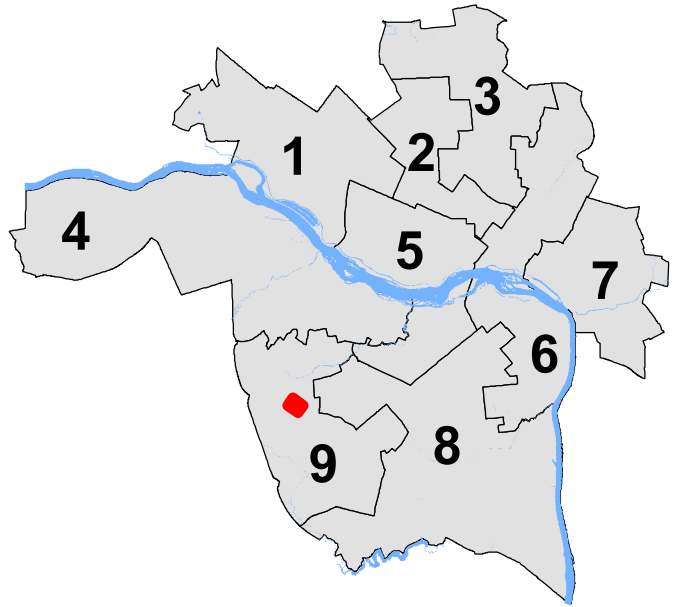




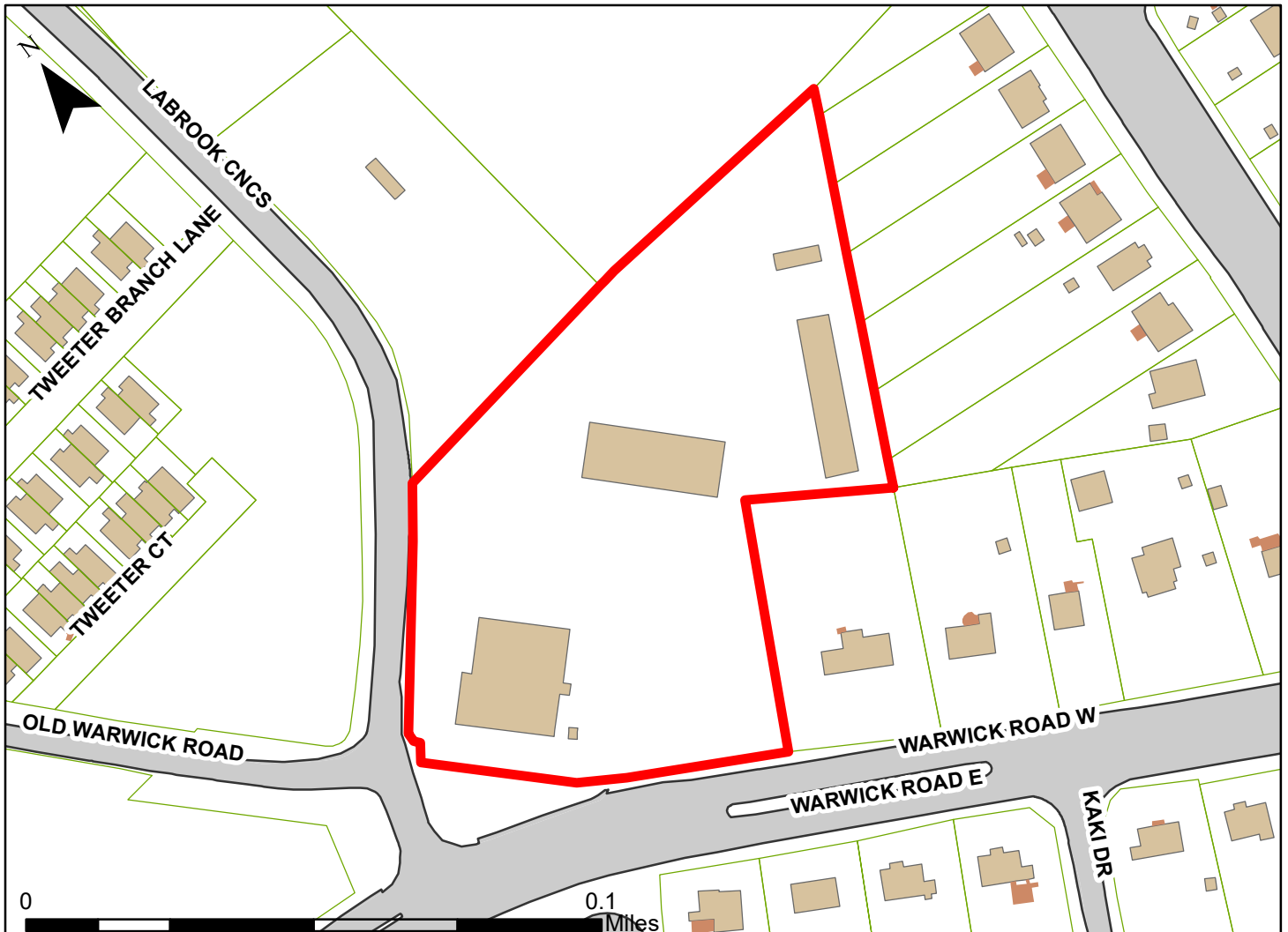
# City of Richmond Department of Planning & Development Review

