



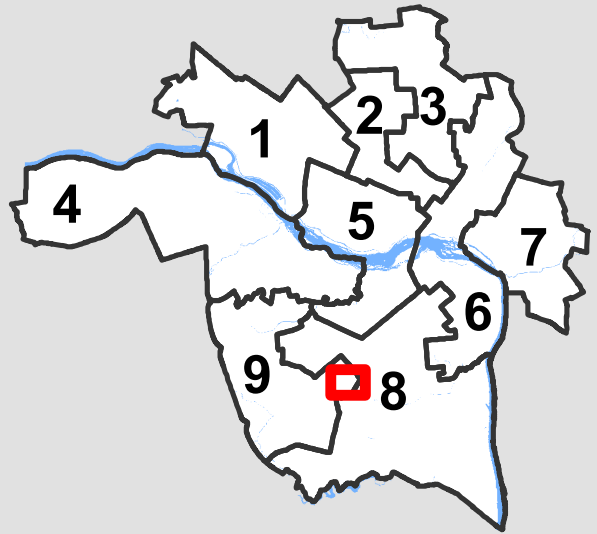
# City of Richmond Department of Planning & Development Review

## Location, Character, and Extent

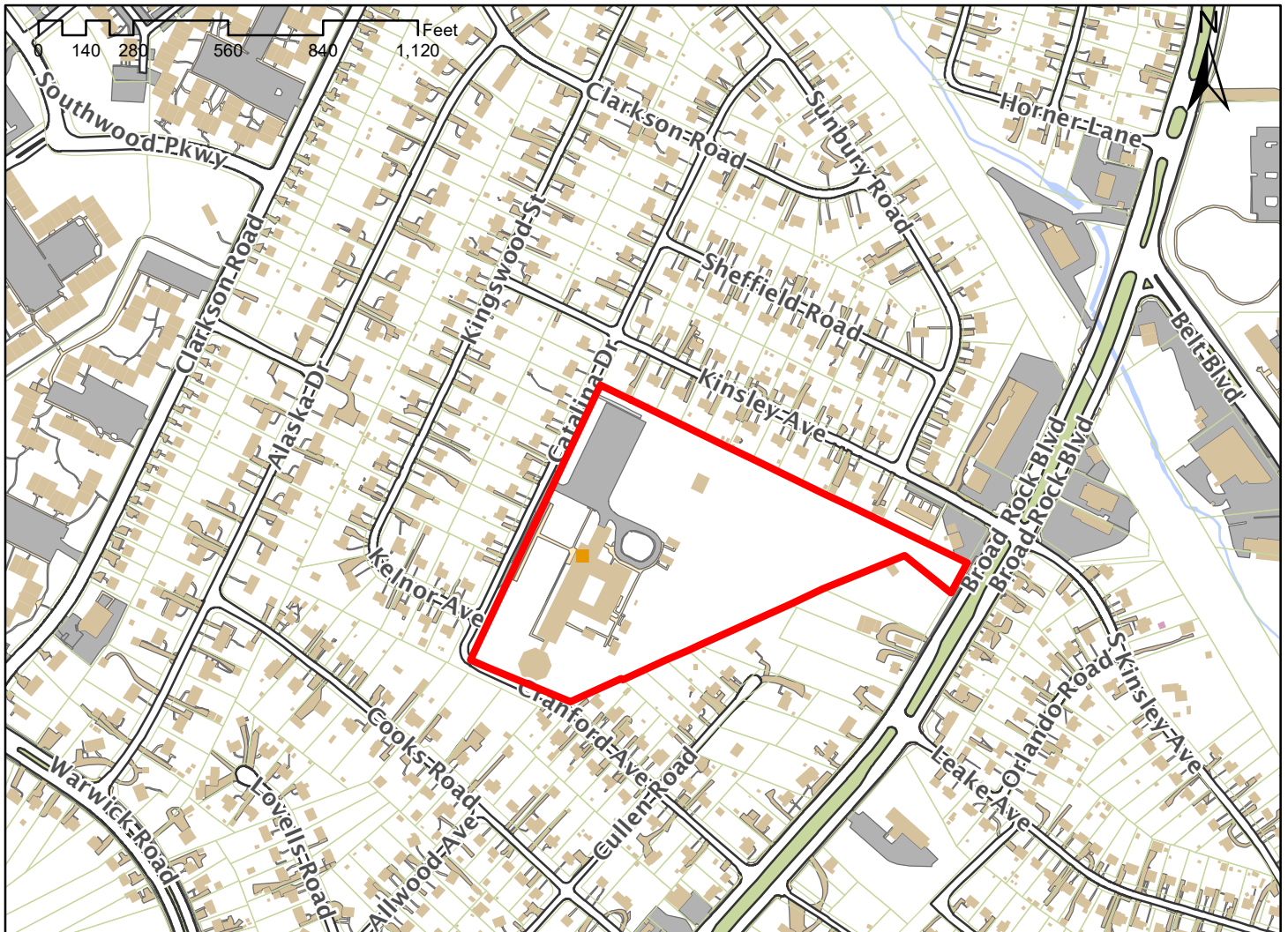
**LOCATION:** 1745 Catalina Drive

**COUNCIL DISTRICT:** 9

**PROPOSAL:** Location, Character, and Extent review of new construction of an elementary school



For questions, please contact Josh Son  
at 646-3741 or [joshua.son@richmondgov.com](mailto:joshua.son@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

<http://www.richmondgov.com/CommitteeUrbanDesign>

### Application Type

- Addition/Alteration to Existing Structure  
 New Construction  
 Streetscape  
 Site Amenity

- Encroachment  
 Master Plan  
 Sign  
 Other

### Review Type

- Conceptual  
 Final

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Applicant Information

(on all applications other than encroachments, a City agency representative must be the applicant)

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

City Agency: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

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.**

### UDC Background

The UDC is a ten member committee created by City Council in 1968 whose purpose is to advise the City Planning Commission 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

- 10 copies of the application cover sheet and all support materials (see below), unless the application is for an encroachment, in which case only 6 copies are required. 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.
- An electronic copy (PDF preferred) of all application materials, which can be burned to disc, emailed, or delivered by FTP.

