



**CITY OF COLONIAL HEIGHTS, VIRGINIA  
MEETING OF THE PLANNING COMMISSION  
City Hall, Council Chambers, 201 James Avenue  
Tuesday, July 5, 2022  
7:00 p.m.**

**MINUTES**

**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 (Virtual participation)

Mr. Wade (Virtual participation)

Absent:

Mrs. Levenson-Melvin

Mr. Kwiek, who wished to participate remotely, stated that he was unable to attend the meeting due to a personal matter – i.e., a vacation. He added that he was participating remotely from Cape Hatteras, North Carolina; and this is the first meeting of the calendar year in which he has participated remotely.

Mrs. Schiff made a motion, seconded by Mr. Kohan, to approve Mr. Kwiek's remote participation; and by a unanimous vote, the commissioners approved the motion.

Mr. Wade, who wished to participate remotely, stated that he was unable to attend the meeting due to a personal matter – i.e., a vacation. He added that he was participating remotely from just outside of Myrtle Beach, South Carolina; and this is the first meeting of the calendar year in which he has participated remotely.

Mrs. Schiff made a motion, seconded by Mr. Kohan, to approve Mr. Wade's remote participation; and by a unanimous vote, the commissioners approved the motion.

**III. Determination of Quorum**

A quorum was determined.

**IV. Approval of Minutes for May 3, 2022 Meeting**

Mrs. Hamilton requested that a change be made to the minutes in the fourth paragraph from the top on page three. She asked that the sentence read "...homes to be compatible with existing homes" instead of "match existing homes".

Mr. Kwiek asked that on page three, paragraph two the phrase "during school hours" to be added to his statement "...may lead to back up on Conduit Road".

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

**V. Approval of Agenda**

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

**VI. Hearing of Citizens Generally**

No citizens spoke.

**VII. Public Hearings**

**A. PC RESOLUTION NO. 22-07 AND AN ORDINANCE NO. 22-12**

Amendment to § 286-322.10 of Chapter 286, Zoning, to clarify the Wetlands Board Application Fee.

Mrs. Brown shared that this resolution would update the ordinance to reflect the current fee schedule. Mr. Fisher explained the discrepancy between two different sections of the code.

Mrs. Schiff made a motion to approve PC Resolution 22-07 and Mr. Kohan seconded the motion.

Vote: 6 -0

Yes:

- Mr. Hartson
- Mrs. Schiff
- Mrs. Hamilton
- Mr. Kohan
- Mr. Kwiek

Mr. Wade

No: none

Motion: Unanimous Pass

## VIII. Plans of Development/Preliminary Subdivision Plans

### A. PD 22-04 325 Charles Dimmock Parkway

#### Parcel ID #6821000001

Property Owner “Dominion CH LLC” proposes a preliminary plan of development of an 83,895 square foot, five-story hotel; and a retail facility containing 6,850 square feet. The site is zoned GB – General Business.

Mrs. Brown shared a map with a blue star depicting the location of the proposed hotel. The site is located between Charles H. Dimmock Parkway and Jennick Drive and was previously a parking lot. One hundred and thirty-five hotel rooms were proposed for the plan. Staff recommended approval subject to addressing comments on a final development plan.

Derek Johnson with Timmons Group was present to represent the developer. Mr. Hartson asked what the retail space entails; Mr. Johnson explained that the first floor would include additional space for retail or a restaurant. No rooms would be located on the first floor.

Mr. Kohan asked if the retail space could be leased or sublet. Mr. Johnson stated that the hotel could lease the space. Mr. Kohan asked Mr. Fisher if the City would have a say in what was allowed in the retail space and Mr. Fisher stated that as the hotel owns the property they would have control as long as it meets zoning requirements. Mr. Kohan asked if the hotel was an extended stay type of hotel. Mr. Johnson stated that it was not that type of hotel.

Mr. Smith stated that on the Hilton website, this proposed line of hotel, “Home2”, was advertised as perfect for one night, one week, or more. While it is not directly labeled as an extended stay hotel, he stated that the advertisement leaves it open to various types of stays, including a kitchenette in the suites.

Mr. Hartson asked Mr. Campbell if this hotel would impact traffic. Mr. Campbell stated that it would not impact traffic.

Mrs. Hamilton agreed with the Police Chief’s assessment to include indoor and outdoor security cameras.

Mr. Wade asked about the type of retail that would be considered for the space, and whether alcohol would be sold. Mr. Johnson stated that there were no specifics at this time, but that Mr. Amin had mentioned the potential of a cryogenics wellness center.