## Location, Character, and Extent

**LOCATION:** 6120 Warwick Road  
**COUNCIL DISTRICT:** 9  
**PROPOSAL:** Review of Warwick Road  
Maintenance Facility Improvements



*For questions, please contact Alex Dandridge  
at 646-6569 or [alex.dandridge@richmondgov.com](mailto:alex.dandridge@richmondgov.com)*





## Application for Urban Design Committee Review

Department of Planning and Development Review  
Planning & Preservation Division  
900 E. Broad Street, Room 510  
Richmond, Virginia 23219 | (804) 646-6335  
[www.richmondgov.com/CommitteeUrbanDesign](http://www.richmondgov.com/CommitteeUrbanDesign)



### Application Type (select one)

Location, Character, & Extent  
Section 17.05  
Other:

Encroachment  
Design Overlay District

### Review Type (select one)

Conceptual  
Final

### Project Information

Submission Date: 7/16/2020

Project Name: Warwick Road Maintenance Facility Improvements

Project Address: 6120 Warwick Road

Brief Project Description (this is not a replacement for the required detailed narrative):

Due to a proposed telecommunications tower being constructed in the existing maintenance facility's lay-down yard, this project consists of constructing a new parking lot, a secured lay-down yard for facility equipment, and improving entrance driveways.

### Applicant Information (a City representative must be the applicant, with an exception for encroachments)

Name: Louis Dexter Goode Email: Louis.Goode@richmond.gov

City Agency: Special Capital Projects Group Phone: 804-646-7531

Main Contact (if different from Applicant): \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Submittal Deadlines

All applications and support materials must be filed no later than 21 days prior to the scheduled meeting of the Urban Design Committee (UDC). Please see the schedule on page 3 as actual deadlines are adjusted due to City holidays. **Late or incomplete submissions will be deferred to the next meeting.**

### Filing

Applications can be mailed or delivered to the attention of "Urban Design Committee" at the address listed at the top of this page. **It is important that the applicant discuss the proposal with appropriate City agencies, Zoning Administration staff, and area civic associations and residents prior to filing the application with the UDC.**

### Submittal Deadlines

The UDC is a ten member committee created by City Council in 1968 whose purpose is to advise the City Planning Commission (CPC) on the design of projects on City property or right-of-way. The UDC provides advice of an aesthetic nature in connection with the performance of the duties of the Commission under Sections 17.05, 17.06, and 17.07 of the City Charter. The UDC also advises the Department of Public Works in regards to private encroachments in the public right-of-way.



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## Submission Requirements

- An electronic copy (PDF preferred) of all application materials, which can be emailed, or delivered by FTP or USB.
- Three (3) copies of the application cover sheet and all support materials (see below).
- Plan sheets should be 11" x 17", folded to 8 1/2" x 11". If it is not possible to scale plans to these dimensions, please provide one set of larger, scaled plans.
- All applications must include the attached cover sheet and the following support materials, as applicable to the project, based on Review Type:

### **Conceptual Review:**

- A detailed project narrative which includes the following: purpose of the project, project background, project budget and funding sources, description of construction program and estimated construction start date (description should also provide information on the surrounding area to provide context).
- A site plan for the project indicating site characteristics which include: building footprints, parking areas, pedestrian routes, recreation areas, open areas, and areas of future expansion.
- A set of floor plans and elevations, as detailed as possible.
- A landscaping plan which shows the general location and character of plant materials and notes any existing tree to be removed.