All applications must include the attached cover sheet and the following support materials, as applicable to the project:

#### For 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.

#### For 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 compile 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. The applicant or a representative should be present at the UDC meeting 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. An exception to this is encroachment applications, recommendations for which are forwarded to the Department of Public Works. The applicant or a representative must be present at the CPC meeting or the application may be deferred to the next regularly scheduled meeting.

# CITY OF RICHMOND URBAN DESIGN COMMITTEE (UDC)

## MEETING SCHEDULE

UDC Meetings	UDC Submission Deadlines	Anticipated Date of Planning Commission Following the UDC Meeting
<b>December 7, 2017</b>	November 9, 2017	December 18, 2017
<b>January 4, 2018</b>	December 7, 2017**	January 16, 2018 <sup>1</sup>
<b>February 8, 2018</b>	January 18, 2018	February 20, 2018 <sup>2</sup>
<b>March 8, 2018</b>	February 15, 2018	March 19, 2018
<b>April 5, 2018</b>	March 15, 2018	April 16, 2018
<b>May 10, 2018</b>	April 19, 2018	May 21, 2018
<b>June 7, 2018</b>	May 17, 2018	June 18, 2018
<b>July 5, 2018</b>	June 14, 2018	July 16, 2018
<b>August 9, 2018</b>	July 19, 2018	August 20, 2018 <sup>3</sup>
<b>September 6, 2018</b>	August 16, 2018	September 17, 2018
<b>October 4, 2018</b>	September 13, 2018	October 15, 2018
<b>November 8, 2018</b>	October 18, 2018	November 19, 2018
<b>December 6, 2018</b>	November 15, 2018*	December 17, 2018 <sup>4</sup>

<sup>1</sup> Monday, January 15, 2018 is a City of Richmond Holiday.

