



City of Richmond

City Hall
900 East Broad Street

Meeting Minutes Commission of Architectural Review

Tuesday, July 14, 2020

6:00 PM

5th Floor Conference Room of City Hall

Quarterly Meeting - This meeting will be held through electronic communication means.

This meeting will be held through electronic communication means pursuant to and in compliance with Ordinance No. 2020-093, adopted April 9, 2020. This meeting will be open to participation through electronic communication means by the public and closed to in-person participation by the public. Less than a quorum of Richmond City Commission of Architectural Review members will assemble for this meeting in the 5th Floor Conference Room of City Hall at 900 East Broad Street in Richmond, Virginia 23219, and most Commission members and other staff will participate by teleconference/videoconference via Microsoft Teams.

Special Guidelines for Public Access and Citizen Participation:

To access or participate, or both, in the Commission of Architectural Review meeting on Tuesday, June 23, 2020 at 3:30 PM, you have several options outlined in the following document:

[PDRPRES](#) Public Access and Participation Instructions - Commission of
[2020.036](#) Architectural Review

Attachments: [Public Access and Participation Instructions -COMMISSION OF](#)
[ARCHITECTURAL REVIEW \(2\)](#)

Secretary to the Commission, Carey L. Jones, read the announcement for virtual public meetings. This meeting of the Commission of Architectural Review was held as an electronic meeting pursuant to and in compliance with Ordinance 2020-093 due to the disaster represented by the spread of COVID-19. The public has been notified of this meeting and how to participate by a notice in the Richmond Times Dispatch, and an instruction sheet posted with the agenda on the Legistar website. Public comment will be heard for each item on the agenda after the applicant has responded to staff recommendations.

Commission members are electronically present using Microsoft Teams, none were physically present in City Hall.

Audio of the meeting will be streamed live online at the following web address:

<https://richmondva.legistar.com/Calendar.aspx>. To listen to the meeting's live stream at the web address provided, find and click the link that reads, "In Progress" in the farthest right hand column entitled, "Video". Interested citizens who wish to speak will be given an opportunity to do so by following the outlined in the Public Access and Participation Instructions - Commission of Architectural Review document.

Citizens are encouraged to provide their comments in writing to carey.jones@richmondgov.com in lieu of speaking through audio or video means during the meeting. When submitting your comments by email, be sure to include in your email (i) your full legal name, (ii) any organizations you represent, and (iii) any economic or professional relationships that would be affected by the approval of the application on which you are commenting. The person responsible for receiving written comments is Carey L. Jones, Secretary to the Commission of Architectural Review. All written comments received via email prior to 12:00 p.m. (noon) on Tuesday, July 14, 2020, will be provided to all members of the Commission of Architectural Review prior to the beginning of the meeting and will be included in the record of the meeting.

Call to Order

Roll Call

Chairman James Klaus called the July 14 Quarterly Meeting of the Commission of Architectural Review to order at 6:01 pm.

Present -- 7 - * Commissioner James W. Klaus, * Commissioner Neville C. Johnson Jr., * Commissioner Ashleigh N. Brewer, * Commissioner Kathleen Morgan, * Commissioner Sean Wheeler, * Commissioner Lawrence Pearson and * Commissioner Mitch Danese

Absent -- 1 - * Commissioner Sanford Bond

1. Election Vote

Ms. Jones reported the results of the votes for the election of officers, tallied by email. Commissioner Johnson received the majority of votes for Chair.

A motion was made by Commissioner Klaus seconded by Commissioner Pearson, that Commissioner Johnson be elected Chair, and Commissioner Wheeler be elected Vice-Chair. The motion carried by the following vote:

Aye -- 7 - Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Kathleen Morgan, Commissioner Sean Wheeler, Commissioner Lawrence Pearson and Commissioner Mitch Danese

2. Updates to the Commission Standard Operating Procedures

Ms. Jones presented the proposed changes to the Commission's Rules of Procedure. The changes were related to the fees for a Certificate of Appropriateness application which were recently passed by City Council. Ms. Jones stated that fees will be charged for applications for the August meeting. Ms. Jones presented the new fees and answered Commissioner's questions. Commissioners had questions regarding the expiration of Certificates of Appropriateness as well as general questions regarding the administration of the new fees. Ms. Jones informed the Commission that the documents related to fees that staff has been developing for the public will be available for review by the July

meeting.

A motion was made by Commissioner Klaus seconded by Commissioner Pearson, to approve the proposed changes to the Rules of Procedure. The motion carried by the following vote:

Aye -- 7 - Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Kathleen Morgan, Commissioner Sean Wheeler, Commissioner Lawrence Pearson and Commissioner Mitch Danese

3. Adoption of DHR Guidelines for Monument Removals

[PDRPRES](#) DHR Guidance Regarding Confederate Monuments [2020.052](#)

Attachments: [Guidance on the Removal of Confederate Monuments](#)

Ms. Jones stated that the Virginia Department of Historic Resources had released guidance regarding the removal of monuments, which was distributed to Commissioners and posted on the City's website.

Ms. Jones stated that the Commission's guidelines do not address this topic, however the Commission can adopt DHR's guidance as an application for monument removal is anticipated.

Commissioner Morgan commented that she would not be supportive of adopting the guidance wholesale, though it could be a good starting point for creating guidelines, also stating that guidelines for monuments that have already been removed may be more appropriate.

Commissioner Klaus commented that all but one monument has been removed, adding all City Council members will support removal and a CAR review would be moot. He then suggested the Commission draft a statement to City Council positing that the monument removal does not need to be reviewed by the Commission. He then added that his preference would be for the monuments to remain in Richmond.

Commissioner Pearson expressed his support for the Commission to take a position for not reviewing the matter.

Commissioner Wheeler inquired whether the monuments were within City right of way and would therefore not be within the Commission's purview. Ms. Jones responded that the guidance staff has received is that the Commission would have to review an application.

Commissioner Klaus suggested placing the application on the Consent Agenda, and providing an explanation as to why the application would be reviewed this way. Commission members then discussed the logistics of the Commission's refusal to review the application.

Commissioner Johnson inquired if there was a plan in place for the remaining pedestals. Ms. Jones responded that to her knowledge the ordinance introduced by City Council was for the complete removal of the monuments.

Mr. Danese inquired how the removal was being funded. Ms. Jones responded that she did not have this information.

Commissioner Klaus then asked the Commission if there was consensus on the position that the Commission should not review an application for the removal of the monuments. As there were no additional comments from the Commissioners, Ms. Jones was directed to express the Commission's sentiments and discussion to the City Attorney's Office as well as City Council.

4. Richmond 300 Update and Discussion

Ms. Jones provided the Commission with an update regarding the City's Master Plan, Richmond 300, stating that Planning and Preservation staff had provided comments on matters involving historic preservation. The Commission briefly discussed long-term concerns regarding historic preservation within the City. Ms. Jones stated that staff would be happy to facilitate additional discussions on these topics in the future.

5. Questions, Comments, Concerns

Commissioner Klaus announced that he will continue to fill the CAR position on the Urban Design Committee through the summer but would need a replacement starting in September.

Ms. Jones announced that the Commission has a vacant position that must be filled by a resident of a City Old and Historic District. She stated the Commission is welcome to encourage suitable individuals to apply.

Ms. Jones briefly mentioned that staff has been working with the applicants for the project at 3101-3105 East Marshall Street, which will need to return to the Commission for some design changes. The applicants have expressed a desire to meet with members of the Commission and she would be reaching out to select Commission members to schedule a meeting.

Adjournment

The meeting was adjourned at 7:22 pm.