

City of Richmond

*900 East Broad Street
2nd Floor of City Hall
Richmond, VA 23219
www.rva.gov*



Meeting Minutes

Thursday, March 13, 2025

10:00 AM

5th Floor Conference Room of City Hall

Urban Design Committee

Call to Order

Meeting was called to order at 10:00AM

To access the meeting via Microsoft Teams, please use the following link: <https://tinyurl.com/45te94kj> or dial *67-804-316-9457 and enter ID: 569 846 610# Public comment will be requested in turn for each item on the agenda. Please stay on mute during other times to reduce background noise. If using a phone to access the meeting, you can use *6 to mute and un-mute.

Roll Call

- Present --** 9 - * Committee Member Luigi Mignardi, * Jessie Gemmer, * Damon Pearson, * Committee Member Charles Woodson, * Committee Member Timothy Hamnett, * Committee Member Mitchell Danese, * Committee Member Eva Clarke, * Committee Member Justin Doyle and * Committee Member Victor Mckenzie Jr.
- Absent --** 2 - * Amelia Wehunt and * Committee Member Keith Van Inwegen

Approval of Minutes

A high level summary statement will be provided before voting on a final motion for each individual item. The summary statement will be transmitted to the Planning Commission along with the Motion outcome; and be recorded as minutes for the record.

Secretary’s Report

- Scope of Review Reminder
- 17.07 General Location, Character, Extent Approval of public buildings, structures, streets, parks, etc.
- Items of a specific nature that are designed by professionals, such as engineers or architects, are not considered general.
- 17.05 UDC may make recommendations on the specific design of public structures, appurtenances, and street fixtures.

Consideration of Continuances and Deletions from Agenda

CONSENT AGENDA

None

REGULAR AGENDA

[UDC-2025-05](#) UDC 2025-05 - CONCEPTUAL - Location, Character, and Extent review of the proposed Browns Island Improvement Plan located at 1 Brown’s island and is bordered by Tredegar Street and 10th Street to the North and West, the Manchester Bridge to the East, and the James River to the South.

Attachments: [UDC Application - Browns Island Improvement Plan](#)
[UDC 2025-05 - Staff Report - Final - 3.13.25](#)

This Location, Character and Extent Item was recommended for approval with amendments to the Planning Commission due back on 4/01/2025.

A motion was made by Committee Member Hamnett, seconded by Committee Member Danese, that this Location, Character and Extent Item be recommended for approval with amendments to the Planning Commission.

Recommended Conditions of Approval:

- Staff recommends that the applicant shall provide final details on a comprehensive lighting plan for the project area, ensuring that outdoor lighting minimizes unnecessary light pollution where applicable.
- Staff recommends that the applicant shall provide final details on the use of permeable hardscape materials and sustainable stormwater features, as appropriate and in alignment with the Urban Design Guidelines.
- Staff recommends that the applicant shall provide final details on the integration of public art where feasible, as well as opportunities for future public art installations.
- Staff recommends that the applicant provide final details regarding the inclusion of sustainable considerations, specifically addressing additional stormwater retention opportunities and the use of permeable hardscape materials where appropriate.
- Staff recommends that the applicant shall evaluate the feasibility of an additional bridge connection from Brown's Island to Tredegar Street or an alternative solution to alleviate potential congestion of micro-modal traffic.
- Staff recommends that the applicant shall explore incorporating more art, history, and cultural elements into the design that might help to distinguish Browns Island as a unique landmark in Richmond.
- Staff recommends exploring increased opportunities for ADA-compliant pathways and accommodations throughout other areas of Brown's Island.
- Staff recommends that the applicant commit to continued public outreach and gathering community feedback to help shape the project's final design.
- Staff recommends the applicant provide final details regarding species selection, landscaping and planting final plan for Staff's review.
- Staff recommends that the applicant shall ensure a consistent design approach for wayfinding signage throughout the project area.
- Staff recommends that the applicant shall explore additional site features that enhance connectivity and accessibility, particularly regarding micro-modal transportation. This includes bicycle parking and racks throughout the project area and the potential for public showers at the Haxall Garden location to support watercraft activities at the proposed dock
- Staff recommends that the applicant shall provide final details on materials for proposed public buildings and site furnishings, such as benches and waste receptacles. Materials should be aesthetically compatible with the surrounding context and durable enough to require minimal maintenance, including resistance to graffiti, natural aging, and weathering.
- Staff recommends that the applicant explore opportunities to incorporate defining architectural features in the final design to enhance visual identity and site cohesion.
- Staff recommends that the applicant evaluate ways to minimize built elements that may detract from Brown's Island's natural environment.

The motion carried by the following vote:

Aye -- 9 - Committee Member Luigi Mignardi, Jessie Gemmer, Damon Pearson, Committee Member Charles Woodson, Committee Member Timothy Hamnett, Committee Member Mitchell Danese, Committee Member Eva Clarke, Committee Member Justin Doyle and Committee Member Victor Mckenzie Jr.

