



# City of Richmond

900 East Broad Street  
2nd Floor of City Hall  
Richmond, VA 23219  
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## Meeting Minutes - Final Urban Design Committee

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Thursday, January 4, 2018

10:00 AM

5th Floor Conference Room of City Hall

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### Call to Order

Call to Order: 10:48am

### Roll Call

- Present** -- 6 - \* Chair Andrea Almond, \* Chris Arias, \* Andrew P. Gould, \* Vice Chair Giles Harnsberger, \* Robert Smith and \* Andrea Quilici
- Excused** -- 2 - \* David Johannas and \* Jill Nolt
- Absent** -- 1 - \* Bryan Green
- Vacant** -- 1 - \* Dawn Hicks

### Approval of Minutes

1. [UDC MIN 2017-12](#) Minutes of the December 7, 2017 Meeting of the UDC to be Approved

**Attachments:** [UDC MIN 2017-12 DRAFT](#)

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

- Aye** -- 4 - Chair Andrea Almond, Chris Arias, Vice Chair Giles Harnsberger and Andrea Quilici
- Excused** -- 2 - David Johannas and Jill Nolt
- Abstain** -- 2 - Andrew P. Gould and Robert Smith

### Secretary's Report

Mr. Son informed the UDC that the administration is looking to fill the Static Arts seat, left vacant by Committee Member Hicks. Mr. Son opened up the discussion to determine how the Committee defines the Static Art position. The Committee believed that although the previous, and loose, definition of the position encompassed Architecture and Landscape Architecture, they believed that the administration should instead look for an applicant that may have experience in things such as fine art and sculpture, but more importantly public art.

### Consideration of Continuances and Deletions from Agenda

Mr. Son stated that the applicant for UDC 2018-2 requested that the application be withdrawn.

This was struck

## **CONSENT AGENDA**

2. [UDC 2018-3](#) Final Location, Character, and Extent review of Overby-Sheppard Elementary School Signage, 2300 1st Avenue

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

Mr. Arias questioned if the brick used for the new sign will match the brick of the school building. Bobby Hathaway, Facilities Manager for Richmond Public Schools, stated that the intent is to construct the sign with brick that matches the brick of the building as close as possible.

**A motion was made by Committee Member Harnesberger, seconded by Committee Member Smith, that the consent agenda items be approved.**

## **REGULAR AGENDA**

3. [UDC 2018-1](#) Conceptual Location, Character, and Extent review of Richmond Transit Network Plan bus shelters at 500 N. 9th St. and 4110 Hull St.

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

Ms. Almond: Will there be benches on all of them? Mr. Son: The applicant has told me that each shelter will have benches.

Mr. Smith: What are the dimensions, again? Mr. Son: I believe they will be 5ft x 16ft. they will not be smaller than what is existing.

Mr. Quilici: What does temporary mean? Andrienne Chargois, planning manager from GRTC: Temporary, because the transfer center is temporary transfer facility, they will exist at that location as long as we are at that facility. Ms. Chargois, replied, they can be used elsewhere on the network. Right now the custom shelters which were only approved for the downtown area and the neighboring shelters which were the mesh ones that Josh showed. These could be approved to be used as the new design.

Mr. Arias: Are the benches to be affixed to the structure? Ms. Chargois: we do have our benches now, but we are looking to putting some more that are actually attached to the facility.

Mr. Quilici: Will there be lighting inside the shelters? David Capparuccini of Kimley-Horn: City Of Richmond DPU is looking into doing some light and design. We are working with DPU right now. There are some gaps at the pedestrian level, you can see some the road way lighting but at the pedestrian level there are some gaps. Ms. Chargois replied, the intent is to put the light outside the structure, I'm not sure how the light would carry inside". Mr. Capparuccini: If you put the poles outside the structure, it will cause a shadows. Mr. Quilici: Do you know what types of lights they are thinking about? Ms. Chargois replied "No, I do not know what they settled on". Mr. Son: I believe in speaking

with the applicant, when they considering these, that the idea for having electricity at each of the shelters will open more utility lines as what is available with the shelters for 9 shelters will drive up budget. And how to connect power supply. Ms. Chargois said, the pricing, did not include the power system but we can look into that. Mr. Capparucini: At this point, it will be similar to the kiosk and the tier 2, solar panel signs at each of the base.

Ms. Almond: Colors, the finish of the metal is what? Mr. Capparucini: I think it will be similar to what Josh has on the screen, the intent with the aluminum roof and shelters will be black.

Mr. Gould: I had an engineering question about ADA accessibility. When you are looking at the rendering of the shelter at Southside Plaza, it looks like a cross up to the curb up to the walk, I assume they are all ADA accessible? Mr. Capparucini. The intent is to make them all ADA.

