

# Minutes

City Planning Commission Meeting  
City Council Chambers, 2400 Washington Ave  
Wednesday, February 16, 2022, 2:00 PM

City of  
**NEWPORT NEWS**  
Virginia



**MEMBERS PRESENT:** Sharyn Fox, Chairperson; LaMonte Williams, Vice-Chairperson; Randie T. Dyess, Jr.; Phillip Jones; Philip Shook; and Michael Taylor

**MEMBERS ABSENT:** Timothy Grabowski; Willard G. Maxwell, Jr.; and Katie Stodghill

**OTHERS PRESENT:** Sheila W. McAllister, Planning Director; Flora D. Chioros, Assistant Director – Current Planning; Katie Chamberlain, Planning Coordinator; Saul Gleiser, Senior Planner; Carolyn Poissant, Senior Planner; Kenar Johnson, Planner I; Lynn Spratley, Senior Deputy City Attorney; Nyoka Hall, Zoning Administrator

**A. Call to Order**

Ms. Fox called the meeting to order at 2:00 P.M.

**B. Planning Commission Creed and Approval of the Agenda**

Mr. Jones read the Planning Commission’s purpose as stated in Section 15.2-2210 of the Code of Virginia. He made a motion to adopt the agenda before the Planning Commission. Mr. Shook seconded the motion. The City Planning Commission voted to adopt the agenda by acclamation.

**C. Invocation**

The invocation was rendered by Mr. Taylor.

**D. Pledge of Allegiance**

Mr. Dyess led the Planning Commission in the Pledge of Allegiance.

**E. Minutes**

The minutes of the February 2, 2022 public meeting were approved as presented.

**F. Public Meeting**

**SPECIAL EXCEPTION**

- (a) **SE-2022-0001, TOBEE HOMES, LLC** Requests a special exception to construct a single-family detached dwelling on a lot of record with less than 50 feet of frontage located at 1154 37th Street. The parcel contains 0.10 acres and is zoned R4 Single-Family Dwelling District within the Neighborhood Conversation District. The Parcel Number is 295.03.01.39.

Kenar Johnson, Planner I, presented the staff report (copy attached to record minutes).

Ms. Fox stated there are some older trees on the property. She asked if one of them is where the house will be located. Mr. Johnson stated yes, it will be removed. Ms. Fox asked if there is

a landscape plan associated with this application. Mr. Johnson stated he would need to defer to the applicant.

Ms. Fox opened the public hearing.

Mr. Ben Tobee, Applicant, 2636 Campostella Road, Chesapeake, stated the trees are being removed.

Ms. Fox closed the public hearing.

Mr. Shook made a motion to recommend approval of special exception SE-2022-0001 to the Board of Zoning Appeals with conditions. The motion was seconded by Mr. Taylor.

**Vote on Roll Call:**

**For:** Jones, Shook, Williams, Taylor, Dyess, Fox

**Against:** None

**Abstention:** None

The City Planning Commission voted unanimously (6:0) to recommend approval of special exception SE-2022-0001 to the Board of Zoning Appeals with conditions.

**G. Executive Secretary Report**

Ms. McAllister stated on March 2, 2022, the Planning Commission will hear a conditional use permit request for a car wash facility at 11602 and 11604 Jefferson Avenue.

Ms. McAllister stated on March 16, 2022, the Planning Commission will hear a special exception for the operation of a kennel for 6 domesticated animals at 716 Whisperwood Drive.

Ms. McAllister stated former Planning Commissioner Daniel L. Simmons, Jr. passed away. She stated there will be a service for him at New Life Church on Saturday, February 19, 2022 at noon. She stated Mr. Simmons was Planning Commission Chairman for one year. Ms. McAllister stated that, in lieu of flowers, the family has asked that donations be made to the church.

Ms. McAllister introduced Katie Chamberlain, Planning Coordinator. She stated the Planning Coordinator's role is to work with small businesses and developers looking to go through the development process. Ms. McAllister stated Ms. Chamberlain served as Planning's Senior Development Services Specialist and has been with the city for 10 years. She stated Ms. Chamberlain formerly worked for the Department of Engineering. Ms. McAllister stated Ms. Chamberlain is from California and has a degree in Geography from California State University.

Ms. McAllister stated that, after we complete the decennial census, we are required to redistrict. She stated we are in the process of redistricting now. Ms. McAllister stated City Council is reviewing some of the maps and there will be a work session at City Council on their first meeting in March. She stated City Council will be voting on the new maps at their second meeting in March. Mr. Taylor asked if the Planning Commission would be able to see the maps before they are voted on. Ms. McAllister stated there will be community meetings in each district prior to the maps being voted on.

**H. Committee Reports**

Mr. Taylor asked if there will be a Regulations Committee meeting on March, 16, 2022. Ms. McAllister stated yes.

**H. New Business**

Mr. Williams stated there will be a commemoration on Saturday, February 26, 2022 at 11:00 A.M. before Ridley apartments are brought down. Ms. McAllister stated the commemoration is honoring the neighborhood and the people who lived there. Mr. Williams stated there will be a heated tent on the Harbor Homes site for the event.

Mr. Taylor asked for an update of the redevelopment of City Farm and the Hampton Roads Sanitation District (HRSD) project. Ms. Chioros stated HRSD has submitted site plans for review. She stated they are on their third submittal, which is currently under review to ensure that everything is being done per city code and the conditional use permit that was approved. Ms. Chioros stated HRSD has two well sites that are currently under construction on their current property and were approved under a separate site plan submittal. She stated there is also a stormwater project along the rear of Riverview Farm Park near the tree line which is a city project that happens to be coinciding with the HRSD projects' timing. Ms. Chioros stated more information can be obtained by calling the city's 311 Center who can route you to the project manager.

**I. Adjourn**

There being no further business, the meeting adjourned at 2:18 P.M.



Recording Secretary



Executive Secretary