<sup>2</sup> Monday, February 19, 2018 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 4, 2018.

<sup>4</sup> This December CPC Meeting may be canceled. If so, Planning Commission hearing would be Monday, January 7, 2019.

\*\* Moved forward to account for Winter Holiday Schedule

The Richmond Urban Design Committee (UDC) 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 UDC reviews projects for appropriateness in "location, character and extent" and for consistency with the City's Master Plan and forwards recommendations to the Planning Commission. The UDC also advises the Department of Public Works in regards to private encroachments in the public right-of-way.

Regular meetings are scheduled for the Thursday after the first Monday of each month at 10:00 a.m. in the 5<sup>th</sup> floor conference room of City Hall. Special meetings are scheduled as needed.

**For additional information, please contact the Planning and Preservation Division staff at (804) 646-3741 or [joshua.son@richmondgov.com](mailto:joshua.son@richmondgov.com).**



**ESH GREENE ELEMENTARY SCHOOL**

**RICHMOND, VIRGINIA**

**Project Narrative**

**For**

**Urban Design Committee Conceptual Review**

**October 22, 2018**

## **Purpose**

The Building One Richmond Program currently includes a five-year, \$150 million plus program focused on the new construction of public elementary, middle and high schools in the city. The school Board of the City of Richmond, has updated its 2002 Facilities Master Plan, and the update identifies ESH Greene Elementary School as a prioritized “Phase 1” project. The Owner has identified \$150 million in funding for those projects identified in the updated 2002 Facilities Master Plan as “Phase 1” projects. The design and construction of these projects is a collaborative effort between the City of Richmond, which is the owner of the schools, and the School Board, which will operate the schools once they open.

## **Project Background**

E.S.H. Greene Elementary School was named for Edwin Stonewall Hunter Greene, a former superintendent of schools for Chesterfield County and the City of Colonial Heights. The school was built in 1954. In 1970, the city of Richmond annexed the area including E.S.H. Greene School from Chesterfield County and the school then became a part of the Richmond Public School System. E.S.H. Greene School is located at 1745 Catalina Drive on the constantly growing and culturally changing south side of Richmond, Virginia. It has a main building which houses grades K-2 and 2 modular buildings with an additional cafeteria to house grades 3-5.

## **Construction Program Description**

During the construction of the new ESH Greene Elementary School, the existing elementary school and modular buildings must remain operational. This constraint gives us only one area of the property to build the new school, behind the existing building.

