



**CITY OF COLONIAL HEIGHTS, VIRGINIA**  
**MEETING OF THE PLANNING COMMISSION**  
**City Council Chambers, 201 James Avenue, Colonial Heights, VA 23834**  
**Tuesday, May 4, 2021**  
**7:00 p.m.**

**MEETING SUMMARY**

**I. Call to Order**

The meeting was called to order at 7:00pm

**II. Roll Call**

Present:

Mr. Hartson

Mrs. Schiff

Mrs. Hamilton

Mr. Kohan

Mr. Kwiek

Mrs. Levenson-Melvin

Mr. Wade

Absent: none

**III. Determination of Quorum**

A quorum was determined.

**IV. Approval of Agenda**

Mrs. Levenson-Melvin made a motion to approve the agenda and Mrs. Schiff seconded the motion with all commissioners in favor.

**V. Approval of Minutes for April 6, 2021 meeting**

Mrs. Schiff made a motion to approve the April minutes and Mr. Wade seconded the motion with all commissioners in favor.

**VI. Hearing of Citizens Generally**

No citizens spoke.

**VII. Public Hearing**

**A. PC RESOLUTION NO. 21-7 AND AN ORDINANCE NO. 21-11**

To amend § 286-410.62 of Chapter 286, Zoning, of the Colonial Heights City Code to authorize the operation of mobile food units on a less restrictive basis.

Mrs. Schiff made a motion to approve Resolution 21-7 and ordinance 21-11 and

Mr. Kwiek seconded the motion.

**Vote: 7-0**

**Motion: Unanimous Pass**

**VIII. Old Business**

**IX. New Business/Reports**

**Reports**

- 1. Chairman**
- 2. Director of Planning and Community Development – Ms. Hall**
- 3. City Engineer or Designee – Asst. Director of Public Works – Mr. Chisolm**
- 4. Others, as necessary or appropriate**
  - a. City Manager – Mr. Smith**
  - b. City Attorney – Mr. Fisher**

**X. Adjournment**

Mr. Wade made a motion to adjourn and Mrs. Levenson-Melvin seconded the motion with all commissioners in favor.

The meeting was adjourned at 8:07pm.