



# City of Richmond

900 East Broad Street  
Richmond, VA 23219  
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## Meeting Minutes - Final Urban Design Committee

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Thursday, March 5, 2015

10:00 AM

5th Floor Conference Room of City Hall

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### Call to Order

Ms. Almond called the meeting to order at 10:00 a.m.

### Roll Call

**Present:** 8 - Chair Andrea Almond, Doug Cole, Vaughn Garland, Bryan Green, Giles Harnsberger, Jill Nolt, Claire Shirley and Robert Smith

**Absent:** 2 - Chris Arias and Vice Chair Andrea Levine

#### Staff Present

Mr. Jeff Eastman, PDR  
Ms. Tara Ross, PDR

#### Others Present

Mr. Kevin Newcomb, DPW  
Mr. Brian Revels, RK&K  
Mr. Ken Yarberry, RK&K  
Mr. Don Summers, DPW  
Ms. Betty-Anne Teter, Mayor's Office  
Mr. Manouchehr Nosrati, DPW  
Mr. Chris Kiefer, Timmons Group  
Mr. Dexter Goode, DPW  
Ms. Meg O'Brien, Dewberry  
Mr. Ben Jackson, Dewberry  
Mr. Neil Bhatt, NBJ Architecture  
Ms. Katy Evans, Richmond Times-Dispatch

### Approval of Minutes

[ID 2015-010](#) Regular Meeting of February 5, 2015

**Attachments:** [Regular Meeting of February 5, 2015](#)

**A motion was made by Ms. Harnsberger, seconded by Mr. Smith, that the minutes from the February 8, 2015 meeting be adopted. The motion carried by the following vote:**

**Aye:** 5 - Almond, Cole, Garland, Harnsberger and Smith

**Abstain:** 3 - Green, Nolt and Shirley

### Secretary's Report

Mr. Eastman stated that at their February 23rd meeting, Planning Commission approved the Salt Dome project on the Consent agenda, approved the Floyd Avenue bike boulevard project with alterations and conditions on the Regular agenda, and approved Kanawha Plaza with UDC recommendations on the Regular agenda. Mr. Eastman stated that the Brown's Island Way fence and gate item, which was to be reviewed by the Planning Commission on March 2nd was withdrawn. Mr. Eastman stated that Mr. Drew Gould, an engineer with the Timmons Group, will succeed Ms. Shirley when her appointment expires in April. Ms. Nolt and Mr. Green were both reappointed. Mr. Eastman stated that he approved permits for a new porch at 3023 Grove and a new home at 3213 Floyd, both of which are in the West of the Boulevard Design Overlay District. Mr. Eastman stated that he also approved a permit for the Ginter Park library renovations and site work that was approved in 2011.

## Consideration of Continuances and Deletions from Agenda

There were no continuances or deletions.

## CONSENT AGENDA

**A motion was made by Ms. Shirley, seconded by Ms. Nolt, that the Consent Agenda items be recommended for approval to the Planning Commission. The motion carried unanimously.**

1. [UDC No. 2015-06](#) Final Location, Character and Extent Review of streetscape improvements along E. Canal Street between S. 12th and Virginia streets and along Virginia Street between E. Cary and E. Canal streets

**Attachments:** [UDC Report to CPC](#)  
[Staff Report to UDC](#)  
[Location Map](#)  
[Application & Plans](#)

**This Location, Character and Extent Item was recommended for final approval, with the following conditions, and was forwarded to the City Planning Commission for their meeting on March 16, 2015:**

- That the crosswalk at the intersection of S. 12th Street and E. Canal Street be composed of bricks as is the case with the crosswalks at the intersection of Virginia Street and E. Canal Street, instead of the proposed stamped asphalt.
- That all new ornamental lights are placed at the same setback from the curb as the existing ornamental lights in the project area to maintain consistency.
- That the applicant endeavors to reuse the existing granite curb on Virginia Street where possible.
- That the applicant works with the Department of Public Utilities to remove as many wooden poles, overhead utilities and cobrahead light fixtures as possible.

2. [UDC No. 2015-07](#) Final Location, Character and Extent Review of a freestanding sign for the Henry L. Marsh, III and Harold M. Marsh, Sr. Manchester Courthouse at 28 E. 10th Street

**Attachments:** [UDC Report to CPC](#)  
[Staff Report to UDC](#)  
[Location Map](#)  
[Application & Plans](#)

This Location, Character and Extent Item was recommended for final approval as submitted, and was forwarded to the City Planning Commission for their meeting on March 16, 2015.

## **REGULAR AGENDA**

3. [UDC No. 2015-05](#) Conceptual Location, Character and Extent Review of a new section of roadway connecting two sections of Deepwater Terminal Road

**Attachments:** [UDC Report to CPC](#)  
[Staff Report to UDC](#)  
[Location Map](#)  
[Application & Plans](#)

Ms. Shirley inquired why the pavement width is so wide and Mr. Eastman stated that the applicant informed him that it has to do with VDOT funding and stated that VDOT has a minimum standard of 30' face-of-curb to face-of-curb for which they will provide funding. If they go with something narrower they will lose the VDOT funding for the maintenance of that roadway. Ms. Shirley inquired that since they have the pavement should they put in a bike lane.