### **Final Review:**

- A detailed project narrative which includes the following: purpose of the project, project background, project budget and funding sources, description of construction program, and estimated construction start date (description should also provide information on the surrounding area to provide context).
- A site plan for the project indicating site characteristics which include: building footprints, parking areas, pedestrian routes, recreation areas, open areas, and areas of future expansion.
- A set of floor plans and elevations, as detailed as possible.
- A landscaping plan that includes a complete plant schedule, the precise location of all plant materials, and a landscape maintenance analysis. The plant schedule must show number, size and type of each planting proposed. If existing trees are to be removed, their size, type, and location must be noted on the landscape plan.
- The location of all lighting units should be noted on a site plan, including wall-mounted, site, and parking lot lighting. Other site details such as benches, trash containers, and special paving materials should also be located. Include specification sheets for each item.
- Samples of all proposed exterior building materials, including but not limited to brick, mortar, shingles, siding, glass, paint, and stain colors. When an actual sample cannot be provided, a product information sheet that shows the item or a photo of an existing item may be substituted.

## Review and Processing

- Once an application is received, it is reviewed by Staff, who compiles a report that is sent to the UDC.
- A copy of the report and the meeting agenda will be sent to the applicant prior to the meeting.
- At the UDC meeting, the applicant or a representative should be present or the application may be deferred to the next regularly scheduled meeting. It is also strongly suggested that a representative of the City Agency which will have final responsibility for the item be present at the meeting (if the applicant and the representative are not the same).
- Once the UDC recommends action on the application, it is automatically placed on the agenda for the next City Planning Commission (CPC) meeting. Exceptions to this are encroachment applications, recommendations for which are forwarded to the Department of Public Works.
- At the CPC meeting, the applicant or a representative should be present, or the application may be deferred to the next regularly scheduled meeting.



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Regular meetings are scheduled on the Thursday after the first Monday of each month at **10:00 a.m. in the 5th floor conference room of City Hall, 900 E. Broad Street**. Special meetings are scheduled as needed.

## Meeting Schedule 2020

UDC Meetings	UDC Submission Deadlines	Anticipated Date of Planning Commission Following the UDC Meeting
December 5, 2019	November 14, 2019	December 16, 2019
January 9, 2020	December 12, 2019	January 21, 2020 <sup>1</sup>
February 6, 2020	January 16, 2020	February 18, 2020 <sup>2</sup>
March 5, 2020	February 13, 2020	March 16, 2020
April 9, 2020	March 12, 2020	April 20, 2020
May 7, 2020	April 16, 2020	May 18, 2020
June 4, 2020	May 14, 2020	June 15, 2020
July 9, 2020	June 11, 2020	July 20, 2020
August 6, 2020	July 16, 2020	August 17, 2020 <sup>3</sup>
September 10, 2020	August 13, 2020	September 21, 2020
October 8, 2020	September 17, 2020	October 19, 2020
November 5, 2020	October 15, 2020	November 16, 2020
December 10, 2020	November 12, 2020	December 21, 2020 <sup>4</sup>

<sup>1</sup> Monday, January 20, 2020 is a City of Richmond Holiday.

<sup>2</sup> Monday, February 17, 2020 is a City of Richmond Holiday.

<sup>3</sup> This August CPC Meeting may be canceled. If so, Planning Commission hearing would be Tuesday, September 8, 2020.

<sup>4</sup> This December CPC Meeting may be canceled.

The Richmond Urban Design Committee is a ten member advisory committee created by City Council in 1968. Its purpose is to advise the City Planning Commission on the design of City projects. The Urban Design Committee reviews projects for appropriateness in "location, character, and extent" and for consistency with the City's Master Plan and forwards recommendations to the City Planning Commission. The Urban Design Committee also advises the Department of Public Works in regards to private encroachments in the public right-of-way.