Mr. Quilici: I understand that the shelter is going to replace the bench. Was there any talk with the City to understand how to connect with the bus stop to the neighborhood, how does the people get to the bus stop? Ms. Chargois: This is part of the new network because there is a lot more routes today that will be going to Southside Plaza, we are going to put a shelter on the outside and there will be some stops on East Belt Blvd. So it will be working within Southside Plaza to do the actual crossing. There will be 5 routes (here) and 3 routes, a total of 8 routes within it. Making it a mini transfer location within Southside Plaza.

Mr. Quilici: Regarding the location on 9th Street. You are decreasing the number of shelters from 9 to 6, why are you decreasing that? And second, I was looking the location in the next slide where the two of them are close to each other, then there is no one? I want to understand and why decrease the number? Mr. Capparucini: We could change the spaces of the station, because we really could not get one in front of the existing building.

Ms. Harnsberger: I have a question about whether stop that may increase ridership might be candidates for placement and how would that work? Ms. Chargois: A lot of our stops are at customer's request. We will monitor for those extra stops.

**A motion was made by Committee Member Smith that this item be approved with Staff recommendations and the following conditions:**

- That the applicant consider incorporating the use of solar panels to better illuminate the bus shelters**
- Provide specifications for benches, paint color, and other finishes for final review**
- That GRTC coordinates with DPW to ensure better pedestrian connectivity between the bus shelter, the neighborhood, and the Southside community overall**

**Staff recommended conditions are:**

- That the applicant coordinate with the Urban Forestry division to ensure the installation of the new bus shelter and sidewalks at 4110 Hull St. do not negatively impact the existing landscape elements such as trees or shrubs**

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

**Aye --** 6 - Chair Andrea Almond, Chris Arias, Andrew P. Gould, Vice Chair Giles Harnsberger, Robert Smith and Andrea Quilici

**Excused --** 2 - David Johannas and Jill Nolt

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

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

**This Location, Character and Extent Item was withdrawn**

5. [UDC 2018-4](#) Resolution of Appreciation for Committee Member Andrea Levine.

**Attachments:** [Resolution of Appreciation](#)

Mr. Son expressed the resolution of appreciation for Vice Chair Andrea Levine:

WHEREAS, Andrea Levine was appointed by the City Council of the City of Richmond to serve as the Business Executive representative of the Urban Design Committee upon the effective date of November 28, 2011 and served with distinction until the completion of her second term on November 28, 2017; and

WHEREAS, she distinguished herself with a design acumen for architectural detail that benefitted the public process; and

WHEREAS, she distinguished herself with a balanced perspective and open ear to public comment; and

WHEREAS, during her service, she distinguished herself with verve and style;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Urban Design Committee express to Andrea Levine their sincere appreciation for her service to the City and exceptional contributions to the Committee; and her attention to detail and understanding of both the built and natural environments, all of which have been beneficial and enjoyable to the Committee in the execution of its responsibilities; and

BE IT FURTHER RESOLVED that the members of the Committee extend to Ms. Levine their best wishes for good health and continued success in her future endeavors.

6. [UDC 2018-5](#) Resolution of Appreciation for Committee Member Dawn Hicks.

**Attachments:** [Resolution of Appreciation](#)

Mr. Son expressed the resolution of appreciation for Committee Member Dawn Hicks:

WHEREAS, Dawn Hicks was appointed by the City Council of the City of Richmond to serve as the Static Arts representative of the Urban Design Committee upon the effective date of April 11, 2016 and served with distinction until resignation on January 11, 2018; and

WHEREAS, during her service, Ms. Hicks distinguished herself with effervescent attitude and sparkling contributions to projects supporting the creation of great public spaces; and

WHEREAS, her presence enriched the committee and improved public discourse; and

WHEREAS, she has the best hair of any UDC member in recent memorable history;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Urban Design Committee express to Dawn Hicks their sincere appreciation for her service to the City and exceptional contributions to the Committee; all of which have been beneficial and enjoyable to the Committee in the execution of its responsibilities; and

BE IT FURTHER RESOLVED, that the members of the Committee extend to Ms. Hicks their best wishes for good health and continued success in her future endeavors, especially her epic design ventures as a Rose Fellow.

### **OTHER BUSINESS**

Mr. Son stated that the Committee shall elect from its membership a Chairperson and a Vice Chairperson in January of each year or the first regularly scheduled meeting of the calendar year, as long as there there was a quorum.

The Committee members voted Committee Member Andrea Almond for Chairperson and Committee Member Giles Harnsberger for Vice Chairperson to preside over the 2018 regular meetings of the UDC.

### **Adjournment**