



City of Richmond

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

Meeting Minutes Urban Design Committee

Thursday, November 10, 2016

10:00 AM

5th Floor Conference Room of City Hall

Call to Order

Roll Call

Present -- 8 - * Chair Andrea Almond, * Chris Arias, * Andrew P. Gould, * Bryan Green, * Giles Harnsberger, * Vice Chair Andrea Levine, * Jill Nolt and * Committee Member Dawn Hicks

Absent -- 1 - * Robert Smith

Approval of Minutes

1. [UDC MIN 006-10](#) Minutes of the October 10, 2016 Meeting of the UDC

Attachments: [October 2016 Minutes to be Approved](#)

A motion was made by Mr. Gould to approve the minutes, seconded by Ms. Harnsberger and it passed by unanimous vote, with Ms. Nolt abstaining due to her absence from the October meeting.

Abstain -- 1 - Nolt

Secretary's Report

Ms. Onufer stated that the Planning Commission as part of a retreat that they had in October and stated that they wanted to discuss location, character and extent review of modular classrooms specifically and how they wanted to handle that going forward. Ms. Onufer stated that as a result of that discussion they passed a resolution to amend their review of location, character and extent projects so that modular classroom buildings will no longer go to the UDC for review before going to the Planning Commission since the form and the location, character and extent of those has been reviewed so many times that now they will be on the consent agenda at the Planning Commission. Ms. Onufer stated that in order to expedite those moving through approvals and to not put a burden on the school system. Ms. Onufer stated that they have done a number of approvals on banners and additional cell phone equipment being added to existing towers and stated that next month they are going to be seeing applications for new tower structures for emergency communication equipment and stated that it will be a pretty significant project for review.

Ms. Levine stated that there have been several cell phone tower projects that have come for review that needed adjustments and changes and stated that it makes her a little nervous that they are not going to come through for consent. Ms. Onufer stated that any new tower that is on public property would come through if they are adding just equipment to an existing tower and stated that any additional antenna or piece of the box equipment and not making changes to the ground plane that is when it is an Administrative Review.

The Committee members briefly discussed their concerns regarding the cell towers and the modular classrooms not coming to the UDC for review. Ms. Onufer stated that the modular classrooms are the project that will not come before the UDC and stated that if the cell tower is being added to the ground plane than it will come before the UDC but anything being added to the cell towers will come to staff for administrative approval. The Committee also had concerns about the conditions that UDC had for the modular classrooms that they must come back after four years for the quality of the modular classrooms. Ms. Onufer stated that was discussed at the Planning Commission and stated they were comfortable with the quality of the modular classrooms and stated that they can send the project to the UDC if they feel it is necessary. The Committee also discussed their concern with the budget data so they want always have to rely on the modular classrooms and Ms. Onufer stated that the Planning Commission is very concerned with the review of the module classrooms had moved out of the arena of location, character and extent. The Committee members briefly discussed their concern that they don't want the modular classrooms a permanent structure as opposed to having schools.

Ms. Onufer stated that Mr. Dave Johannas is going to leave the Public Art Commission and join the UDC and stated that another member of the Planning Commission is going to take his place at the Public Art Commission. Ms. Onufer state that Mr. Johannas will be joining the UDC at the next meeting and stated that he is excited about it.

Consideration of Continuances and Deletions from Agenda

CONSENT AGENDA

A motion was made by Vice Chair Levine, seconded by Arias, that this be approved. The motion carried by the following vote:

Aye -- 7 - Almond, Arias, Gould, Green, Harnsberger, Levine and Hicks

Recused -- 1 - Nolt

2. [UDC 2016-48](#) Review of sidewalk encroachments at Westhampton on Grove, 5702-5706 Grove Avenue

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

This Encroachment was approved as part of the consent agenda.

REGULAR AGENDA

3. [UDC 2016-47](#) Review of sidewalk encroachments associated with exterior ATM at 1114 N Boulevard

Attachments: [Location & Plans](#)
[Staff Report to UDC](#)
[SABA Letter of Support](#)

Ms. Jennifer Mullen, with Roth, Doner & Jackson on behalf of Capital One, stated that based on the staff report and the comments they have worked with the landlord to lower the slab on the interior to get rid of the need for the ramp altogether. Ms. Mullen stated that they will be removing the ramp from the application and the only thing that will be

on there is the awning and lights as well as existing awnings and lights that are on existing structures. Ms. Mullen stated that the awning color is consistent and compatible and stated that lights are being revised to meet the 3000 versus what was shown in the packet.

A motion was made by Nolt, seconded by Vice Chair Levine, that this Encroachment be approved. The motion carried by the following vote:

Aye -- 8 - Almond, Arias, Gould, Green, Harnsberger, Levine, Nolt and Hicks

OTHER BUSINESS

4. [UDC](#) Discussion of Broad Street Streetscape Design Guidelines

[2016-50](#)

Attachments: [1992 Broad Street Streetscape Design Guidelines](#)

[February Bus Tour Meeting Minutes](#)

Mr. Olinger gave the Committee an update on the BRT Corridor and Urban Design streetscape and stated that they have received money from the State and stated that it will be about 6.1 million dollars to do streetscape improvements in the area of Laurel to Hamilton. Mr. Olinger stated the city is in the progress of it now and the funding will go through Public Works and stated that they have had one meeting with Public Works to discuss general discussions and stated that he wants to come back to the December meeting to discuss it in more detail because they need to do another follow up with them. Mr. Olinger stated that the design will start hopefully by next spring and construction to start in January of 2019 and stated that it is a strong desire to get through all of the BRT improvements. Mr. Olinger stated that they will be focused on Broad Street and stated that they will discuss it in more detail at next month's meeting.

Ms. Nolt inquired how the decision was made to let Public Works have it instead of the Planning Commission and Mr. Olinger stated that they made the application for funding. Mr. Olinger and the Committee briefly discussed the streetscape updates.

Ms. Almond inquired when DPU was going to come and talk to UDC about the LED lighting and Ms. Onufer stated that they were working very hard to get them to come and stated that they do not want to present on their LED pallet project until they have the full go ahead from the CAO Office. Ms. Onufer stated that they are going to ask them to meet with the lighting sub-committee so that they can have that discussion before they come to UDC.

Adjournment

Ms. Almond adjourned the meeting.