



Commission of Architectural Review SUBMISSION APPLICATION

City of Richmond, Room 510 – City Hall
900 East Broad Street, Richmond, Virginia 23219
PHONE: (804) 646-6335 FAX: (804) 646-5789

12 COPIES OF SUPPORTING DOCUMENTATION ARE REQUIRED FOR PROCESSING YOUR SUBMISSION

LOCATION OF WORK: 2551 Monument Avenue, Richmond, VA 23220 DATE: 5/29/15

OWNER'S NAME: VA Center for Architecture on behalf of First Baptist Church TEL NO.: 804-237-1767

AND ADDRESS: 2501 Monument Avenue EMAIL: lbell@aiava.org

CITY, STATE AND ZIPCODE: Richmond, VA 23220

ARCHITECT/CONTRACTOR'S NAME: Eagle Scout Project TEL. NO.: _____

AND ADDRESS: _____ EMAIL: _____

CITY, STATE AND ZIPCODE: _____

Would you like to receive your staff report via email? Yes No

REQUEST FOR CONCEPTUAL REVIEW

I hereby request Conceptual Review under the provisions of Chapter 114, Article IX, Division 4, Section 114-930.6(d) of the Richmond City Code for the proposal outlined below in accordance with materials accompanying this application. I understand that conceptual review is advisory only.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

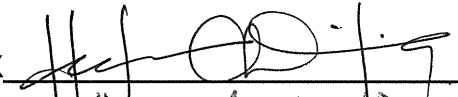
I hereby make application for the issuance of a certificate under the provisions of Chapter 114, Article IX, Division 4 (Old and Historic Districts) of the Richmond City Code for the proposal outlined below in accordance with plans and specifications accompanying this application.

DETAILED DESCRIPTION OF PROPOSED WORK (Required):

STATE HOW THE DESIGN REVIEW GUIDELINES INFORM THE DESIGN OF THE WORK

PROPOSED. (Include additional sheets of description if necessary, and **12 copies** of artwork helpful in describing the project. The 12 copies are not required if the project is being reviewed for an administrative approval. See *instruction sheet for requirements.*)

Please see attached documents.

Signature of Owner or Authorized Agent: X 
Name of Owner or Authorized Agent (please print legibly): Helene Combs Dreiling

(Space below for staff use only)

Received by Commission Secretary 11:20 am APPLICATION NO. _____

DATE _____ SCHEDULED FOR _____

RECEIVED
Note: CAR reviews all applications on a case-by-case basis.

MAY 29 2015



VIRGINIA CENTER FOR ARCHITECTURE

7501 Monument Avenue, Richmond, Virginia 23220 T 804.644.3041
www.virginiaarchitecture.org F 804.643.4607

May 28, 2015

Commission of Architectural Review
City of Richmond, Room 512-City Hall
900 East Broad Street
Richmond, Virginia 23219

Dear Members of the Commission of Architectural Review:

The Virginia Center for Architecture respectfully requests permission to cut out the northeast corner of the parking lot at 2551 Monument Avenue and to add a brick walkway. The site is located in the Monument Avenue Old and Historic District. The brick walkway will remove the concrete curb step to create a safe and accessible path for visitors to the Virginia Center for Architecture.

The parking lot at 2551 is property of the First Baptist Church, and the Church has provided permission for the Virginia Center for Architecture to undertake this project. (Letter of support attached.)

The current section of the parking lot is an often-used access point from the parking lot to the sidewalk on Monument Avenue (Image 1). The area surrounding the curb is narrow and uneven (Images 1-3). When it rains, the low-lying section of the asphalt fills with water (Image 4-5). This becomes particularly dangerous in the winter when that standing water turns to ice. This access point is also not well lit, which is a trip hazard for people walking through that area in the evenings.

The project was designed with reference to the CAR Design Guidelines section titles "site improvements." With permission from the Commission of Architectural Review, the Virginia Center for Architecture would like to cut out the asphalt triangle, as well as the concrete curb, to create an approximately 4 foot sloped opening up to the sidewalk (Image 3). This will involve cutting out the asphalt, the concrete curb and removing one of the existing shrubs lining the parking lot. This cutout will look very similar to the brick walkways on the Robinson Street side of the parking lot (Images 6-8). We believe that we can undertake the project by removing a single existing shrub, and that will remain our goal. We recognize the importance of maintaining the existing shrubs as screening for the parking lot (as described in the subsection entitled "parking lots"), and believe that even after the removal of the shrub in question to create the accessible walkway, the existing shrubbery provides more than adequate screening of the existing parking lot, and remains within the CAR guidelines for parking lots. Discrete, solar lighting may be added to the walkway, though that has not yet been decided; if lighting is selected, it will be selected in keeping the CAR guidelines for "street lighting," and will be minimal and discrete, mounted close the ground, and lighting will be focused on the ground with no horizontal or vertical light spillover. If lighting is selected, the fixtures and their location will

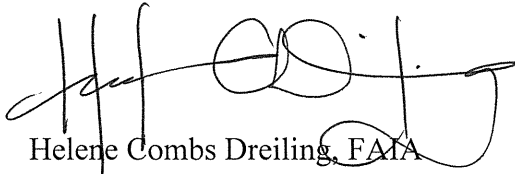
be submitted to CAR staff for their review. No other changes are proposed to the parking lot area.

