

# City of Richmond

*900 East Broad Street  
2nd Floor of City Hall  
Richmond, VA 23219  
[www.rva.gov](http://www.rva.gov)*



## Meeting Minutes

Thursday, May 9, 2024

10:00 AM

5th Floor Conference Room of City Hall

## Urban Design Committee

## Call to Order

[PDRPRES  
2024.028](#)

To access the meeting via Microsoft Teams, please use the following link:  
<https://tinyurl.com/ch7nvaps>  
or dial \*67-804-316-9457 and enter ID: 212 408 588#  
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.

**Attachments:** [05 09 2024 Public Access and Participation Instructions - Urban Design Committee](#)

## Roll Call

**Present --** 11 - \* Committee Member Luigi Mignardi, \* Amelia Wehunt, \* Jessie Gemmer, \* Damon Pearson, \* Committee Member Charles Woodson, \* Committee Member Timothy Hamnett, \* Committee Member Keith Van Inwegen, \* Committee Member Samuel Young, \* Committee Member Mitchell Danese, \* Committee Member Eva Clarke and \* Committee Member Justin Doyle

## Approval of Minutes

## Secretary's Report

The Chair discussed how Committee Members should represent themselves in media: Members should be clear any commentary was provided as a private citizen.

The Secretary reported on items from the previous meeting.

Update on Public Arts Commission Appointment

Planning Manager Chen provided an update on the Public Arts Committee representative from the UDC, stating the CPC is the electing body, and the CPC Chair determined that the representative election would take place after a new ordinance for PAC was adopted.

## Consideration of Continuances and Deletions from Agenda

## CONSENT AGENDA

UDC 20024-18 and UDC 2024-21 was moved to the Regular Agenda.  
UDC 2024-15 was moved to the Consent Agenda.

Committee Member Wehunt made a motion to approve the Consent Agenda, as amended.

Committee Member Hamnett seconded.

The Committee unanimously approved the Consent Agenda, as amended.

[UDC 2024-23](#) UDC 2024-23 Section 17.05 Recommendation - Encroachment for a blade sign located at 1200 E. Cary Street

**Attachments:** [UDC 2024-23 App](#)  
[UDC 2024-23 Narrative](#)  
[UDC 2024-23 Survey](#)  
[UDC 2024-23 Plans](#)  
[UDC 2024-13 Staff Report](#)  
[CAR Approval Letter 1200 E Cary](#)

**This Section 17.05 Review was recommended for approval to the Department of Public Works.**

[UDC 2024-15](#) UDC 2024-15 FINAL Location, Character, and Extent review for an overhead gateway sign establishing the entrance of the Carytown Commercial District, located on Cary Street between Thompson Street and Nansemond Street.

**Attachments:** [UDC 2024-15 App](#)  
[UDC 2024-15 Narrative](#)  
[UDC 2024-15 Application Packet](#)  
[UDC 2024-15 Staff Report](#)  
[Exhibit 1 - Location and Photos](#)

**This item was approved on Consent Agenda - to be recommended for approval to the Planning Commission, due back on 5/21/2024. The motion carried by the following vote:**

**Aye --** 11 - Committee Member Luigi Mignardi, Amelia Wehunt, Jessie Gemmer, Damon Pearson, Committee Member Charles Woodson, Committee Member Timothy Hamnett, Committee Member Keith Van Inwegen, Committee Member Samuel Young, Committee Member Mitchell Danese, Committee Member Eva Clarke and Committee Member Justin Doyle

## **REGULAR AGENDA**

[UDC 2024-19](#) UDC 2024-19 CONCEPT Location, Character, Extent review of a proposed natural exploration and play area, located on Belle Isle.

**Attachments:** [UDC 2024-19 App](#)  
[UDC 2024-19 Site Plan](#)  
[UDC 2024-19 Concept Packet](#)  
[UDC 2024-19 Staff Report](#)  
[UDC 2024-19 CONCEPT Narrative REVISED](#)  
[Letter of Support - James River Park System](#)

The Committee discussed accessibility of ground materials and play spaces; dog safety and "no dog" signage; bicycle safety and separation; group seating spaces; planting choices; flooding issues; safety of natural material choices; safety of the bridge above; stormwater requirements with impervious surfaces, berm filling, and FEMA permitting; restroom and potable water access; trash receptacles; pet waste stations; and

interpretive signage.

