

**SUFFOLK PLANNING COMMISSION  
AGENDA FOR  
FEBRUARY 15, 2022**



**PREPARED BY THE CITY OF SUFFOLK DEPARTMENT OF  
PLANNING & COMMUNITY DEVELOPMENT  
KEVIN WYNE, AICP, INTERIM ASSISTANT DIRECTOR OF PLANNING**

**THE REGULAR MEETING WILL BE HELD AT 2:00 P.M. IN  
THE SUFFOLK CITY COUNCIL CHAMBERS OF THE CITY HALL BUILDING**

**IF YOU CANNOT ATTEND OR NEED SPECIAL ACCOMODATIONS AT THE  
MEETING, PLEASE CALL THE CITY OF SUFFOLK DEPARTMENT OF PLANNING  
& COMMUNITY DEVELOPMENT AT (757) 514-4060  
PRIOR TO 12:00 NOON ON FRIDAY, FEBRUARY 11, 2022.**

**ARTHUR SINGLETON  
CHAIRMAN**

**Suffolk**  
V I R G I N I A  
*It's a good time to be in Suffolk*



## AGENDA

### SUFFOLK PLANNING COMMISSION

February 15, 2022

2:00 P.M.

- 
1. Call to Order
    - A. Invocation
    - B. Roll Call
  2. Approval of minutes from previous meeting
  3. Public Hearings:
    - A. **REZONING REQUEST, RZN2021-021, (Conditional), Burbage Drive Active Adult Condos:** submitted by Melissa Venable, Land Planning Solutions, agent, on behalf of Jerry Bowman, Eastern Virginia Law Group, LLC, applicant, on behalf of LVTC Two, LLC, property owner, in accordance with Section 31-304 and 31-305 of the Unified Development Ordinance, to rezone the official zoning map of the City of Suffolk to change the zoning from O-I, Office/Institutional zoning district, to RU-18, Urban Residential-18 zoning district, for property located at 7521 Burbage Landing Drive, Zoning Map 6 Parcel 12\*2\*1. The affected area is further identified as being located in the Nansemond Voting Borough, zoned O-I, Office/Institutional zoning district. The 2035 Comprehensive Plan designates this area as part of the Northern Growth Area, Mixed Use Core Use District.
    - B. **CONDITIONAL USE PERMIT REQUEST, CUP2020-023, Rainbow Smiles Children's Daycare:** submitted by Kim Yancy and Geneva Bowden-Bagley, applicants and property owners, in accordance with Sections 31-306 and 31-406 of the Unified Development Ordinance, to grant a Conditional Use Permit to establish a Day Care (family day home, 5 to 12 children), on property located at 5628 Plummer Boulevard, Zoning Map 13E, Parcel 23. The affected area is further identified as being located in the Nansemond Voting Borough, zoned RLM, Residential Low-Medium Density zoning district. The 2035 Comprehensive Plan designates this area as part of the Northern Growth Area, Core Support Use District.
    - C. **CONDITIONAL USE PERMIT REQUEST, CUP2021-027, 304 Eugenia Street:** submitted by Jonathan Rogers, Solid Builders Inc., applicant, on behalf of JD Equity Solutions LLC, property owner, in accordance with Sections 31-306, 31-406 and 31-801 of the Unified Development Ordinance, to grant a Conditional Use Permit to restore a non-conforming residential structure to an extent of greater than 50% of its replacement cost, on property located at 304 Eugenia Street, Zoning Map 34G19(A), Parcel 5. The affected area is further identified as being located in the Suffolk Voting Borough, zoned RM, Residential Medium Density zoning district. The 2035 Comprehensive Plan designates this area as part of the Central Growth Area, Mixed Use Core Use District.

**D. CONDITIONAL USE PERMIT REQUEST, CUP2021-028, 306 Eugenia Street:** submitted by Jonathan Rogers, Solid Builders Inc., applicant, on behalf of JD Equity Solutions LLC, property owner, in accordance with Sections 31-306, 31-406 and 31-801 of the Unified Development Ordinance, to grant a Conditional Use Permit to restore a non-conforming residential structure to an extent of greater than 50% of its replacement cost, on property located at 306 Eugenia Street, Zoning Map 34G19(A), Parcel 4. The affected area is further identified as being located in the Suffolk Voting Borough, zoned RM, Residential Medium Density zoning district. The 2035 Comprehensive Plan designates this area as part of the Central Growth Area, Mixed Use Core Use District.

