



## 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: \_\_\_\_\_

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

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

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

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

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

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

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.

# Greening Richmond Public Libraries

IMPROVING THE HEALTH OF THE JAMES RIVER BY REDUCING STORMWATER POLLUTION

---

## Belmont Branch

### Project Description

The site is located in the Museum District of Richmond. The property is situated on the corner of Elwood Avenue and South Belmont Street adjacent to a city bus stop. The site features a tiny public terrace along the busy road. There are four crepe myrtles infested with bark scale and a variety of overgrown non-native shrubs scattered over the property. In the rear there is limited parking along the alley and a tangle of utilities. This is the most visited branch of the Richmond Public Libraries.

The design was informed by public questionnaires and the collaborative project management effort of Richmond Public Library staff, RVAH2O, The James River Association, and Four Winds Design. The results of the questionnaire contributed significantly to informing the direction of the design for this project. Library users and residents identified the needs for visual and physical separation from the busy street and more seating.

The purpose of the project is to develop a series of bioretention basins and areas designed to Virginia Department of Environmental Quality standards to infiltrate storm water discharge from a portion of the roof, sidewalks, and terrace; reduce the heat island effect as possible; enhance the existing streetside plaza; add seating; and create opportunities for education about the importance of native plants and managing stormwater runoff. Some impervious area and all non-native species will be removed – while additional impervious paving will be added these surfaces will all now flow into bioretention basins for onsite infiltration such that the net result is a reduction in the stormwater discharge from the property. The project strives to become a model of sustainable site development with educational components accomplished with an interpretive sign, special library programs, and community involvement and support.

This project is funded by a 319H grant from the Virginia Department of Environmental Quality, RVAH2O, the National Fish and Wildlife Service/ Innovative Nutrient and Sediment Reduction grant, the Virginia Department of Urban Forestry, Altria, and is supported by staff hours from The James River Association and RVAH2O with service donations from Four Winds Design.

Construction is scheduled to begin in the late fall of 2025. Most project elements will all be accomplished with independent contractors with JRA and FW functioning as the general contractor. Volunteers will install the plants and mulch while JRA will handle installing the interpretive signs.

### Maintenance Analysis

All maintenance of RPL properties is performed by an independent contractor managed by RPL staff. The seven previously developed library branches have served as maintenance testing grounds. Site-specific manuals for each property have been created and the section for Belmont will be revised to include plant species specific care upon completion of construction. This site will be actively maintained by JRA staff for weeding and supplemental watering and monitored yearly by JRA. Beginning in 2025, Richmond Public Library BMP's have been maintained by Soar365 to great success (portion of the NFWF grant covers this) and we hope to expand this program.

# Greening Richmond Public Libraries

IMPROVING THE HEALTH OF THE JAMES RIVER BY REDUCING STORMWATER POLLUTION

## Belmont Branch Library

3100 Ellwood Avenue, Richmond, 23221

### LEGEND

- GAS METER
- GAS VALVE
- SIGN
- WATER METER
- ADA PARKING
- ELEC. METER
- UTILITY POLE
- CLEAN OUT
- ELEC. PANEL/BOX
- BOLLARD
- STORM DRAIN