**For more information, please contact the Planning and Preservation Division staff at (804) 646-6335 or Alex Dandridge at (804) 646-6569 or at [alex.dandridge@richmondgov.com](mailto:alex.dandridge@richmondgov.com).**



## **Warwick Road Maintenance Facility Improvements – UDC Narrative**

July 14, 2020

### **Purpose of the Project:**

As the City of Richmond continues to grow in population and size, so does its infrastructure and related communications framework. Therefore, a new telecommunications tower is being constructed in the existing maintenance facility's laydown yard located at the corner of Warwick Road and Labrook Concourse, behind fire station #23. This tower is one of several that is part of a regional initiative to improve the communications and connectivity between the citizens and the localities emergency systems. Consequently, the current maintenance facility's lay-down yard is losing prime real estate that houses and stores a majority of the City's maintenance vehicles and equipment. The site improvements proposed with this project would create a secured laydown yard in currently unused space, which would take the place of the vacated area that will be used for the tower.

### **Project Background:**

The City of Richmond has contracted with Timmons Group through the City's on call contract for A/E services to handle the design and construction oversight of the maintenance facilities' improvements. Due to the proposed telecommunications tower being constructed in the existing maintenance facility's laydown yard, this project consists of constructing a new parking lot, a secured laydown yard for facility equipment and vehicles, and improving entrance driveways. We have performed a tree survey and condition assessment to document the overall integrity of the on-site trees. The maintenance staff have reviewed the project in detail and support the improvements being proposed with this project.

### **Project Budget and Funding Sources:**

Funding to be appropriated through capital improvement sources in the near future. The anticipated budget for construction of this project is between \$650,000 and \$800,000.

### **Description of Construction Program:**

Demolition and removal of the existing driveways (Lanexa) will be done at the outset. Minimal tree clearing will be necessary with this project and only five trees are planned for removal with strict preservation measures in place for the remaining trees to be preserved in proximity of construction activity. To offset removal of these five trees, the landscape plan proposes a replacement ratio of at least 1:1 for diameter at breast height of removed tree and diameter at breast height of replacement trees. Power will be routed to all site lighting. The plan calls for

the construction of a canopy structure that will suspend and house and protect truck mounted spreaders from the elements. The laydown yard will be surrounded by fencing of sufficient height and landscaping per City ordinances to provide enough screening from the adjacent thoroughfare, Warwick Road. The specific equipment / vehicles proposed to be stored in the new laydown yard are:

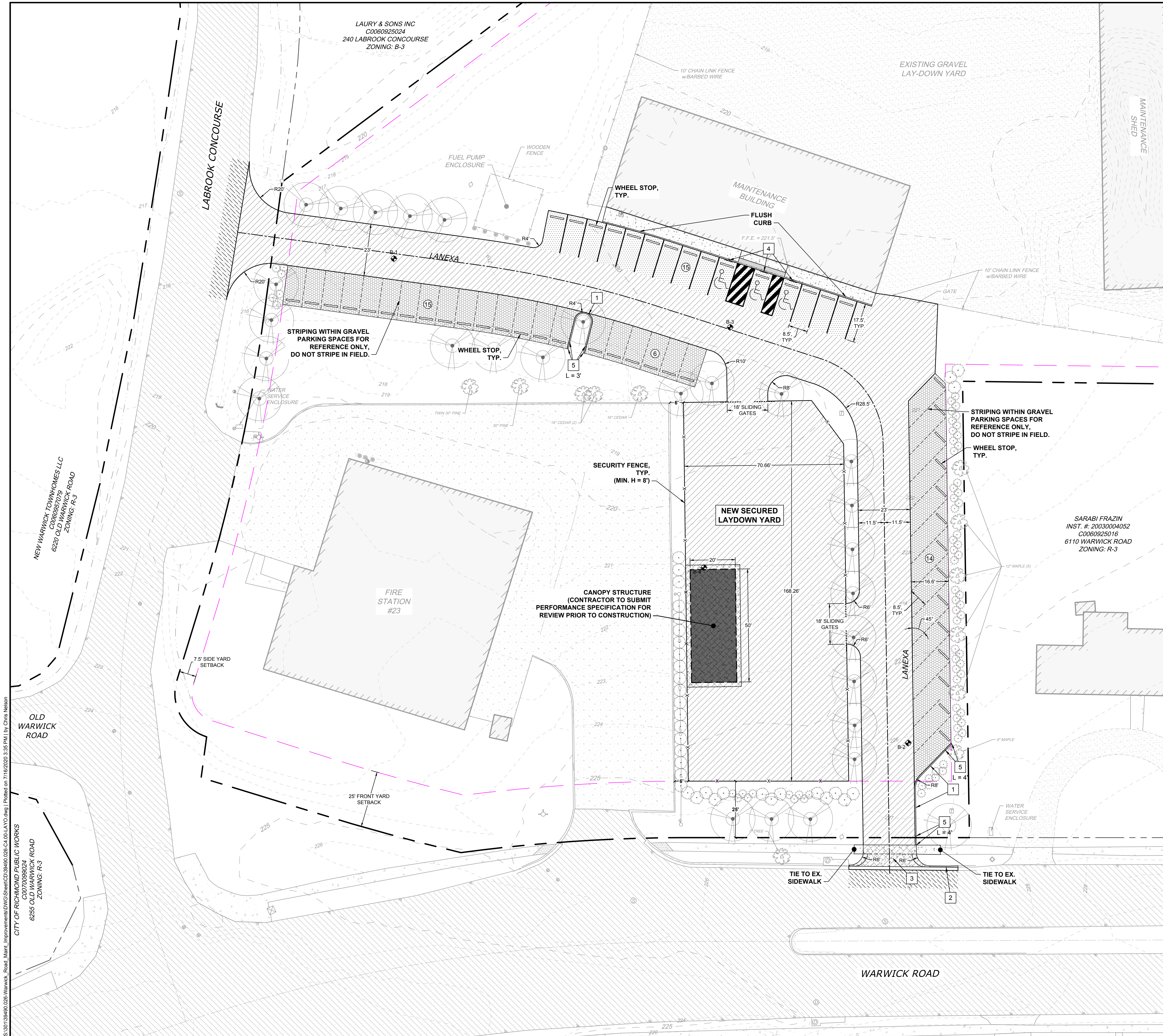
- Four (4) crew cab trucks,
- Three (3) 12' trailers,
- One (1) 18' trailer,
- One (1) 12' tractor with batwings,
- Two (2) 18' tractors with batwings,
- One (1) tractor with frontend bucket, and
- Five to six (5-6) snow plows and spreaders.

