



CITY OF RICHMOND

Department of Planning & Development Review *Staff Report*

Ord. No. 2021-003 - To amend Ord. No. 2020-049, adopted May 11, 2020, which adopted the Fiscal Year 2020-2021 General Fund Budget and made appropriations pursuant thereto, by re-appropriating a \$500,000.00 portion of the Fiscal Year 2019-2020 fund balance excess, assigned to the Capital Reserve, to the General Fund Cash Transfer for Capital Projects program, and to appropriate these transferred funds to the Capital Improvements Projects for Fiscal Year 2020-2021 and to amend the Fiscal Year 2020-2021 Capital Budget by appropriating such transferred funds in the amount of \$500,000.00 to the Department of Public Works' City Hall project in the City Facility Maintenance & Improvements category for the purpose of constructing improvements to the southwest quadrant of City Hall necessary to house either an employee health clinic or a relocated credit union office, or both.

To: City Planning Commission
From: Land Use Administration
Date: February 1, 2021

PETITIONER

Robert C. Steidel, Deputy Chief Administrative Officer

LOCATION

900 East Broad Street

PURPOSE

To amend Ord. No. 2020-049, adopted May 11, 2020, which adopted the Fiscal Year 2020-2021 General Fund Budget and made appropriations pursuant thereto, by re-appropriating a \$500,000.00 portion of the Fiscal Year 2019-2020 fund balance excess, assigned to the Capital Reserve, to the General Fund Cash Transfer for Capital Projects program, and to appropriate these transferred funds to the Capital Improvements Projects for Fiscal Year 2020-2021 and to amend the Fiscal Year 2020-2021 Capital Budget by appropriating such transferred funds in the amount of \$500,000.00 to the Department of Public Works' City Hall project in the City Facility Maintenance & Improvements category for the purpose of constructing improvements to the southwest quadrant of City Hall necessary to house either an employee health clinic or a relocated credit union office, or both.

SUMMARY & RECOMMENDATION

In accordance with employer best practices and in the interest of employee well-being, the City Administration seeks to establish a conveniently-located health clinic at City Hall to serve employees and their families. Additionally and as space allows, consideration has been given to utilizing a portion of this improved space to house a relocated credit union.

The space being considered for improvements was last occupied by a food vendor. In order to facilitate an employee health clinic, necessary improvements to the space must be made. Additionally, consideration has been given to relocating the credit union from the 16th floor of City Hall to this space to support security needs.

The FY21 Facilities Capital Budget is already planned and does not include necessary improvements to this portion of City Hall. As such, an allocation from the Capital Maintenance Reserve to the Facilities Capital Budget, in the amount of \$500,000, is being requested.

City Administration recommends approval of this request.

FINDINGS OF FACT

SITE DESCRIPTION

First floor, southwest quadrant of City Hall City Hall, 900 East Broad Street

PROPOSED USE FOR THE PROPERTY

The proposed use is an employee health clinic or a relocated credit union office, or both.

MASTER PLAN & ZONING

The Richmond 300 Master Plan designates this property as Institutional which is defined as public and quasi-public entities, such as local, state, and federal government, hospitals, universities, schools, and religions institutions. Primary Uses: Institutional, cultural, government, and open space. Secondary Uses: Retail/office/personal service and multi-family.

City Hall is located in the B-4 Central Business Zoning District.

SURROUNDING AREA

A mix of institutional, civic, and commercial uses are present in the general area.

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