



# City of Richmond

900 East Broad Street  
2nd Floor of City Hall  
Richmond, VA 23219  
www.richmondgov.com

## Meeting Minutes - Draft Urban Design Committee

Thursday, March 8, 2018

10:00 AM

5th Floor Conference Room of City Hall

### Call to Order

**Present --** 10 - \* Chair Andrea Almond, \* Chris Arias, \* Bryan Green, \* Andrew P. Gould, \* Vice Chair Giles Harnsberger, \* Dawn Hicks, \* David Johannas, \* Jill Nolt, \* Robert Smith and \* Andrea Quilici

### Roll Call

**Present --** 9 - \* Chair Andrea Almond, \* Chris Arias, \* Andrew P. Gould, \* Vice Chair Giles Harnsberger, \* David Johannas, \* Jill Nolt, \* Robert Smith, \* Andrea Quilici and \* Bryan Green

**Vacant --** 1 - \* Dawn Hicks

### Approval of Minutes

1. [UDC MIN 2018-02](#) Minutes of the Regular Meeting on February 8, 2018

**Attachments:** [UDC MIN 2018-02 DRAFT](#)

**A motion was made by Committee Member Gould, seconded by Committee Member Quilici, that these Minutes be approved. The motion carried by the following vote:**

**Aye --** 6 - Chair Andrea Almond, Bryan Green, Andrew P. Gould, Vice Chair Giles Harnsberger, Jill Nolt and Andrea Quilici

**Abstain --** 3 - Chris Arias, David Johannas and Robert Smith

### Secretary's Report

Josh Son, JS: Staff approved Altria Theater banners for Nickelodeon Live March 15th - 22nd

**Secretary Son stated that staff approved Altria Theater Banners for Nickelodeon's "Paw Patrol Live! The Great Pirate Adventure" to be on display 3/15 – 5/22**

### Consideration of Continuances and Deletions from Agenda

### CONSENT AGENDA

2. [UDC 2018-10](#) Final Location, Character and Extent Review of a new pump station and water tank, 8850 W. Huguenot Road

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

Jill Nolt, JN: The rendering view #1 shows the new pump station, as if it's shown in a different location. Could I confirm that the location on the site plan is the location verses the one in the rendering? The building looks like its sits forward of the existing building and the street. I'm wondering if that's accurate and if that is the view from the street.

Josh Son, JS: This is may be a question for the applicant.

JN: If the building is situated per the site plan, I have less concern but if it is situated and has the visibility to the street as it does in the rendering, then we may want to pull it off Consent. On the landscape plan it looks like there is some buffer planned to try to screen the building set back a bit from the street, so it would not have the visibility that we are seeing in the rendering.

Dan Selack, Architect: There will be screening at Huguenot Rd. but not at the median.

**A motion was made by Committee Member Harnsberger that the consent agenda items be recommended for approval with the following conditions for UDC 2018-10:**

- That the TWH LED wall light be changed to full-cutoff
- That CCT for both lights should be 3000k

**Committee Member Nolt seconded the motion and it carried by the following vote:**

## **REGULAR AGENDA**

4. [UDC 2018-11](#) Conceptual Location, Character, and Extent review of a new Richmond Police Department Equestrian Center, 3900 Crestview Road

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

Jill Nolt, JN: It looks like the structure is sited in an area that shows a lot of topography, the elevation shows a very flat condition of how the building meets the ground.

Chris Yago, CY: We were looking to the area towards the South. The geotechnical data that came back indicated that there was some fill here with concrete and asphalt and other things, ranging from 6-20 ft. deep. The decision was made to save cost on excavations and to try to push it back to the hill side.

JN: So is the intent to create a flat site with a series of grade and retaining walls or will the structure have some changes in grade from east and west?

CY: The building will remain flat for operational purposes to get the animals through and to give access from the office to the barn area. There will be some grading at some point.

JN: How much is this facility open to the public? Is there an intent that people from the

community can come see the horses?

Dexter Goode, DG: Generally, the police department they offer site visitation. School kids often comes, general public often comes. Which is part of the reason we have the admin space, and the conference room that can accommodate educational purposes. Also to accommodate the buses as well.