Stormwater management will be handled via underground pipe detention as to limit the above ground footprint and not take up needed real estate. The site parking program, fifty (50) total spaces, will provide the adequate number of spaces necessary to accommodate the number of employees (44 employee spaces, 3 ADA spaces, 3 visitor spaces) on a given shift.

**Estimated Construction Start Date:**

Construction could start as early as January of next year for the facility if funding is awarded.





- SITE LAYOUT NOTES:**
- REFER TO LANDSCAPE SHEETS FOR LANDSCAPING & LIGHTING PLANS & DETAILS.
  - ALL DIMENSIONS ARE FROM THE FACE OF CURB, UNLESS NOTED OTHERWISE.
- PAVEMENT MARKING NOTES:**
- ALL PERMANENT MARKINGS SHALL BE TYPE B, CLASS I UNLESS OTHERWISE DIRECTED BY VDOT TRAFFIC ENGINEERING.
  - ALL PAVEMENT MARKINGS MUST HAVE A PERSON w/A PAVEMENT MARKING CERTIFICATION, ISSUED BY THE VDOT MATERIALS DIVISION, ON SITE DURING PAVEMENT MARKING OPERATIONS. A COMPLETED CERTIFIED DELIVERY TICKET & A C-85 MUST BE SUBMITTED TO THE VDOT RESIDENCY PERMIT INSPECTOR.

**SITE LAYOUT NOTE KEY**

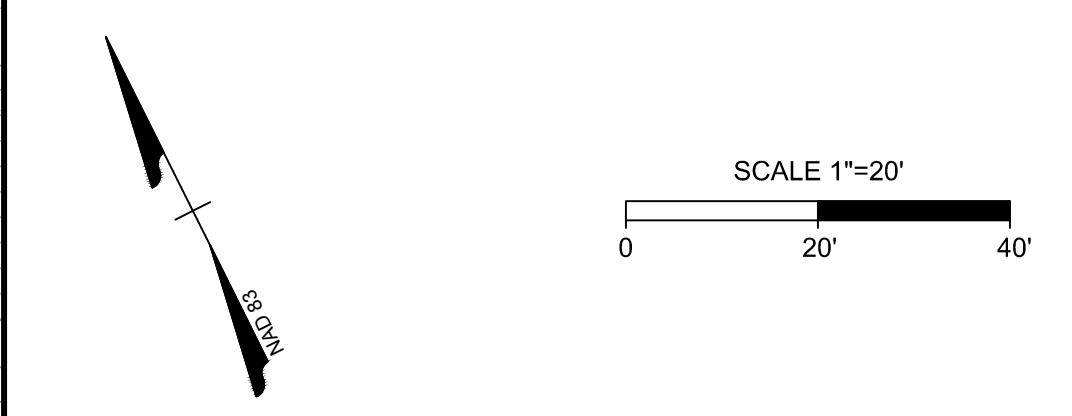
1	6" CURB (VDOT STD. CG-2)
2	6" CURB & GUTTER (VDOT STD. CG-6)
3	ENTRANCE APRON (VDOT STD. CG-9D)
4	ACCESSIBLE PARKING SIGN (MUTCD R7-8 & R7-8a)
5	CURB WIPE-DOWN ("L" REPRESENTS LENGTH OF CURB TRANSITION) L = X'