The brick for the project will be donated by Riverside Brick Company. The brick type will be a Redland Cuswha Plant #237 Cambridge Wood Molded Paver. This type of brick will match the existing brickwork around the property at 2551 Monument Avenue. If available, we will be happy to bring a sample brick to the CAR meeting. (Letter of support attached.)

Eric Duong will complete this project as his Eagle Scout project. Eric's Eagle Scout proposal has been attached to this proposal. The Virginia Center for Architecture believes that this project will provide a beneficial and attractive element to the landscape, as well as a safe and accessible thoroughfare for visitors and the community.

We thank you for your consideration of the project. We believe that this site improvement will allow for safer passage from the parking lot to the branch house, will support the historic character of the surrounding Monument Avenue Old and Historic District, and will be in keeping with the recommendations of the CAR Guidelines.

Sincerely,



Helene Combs Dreiling, FAIA
Executive Director

cc: Monument Avenue Preservation Society

First Baptist Church

2709 Monument Avenue
Richmond, Virginia 23220
(804) 358-5458, Extension 135

Bonnie Wilmoth
Facilities Director

Fax: (804) 359-4000
E-mail: wilmoth@fbrichmond.org

Wednesday, May 26, 2015

Commission for Architectural Review
City of Richmond, Room 510
900 East Broad Street
Richmond, Virginia 23219

Dear Members of the Commission for Architectural Review:

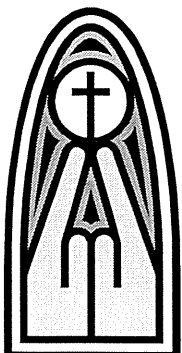
I am writing today to support the Virginia Center for Architecture's application to do a curb cut and brick walkway in the northeast corner of the parking lot at 2551 Monument Avenue. The property at 2551 Monument Avenue belongs to the First Baptist Church at 2700 Monument Avenue and we approve of the work the VCA would like to complete. The brick walkway will create an accessible thoroughfare from the parking lot to the sidewalk. The project will be similar to other brick walkways we have in the parking lot leading out to Robinson Street.

Thank you for your consideration of this request.

Sincerely,



Bonnie Wilmoth
Facilities Manager
First Baptist Church



First Baptist Church exists to make disciples of Jesus Christ through joyful worship, spiritual nurture, and compassionate outreach in the Richmond area and throughout the world.



RIVERSIDE BRICK & SUPPLY COMPANY, INC.

May 27, 2015

Commission for Architectural Review
City of Richmond, Room 510
900 East Broad Street
Richmond, Virginia 23219

Dear Members of the Commission for Architectural Review:

I am writing today to support the Virginia Center for Architecture's application to do a curb cut and brick walkway in the northeast corner of the parking lot at 2551 Monument Avenue. Riverside Brick & Supply Co., Inc., is pleased to provide the brick for this project. The type of brick we plan to donate is a Redland Cuswha Plant # 237 Cambridge Wood Molded Paver. We believe that this type of brick most closely matches the existing brick, which will maintain a unified look along Monument Avenue.

Thank you for your consideration of this request.

Sincerely,

Stephen A. Coor, Hon. VSAIA, CSI, CMI
Director of Architectural Sales
Riverside Brick & Supply Co., Inc.

Image 1



Image 2



Image 3



Image 4



This area fills with water when it rains and turns to ice in the winter.

Image 5



Image 6



Existing example on Robinson Street.

Image 7



Image 8





Eagle Scout Service Project Proposal



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's full legal name Eric Joseph Duong

Eagle Scout Service Project Name VCA Parking Lot Improvement

Eagle Scout Requirement 5

While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than Boy Scouting.) The project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the *Eagle Scout Service Project Workbook*, No. 512-927, in meeting this requirement.

Project Description and Benefit

Briefly describe your project.

The project consists of clearing the bushes and concrete lip separating a nearby parking lot from the Virginia Center for Architecture. After doing so, I will fabricate a wide sloped path connecting the parking lot and the sidewalk. Additionally, I will clear the area of asphalt near the slope and replace it with brick.

Attach sketches or "before" photographs if these will help others visualize the project.

Please click below to add images (JPEG, JPG, BMP, GIF, TIF, PNG, etc.)



Click above box to add an image. Click here to add an image caption.



Click above box to add an image. Click here to add an image caption.

Tell how your project will be helpful to the beneficiary. Why is it needed?