Mr. Kwiek stated that he had stayed in this type of hotel and it was a five-star hotel in his opinion.

Mrs. Schiff made a motion to approve PD 22-04 and Mr. Wade seconded the motion.

Vote: 6-0

Yes:

Mr. Hartson  
Mrs. Schiff  
Mrs. Hamilton  
Mr. Kohan  
Mr. Kwiek  
Mr. Wade

No: none

Motion: Unanimous Pass

## **IX. Old Business**

Mr. Kohan asked about what could be done about the Sherwood Hills pool. Mr. Fisher stated that it was delinquent on its taxes and action would be taken by the City.

Mr. Kohan asked Mr. Smith for an update on the former Sears building project. Mr. Smith stated he would return with an update at a later date.

Mrs. Schiff asked Mr. Campbell if the fountain adjacent to Exit 54 could be improved. Mr. Smith stated that this was also discussed with City Council and they were working on it. She also asked if the City Focus could include a message to citizens to clean up their curb and gutter. Mr. Campbell stated that the City is very flat which creates issues with drainage. Additionally, he was unsure how such a message could be construed which could lead to concerns about illicit discharge.

Mrs. Hamilton asked whether a new Code Enforcement Inspector had been hired. Mrs. Brown replied that the new inspector would begin in mid-July.

Mr. Kwiek asked Mr. Campbell for an update on the Dunlop Village entrance. Mr. Campbell stated that it was under construction.

Mr. Wade asked about the repainting of the crosswalk at Tussing Elementary, and whether the crosswalk would be moved. Mr. Smith stated that he had spoken to Mr. Flippen about the repainting but that he did not believe it would be moved.

## **X. New Business/Reports**

### **Reports**

#### **1. Chairman- Mr. Hartson**

Mr. Hartson shared that the Tri-Cities Area Metropolitan Planning Organization (MPO) Plan 2045 Colonial Heights representative is John Wood. The executive secretary, Mr. Ron Svejksky will be at the next meeting to discuss this plan with the Planning Commission. He felt this information will be important to incorporate into the Comprehensive Plan the next time it is reviewed. Mr. Hartson also shared information about the Fall Line Trail, and the Ashland to Petersburg Trail Study, which would intersect Colonial Heights. This \$266.5 million-dollar project would intersect Biltmore Avenue in Sherwood Hills. Mr. Smith stated that staff was reaching out to Council about doing a walkthrough of the trail route and invited Planning Commission to join, to see the planned route and how it would intersect the community. He stated he could also share public comments once collected from VDOT.

#### **2. Director of Planning and Community Development – Mrs. Brown**

Mrs. Brown stated that the Tri-Cities Area MPO Plan 2045 was the only item on the August Agenda.

#### **3. City Engineer or Designee – Asst. Director of Public Works – Mr. Campbell**

Mr. Campbell shared that the Temple Ave site of Royal Farms and Valvoline were on the verge of closeout and transferring to a one-year maintenance period. Staff met with the stakeholders involved in the Sanctuary development. He was hopeful that things would move along with approval in the next two months. Mr. Campbell stated that the Pavement Preservation Project was completed under budget.

Mr. Wade asked for an update in regards to drainage issues at Huntington Drive, Conjuror's Drive, and Conduit Road. Mr. Campbell stated that they tried to get the work done under the Pavement Preservation Project, but that the pavement preservation company was unable to find a concrete contractor willing to do the curb and gutter within budget. This means it has become a breakout project under the Capital Improvements Plan. The Public Works Department was in the process of pursuing the project. Mr. Wade asked if there was a time prediction, and Mr. Campbell replied that he had no prediction at that time. Mr. Wade asked that the Public Works Department follow up with a citizen in that area of the City who had expressed concerns about the drainage in a previous meeting. Mr. Smith stated that he would pass the citizen's information along to be contacted.

#### **4. Others, as necessary or appropriate**

##### **a. City Manager – Mr. Smith**

Mr. Smith shared that Royal Farms and Valvoline came out nicely and have had a successful opening.

- b. **City Attorney – Mr. Fisher**  
No report.

**XI. Adjournment**

Mrs. Schiff made a motion to adjourn and Mr. Wade seconded the motion to adjourn.  
The meeting was adjourned at 7:51pm.

X   
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Mitchell Hartson  
Chairman

X   
\_\_\_\_\_  
Brandi Payne  
Secretary