4. Old Business:

5. New Business

**A.** Status Report – City Council Meeting, January 19, 2022

**B.** Status Report - Preliminary Plats Approved - None

6. Commissioner's Comments

7. Adjournment



## MINUTES

### SUFFOLK PLANNING COMMISSION

January 18, 2022

2:00 P.M.

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The meeting of the Suffolk Planning Commission was held on Tuesday, January 18, 2022, at 2:00 p.m., in the Council Chambers of the Municipal Building, 442 W. Washington Street, Suffolk, Virginia, with the following persons present:

#### MEMBERS:

Arthur Singleton, Chairman  
John Rector  
Anita Hicks  
Oliver Creekmore  
Kittrell Eberwine  
Johnnie Edwards  
Gerald Goodman  
Mills Staylor

#### STAFF:

William Hutchings, Jr., City Attorney  
Kevin Wyne, Interim Asst. Dir. of Planning  
Alexis Baker, Comp. Planning Manager  
Amy Bocchicchio, Principal Planner  
Catina Myrick, Administrative Analyst

The meeting was called to order by Chairman Singleton and Commissioner Rector opened with a prayer. The roll was called by Mr. Wyne and the Chairman was informed that a quorum was present.

#### **APPROVAL OF MINUTES:**

The minutes of the previous meeting were approved as written.

#### **PUBLIC HEARINGS:**

**CONDITIONAL USE PERMIT REQUEST, CUP2021-024, Growf Herbal Bar and Shop:** submitted by Janay Brown, Growf, LLC, applicant, on behalf of EWS

Properties III, LLC, property owner, in accordance with Sections 31-306 and 31-406 of the Unified Development Ordinance, to grant a Conditional Use Permit to establish an Amusement/ Entertainment/Recreation Center, Indoor, on property located at 201 E. Washington Street, Zoning Map 34G18(A), Parcel 227. The affected area is further identified as being located in the Suffolk Voting Borough, zoned CBD, Central Business District zoning district, and HC, Historic Conservation Overlay District. The 2035 Comprehensive Plan designates this area as part of the Central Growth Area, Mixed Use Core District.

The first item of business was introduced by the Chairman followed by a staff report by Alexis Baker, Comprehensive Planning Manager. Ms. Baker stated that this application is to establish an indoor amusement/entertainment/recreation center. The applicant proposed to utilize only the ground floor of the existing building to establish the use for public and private events, such as pop up shops, club meetings, birthday parties, paint nights, open mic events, comedy shows, and live bands. The second floor of the building consists of apartments and is not proposed to be utilized as part of this request. The ground floor currently is utilized as a retail shop that sells organic herbal teas, bulk herbs, and rolling papers with the hours of operation of Tuesday through Saturday 12 pm to 8 pm. The proposed hours of operation for the public and private events are 8 pm to 11 pm Sunday through Thursday and 8 pm to 12 midnight Friday through Saturday, after the retail shops hours of operation. The store space has a large room for retail, a bar that has various teas and other retail goods for sale. The use also contains several storage rooms and is served by two bathrooms. The applicant

proposed sound abatement in the establishment to help offset any impacts to the adjacent properties and surrounding area and staff placed a condition ensuring that the sound abatement will be installed. The sound abatement will consist of insulation materials for the ceiling and walls of the ground floor. No interior or exterior building expansions are proposed as a result of this request; as such the Departments of Public Works and Public Utilities had no concerns. There is on-street and public parking available in the immediate area that is anticipated to adequately serve the proposed use. The Department of Public Works reviewed the proposed use and had no concerns. The proposed indoor amusement, entertainment, and recreation center at this site as proposed is consistent with other various uses that are located within the downtown core and with the proper sound abatement shall be no more injurious to the surrounding neighborhood than would any other use permitted in the same district. Additionally, the proposed hours of operation align with the hours of operation that have been consistently approved for similar uses and has been recommended as a condition. Staff believes this request as proposed, and with the conditions recommended by staff, shall not be noxious or offensive by reason of odor, dust, smoke, or gas. Staff found that the proposed use of an Amusement/Entertainment/Recreation Center, Indoor, meets criteria as set forth in the UDO, and that the use should not negatively impact the surrounding area with

conditions that would serve to mitigate potential adverse impacts. Accordingly, staff recommended approval of this application with the conditions noted in the staff report.

The public hearing was opened and speaking in favor of this application was Janay Brown, applicant. She asked for the Commission's approval of this request.

There being no speakers in opposition, the public hearing was closed.