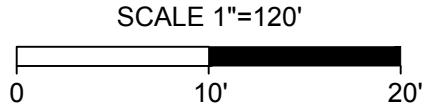
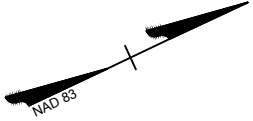
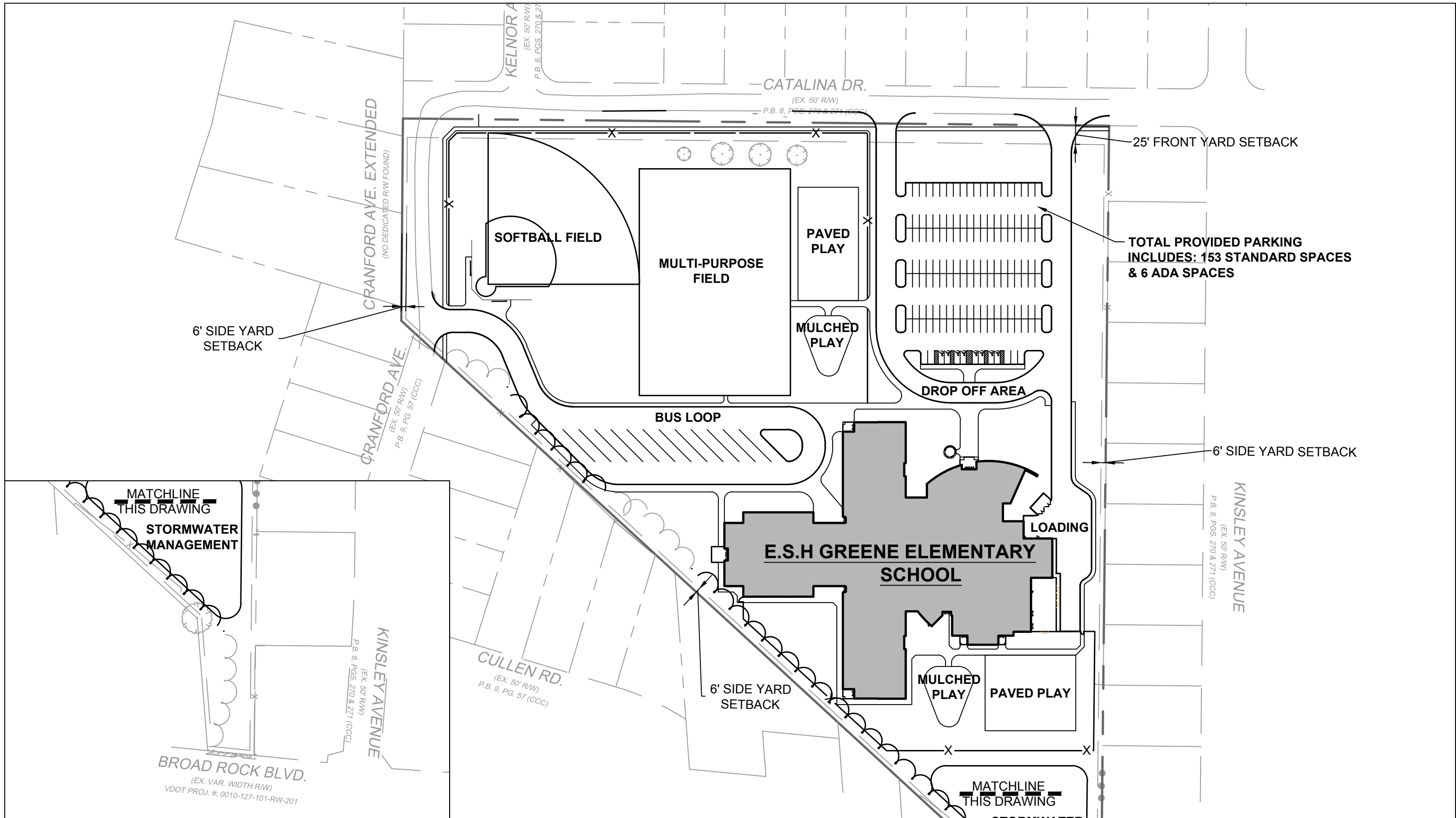
The new ESH Greene Elementary School will be approximately 115,000 SF facility with a capacity for approximately 1,000 students. The building will be construction type IIB and fully sprinklered. It will have CMY bearing walls with brick veneer and a standing seam metal roof.

