

# Minutes

City Planning Commission Meeting  
City Council Chambers, 2400 Washington Ave  
Wednesday, February 17, 2021, 2:00 PM

City of  
**NEWPORT NEWS**  
Virginia



**MEMBERS PRESENT:** Katie Stodghill, Chairwoman; Sharyn L. Fox, Vice-Chairwoman; Timothy Grabowski; Phillip Jones; Willard G. Maxwell, Jr.; Daniel L. Simmons, Jr.; Michael Taylor; and LaMonte Williams

**MEMBERS ABSENT:** None

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

**A. Call to Order**

Ms. Stodghill 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. Ms. Fox seconded the motion. The City Planning Commission voted to adopt the agenda by acclamation.

**C. Invocation**

The invocation was rendered by Dr. Maxwell.

**D. Pledge of Allegiance**

Ms. Fox led the Planning Commission in the Pledge of Allegiance.

**E. Minutes**

The minutes of the February 3, 2021 public hearing were approved as presented.

**F. Public Meeting**

**SPECIAL EXCEPTION**

**SE-2021-0001, DWIGHT AND AMY TAYLOR.** Request a special exception to construct a single-family detached dwelling on a nonconforming lot of record with less than 50 feet of frontage located at 2312 Marshall Avenue. The parcel contains 0.09 acres and zoned R4 Single-Family Dwelling. The Parcel Number is 306.04.06.02.

Carolyn Poissant, Planner II, presented the staff report (copy attached to record minutes).

Ms. Stodghill asked if the average setback on that block of Marshall Avenue is 13.5 feet. Ms. Poissant stated the average setback is 13.8 feet. Ms. Stodghill asked if that 13.8 is measured to the front of a porch. Ms. Poissant stated yes. Ms. Stodghill asked if the setback for the proposed property is 15 feet. Ms. Poissant stated yes. Ms. Stodghill asked if there are any other houses with a 15 foot setback. Ms. Poissant stated the houses are mostly around 13 to 14 feet. She stated 15 feet is the minimum that is allowed with a special exception.

Ms. Stodghill opened and closed the public hearing.

Ms. Fox made a motion to recommend approval of special exception SE-2021-0001 to the Board of Zoning Appeals with conditions. The motion was seconded by Mr. Taylor.

**Vote on Roll Call:**

**For:** Maxwell, Simmons, Jones, Williams, Fox, Taylor, Grabowski, Stodghill

**Against:** None

**Abstention:** None

The City Planning Commission voted unanimously (8:0) to recommend approval of special exception SE-2021-0001 to the Board of Zoning Appeals with conditions.

**G. Executive Secretary Report**

Ms. McAllister stated the majority of cases heard by the Planning Commission since December 2020 are still on hold because City Council is having virtual meetings until March 9, 2021. Ms. Stodghill asked if City Council can only hear the cases when they are in person. Ms. McAllister stated yes, unless it is continuity of government. She stated they were able to hear the school board cases, but all of the other cases are on hold until March 9, 2021.

Ms. McAllister stated on March 3, 2021, the Planning Commission will hold a work session at 2:00 P.M. in the City Council Chambers to allow for social distancing.

Ms. McAllister stated we have no cases for March 17, 2021 or April 7, 2021. Ms. Stodghill asked if there are any cases coming up in May that may require a work session. Ms. McAllister stated that is too far in advance to know at this time. Ms. Fox asked if there would be a work session for SWIFT proposal. Ms. McAllister stated that will be coming up, but City Council has to approve the agreement to sell the land. Ms. Stodghill asked to keep March 17, 2021 and April 7, 2021 open in case the Planning Commission needs a future work session.

**H. Committee Reports**

Mr. Taylor stated the Regulations Committee met today to discuss the Marshall-Ridley Choice Neighborhood Overlay District. He stated the committee will meet again in two weeks.

Ms. Fox stated she and Mr. Jones participated in a second Community Development Block Grant Committee meeting to discuss awarding grant money to applicants. Ms. Stodghill asked how many applications were received. Mr. Jones stated they are reviewing 15 to 17 applications.

**I. Adjourn**

There being no further business, the meeting adjourned at 2:14 P.M.



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Recording Secretary



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Executive Secretary