JN: I am trying to imagine how the horses go to the pastures without conflict of the cars. Would it be more appropriate to site the building closer to the pasture, or have a pasture close by?

CY: The feedback we received from the officers that do the work in the facility, indicate this would be easy for the officers to move the animals around and in the pasture areas. The officers will be present, they will not leave the animals out because they are so valuable. The deepest fill areas, so we are trying to put the site amenities that would have the least effect from settlement.

JN: My only thought would be to think about how you would move the horses to those areas and make sure there is adequate space to make that happen. Especially, if the hay delivery is happening on that side as well.

DG: I am sure that the operations at the Equestrian Center they will take that into account. If they have a truck delivery they know exactly when it will arrive. They would probably have the horse out already or won't until the delivery truck is completed. As far as them getting the horse around the area, it's more space than what appears on the site plan. The horses do have sufficient room to move around.

Andrea Almond, AA: Can you explain, the outlet as far as the BMP is concerned?

CY: The idea with that was just to intercept anything that was above the parking area and to divert that around and conveyed over to the storm water management area.

AA: That's conveying out to the street?

CY: That is correct.

Andrea Quilici, AQ: It looks like some grading will need to be accomplished, right now it looks like it's sloping downhill so what is the impact of a berm that is up on one side? You'll need to make sure that it won't be one steep hill, it needs to be landscaped.

CY: The plan would be to concentrate on this area and flatten it out. The thought is to keep this as a natural buffer, not to try to add additional landscaping, but if it is disturbed we will certainly remediate that.

AQ: It would be helpful to see the graded changes of the landscape as it is difficult to understand how it's going to impact the site. There looks like there may be some impact on some of the wooded area that is in the back of the building. What type of trees are we talking about?

CY: Their probably 15 year old trees.

AA: This being an Equestrian site do you have any idea of what level of landscaping that they will be proposing?

CY: I think the City has a pretty tight budget for the building and the site improvements. We would keep that modest. We are open to suggestions if there is an area of concern.

AA: I would want you to focus those funds on shade tree, to shade the parking lots as opposed to ornamental landscaping and other things.

AQ: Can we look at the building? From my understanding, the roof is going to be standing seam metal and the walls will be as well. What is the other material around the perimeter?

CY: They would be rough sawn timber, like oak 2x8 - 2x10 to contain the horses. We don't want to use something that would have chemicals in those areas.

AQ: What about the doors? What type of material?

CY: There is a company called Morton Building Systems they are one of the companies that we are considering to include. They have pre-engineered equestrian buildings so these doors are a standard offering. They are all metal doors with wood-accents.

Chris Arias, CA: Do you know if they have lighting options? I noticed that natural lighting is limited with the building. To reduce energy cost, it would be nice to have sky lighting. Especially, over the top of the stalls and maybe at the top of the hay loft area.

CY: They do have an offer to do sky lights. Also these doors are Dutch doors so when the animals are there, present, they open the top half or they can move and have the top door open. That will allow some natural lighting as part of their system.

AQ: Is that integrated in the design?

CY: They are not currently planned for, there is not a high demand of energy for that part of the building. It's not air conditioned and the heating would be at a minimum.

AQ: Maybe by the summer time would be helpful to add an exhausts or chimneys.

DG: They have requested fans, which is beneficial for their flow in the summer time. But in the winter time there's not much demand. When they need to wash the horse down or treat a wound, that area would be heated.

AQ: The chimneys, can they be opened especially in the summer time?

CY: The cupolas are decorative but they can be opened. The hay loft has doors that can be opened in the summer time to achieve that natural ventilation.

AQ: What about the windows, what are you look at, aluminum windows?

CY: They are a steel frame window.

AQ: Would it be possible, to provide a little more light?

CY: A lot of times, we try to keep windows at least four feet above grade, it's more for the officer's protection. We can evaluate lowering that. We are getting close to ceiling height in there but we can increase that for the maximum daylighting in that area.

AA: When they are cleaning the stalls, does that get hauled offsite, is there a compost or

storage area?

CY: They have a dumpster on site for that purpose. They have a company that they work with, they keep it in a separate container, and it's not going into the garbage or landfill.

AA: So it's all picked up from that dumpster?

CY: Yes.