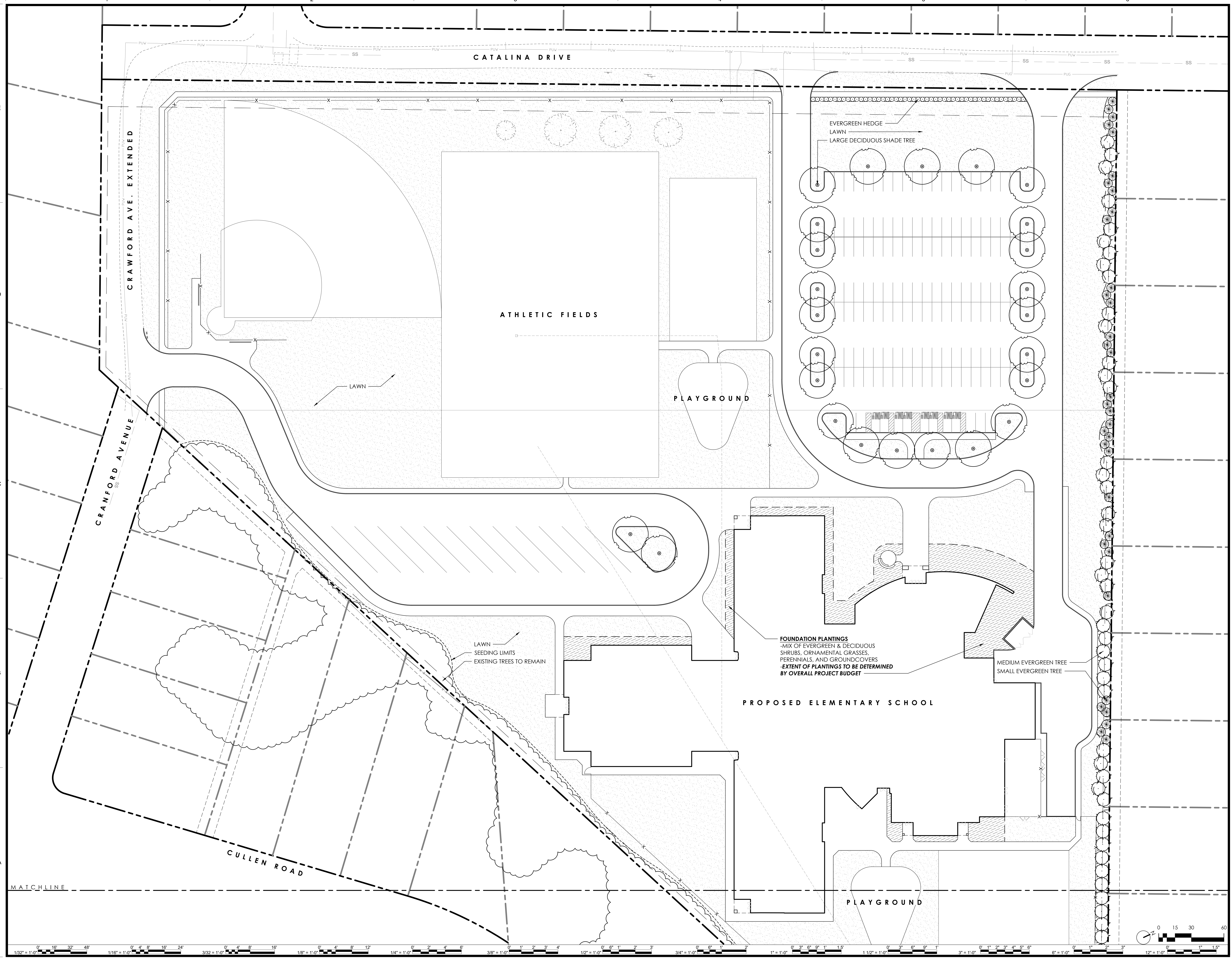
Sustainability is a key component to this project. The project will achieve a minimum LEED Silver Certification.

The site plan will allow for complete separation of car and bus traffic. It will provide parking for staff and visitors as well as a drop-off lane for parents that choose to drive their children to school. There will be playground areas behind the school that will be fenced for safety purposes. There will also be playground and athletic field areas at the front of the site that will be used by the school during the day and by the community after school hours.

Construction is scheduled to begin in the early Spring of 2019. Occupation of the new ESH Greene Elementary School is planned for the Fall of 2020 with the demolition of the existing school planned for Fall of 2020 and potentially into the Spring of 2021.