**LAYOUT HATCH LEGEND**

[Hatched Pattern]	EXTENTS OF BUILDING CANOPY
[Hatched Pattern]	HEAVY DUTY ASPHALT SECTION
[Hatched Pattern]	LIGHT DUTY ASPHALT SECTION
[Hatched Pattern]	HEAVY DUTY CONCRETE SECTION
[Hatched Pattern]	MILL & OVERLAY SECTION
[Hatched Pattern]	CONCRETE SIDEWALK SECTION
[Hatched Pattern]	GRAVEL PARKING SECTION

**PARKING SUMMARY:**

SITE PARKING LOCATION	TYPE	PROVIDED
SITE	FULL	47
	ADA SPACES*	3
<b>TOTAL SPACES = 50</b>		
* ADA/STATE/LOCAL REQUIREMENTS		



**SCHEMATICS FOR UDC APPLICATION**

**NOT FOR CONSTRUCTION**

THIS DRAWING PREPARED AT THE  
**CORPORATE OFFICE**  
 1001 Builders Parkway, Suite 300 | Richmond, VA 23225  
 TEL: 804.200.0500 FAX: 804.580.1016 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.

REVISION DESCRIPTION

DATE	DESCRIPTION
07/16/2020	DRAWN BY C. JOHNSON
	DESIGNED BY C. NELSON
	CHECKED BY C. NELSON
	SCALE 1" = 20'