Rob Smith, RS: I know that Josh has put in the recommendations for full lighting plan to consider full cut off and LED, I am thinking of keeping the temperature low, around 3000k.

CA: Are you able to model the topo or is it just in plan? These questions may better be understood if we have an idea of the topography in context

CY: We have Revit and we can import that to study the grades.

AA: The building is okay from a utilitarian standpoint but I have concern with site plan, I would recommend another take at organizing the site in a way that works around the soil conditions and is within the budget but responds to the topographic conditions and the program conditions and components a little more sensitively. I have concerns the conference room looks out to the parked cars and the manure dumpsters are next to the parked cars. I think that another study of the site plan could maybe even save some money because there would be less grading and less landscaping because there would be less need to cut trees.

AQ: Were there other locations that were considered?

CY: Yes but we believe that one of the reasons why this area is clear, is because it is made up of less fill than other parts of the site.

DG: We walked the site, we went to Gillies Creek, looked up and it's about 25 ft. of fill material, a wall of concrete and debris. This is part of the reason why we had to push the building to where it is now. It would be advantageous if we could have it closer in but there was a method to the madness why we did push it out, because of the site conditions and the soil conditions.

CY: They do allow field trips but it is not a frequent occurrence, maybe once a month. It's not a high traffic area. The hay delivery, they buy in bulk and that's about 2-3 a year.

CA: Maybe increasing the ventilation in the second floor area. Addition of natural lighting. Reviewing the height of the windows. Lighting to be full cut-off and low color temperature.

There was no Public Comment

**A motion was made by Committee Member Harnsberger that this item be recommended for approval with the following Staff recommendations and conditions:**

**-The consideration and emphasis of shade trees in the parking area, and a landscaping plan that includes a complete plant schedule, the precise location of all plant materials, and a landscape maintenance analysis. The plant schedule must show number, size and type of each planting proposed. If existing trees are to be removed, their size, type and location must be noted on the landscape**

plan.

-The consideration of full-cut off lighting, lighting temperatures of 3000k, and the provision of a lighting plan that notes the location of all lighting units on a site plan, including wall-mounted, site, and parking lot lighting. Other site details, such as benches, trash containers and special paving materials, should also be located. Include specification sheets for each item.

-Provision of samples of all proposed exterior building materials, including but not limited to brick, mortar, shingles, siding, glass, paint, and stain colors. When actual samples cannot be provided, a product information sheet that shows the item or a photo of an existing item may be substituted.

-The consideration of the building plan to maximize opportunities for natural light through windows, skylights or other options

-The consideration of natural air flow through the building through possible functioning cupolas or other options

-The consideration of an improved site plan as it relates to the topography of the site

-The consideration of improved building programming as it relates to the site

Committee Member Nolt seconded the motion and it carried by the following vote:

**Aye --** 8 - Chair Andrea Almond, Chris Arias, Bryan Green, Vice Chair Giles Harnsberger, David Johannas, Jill Nolt, Robert Smith and Andrea Quilici

**Excused --** 1 - Dawn Hicks

**Recused --** 1 - Andrew P. Gould

5. [UDC 2018-12](#) VCU School of Engineering – Engineering Building (ERB) Streetscape Encroachments at 401 W. Main St. (W. Cary St., between S. Belvidere and S. Madison Streets)

**Attachments:** [UDC Report to DPW](#)

[Staff Report to UDC](#)

[Location & Plans](#)

Jill Nolt, JN: Can you speak to your thoughts on the staff recommendations on the bollards and the use of planters versus standard bollards.

Keith VanInwegen of VCU, KV: We have had issues with vehicles coming down Cary Street and have not turned and run into the fence, which has been repaired numerous times. We would like to see that situation change. We have had two occasions in recent history on both campuses where we had vehicles go off the street, into pedestrian areas, one on Linden Street, just this past year and we had a car come down Marshall Street and run into the VCU Massey Cancer Center. So we are very concerned about the safety of the pedestrians on the sidewalk, that's why we are requesting it be pulled out to the curb line. The design we have here is that we are connecting the bollards with a continuous concrete footing that is reinforced. Then there is a steel pipe filled with concrete that will be shrouded with a decorative bollard jacket. We prefer the bollards instead of the planters. We did use the planter on Marshall Street but with the planters, they are much larger so they will further reduce the walkable area. Also to minimize the look, this building is a major gateway to our campus. We think that black metal bollards would just disappear in the background.

