



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

Richmond 300: Code Refresh

June Zoning Advisory Council Meeting



June 12, 2024

Welcome



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

ZAC June Meeting
6/12/2024

Meeting Agenda

- I. Organizational Business (25 minutes)
 - a. Introductions
 - b. Bylaws and Freedom of Information Act
 - c. Election of Officers
- II. Public Comment (10 minutes)
- III. Presentations & Discussion (80 minutes)
 - a. Introduction with Code Studio and the consultant team
 - b. Engagement Strategy Review with Brick & Story
 - c. Advisory Council Discussion



Bylaws and FIOA



Who will be managing this project?

CITY PLANNING COMMISSION

ADVISORY COUNCIL

PLANNING & DEVELOPMENT REVIEW

CODE STUDIO

UTILE
pattern book

CODE STUDIO
framework and districts

BRICK & STORY
AVID CORE
engagement

UTILE
drafting and
mapping support

HARRELL &
CHAMBLISS
legal support

GOROVE SLADE
FOURSQUARE ITP
transportation

RKG
economics

Advisory Council Bylaws

- **Advisory** the City Planning Commission
- Meetings 2nd Wednesday of the month at 4-6pm (Future meetings at Plan RVA Board Room)
- Council has the ability to create working groups
- Led by a Chair and Vice-Chair
- Attendance requirements:
 - Do not miss four consecutive meetings
 - Electronic participation limited to two meetings or 25 percent of the meetings held per calendar year rounded up the next whole number, whichever is greater. Must follow the approval process.
 - Notify the Chair prior to the meeting
 - Advisory Council shall take a vote to permit the electronic participation

Advisory Ground Rules

- Engage in open dialogue
- Participate as individuals and share when representing your organization.
- Refrain from speaking on behalf of the Council
- Attend meetings and read materials
- Everyone participate in the conversation and share your advice
- Try to be succinct to allow others time to speak

Freedom of Information Act (FOIA)

The Advisory Council is considered official public bodies and must comply with Virginia FOIA Laws. In summary:

- If **3 or more members** meet in person to discuss Advisory Council business, the meeting must be noticed **3 days prior to the meeting**.
- Discussions about Advisory Council business between 3 or more members via email chains, text messaging chains, social media conversations, and conference calls are illegal under FOIA.
- Brief meeting notes will be taken by PDR staff and posted to the Code Refresh website: <https://www.rva.gov/planning-development-review/code-refresh>
- All meeting materials will be posted to the Code Refresh website.
- Should you receive a request for information, forward the request to pdr.foia@rva.gov

For more information about FOIA laws, see Va. Code § 2.2-3707(H).

Any questions about FOIA laws should be directed to Marianne Pitts, marianne.pitts3@rva.gov, 646-6348 or 794-5696

Next Steps

- Staff will follow up with an email with the questions from today's meeting for Council members to share their thoughts
- **Next Meeting:** July 10, 2024, at 4 P.M. at PlanRVA Boardroom (424 Hull St Suite 300, Richmond, VA 23224).
- **Upcoming Events:**
 - **Zoning 101 Webinar:**
Monday, June 24, 11:30am-12:30pm
Tuesday, June 25, 6pm-7pm
 - **Looking Back and Moving Forward
A panel discussion on Richmond's
zoning Code Refresh**
Thursday, July 11, 6pm-8pm
1000 Floyd Avenue, Room 1201



City Contacts

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<https://www.rva.gov/planning-development-review/code-refresh>