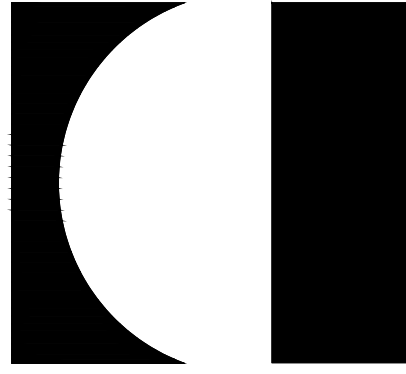
ESH Greene Elementary School is bordered by residential properties. The surrounding streets are Catalina Drive, Cranford Avenue, Kinsley Avenue, and Broad Rock Boulevard. It is located east of the intersection of Hull Street Road and Warwick Road, and northeast of the Broad Rock Sports Complex.





MARK	DATE	BY	DESCRIPTION

DATE	PROJECT	DESIGNED	DRAWN	CHECKED
10-18-18	18219-00	MMP	MMP	MMP



**RRMM ARCHITECTS, PC**  
1317 Executive Blvd, Suite 200  
Chesapeake, Virginia 23320  
(757)622-2828



PROJECT: NEW ELEMENTARY SCHOOL CONSTRUCTION ON CATALINA DRIVE  
RICHMOND PUBLIC SCHOOLS  
1745 CATALINA DRIVE  
RICHMOND, VIRGINIA  
DRAWING: EASTERN PROPERTY PLANTING PLAN  
REG. NO. VA-000000  
VIRGINIA DEPARTMENT OF EDUCATION: 123-188-000-100

SHEET  
**L1.01**

10/25/2018 1:36:15 PM C:\Users\johnstumbo\Documents\18219\00 v18 EPlan\MS - Central\johnstumbo.rvt

