



CITY OF RICHMOND

DEPARTMENT OF
PLANNING AND DEVELOPMENT REVIEW
URBAN DESIGN COMMITTEE

October 8, 2015

Carolyn Paulette
Forest Hill Neighborhood Association

RE: Neighborhood Sign Encroachments at the intersections of Forest Hill Avenue with Brookside Road and Cedar Lane; UDC No. 2015-27

Dear Ms. Paulette,

At its October 8, 2015 meeting, the City's Urban Design Committee (UDC) voted to recommend approval of your application for neighborhood sign encroachments at the intersections of Forest Hill Avenue with Brookside Road and Cedar Lane, as submitted.

The encroachment process is administered through the Department of Public Works, which has requested that the UDC provide design advice on certain types of encroachments. The UDC does not have the authority to approve encroachments, but rather provides advice to the Department of Public Works. You may now apply for the encroachment permits associated with this project. Please contact Marvin Anderson (646-5404) or Jane Amory (646-7109) with any questions regarding the permit process.

It has been my pleasure to work with you on this project. Please do not hesitate to contact me at (646-6348) should you have any questions regarding the UDC review process.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Eastman".

Jeff Eastman
Senior Planner
Secretary to the Urban Design Committee

Cc: Marvin Anderson, DPW Surveys Division