



Planning & Zoning Office
Town of Richmond
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TO: Richmond Planning Commission

FROM: Ravi Venkataraman, Town Planner

DATE: September 22, 2022

SUBJECT: Finalization of draft zoning language for the Gateway R/C District, the Village R/C District, and its tangential elements

Background

During the last meeting, the Planning Commission decided to separate the vote on the proposed amendments based on its relation to the proposed Gateway Residential/Commercial District and the proposed Village Residential/Commercial District.

To isolate discussions on the Gateway Residential/Commercial District and the Village Residential/Commercial District, the meeting materials have been separated based on topic. Enclosed are the following based on the topic:

Gateway Residential/Commercial District:

- Draft language for the Gateway Residential/Commercial District (Section 3.4)
- Draft revisions to references to Multiple Uses on Properties (Sections 3.1.1, 3.1.2, 3.2.1, 3.2.2, 3.5.1, 3.5.2, 3.6.1, 3.6.2, 3.7.1, 3.7.2, 3.8.1, 3.8.2, 3.9.1, 3.9.2, 3.10.1, 3.10.2, and 4.5).
- A clean version of draft revisions to exceptions to Site Plan Review requirements (Section 5.5)
- Draft language for Multifamily Housing Development Standards (Section 6.13)
- Draft definitions for: Courtyard, EV-Charging Space, Grocery Store, and Supported Housing (Section 7)
- Draft revisions for definitions to: Bank; Hotel or Motel; Inn or Guest House; Light Manufacturing; Personal Services; Business, Retail; and Motel (Section 7)
- Draft revisions to the parking table (Section 6.1.2)
- Draft revisions to Non-Developable Portions (Section 2.5.2)

Village Residential/Commercial District :

- Draft language for the Village Residential Commercial District (Section 3.3)
- Draft definitions for: Retail, large-scale; and Retail, village-scale (Section 7)
- Draft standards for Powered Vehicle/Machinery Repair use standards (Section 4.14)

Procedure

At this point, the Planning Commission may choose to hold public hearings on all the proposed amendments. The earliest date the commission could hold public hearings is October 19, 2022.

The commission could hold the public hearings on both topics concurrently and simultaneously by opening the public hearings for both topics in the same motion.

To make sure the public is able to participate and provide input, I recommend that the commission holds public hearings on October 19, 2022 and November 2, 2022. **When the commission is ready to end the meeting on October 19, 2022, it should continue the public hearings to November 2, 2022 to allow for additional public input.** During the November 2, 2022 meeting, the commission may choose to extend and continue the public hearing or close the hearing accordingly.

Even though the public hearings could occur simultaneously, I recommend that the commission structure the public hearings accordingly:

- Focus on the draft Gateway Residential/Commercial District and its associated tangential amendments on October 19, 2022
- Focus on the draft Village Residential/Commercial District and its associated tangential amendments on November 2, 2022

Public Notice

To inform stakeholders about the possible public hearing, I will be doing the following:

- Posting the public hearing notice in public locations at least 15 days ahead of the meeting, per statute
- Sending the public hearing notice to Seven Days for publication at least 15 days before the meeting, per statute
- Sending the public hearing notice, as well as information about the proposed amendments to property owners in the Gateway area
- Sending the public hearing notice as well as information about the proposed amendments to property owners whose property is subject to rezoning in the Village area
- Directly contacting key stakeholders and informing them about the public hearing

Per statute, the public hearing notice, the proposed zoning amendments, and the draft municipal bylaw amendment report will be available to the public to view at the clerk's office. I will also post these items on the Town website.

Markup versions and a markup of the entire Zoning Regulations will be available to view ahead of the public hearing.

Draft Motions

To facilitate action, I have prepared the following draft motion:

9/26/22 Planning Commission Meeting Materials

For the Gateway Residential/Commercial District and its tangential amendments

I, _____, move to hold a public hearing on October 19, 2022 on the proposed amendments to the Richmond Zoning Regulations Sections 2.5.2, 3.1.1, 3.1.2, 3.2.1, 3.2.2, 3.4, 3.5.1, 3.5.2, 3.6.1, 3.6.2, 3.7.1, 3.7.2, 3.8.1, 3.8.2, 3.9.1, 3.9.2, 3.10.1, 3.10.2, 5.5, 6.1.2, 6.13, and 7.

For the Village Residential/Commercial District and its tangential amendments

I, _____, move to hold a public hearing on October 19, 2022 on the proposed amendments to the Richmond Zoning Regulations Sections 3.3, 4.14, and 7.