



**CITY OF COLONIAL HEIGHTS, VIRGINIA**  
**MEETING OF THE PLANNING COMMISSION**  
**Tuesday, May 3, 2022**  
**7:00 p.m.**  
**MEETING SUMMARY**

**I. Call to Order**

The meeting was called to order at 7:00 p.m.

**II. Roll Call**

Present:

Mr. Hartson

Mrs. Schiff

Mrs. Hamilton

Mr. Kohan

Mr. Kwiek

Mr. Wade

Absent:

Mrs. Levenson-Melvin

**III. Determination of Quorum**

A quorum was determined.

**IV. Approval of Minutes for April 5, 2022 meeting**

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

**V. Approval of Agenda**

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

**VI. Hearing of Citizens Generally**

No citizens spoke.

**VII. Plans of Development/Preliminary Subdivision Plans**

**A. PD 22-02 505 Lakeview Ave, Christian Life Center, Inc.**

**Parcel ID #1900010Y001 & Parcel ID #1900010Y002**

The proposed plan is for the development of an expansion to the front and side of the existing sanctuary. The site is identified as parcel ID #1900010Y001 and parcel ID #1900010Y002 zoned RL – Low-Density Residential.

Mrs. Schiff made a motion to approve PD 22-02 and Mr. Wade seconded the motion.

**Vote:**

**Yes:**

Mr. Hartson

Mrs. Schiff

Mrs. Hamilton

Mr. Kohan

Mr. Kwiek  
Mr. Wade  
**No:** None

**Motion:** Unanimous Approval

**B. SUB 22-03 706 Conduit Rd, Magnolia Hill**

**Parcel ID #47000400001**

Property Owner “Integrity Building Design LLC” proposes a preliminary subdivision of parcel ID #47000400001 that will include 11 new lots.

Mr. Wade made a motion to approve SUB 22-03 and Mrs. Schiff seconded the motion.

**Vote:**

**Yes:**  
Mr. Hartson  
Mrs. Schiff  
Mrs. Hamilton  
Mr. Kohan  
Mr. Kwiek  
Mr. Wade  
**No:** None

**Motion:** Unanimous Approval

**C. PD 22-03 706 Conduit Rd, Magnolia Hill**

**Parcel ID #47000400001**

Property Owner “Integrity Building Design LLC” proposes a plan of development of parcel ID #47000400001 that will include 11 single-family homes.

Mrs. Schiff made a motion to approve PD 22-03 and Mr. Wade seconded the motion.

**Vote:**

**Yes:**  
Mr. Hartson  
Mrs. Schiff  
Mrs. Hamilton  
Mr. Kohan  
Mr. Kwiek  
Mr. Wade  
**No:** None

**Motion:** Unanimous Approval

**VIII. Old Business**

## **IX. New Business/Reports**

### **A. PC Resolution 22-06**

Adoption of Electronic Meeting Policy for the Planning Commission

Mr. Fisher advised amendments to the resolution for clarity.

Mrs. Schiff made a motion to approve PC Resolution 22-06 as amended and Mr. Kwiek seconded the motion.

#### **Vote:**

##### **Yes:**

Mr. Hartson

Mrs. Schiff

Mrs. Hamilton

Mr. Kohan

Mr. Kwiek

Mr. Wade

**No:** None

**Motion:** Unanimous Approval

#### **Reports**

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

#### **D. Adjournment**

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

The meeting was adjourned at 7:59 pm.