Andrea Almond, AA: Is the only difference between this plan the space of the bollards?

KV: The landscape architect put together the arrangement for the submission, did a Photoshop layout instead of a program layout. That is why we had to resubmit a second drawing.

JN: The bollard detail shows a chain accessory, is that part of the design?

KV: No, it will stay independent. We had a structural engineer design this. We actually used the same detail for some bollards that we just put out in front of the institute for temporary art. We have a campus standard bollard so there will be some uniformity with other areas on campus. We also use this bollard, not in the right of way but at the corner of Grace and Belvidere, in front of our Ram bikes just to keep cars from parking where they shouldn't.

Andrea Quilici, AQ: I noticed also between the rendering and the planting plan, it looks like there is a difference in the trees. The rendering shows another tree to the corner while the other shows additional trees.

KV: I think the black and white plan is correct.

AQ: Why could we not place another tree there?

KV: We could, the particular planter is not as large as the other ones and the trees are already close together and the planter box is shortened a little bit. We want to keep the walkable area as wide as possible. We could look at another tree in the planter that is out in the choker, we can add a tree into that.

JN: I just have a question about the useable sidewalk, I see that you set the building back from the property line. I think the sidewalk needs a little width and you are going to have a high volume of pedestrians and I like how the tree locations are responding to the building façade. What is your average width with the sidewalk gauge?

KV: If you go to the overall plan. Where there is gap in the planters, where the building bumps out, we got close to 15ft. from curb to sidewalk. Where the planters are were the building sets back 10 or 11ft. The narrowest it gets is 10-11ft. It was a priority to make sure we had a wide enough sidewalk

No public comment

**A motion was made by Committee Member Nolt that this item be approved without Staff recommendations but with the addition of conditions:**

**Staff recommendations were:**

- That the applicant not place bollards in the middle of an ADA ramp
- That the applicant consider fewer bollards than proposed
- That the applicant consider using an alternative to bollards, such as anchored planters

**Additional conditions are:**

- To incorporate the addition of one street tree in the planting bed near the south crosswalk (within the proposed curb bump out)

**Committee Member Harnsberger seconded the motion and it carried by the following vote:**

**Aye --** 9 - Chair Andrea Almond, Chris Arias, Bryan Green, Andrew P. Gould, Vice Chair Giles Harnsberger, David Johannas, Jill Nolt, Robert Smith and Andrea Quilici

**Excused --** 1 - Dawn Hicks

6. [UDC 2018-2\(b\)](#) Conceptual Location, Character, and Extent review of Overby-Sheppard Elementary School window renovations, 2300 1st Avenue

**Attachments:** [UDC Report to CPC](#)

[Staff Report to UDC](#)

[Location & Plans](#)

Chris Arias, CA: What would your response be to the staff's recommendation for any alternatives, to the safety glass?

Bobby Hathaway, BH: The cost is prohibitive as far as I know. We just don't have the money. We have already gone over a 1/2 million dollars to renovate the school. When we replace the glass, we chose the plexi-glass as the cheapest way to go and stay in budget. We thought that the panels would provide a secure environment for the kids. I know we are trying to give some daylight to the building, but we have also upgraded the building with LED lighting throughout the entire building. So the feel inside the building is more of a daylight feel, it's not like it's a dim lit building.

Scott Conley, SC: Its only 4-5 classes that have natural lighting in it, the rest are interior classrooms, the lighting is only limited into the hallway area.

Andrea Quilici, AQ: Are you saying, along the windows there are no classroom activities, only corridors?

SC: There are only a few classes that have windows that go into the interior.

AQ: Do you think that limiting the amount of visible area outside, it a matter of security? The inability to alert someone of suspicious activity and limiting the view to the outside?

SC: You will still have the visual from the doors, we are just trying to limit the amount of windows. Just like in the summer, a window was kicked out.

BH: The only resources we have at the moment to secure the building are the plexi-glass. The funding that we have available is what we have here. Otherwise, we would have to continue with the faded plexi-glass and that is putting students at risk.

