Kaufman & Canoles P.C. representing Colonial Land Associates, who owns Southpark Square, stated that he wanted to object to this request as well so that it was on the record.

SUP-12-4 passed on a roll call vote.

## **VII. Site Plan /Subdivisions**

### SP-12-3 United States Postal Service-1205 Boulevard

Mr. Townes stated the post office had requested an extension on the previous extension of SP -12-3. Mr. Fisher clarified that if the applicant would like to come back to the Commission sooner they could. The Commission approved the extension of SP-12-3 for 90 days. This was approved on a roll call vote.

## **VIII. Old Business**

### Virginia Supportive Housing- Regional permanent supportive housing initiative

Mr. Schanzenbacher gave the Commission a brief summary what Virginia Supportive Housing was doing in the area. He stated that the organization was trying to create permanent housing for homeless people in the Tri-Cities area. He said they are taking a regional prospective and have been outreaching to the various communities to see if there was any interest in working with the organization. They have conducted some needs surveys and have some financing available to build small apartment structures (350 square foot units). He stated that they have done this in Richmond, Charlottesville and other communities. They are interested in doing this somewhere in the Tri-Cities region. He said they are currently looking at Petersburg and Hopewell because their availability of mass transit lines and the community need. Mr. Schanzenbacher stated that he is a representative on the organization's steering committee and he would keep the Commission posted on their activities.

Mr. Townes asked if they were asking the City for financing. Mr. Schanzenbacher stated that was not asked at this time. Mr. Mattis added that he just wanted to make the Commission aware of this initiative.

## **IX. New Business**

### Boulevard Street Lighting Plan

Mr. Copple showed the Commission a drawing of the proposed ornamental street lighting for the Boulevard, which was presented to City Council earlier this year. He stated that it was the intent to incorporate, or blend, the existing lights with the new ornamental street lights. He stated that the drawing showed the lighting plan as it coordinates with the Boulevard Overlay District. He stated that between Lee Avenue and A Avenue the new ornamental street lights, where the mast arms are perpendicular to the street will be located. This will allow for hanging of banners. He stated that the existing ornamental lights will be from the southern City line to Lee Avenue and north of the A Avenue section to the City limits to the north. In response to a Commissioner's question, Mr. Copple stated that there would be both clear and frosted globes along the Boulevard.

## **X. Committee Reports to the Commission**

Mr. Mattis did not have a report.

Mr. Schanzenbacher stated that there currently were no agenda items for November so there may not be a meeting next month.

Mr. Copple gave a very brief update on the engineering projects on the Boulevard.

Mr. Fisher stated that tabling the Post Office agenda item for 90 will not be for a full 3 months so the Commission may need to act to table it again at the December meeting.

## **XI. Adjournment**

Meeting adjourned at 7:50 p.m.

Respectfully,

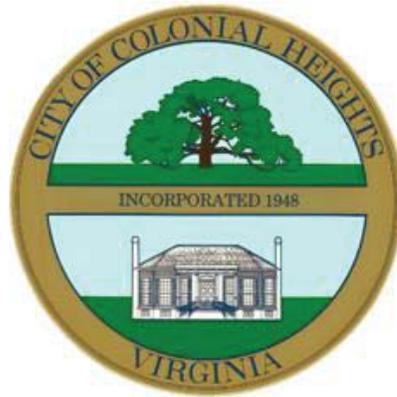
*George W. Schanzenbacher*

George W. Schanzenbacher  
Director, Department of Planning and Community Development

APPROVAL:

*Charles E. Townes*

Charles E. Townes  
Chairman



## City of Colonial Heights Planning Commission

### Public Meeting Schedule for 2013

<b><u>Meeting Date</u></b>	<b><u>Agenda Materials Deadline</u></b>
<b>Wednesday, January 2</b>	<b><i>Wednesday, December 5</i></b>
<b>Tuesday, February 5</b>	<b><i>Tuesday, January 9</i></b>
<b>Tuesday, March 5</b>	<b><i>Tuesday, February 6</i></b>
<b>Tuesday, April 2</b>	<b><i>Tuesday, March 5</i></b>
<b>Tuesday, May 7</b>	<b><i>Tuesday, April 9</i></b>
<b>Tuesday, June 4</b>	<b><i>Tuesday, May 7</i></b>
<b>Tuesday, July 2</b>	<b><i>Tuesday, June 4</i></b>
<b>Tuesday, August 6</b>	<b><i>Tuesday, July 9</i></b>
<b>Wednesday, September 4</b>	<b><i>Wednesday, August 7</i></b>
<b>Tuesday, October 1</b>	<b><i>Tuesday, September 3</i></b>
<b>Wednesday, November 6</b>	<b><i>Wednesday, October 9</i></b>
<b>Wednesday, December 4</b>	<b><i>Wednesday, November 6</i></b>

Approved by Planning Commission: 12/5/12