The parking lot adjacent to Virginia Center for Architecture (VCA) is separated from the building by bushes and a small concrete lip. The project will benefit the VCA by opening a walkway to the sidewalk that leads to the building. This will help both employees and visitors of the VCA to reach the building more easily. Additionally, the project will contribute to the aesthetic of the building.

When do you plan to begin carrying out your project? 06/27/15

When do you think your project will be completed? 06/29/15

Giving Leadership

Approximately how many people will be needed to help on your project? 10

Where will you recruit them (unit members, friends, neighbors, family, others)? Explain:

Most of the volunteers will be from my troop, but there have been some friends who have expressed interest in volunteering as well.

What do you think will be most difficult about leading them?

Making sure that everyone is safe will be the most difficult part of leading them. This project involves a great deal of safety hazards, so ensuring safety is the top priority.

Materials

Materials are things that become part of the finished project, such as lumber, nails, and paint.

What types of materials, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required. For example, for lumber, include basic dimensions such as 2 x 4 or 4 x 4.

Clay bricks and mortar.

Supplies

Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies, and garbage bags.

What kinds of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

Food, water, caution tape, and a tarp.

Tools

Include tools, and also equipment, that will be borrowed, rented, or purchased.

What tools or equipment, if any, will you need? You do not need a detailed list, but you must show you have a reasonable idea of what is required.

Jackhammer, concrete saw, circular saw, safety glasses, helmets, gloves, ear protection, shovel, loppers, and a saw.

Other Needs

Items that don't fit the above categories; for example, parking or postage, or services such as printing or pouring concrete, etc.

What other needs do you think you might encounter?

I will need someone who is experienced with laying brick and operating a jackhammer and saw. There is likely someone within the troop who has experience.

Permits and Permissions

Note that property owners should obtain and pay for permits.

Will permissions or permits (such as building permits) be required for your project? Who will obtain them? How long will it take?

There will be no need to acquire a permit from Richmond because the parking lot is the property of the nearby church. However, before I carry out the project, I need to ask permission from the church and the VCA Board. Because I have no direct relationship with the church or committee, the project beneficiary representative will act as an intermediary.

Preliminary Cost Estimate

You do not need exact costs yet. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses. Include the value of donated material, supplies, tools, and other items. It is not necessary to include the value of tools or other items that will be loaned at no cost. Note that if your project requires a fundraising application, you do not need to submit it with your proposal.

Enter estimated expenses below: <i>(Include sales tax if applicable)</i>		Fundraising: Explain how you will raise the money to pay for the total costs. If you intend to seek donations of actual materials, supplies, etc., then explain how you plan to do that, too.
Materials:	\$500.00	There is a grant for the project and bricks will be provided by Riverside Brick and Supply Company, Inc. This will decrease the overall cost of the project, but I will still need to fund-raise to meet other project costs. The grant has not been factored into the estimated expenses to left. Additionally, I will have some smaller tools available for use, such as a shovel or saw.
Supplies:	\$50.00	
Tools:	\$200.00	
Other:	\$0.00	
Total costs:	\$750.00	

Project Phases

Think of your project in terms of phases, and list what they might be. The first may be to prepare your project plan. Other phases might include fundraising, preparation, execution, and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated; brief, one line descriptions are sufficient.

1. Prepare project plan
2. Fundraising
3. Recruit volunteers
4. Acquire project materials and tools
5. Day 1 - Preparation for brick and slope installment
6. Day 2 - Install bricks and slope
7. Day 3 - Check on drying
8. Complete project report

Logistics

Check with your council service center to determine if a Tour and Activity Plan is required.

How will you handle transportation of materials, supplies, tools, and helpers? Will you need a Tour and Activity Plan?

Bricks will be provided, but I may need to transport them to the project site. If that is the case, then I will collect the bricks on the day before the project begins and transport them to the site. On the same day, I will need to collect all necessary materials and tools. On the day of the project, volunteers from the troop will meet at the Trinity United Methodist Church and carpool to the project. Friends who are volunteering will need to provide their own transportation. I will transport the materials and tools to the site. On the first day, we will break up the asphalt and clear the bushes and concrete near the sidewalk. On the same day, we will make all the necessary preparations for installing the slope and bricks the next day, which includes ensuring that the area for the bricks is dimensionally correct. The next day, we will install the slope and lay the brick to complete the project.

Safety Issues

The Guide to Safe Scouting is an important resource in considering safety issues.

Describe the hazards and safety concerns you and your helpers should be aware of.

The largest safety issue is the jackhammer. There will only be one operator at a time and the operator must wear protective toe covers, gloves, safety glasses, ear protection, and a helmet. Other volunteers will need to be a safe distance away from the operator and must wear safety glasses as well. Additionally, the saws for cutting the concrete and bricks will prove to be large safety hazards. Operators must always be wearing safety glasses, gloves, and ear protection.

Project Planning

You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.

List some action steps you will take to prepare your project plan. For example "Complete a more detailed set of drawings."

I will need to make detailed plans for the slope that include dimensions. I will also need to get a more accurate budget estimate.