**TIMMONS GROUP**

**WARWICK ROAD MAINTENANCE FACILITY IMPROVEMENTS**  
 MIDLOTHIAN DISTRICT - CITY OF RICHMOND - VIRGINIA

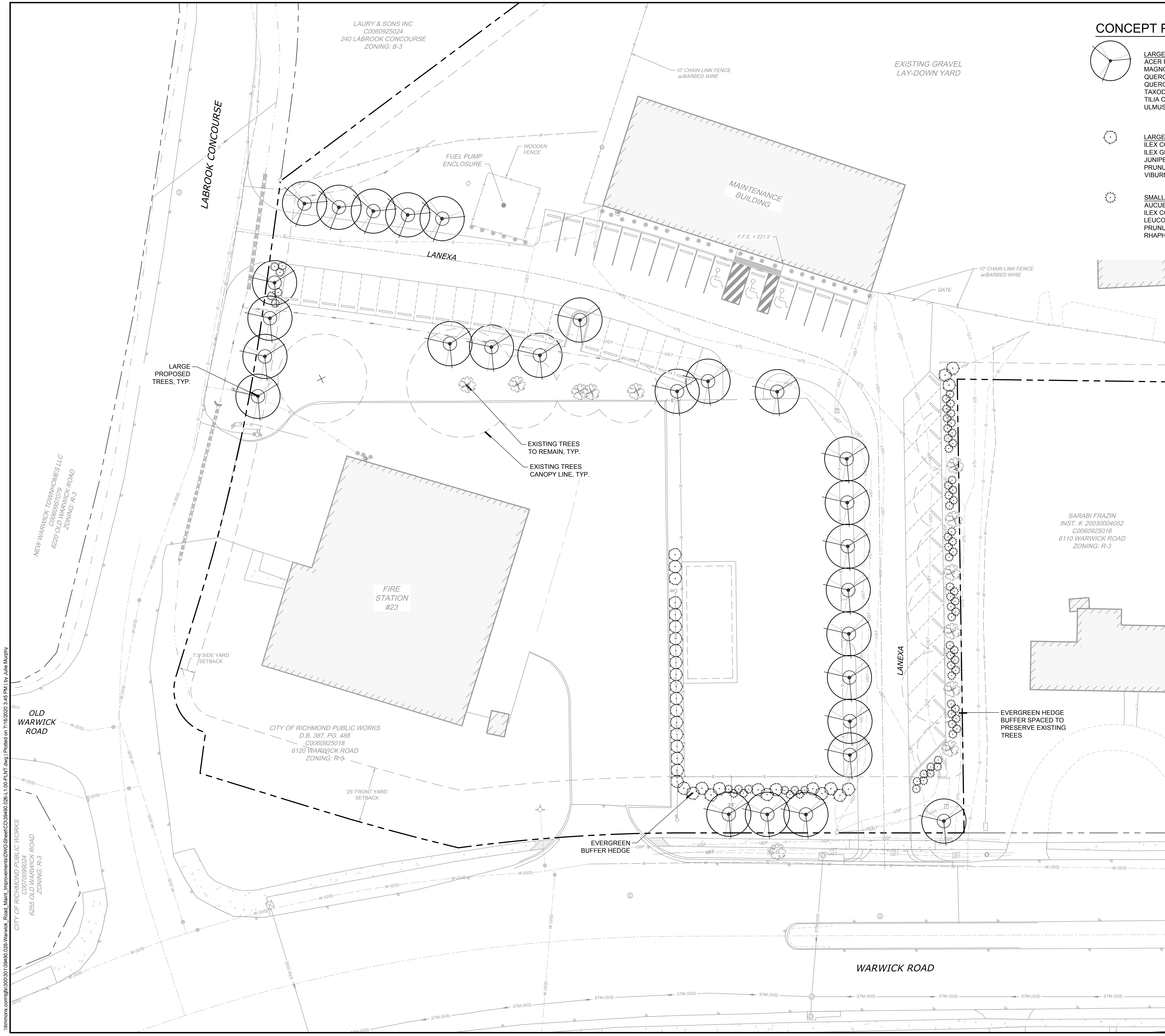
**SITE LAYOUT PLAN**

JOB NO. 39490.026  
 SHEET NO. C4.00

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S:\01\39490.026\Warwick\_Road\_Maint\_Improvements\DWG\Sheet\C4.00-LAYO.dwg | Plotted on 7/16/2020 3:35 PM | by Chris Nelson  
 CITY OF RICHMOND PUBLIC WORKS  
 6255 OLD WARWICK ROAD  
 ZONING: R-3





**CONCEPT PLANT SCHEDULE**

	<b>LARGE TREES</b> ACER RUBRUM 'AUTUMN BLAZE' / AUTUMN BLAZE RED MAPLE MAGNOLIA GRANDIFLORA / SOUTHERN MAGNOLIA QUERCUS PHELLOS / WILLOW OAK QUERCUS RUBRA / RED OAK TAXODIUM ASCENDENS / POND CYPRESS TILIA CORDATA / LITTLELEAF LINDEN ULMUS PARVIFOLIA / CHINESE LACEBARK ELM	28
	<b>LARGE EVERGREEN SHRUB</b> ILEX CORNUTA 'BURFORDII NANA' / DWARF BURFORD HOLLY ILEX GLABRA / INKBERRY HOLLY JUNIPERUS CHINENSIS 'HETZII COLUMNARIS' / HETZII COLUMN JUNIPER PRUNUS LAUROCERASUS 'SCHIPKAENSIS' / SCHIPKA CHERRY LAUREL VIBURNUM RHYTIDOPHYLLUM / LEATHERLEAF VIBURNUM	35
	<b>SMALL EVERGREEN SHRUB</b> AUCUBA JAPONICA 'PICTURATA' / GOLD LEAF AUCUBA ILEX CORNUTA 'ROTUNDA' / DWARF CHINESE HOLLY LEUCOTHOE FONTANESIANA / DROOPING LEUCOTHOE PRUNUS LAUROCERASUS 'OTTO LUYKEN' / OTTO LUYKEN LAUREL RHAPHIOLEPIS X DELACOURII / INDIAN HAWTHORNE	69