- U.G. WATER
- U.G. GAS
- O.H. TELEPHONE
- CONCRETE

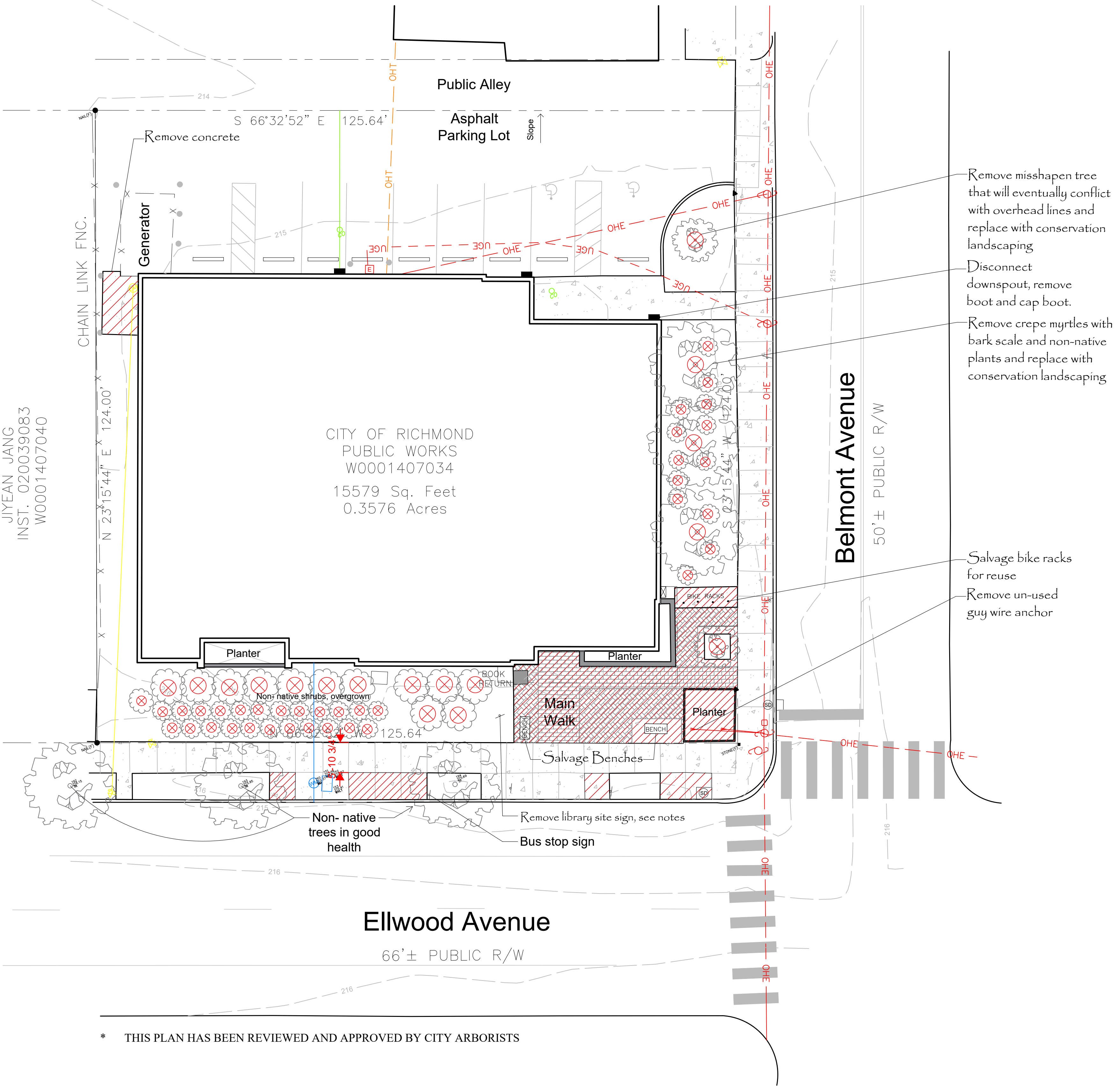
- Downspout locations
- Downspout location, goes below ground
- Main sewer line

Existing Trees & Shrubs To Be Preserved:

Existing Trees To Be Removed:

Pavement To Be Removed:

DATUM:  
HORZ: NAD83  
VERT.: NAVD88





# Greening Richmond Public Libraries

IMPROVING THE HEALTH OF THE JAMES RIVER BY REDUCING STORMWATER POLLUTION

## Belmont Branch Library

3100 Ellwood Avenue, Richmond, 23221

### LEGEND

- GAS METER
- GAS VALVE
- SIGN
- WATER METER
- ADA PARKING
- ELEC. METER
- UTILITY POLE
- CLEAN OUT
- ELEC. PANEL/BOX
- BOLLARD
- STORM DRAIN