Commissioner Edwards made a motion to approve this application with the conditions, seconded by Commissioner Hicks and passed by a recorded vote of 5 to 3.

**CONDITIONAL USE PERMIT REQUEST, CUP2021-025, Life Changing Ministry:** submitted by Dr. Dana Cameron, Life Changing Ministry, applicant, on behalf of Lasir, LLC, property owner, in accordance with Sections 31-306 and 31-406 of the Unified Development Ordinance, to grant a Conditional Use Permit to establish a Place of Worship, small, under 6,000 square feet in main sanctuary, on property located at 600 W. Washington Street, Zoning Map 34G16(3)A, Parcel 4. The affected area is further identified as being located in the Suffolk Voting Borough, zoned CBD, Central Business District zoning district, and HC, Historic Conservation Overlay District. The 2035 Comprehensive Plan designates this area as part of the Central Growth Area, Mixed Use Core Use District.

The next item of business was introduced by the Chairman followed by a staff report by Amy Bocchicchio, Principal Planner. Ms. Bocchicchio stated that this request is to establish a small place of worship, known as Life Changing Ministry. The floor plan indicated roughly 900 square feet would be used for the sanctuary with 100 seats that either moveable or fixed, and approximately 600 square feet is comprised of multipurpose rooms, two (2) restrooms, a foyer, and office space. While the church

currently has about 60 members, they have requested 100 seats in order to accommodate future growth and prevent the need to amend their CUP in the future. The proposed service hours will be Sunday School at 10 a.m., Worship Service at 11 a.m. and Wednesday evening Bible Study at 7 p.m. There is currently no plan to provide a daycare at this property, and that use is not contained within this request. This property is served by both public water and public sewer; no changes are currently proposed to the two (2) existing restrooms. The Department of Public Utilities reviewed this application and had no objections to the request. The rear of this site contains twenty (20) parking spaces, which can support 80 seats in the sanctuary. The Central Business District also allows on-street parking to be utilized to meet off-street parking requirements if needed; thus, the request for an additional 20 seats in the sanctuary is not an issue as there are more than five (5) on-street parking spaces nearby. The City's Traffic Engineering Division had no concerns with this use at this location. No land disturbance is proposed; thus, the Department of Public Works, Engineering Division, had no concerns for the proposed church use. The applicant will be required to address any issues regarding occupancy of the building pertaining to the Building Code with the Division of Community Development. Staff reviewed this application for compliance with the CUP criteria as outlined in the UDO and found that this use is appropriate at this location and is in-keeping the existing and future



development patterns in this area of downtown. Therefore, staff recommended approval of the application with the conditions noted in the staff report.

The public hearing was opened and speaking in favor of this application was Dr. Dana Cameron, applicant. She asked for the Commission's approval of this application.

There being no speakers in opposition, the public hearing was closed.

Commissioner Hicks made a motion to approve this application with the conditions, seconded by Commissioner Creekmore and passed by a recorded vote of 8 to 0.

#### **CAPITAL IMPROVEMENTS PLAN:**

Tealen Hansen, Director of Finance, gave a presentation on the City's Capital Improvements Plan for FY 2023-2032.

Commissioner Edwards made a motion to approve the proposed CIP and forward it to City Council, seconded by Commissioner Hicks and passed by a recorded vote of 8 to 0.

#### **STATUS REPORT:**

Mr. Wyne reported on the results of the December 15<sup>th</sup> City Council meeting.

#### **ADJOURNMENT:**

There being no further business, the meeting was adjourned.



PLANNING COMMISSION  
MEETING

January 18, 2022

MT: Edwards

2<sup>ND</sup>: Hicks

TO: Approve  
w/conditions

MT: Hicks

2<sup>ND</sup>: Creekmore

TO: Approve  
w/conditions

MT: Edwards

2<sup>ND</sup>: Hicks

TO: Approve

MT:

2<sup>ND</sup>:

TO:

VOTE: 5-3

CUP2021-024

VOTE: 8-0

CUP2021-025

VOTE: 8-0

CIP

VOTE:

PRESENT

ABSENT

YES

NO

YES

NO

YES

NO

YES

NO

Creekmore, Oliver

X

X

X

X

Eberwine, Kittrell

X

X

X

X

Edwards, Johnnie

X

X

X

X

Goodman, Gerald

X

X

X

X

Hicks, Anita

X

X

X

X

Rector, John

X

X

X

X

Singleton, Arthur

X

X

X

X

Staylor, Mills

X

X

X

X