Excused -- 2 - Amelia Wehunt and Committee Member Keith Van Inwegen

[UDC 2025-06](#) UDC 2025-06 - FINAL - Reid Elementary Bus Loop - Location, Character, Extent review for the expansion of the existing bus loop at Reid Elementary School.

Attachments: [2025-01-29 REID ELEMENTARY SCHOOL BUS LANE EXTENSION-Signed RPS Reid ES Bus Loop UDC Appl](#)
[UDC 2025-06 - Staff Report - Final - 3.13.2025](#)

This Location, Character and Extent Item was recommended for approval with amendments to the Planning Commission due back on 4/01/2025.

A motion was made by Committee Member Clarke, seconded by Committee Member Woodson, that this Location, Character and Extent Item be recommended for approval with amendments to the Planning Commission.

Recommended Conditions of Approval:

- Staff recommends approval of the proposed application, contingent upon the applicant obtaining all necessary permits and approvals from the appropriate city departments and agencies.
- Staff recommends that final paving surface materials prioritize permeability where possible to mitigate the negative effects of stormwater runoff and the urban heat island effect.
- Staff recommends that the applicant include additional site features that would enhance increased connectivity in the final design, specifically by incorporating additional bicycle parking and/or bike racks in front of the western entrance of the school.
- Staff recommends that the applicant explore planting options along Whitehead Rd., specifically looking to include opportunities to plant mature trees.
- Staff recommends that the applicant explore the feasibility of including additional streetscape elements, specifically street lighting along Whitehead Rd. where possible

The motion carried by the following vote:

Aye -- 9 - Committee Member Luigi Mignardi, Jessie Gemmer, Damon Pearson, Committee Member Charles Woodson, Committee Member Timothy Hamnett, Committee Member Mitchell Danese, Committee Member Eva Clarke, Committee Member Justin Doyle and Committee Member Victor Mckenzie Jr.

Excused -- 2 - Amelia Wehunt and Committee Member Keith Van Inwegen

[UDC 2025-07](#) UDC 2025-07 - CONCEPTUAL - Location, Character, and Extent review for proposed Woodville Elementary School project

Attachments: [UDC 2025-07 Conceptual Review Woodville](#)
[ES Application Narrative Exhibits compiled 2025 0212](#)
[UDC 2025-07 - Staff Report - Final - 3.13.2025](#)

This Location, Character and Extent Item was recommended for approval with amendments to the Planning Commission due back on 4/01/2025.

A motion was made by Committee Member Hamnett, seconded by Committee Member Danese, that this Location, Character and Extent Item be recommended for approval with amendments to the Planning Commission.

Recommended Conditions of Approval:

- Staff recommends that the Applicant consider and detail extreme weather response consideration for final submission.
- Staff recommends that final details on outdoor lighting be sensitive to light pollution or dark-skies compliant.
- Staff recommends the applicant incorporate public art, where feasible.
- Staff recommends that a maintenance plan be submitted during the Final UDC review phase to include landscaping, sustainability features, and public spaces.
- Staff recommends inclusion of permeable hardscape materials and sustainable stormwater features, where appropriate, and as suggested by the Urban Design Guidelines.
- Staff recommends that the applicant provide increased infrastructure improvements to support micro-modal forms of transportation.
- Staff recommends that traffic calming techniques be considered where appropriate.
- Staff recommends including pedestrian markings and signage where walkways cross internal drive aisles and parking lots.
- Staff recommends expanding sidewalk width along the main entrance and drop-off/pickup area.
- Staff recommends increasing bike parking, bike racks, and bike maintenance stations near school entrances.
- Staff recommends that final exterior materials be aesthetically and structurally durable, of high quality, and require minimal maintenance to ensure long-term resilience.
- Staff recommends that, where appropriate, anti-graffiti coatings be applied to exterior surfaces to reduce ongoing maintenance requirements.
- Staff recommends that the applicant provide samples or product specification sheets of exterior building materials for Final Review.
- Staff recommends that the applicant explore opportunities to incorporate additional windows, particularly along street-level elevations and the secondary southeastern façade. The color and reflective properties of windows should be carefully considered for both design coherence and environmental impact.
- Staff recommends that the applicant consider filtering techniques for possible expansion or additions to learning spaces (i.e., potential learning cottages)

The motion carried by the following vote:

Aye -- 9 - Committee Member Luigi Mignardi, Jessie Gemmer, Damon Pearson, Committee Member Charles Woodson, Committee Member Timothy Hamnett, Committee Member Mitchell Danese, Committee Member Eva Clarke, Committee Member Justin Doyle and Committee Member Victor Mckenzie Jr.

Excused -- 2 - Amelia Wehunt and Committee Member Keith Van Inwegen

OTHER BUSINESS

None

Adjournment

Meeting was adjourned at 1:56PM