Sec. 30-710.13: PERIMETER BUFFERS LANDSCAPE REQUIREMENT  
 ZONE: R-3  
 BUFFER REQUIREMENT MET VIA BUFFER ALTERNATIVE "A".  
 BUFFER "A" SHALL HAVE A DEPTH OF NOT LESS THAN THE MINIMUM  
 YARD REQUIREMENT APPLICABLE ALONG EACH STREET FRONTAGE OF  
 THE PROPERTY, BUT IN NO CASE LESS THAN FIVE FEET, AND SHALL  
 INCLUDE AN EVERGREEN VEGETATIVE SCREEN NOT LESS THAN THREE  
 AND ONE-HALF FEET IN HEIGHT AT THE TIME OF INSTALLATION PLACED  
 ALONG THE SETBACK LINE OF THE PARKING AREA. EVERGREEN  
 VEGETATIVE MATERIAL INTENDED TO SATISFY THIS REQUIREMENT  
 SHALL BE PLANTED AT SUCH INTERVALS THAT WILL RESULT IN A  
 CONTINUOUS VISUAL SCREEN WITHIN ONE YEAR OF PLANTING

Sec. 30-710.14.  
 INTERNAL LANDSCAPING REQUIREMENTS  
 WITHIN PARKING AREAS CONTAINING 30 OR MORE PARKING SPACES  
 SERVING USES OTHER THAN USES WITH DRIVE-UP FACILITIES OR  
 FACILITIES FOR DISPENSING MOTOR FUELS AND WITHIN PARKING LOTS  
 CONTAINING 30 OR MORE PARKING SPACES: ONE LANDSCAPED ISLAND  
 FOR EVERY 15 PARKING SPACES, OR MAJOR FRACTION THEREOF, FOR  
 THE FIRST 100 PARKING SPACES, PLUS ONE LANDSCAPED ISLAND FOR  
 EVERY ADDITIONAL 20 PARKING SPACES, OR MAJOR FRACTION  
 THEREOF;

50 SPACES = 4 ISLANDS. 5 LANDSCAPED ISLANDS ARE PROVIDED.

SEC. 30-710.15.  
 TREE CANOPY REQUIREMENTS  
 MINIMUM PROJECTED TREE COVERAGE. TREES SHALL BE PLANTED OR  
 EXISTING TREES SHALL BE RETAINED SO AS TO PROVIDE A PROJECTED  
 TREE COVERAGE AT TEN YEARS FROM THE DATE OF PLAN APPROVAL  
 AS DETERMINED BY THE FOLLOWING FORMULAS  
 A PARKING AREA SERVING A USE OTHER THAN A USE WITH DRIVE-UP  
 FACILITIES OR FACILITIES FOR DISPENSING MOTOR FUELS, OR A  
 PARKING LOT, SHALL HAVE A PROJECTED TREE COVERAGE AREA  
 EQUIVALENT TO NOT LESS THAN 30 SQUARE FEET FOR EACH PARKING  
 SPACE CONTAINED IN THE PARKING AREA OR PARKING LOT.

30SF X 50 SPACES = 1,500SF OF CANOPY PROJECTED AT 10 YEARS  
 AFTER INSTALLATION.

EXISTING CANOPY AREA TO BE RETAINED: 7,700 SF  
 PROPOSED TREE CANOPY AREA CREDIT: 5,600 SF

TREE REMOVAL REPLACEMENT POLICY:  
 RICHMOND CITY REQUIRES THAT A PROJECT REPLACE ANY EXISTING  
 TREES REMOVED ON A 1:1 INCH DBH BASIS, OR PAY INTO THE CITY  
 TREE FUND.

5 TREES REMOVED, TOTAL DBH: 68"  
 TOTAL DBH OF PROPOSED TREES: 28 TREES X 2.5" CAL. = 70"

**SCHEMATICS FOR UDC APPLICATION**

**NOT FOR CONSTRUCTION**

THIS DRAWING PREPARED AT THE  
**CORPORATE OFFICE**  
 1001 Boulder Parkway, Suite 300 | Richmond, VA 23225  
 TEL: 804.200.0500 FAX: 804.586.1016 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.	DATE
	07/16/2020

DRAWN BY  
**J. MURPHY**

DESIGNED BY  
**J. MURPHY**

CHECKED BY  
**J. MURPHY**

SCALE  
 1" = 20'

**TIMMONS GROUP**

**WARWICK ROAD MAINTENANCE FACILITY IMPROVEMENTS**  
 MIDLOTHIAN DISTRICT - CITY OF RICHMOND - VIRGINIA

**LANDSCAPE PLAN**

JOB NO.  
**39490.026**

SHEET NO.  
**L1.00**

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