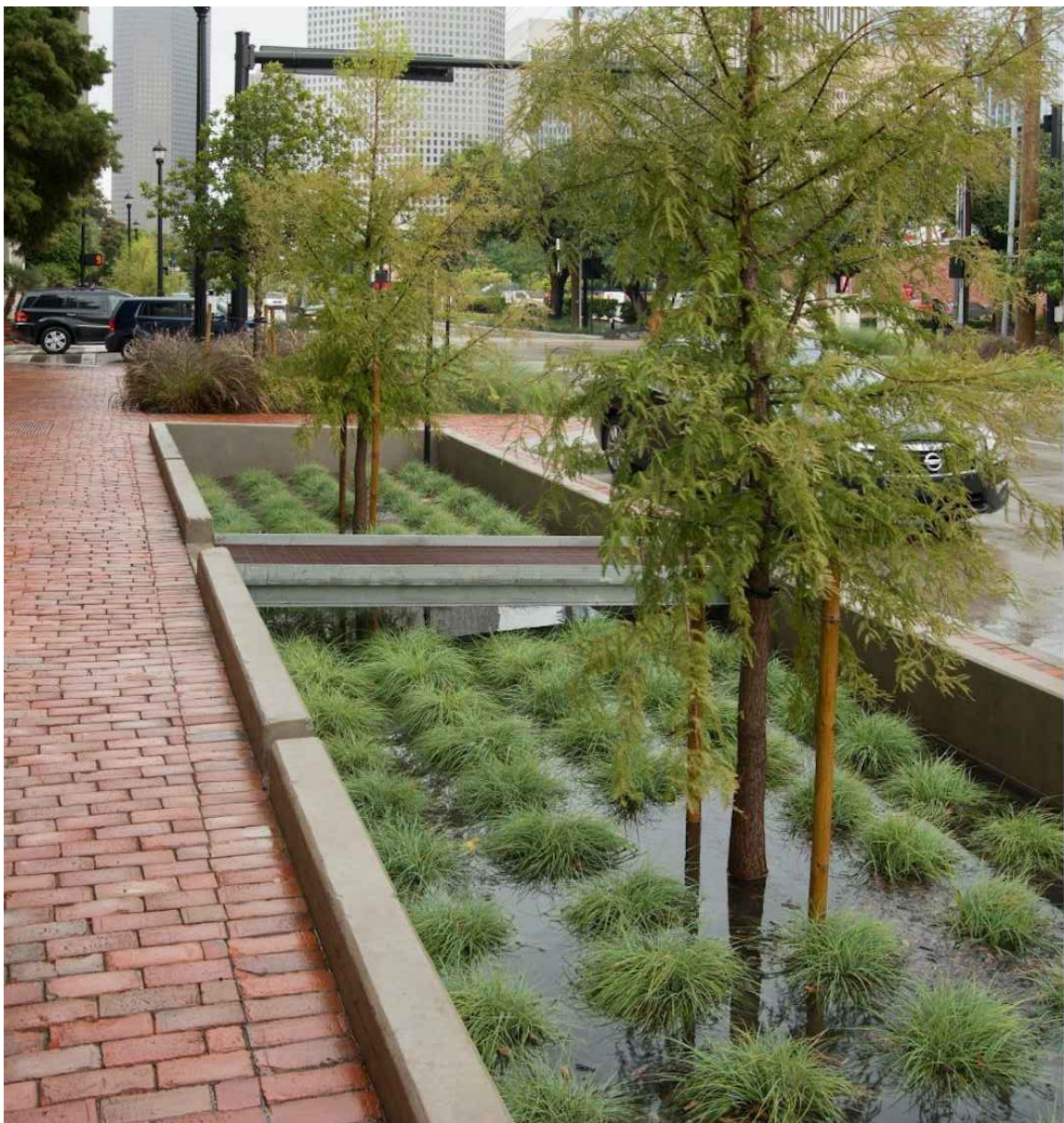
- U.G. WATER
- U.G. GAS
- O.H. TELEPHONE
- CONCRETE

- Downspout locations
- Downspout location, goes below ground
- Unknown 4" PVC pipe with clean out or inspection port
- Main sewer line

Existing Trees & Shrubs To Be Preserved:



Interpretive signs feature descriptions of the stormwater systems in English & Spanish



Concrete walled bioretention basins are set below the grade of the walkways with raised curbing to prevent stepping into the basins.

Botanical Name	Common Name
Aronia melanocarpa	Chokeberry
Asclepias incarnata	Swamp Milkweed
Cephalanthus occidentalis 'Sugar Shack'	Dwarf Buttonbush
Cercis canadensis	Redbud
Cornus sericea 'Artic Fire'	Dwarf Redtwig Dogwood
Clethra alnifolia	Summersweet
Dryopteris x australis	Dixie Wood Fern
Dryopteris intermedia	Fancy Fern
Hydrangea arborescens	Smooth Hydrangea
Ilex vomitoria 'Bordeaux'	Dwarf Yaupon Holly
Iris louisiana	Sweetflag
Itea virginica	Sweetspire
Magnolia virginiana	Sweetbay Magnolia
Panicum virgatum	Switch Grass
Penstemon smallii	Beard Tongue
Polystichum acrostichoides	Christmas Fern
Schizachyrium scoparium	Little Bluestem
Tradescantia virginiana	Spiderwort