**A motion was made by Committee Member Woodson, seconded by Committee Member Clarke, that this Location, Character and Extent Item was recommended for approval to the Planning Commission due back on 5/21/2024.**

- Aye --** 11 - Committee Member Luigi Mignardi, Amelia Wehunt, Jessie Gemmer, Damon Pearson, Committee Member Charles Woodson, Committee Member Timothy Hamnett, Committee Member Keith Van Inwegen, Committee Member Samuel Young, Committee Member Mitchell Danese, Committee Member Eva Clarke and Committee Member Justin Doyle

[UDC 2024-20](#) UDC 2024-20 CONCEPT Location, Character, and Extent review of the Greening Richmond Public Libraries: Ginter Park Branch project, located at 1200 Westbrook Avenue.

**Attachments:** [UDC 2024-20 CONCEPT Application Packet](#)  
[UDC 2023-20 Staff Report](#)  
[Exhibit 2 Public Questionnaire](#)

The Committee discussed pollinator friendly maintenance; street trees interfering with bike lanes; tree removal and recycling; comfort of seating fixtures; and stormwater infrastructure.

**A motion was made by Committee Member Clarke, seconded by Committee Member Pearson, that this Location, Character and Extent Item was recommended for approval with conditions to the Planning Commission due back on 5/21/2024.**

**Recommended Conditions:**

**1. Applicant to work with GRTC to determine if the adjacent bus stop should be relocated or improved for the FINAL Application.**

- Aye --** 10 - Committee Member Luigi Mignardi, Amelia Wehunt, Jessie Gemmer, Damon Pearson, Committee Member Charles Woodson, Committee Member Timothy Hamnett, Committee Member Keith Van Inwegen, Committee Member Samuel Young, Committee Member Mitchell Danese and Committee Member Eva Clarke

- Abstain --** 1 - Committee Member Justin Doyle

[UDC 2024-18](#) UDC 2024-18 FINAL Location, Character, and Extent review of a renovation to the Byrd Park Round House to provide ADA circulation, located at 621 Westover Road.

**Attachments:** [2024-18 UDC Application Packet](#)  
[UDC 2024-18 Staff Report](#)

The Committee discussed ADA ramp locations; overall ADA accessibility; railing styles; and alternatives to the proposed ADA ramp with the purpose of reducing number of railings. The Committee generally agreed that the item was not an appropriate General Character for the historic structure - specifically the visual prevalence of railings on both the proposed ramp and deck area.

**UDC 2024-18 was withdrawn by the Applicant after the Committee held a hearing.**

[UDC 2024-21](#) UDC 2024-21 Final Location, Character, and Extent review of landscape lighting along medians on East Broad Street, between 4th Street and 7th Street.

**Attachments:** [UDC 2024-21 App](#)  
[UDC 2024-21 Narrative](#)  
[UDC 2024-21 Plans](#)  
[UDC 2024-21 Staff Report](#)

The Committee discussed the application not including enough information; proposed lighting including something to make it unique to Richmond; the landscaping; and the color of the lights. The Committee requested renderings of the final condition at the item's next hearing.

**A motion was made by Committee Member Woodson, seconded by Committee Member Young, that this Location, Character and Extent Item be approved. The motion tied by the following vote and was deferred to the next meeting according to the rules of procedure.**

**Aye --** 5 - Committee Member Luigi Mignardi, Committee Member Charles Woodson, Committee Member Samuel Young, Committee Member Mitchell Danese and Committee Member Justin Doyle

**No --** 5 - Jessie Gemmer, Damon Pearson, Committee Member Timothy Hamnett, Committee Member Keith Van Inwegen and Committee Member Eva Clarke

**Abstain --** 1 - Amelia Wehunt

## **OTHER BUSINESS**

[UDC 2024-22](#) UDC 2024-22 Proposed Change to the UDC Operating Procedures regarding meeting minutes

**Attachments:** [UDC 2024-22 Staff Report](#)  
[Operating Procedures May 2024 DRAFT](#)

**This change to Operating Procedure was approved.**

**Aye --** 11 - Committee Member Luigi Mignardi, Amelia Wehunt, Jessie Gemmer, Damon Pearson, Committee Member Charles Woodson, Committee Member Timothy Hamnett, Committee Member Keith Van Inwegen, Committee Member Samuel Young, Committee Member Mitchell Danese, Committee Member Eva Clarke and Committee Member Justin Doyle

## **Adjournment**