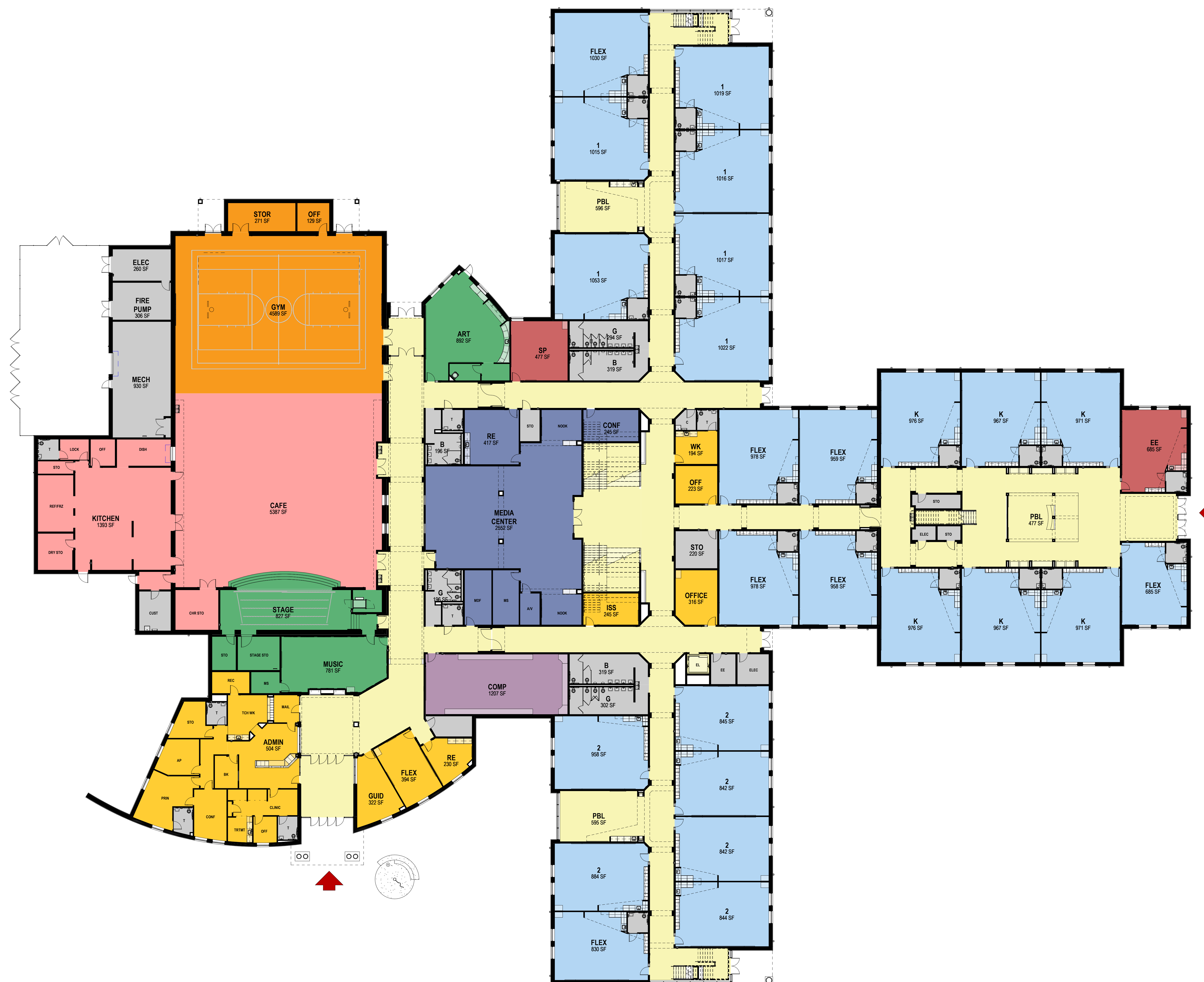






DEPARTMENT

- GENERAL CLASSROOMS
- ADMINISTRATION
- BUILDING SERVICES / RESTROOMS
- EXPLORATORY: CAREER / TECHNICAL EDUCATION
- CIRCULATION
- PHYSICAL EDUCATION / ATHLETICS
- FINE ARTS: AUDITORIUM / MUSIC / ART
- CAFETERIA / KITCHEN
- MEDIA CENTER
- SE/RES