Jill Nolt, JN: Were these window replacements part of the original budget?

BH: This was an ad-on, we came up with additional money from our operation budget.

Chris Arias, CA: The white on the rendering indicates the glass and the rest is bronze and two different color bronzes.

BH: We would match the bronze together

JN: It's a color coated aluminum with a bronze color correct?

BH: Yes



Bryan Green, BG: The lighting design for the building, wasn't that based on having this much day light on the building? If you are going to block this much day light, you are going to create dark spaces.

BH: All of the lighting has been updated to LED lights, which was better light than original.

BG: We can only see these projects in the order that they are given to us. But I guess if I would have been given the choice of the outdoor trim versus the secure windows, I would have went with safe secure windows.

BH: The issue was with the façade, that had to be addressed right away

CA: Right now there are not site lines to the top right now, with the windows all the way to the top. Is there a way to reduce? Just take that same panel and lower it.

SC: We try to limit the amount of window because of security. The bigger the glass the more money it will cost if broken, and it is not within the budget.

CA: My concern is getting sight lines in and sight lines out.

BG: Are you proposing to replace the storefront system to get that upper part on the top? You'll be missing a muntin then, how are you going to make that transition into the glass?

SC: The storefront will be staying the same.

JN: Retrofitting these windows as such will have a cost.

BH: That cost has been included in the budget

Dave Johannas, DJ: I can't really respond to this application, I understand you're trying to minimize the amount of glass you're using but without referencing a plan and having prioritize areas, it's difficult to look at renderings with these changes to see the amount of light reduced, I'd like to see a bigger presentation to understand the priority areas so people can find the light to rejuvenate themselves throughout the day. Then see how we're going to take the budget and focus on creating the most light in the most important areas as possible. I need a much more clear plan and a program of where you're trying to focus the natural light.

CA: We understand you're stuck between a rock and a hard place.

BH: This is just one of many schools we're dealing with security issues.

AQ: The more security the better. To be able to see from the outside to the inside and the inside to the outside is crucial. I think what you are suggesting even if it is a minimal piece of glass, I don't think it will solve the problem. The thickness of the glass will not significantly reduce energy costs. I don't think what you are suggestion is the right long term solution. The solution of plexi-glass is temporary.

BG: Typically you cannot retro-fit a storefront, it typically requires a new storefront framework.

JN: I think the staff recommendation align with our sentiments. I don't have anything further.

Giles Harnsberger, GH: I agree but I am concerned about the kids who are there now, with the temperature issue, I know we are coming into Spring and warmer weather. The situation that those kids and teachers are in is not great. This is obviously a Band-Aid and it's not a good long term solution.

No Public Comment

**A motion was made by Committee Member Johannas that this item be recommended for deferral for resubmission.**

**As part of the resubmission, the Chairperson appointed an advisory sub-committee to provide detailed review of existing conditions and the proposed project. The sub-committee consists of committee members: Arias, Gould, Green, and Johannas.**

**Committee Member Arias seconded the motion and it carried by the following vote:**

**Aye --** 9 - Chair Andrea Almond, Chris Arias, Bryan Green, Andrew P. Gould, Vice Chair Giles Harnsberger, David Johannas, Jill Nolt, Robert Smith and Andrea Quilici

**Excused --** 1 - Dawn Hicks

7. [UDC 2018-14](#) Final Location, Character and Extent review of Monroe Park – Checkers House Revisions, 719 W. Franklin Street

**Attachments:** [UDC Report to CPC](#)  
[Staff Report to UDC](#)  
[Location & Plans](#)  
[City Record Summary](#)  
[Commission of Architectural Review Comment](#)  
[Public Comment - Opposition](#)  
[UDC Presentation - Revised Final Plans](#)

\*At the March 8, 2018 regular meeting of the UDC, the applicant provided a revised design for review. The revised design retrofits two separate service windows within the existing door frames, enabling the modifications to be more easily restored to its original design should this be warranted in the future. This application addresses the concerns of staff and committee members and provides a design that is in compliance with the Urban Design Guidelines.

Jay Hugo, 3North, JH: I would like to address the question as to why cannot we deliver a complete final comprehensive presentation of all the improvements. I really wish we could do that but given the nature of the public/private partnership and ongoing fundraising efforts, restrictions between them, dependency has created the kind of chicken and egg scenario. Fundraising will continue and I ask for your patience.

