



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

Draft Appendix D Amendment



Maritza Mercado Pechin, AICP

March 6, 2023

City Council Resolution 2021-R026

The City Planning Commission is requested to adopt the nine-page document entitled “Appendix D” as a part of the Master Plan for further consideration in 2025.

INTRODUCED: April 26, 2021

A RESOLUTION No. 2021-R026

As Amended

To ~~directly request that the City Planning Commission [to prepare, submit to public hearing, and consider an amendment making]~~ adopt as an appendix for consideration in 2025 certain changes to the Master Plan.

Patrons – President Newbille, Vice President Robertson, Ms. Jordan, Ms. Lambert,
Ms. Trammell, Mr. Jones and Ms. Lynch

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: MAY 21 2021 AT 6 P.M.

WHEREAS, pursuant to section 17.06 of the Charter of the City of Richmond (2020), as amended, the City Planning Commission by resolution dated October 5, 2020, adopted a new master plan for the City of Richmond, and the City Council by Ordinance No. 2020-236, adopted December 14, 2020, approved the master plan adopted by the City Planning Commission (hereinafter the “Master Plan”); and

WHEREAS, although the Council recognizes that the Master Plan guides but legally does not regulate the use of land in the city, the Council desires that the Master Plan accurately

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: JAN 23 2023 REJECTED: _____ STRICKEN: _____

Draft Appendix D

- Outlines a process to update the Master Plan
- Includes the list of Council requested amendments

Appendix D

Updating the Master Plan

The Richmond 300 Master Plan should be updated every five years. The purpose of this appendix is to guide the update process that considers the various amendments, studies, and other material that has been produced or proposed since the adoption of Richmond 300 in 2020.

Updating the Master Plan provides an opportunity to check in to review and refine aspects of the plan. The Code of Virginia (§ 15.2-2223) requires localities to update their Master Plan every 5 years. Staff, City Planning Commission, and City Council may want to consider several key items, such as input from citizens; studies produced by committees, commissions, and stakeholder groups; information from City Council; changes in federal, state, and local policies and laws; and advancements in technology that inform how we use the built environment.

In 2023, City Council adopted Resolution 2021-R026 asking that suggestions for amendments to the Master Plan be included as an appendix to the Master Plan. In response to the amendment requests, City staff provided Council a memorandum categorizing the amendment requests into four categories: 'already in the plan,' 'fundamental change,' 'out of scope' and 'clarifying.' The amendment requests were not formally adopted to amend the Master Plan; however, they have been incorporated into this section and should be considered by staff, City Planning Commission, and City Council as part of the process to update the plan. Resolution 2021-R026 is included in this Appendix to the Master Plan. City staff prepared this Appendix D for the City Planning Commission to consider as an amendment to the Master Plan, which was originally adopted by City Planning Commission in October 2020 and approved by City Council in December 2020.

The next update will begin during the implementation phase of the Master Plan and will happen concurrently with ongoing implementation work. A core piece of the Master Plan that will be underway during this time is the zoning ordinance re-write. The update process should not begin until after the zoning ordinance has been rewritten or it is substantially complete. The zoning ordinance is critical to directing the growth of Richmond to appropriate areas while maintaining existing neighborhoods and creating new authentic neighborhoods, enhanced transit options, and much more. Without a re-written ordinance, the update process will be difficult to complete.

As the process to updating the plan moves forward it is important to note that an update is limited in scope. The 5-year update is not a comprehensive rewrite of the entire Master Plan. These updates generally include text edits, refining goals and strategies, or small changes to maps or growth nodes based on the studies and other work that has been completed since the adoption of the Master Plan in 2020.

Process

Step 1: Insights and Information Gathering

During this step, PDR staff will gather reports that have been produced from city agencies and stakeholder groups and produce an insights report on existing conditions. Tasks may include:

- Collect existing conditions data and develop reports.
- Gather recent reports from city agencies, stakeholder groups, and the City Council proposed amendments and incorporate into an insights report.
- Release reports to the public.

Step 2: Community Engagement

PDR will host community engagement sessions to gather community input on the strengths and opportunities of the Richmond 300 plan. This is also the step to get feedback from the community on the Council proposed amendments. Tasks may include:

- Host public meetings to gather feedback on the master plan and the Council proposed amendments.
- Meet with city officials, community leaders, stakeholder and civic groups.
- Collect data and develop reports.

Step 3 - Review and Refine

Once community input and existing conditions data has been discussed and analyzed, PDR staff will review the information and produce a draft Update. Tasks may include:

- Write and release a draft Update.
- Gather any final community input on the draft update and make any changes necessary.
- Write and release a pre-final and final Update.

Step 4 - Introduce and Incorporate

During this step, the pre-final Update and final 2025 Update will be introduced to the Planning Commission for Commission discussion and public comment. City Council will formally adopt the Update and the changes will be incorporated into the Richmond 300 Master Plan document.

Key Dates

- **January 23:** City Council passed Res 2021-R036
- **March 1:** Draft Appendix D posted online for public comment
- **March 6: Draft Appendix D presentation at City Planning Commission**
- **March 13:** Public comment period closes
- **March 16:** Final Appendix D posted on Legistar
- **March 20: City Planning Commission hearing to adopt Appendix D**
- **April 24:** Introduce ordinance to approve adoption of Appendix D
- **April 27: Land Use, Transportation and Housing committee hearing**
- **May 8: City Council hearing**