



## CITY OF RICHMOND

### Department of Planning & Development Review *Staff Report*

**Ord. No. 2021-091** - To amend Ord. No. 2020-051, adopted May 11, 2020, which accepted a program of proposed Capital Improvements Projects for Fiscal Year 2020-2021 and the four fiscal years thereafter, adopted a Capital Budget for Fiscal Year 2020-2021, and determined a means of financing the same, by (i) establishing a new project in the City Facilities category called the "Theatre Row Building (730 E. Broad Street) – DJS/ADC Renovations" project and (ii) increasing estimated revenues from the sale of the Public Safety Building and the amount appropriated to the new Department of Public Works' Theatre Row Building (730 E. Broad Street) – DJS/ADC Renovations project by \$352,000.00 for the purpose of renovating the Theatre Row Building located at 730 East Broad Street for use by the Department of Justice Services and the Adult Drug Court program.

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**To:** City Planning Commission  
**From:** Land Use Administration  
**Date:** April 19, 2021

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#### **PETITIONER**

Dawn Barber, Director of Justice Services

#### **LOCATION**

730 East Broad Street

#### **PURPOSE**

To create and fund a new CIP project for renovations to a portion of the 730 Building, as necessary to facilitate use by the Department of Justice Services(DJS) and the Adult Drug Court (ADC).

#### **SUMMARY & RECOMMENDATION**

DJS and ADC have occupied space at the Public Safety Building for several years as that building has continued to deteriorate. In 2017 the City initiated a Space Needs Analysis that included DSS, DJS and ADC and since that time the City has evaluated several relocation options. On March 31, 2020 VCU terminated their existing lease at the Theatre Row Building for 34,096 square feet on the Lower Level, 1st, 2nd and 3rd floors. On March 1, 2021 City Council approved an ordinance authorizing the sale of the Public Safety Building and the terms of the sale require that the City vacate the Public Safety Building within 150 days of the closing on the sale of the property. The Theatre Row Building space vacated by VCU has been determined to be adequate to meet all of DJS's and ADC's space needs and that location will allow them to maintain a downtown presence to serve their client base.

The City has completed concept floor plans for the initial improvements necessary for the relocation of DJS and ADC to the Theatre Row Building. Those improvements include a new 1st floor DJS/ADC lobby with entry from 8th Street, a temporary location for the DJS/ADC drug testing area on the Lower Level in place of the current fit-ness center, installation of several new doors, DIT data/phone improvements and security/CCTV/card reader improvements necessary for DJS/ADC to move. Also include in the projected costs are architectural and engineering design

fees, signage and acquisition of and relocation of used systems workstations including electrical connections.

Due to the preliminary nature of the cost estimate for these initial Theatre Row improvements we are proposing a Capital Budget request of \$485,000. A more extensive CIP project will be planned later in FY2022 or FY2023 for additional improvements necessary to create a final location for DJS/ADC drug testing on the Lower Level and to add additional interview offices on the 1st floor in either the DJS/ADC lobby or in one of the existing group rooms. A final cost estimate and budget will need to be determined for those improvements but as of now we are assuming a range of \$500,000 to \$800,000 will be necessary to complete those additional changes. In addition an estimated \$82,500 in FY2022 funds is needed to pay for the move of DJS and ADC to the Theatre Row Building.

City Administration recommends approval of this request.

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## **FINDINGS OF FACT**

### **SITE DESCRIPTION**

The proposed use will be located at the City's Department of Public Works' Theatre Row Building at 730 East Broad Street.

### **PROPOSED USE OF THE PROPERTY**

Office use by the Department of Justice Services and the Adult Drug Court program.

### **MASTER PLAN**

The City's Richmond 300 Master Plan designates a future land use for 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. (p. 69)

### **ZONING**

The property is located in the B-4 Central Business Zoning District.

### **SURROUNDING AREA**

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

### **Staff Contact:**

Paul A. McClellan, Economic Development and Planning 804-646-3061  
Matthew Ebinger, Principal Planner, Land Use Administration, 804-646-6308