



**CITY OF COLONIAL HEIGHTS, VIRGINIA  
MEETING OF THE PLANNING COMMISSION  
City Hall, Council Chambers, 201 James Avenue  
Tuesday, August 1, 2023  
6:00 p.m.  
MEETING SUMMARY**

**I. Call to Order**

**II. Roll Call and consideration of members' remote participation in the meeting**

Present:

Mr. Hartson

Mrs. Schiff

Mr. Wade

Mr. Kohan

Mr. Kwiek

Mrs. Hamilton

Mrs. Levenson-Melvin

**III. Determination of Quorum**

- **Approval of Minutes for the July 5, 2023 meeting**  
7-0 Approved

**IV. Approval of Agenda**  
7-0 Approved

**V. Hearing of Citizens Generally**

**I. Public Hearings**

**A. PC RESOLUTION NO. 23-03; Ordinance Number 23-18**

**CP-23-01; Request for Comprehensive Plan Amendment – 105 Norfolk Ave.**

Request to amend the City's Comprehensive Plan (Master Plan) Land Use Map classification for 105 Norfolk Avenue, parcel identification number 41000402043, from Low Density Single-Family designation to Community Commercial designation.

Comments from the citizens included concerns regarding:

- Ensuring that the existing Single family dwelling at 105 Norfolk Ave is not torn down
- Impact of the proposed development on the drainage
- Impact of business expansion changing the character of the neighborhood

Planning Commission stated concerns with the application that should be addressed by the applicant. Planning Commission also requested additional information from the applicant and staff regarding the impacts of gaming machines, clarification of lighting for the store, alley drainage, and clarification on the proposed landscaping and parking. A motion was made by Mr. Wade to forward the application to a future work session for more discussion with the date to be scheduled by the Staff in consultation with the applicant. The motion was seconded by Mrs. Schiff.

**Vote:**

Yes:

Mr. Hartson

Mrs. Schiff

Mr. Wade

Mr. Kohan

Mr. Kwiek

Mrs. Hamilton

Mrs. Levenson-Melvin

7-0 Approved

No: None

**B. PC RESOLUTION NO. 23-04; Ordinance Number 23-19  
RZ-23-01; Request for Rezoning – 105 Norfolk Ave.**

Request to amend the City's Zoning Map classification for 105 Norfolk Avenue, parcel identification number 41000402043, from RL (Low Density Residential) zoning district to BB (Boulevard Commercial) zoning district.

Comments from the citizens included

- Safety concerns due to the possible increase in traffic along the alley

Planning Commission reiterated the need for information previously requested. A motion was made by Mrs. Schiff to forward the application to a future work session for more discussion with the date to be scheduled by the Staff in consultation with the applicant. The motion was seconded by Mr. Kweik.

**Vote:**

Yes:

Mr. Hartson

Mrs. Schiff

Mr. Wade

Mr. Kohan

Mr. Kwiek

Mrs. Hamilton

Mrs. Levenson-Melvin

7-0 Approved

No: None

**VI. Old Business**

**VII. New Business/Reports**

**Reports**

**Chairman** – Mr. Hartson

**Planning and Community Development - Director** – Mr. Carter

**City Engineer or Designee –Asst. Director of Public Works** – Mr. Ryan

**Others, as necessary or appropriate**

**City Manager** – Mr. Smith

**City Attorney** – Mr. Fisher

**VIII. Adjournment**