The Checkers House, showing the area. I would like to acknowledge that the Master Plan really emphasized the community engagement piece and the excitement around bringing food and beverage venues to the park. And when the construction documents were developed in 2009, the interpretation of that was to bring food and beverage to the lower level

to the Checkers House. To create a lower level plaza area that creates ADA access, tables and chairs, and a dynamic place in the park. The image on the right was a rendering that was developed during the construction document. They did assume a ground floor food service vendor. They were really focused on a shell restoration of the Checkers House. There are prospective tenants that still need vetting and approval but ultimately, for example the Richmond City Police Station, we have gotten a lot of feedback to what their requirements are. The elevations show the new windows. We developed some renderings and heard a lot of commentary from staff, community, CAR, and we have been mindful of that. We would like to propose a modification to the application. We appreciate the commentary and feel that this will benefit the spirit of what has been discussed.

Don Summers, Capital Manager, DS: We also realize that this is a R73 Zone, but we do have to take it one day at a time, and this is our first step. Any proposed long term lease and information that can come forward has to be brought back to the city. We know that there are steps in the project, it's just how we have to move forward.

Bryan Green, BG: When you're proposing to save the door, can you confirm that you're saving the door and trim casing?

JH: Yes, it will stay.

Andrea Quilici, AQ: Is the window on the side going to be the same finish

Katie Harrigan, 3North, KH: Yes, we are talking about aluminum windows are going to be the same, they're replacement windows

JN: How do the windows operate?

KH: They are casement windows

Chris Arias, CA: It looks like there no mullions, then there are some mullions, and there are divided lights on the other lights around. Is this going to be divided to similar windows?

KH: There no mullions on these windows to show they are new and are not the same as the existing. That is based on the Secretary's Standards.

Jill Nolt, JN: Do you feel the kitchen is laid out in such a way that when the casement windows are folded in, there will be adequate room for the kitchen to function?

JH: We are asking for some room to explore that as this is a recent evolution, we've talked about having them as sliders that slide behind the brick.

JN: I just don't want to recommend approval of something that can't solve a functional need for the kitchen to operate, but if you all feel comfortable that you can solve the operation of the windows within the two openings, that's great.

Public Comment:

Todd Woodson, TW: Oregon Hill Neighborhood Association

We have a long standing rule that we don't approve any proposal unless it's presented to us. Three weeks ago I contacted 3North and the Conservancy and asked for a presentation for a meeting and they refused. We feel that this building does contribute

to a National Historic register. We feel that the changes are inconsistent with the original architecture and we have other concerns such as the gutters but we ask that you turn down their request from them and go back with the doors. That would be the most appropriate architectural way to go about this. In the future, we would appreciate it if they came and presented to the neighborhood, we had over 30 members at our last meeting and they really wanted to know about their park.

BG: In the sense that the changes are reversible and the doors could go back in should a new vendor go in there, is that in the spirit of where you're going or no?

TW: We support an appropriate renovation, historically. As proposed today, they don't do that. A door is appropriate for this.

CA: Are you open to having vendors?

TW: Yes, absolutely.

Dave Johannas, DJ: What is the legal boundary for Oregon Hill?

TW: Main Street, but we use this park

Keith VanInwegen of VCU, KV: We support this proposal, we found the best way to preserve these buildings is to use them. We have had to modify. We think that this will be a great use of the park.

**A motion was made by Committee Member Johannas that the revised final design as presented at the March 8, 2018 regular meeting of the UDC be recommended for approval with the following conditions:**

- That the new paneling below the service windows are recessed to further differentiate the new building material from historic brick face**
- That the existing doors and casing remain stored onsite**

**Committee Member Nolt seconded the motion and it carried by the following vote:**

**Aye --** 8 - Chris Arias, Bryan Green, Andrew P. Gould, Vice Chair Giles Harnsberger, David Johannas, Jill Nolt, Robert Smith and Andrea Quilici

**Excused --** 1 - Dawn Hicks

**Recused --** 1 - Chair Andrea Almond

## **OTHER BUSINESS**

### **Adjournment**