Ms. Nolt inquired if Mr. Eastman feels that the proposal as set forth offers future infrastructure for when this adjacent land may become public or recreational use and inquired if he had analyzed it in the long term perspective. Mr. Eastman stated that is why he mentioned the sidewalk specifically and stated that his personal opinion is that it will be a long time before any of these uses would be transformed to be public park uses. Mr. Eastman stated that if they are there are a lot of improvements that will need to be done to make this area accessible by walking or by bike. Mr. Eastman stated that they are allowing for that in the future which is important to him.

Mr. Smith stated that he would like to recommend that the cobrahead light fixtures are full cut off.

**This Location, Character and Extent Item was recommended for conceptual approval, with the following conditions, and was forwarded to the City Planning Commission for their meeting on March 16, 2015:**

- That the applicant consider including sharrows on the new section of roadway.
- That the proposed cobrahead lighting fixtures are full cutoff.

**Aye:** 8 - Almond, Cole, Garland, Green, Harnsberger, Nolt, Shirley and Smith

4. [UDC No. 2015-08](#) Conceptual Location, Character and Extent Review of the construction of two new buildings and associated site improvements at 1638, 1650 and 1700 Commerce Road

**Attachments:** [UDC Report to CPC](#)  
[Staff Report to UDC](#)  
[Location Map](#)  
[Application & Plans](#)

Ms. Shirley inquired if there was any consideration in this application to improve the part of Page Street that the cars would be driving on and Mr. Eastman stated that there will be a gate with a card reader and the entrance will be improved as well as the other entrance up to the card reader.

Ms. Almond inquired about the landscape plan and inquired if what they were showing was supposed to be a conceptual landscape plan or a diagram. Ms. Almond stated that there is 500' of road frontage with 15 shrubs spaced at 25' apart and that is not going to be acceptable.

Ms. Meg O'Brien with Dewberry stated that the landscape plan is purely conceptual and that the intent is to meet the minimum standards along Commerce Road and they will intersperse trees and shrubs along the face there in the final plans.

**This Location, Character and Extent Item was recommended for conceptual approval, with the following conditions, and was forwarded to the City Planning Commission for their meeting on March 16, 2015:**

- That the final plans include a landscaping plan, showing plant species, quantity, location and size at the time of installation.
- That the applicant considers providing landscaping and/or an architectural treatment along the Commerce Road side of building 2 to break up the large blank façade.
- That the final plans include a lighting plan, showing make, model and finish for any light pole and fixture, as well as fixture light source and color temperature.
- That the outdoor employee break area adjacent to the office building be located in a landscaped area rather than next to the mechanical equipment.
- That a similar outdoor employee break area be located adjacent to the garage building.
- That the applicant considers providing skylights in the roof of the garage building to maximize access to natural light.
- That concertina or barbed wire is not used on the fences between the buildings along the Commerce Road frontage of the site.

**Aye:** 8 - Almond, Cole, Garland, Green, Harnsberger, Nolt, Shirley and Smith

5. [UDC No. 2015-09](#) Conceptual Location, Character and Extent Review of the construction of two new buildings and associated site improvements at 3502 N. Hopkins Road

**Attachments:** [UDC Report to CPC](#)  
[Staff Report to UDC](#)  
[Location Map](#)  
[Application & Plans](#)

Mr. Green inquired if this project was going to meet LEED silver and Mr. Eastman stated no.

Ms. Nolt inquired what the differences between the two projects are because one is

able to proceed with the LEED standard and the other is not. Mr. Dexter Goode with the Dept. of Public Works stated that the difference is they established a criteria by the City for LEED certification based on the use and the square footage. Mr. Goode stated that the warehouse/traffic sign and signal shop is a much larger building but the bulk of that operation is for warehousing, storing or materials and parking vehicles and the actual office areas doesn't exceed 12,000 square feet.

Mr. Don Summers with the Dept. of Public Works stated that they have directed the design firm to use any sustainable design practices that would be practical mainly because they are trying to follow the Mayor's Green City Guidelines.

Mr. Smith stated that there was nothing in the staff report about maximizing daylight through the use of skylights even though they have it in one building and not in building 4 and inquired could they put in a recommendation to have skylights and Mr. Eastman stated that the reason he didn't put it in there was because that building does have windows on the high bay above the office whereas the building on the Commerce Road site only had the small windows that are in the rollup doors. Mr. Smith stated that he is talking in the lower single story and Mr. Eastman stated that in the offices they have windows all around and stated that there aren't any offices that don't have access to natural light.

**This Location, Character and Extent Item was recommended for conceptual approval, with the following conditions, and was forwarded to the City Planning Commission for their meeting on March 16, 2015:**

- That the final plans include a landscaping plan, showing plant species, quantity, location and size at the time of installation.
- That the applicant considers planting an allee of trees in the planting strips on either side of the central corridor of the site.
- That the final plans include a lighting plan, showing make, model and finish for any light pole and fixture, as well as fixture light source and color temperature.
- That the outdoor employee break area adjacent to the Traffic Signal/Sign Shop building be located in a landscaped area (either planted or taking advantage of existing vegetation).
- That a similar outdoor employee break area be located adjacent to the Radio shop.
- That the applicant considers providing wayfinding signage internal to the site to direct visitors to the various buildings on the site.

**Aye:** 8 - Almond, Cole, Garland, Green, Harnsberger, Nolt, Shirley and Smith

## **OTHER BUSINESS**

There was no other business.

## **Adjournment**

Ms. Almond adjourned the meeting at 10:49 a.m.