# OVERALL FIRST FLOOR PLAN

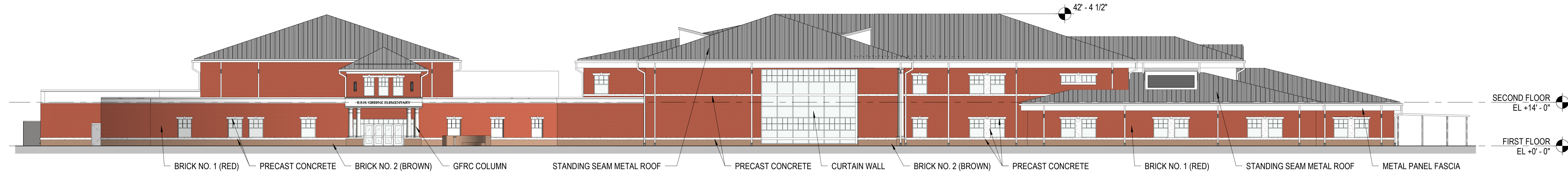
## E.S.H. GREENE ELEMENTARY SCHOOL

- DEPARTMENT
- GENERAL CLASSROOMS
  - ADMINISTRATION
  - BUILDING SERVICES / RESTROOMS
  - CIRCULATION
  - SE/RES

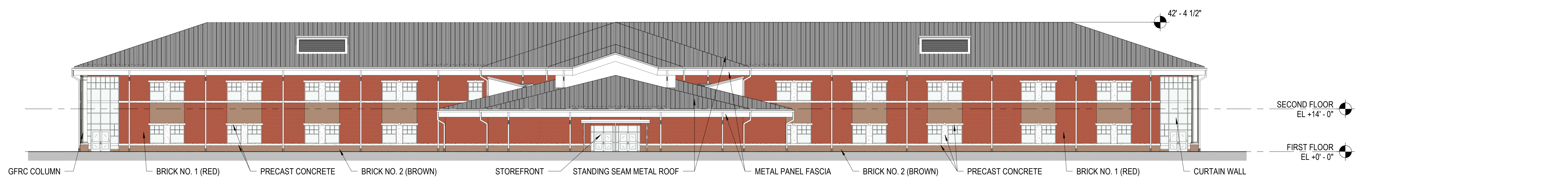


# OVERALL SECOND FLOOR PLAN

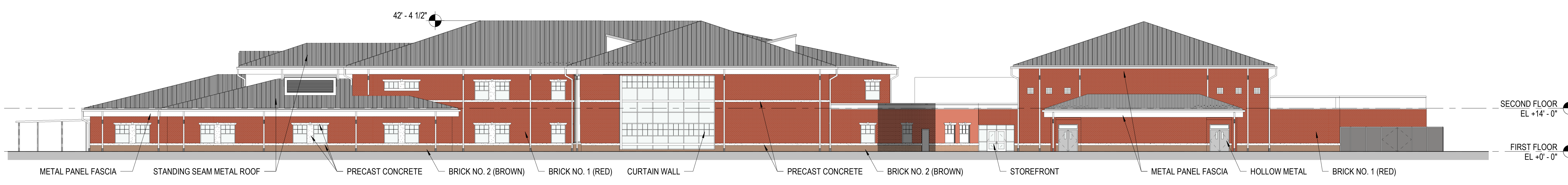
E.S.H. GREENE ELEMENTARY SCHOOL



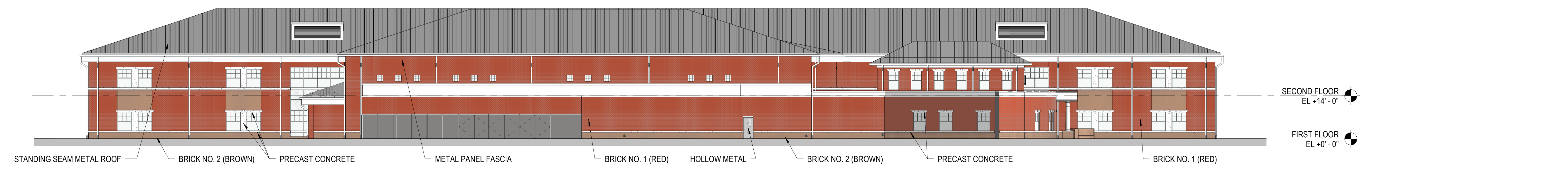
**SOUTH ELEVATION**  
 D1  
 A-206 SCALE: 1/16" = 1'-0"



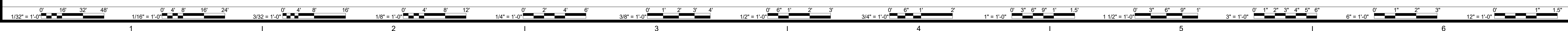
**EAST ELEVATION**  
 B1  
 A-206 SCALE: 1/16" = 1'-0"



**NORTH ELEVATION**  
 1  
 A-206 SCALE: 1/16" = 1'-0"



**WEST ELEVATION**  
 2  
 A-206 SCALE: 1/16" = 1'-0"



MARK	DATE	DESCRIPTION

DATE	PROJECT	DESIGNED	DRAWN	CHECKED
10.22.2018	18218-00	JAH	KDC	JAH/LRS

**RRMM ARCHITECTS, PC**  
 115 South 15<sup>th</sup> Street, Suite 202  
 Richmond, Virginia 23219  
 (804)277-8987

NOT FOR CONSTRUCTION  
 10/22/2018  
 SCHEMATIC

VIRGINIA DEPARTMENT OF EDUCATION # X0656560606  
 EB XXXXX  
 # X0656560606

**E.S.H. GREENE ELEMENTARY SCHOOLS**  
**RICHMOND PUBLIC SCHOOLS**  
 1745 CATALINA DRIVE  
 RICHMOND, VIRGINIA 23224

**OVERALL BUILDING ELEVATIONS**

SHEET  
**A-206**

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Traditional Option 2A