



## Application for Urban Design Committee Review

Department of Planning and Development Review

900 E. Broad Street, Room 510

Richmond, Virginia 23219 | (804) 646-6335

<https://www.rva.gov/planning-development-review/urban-design-committee>



### Application Type (select one)

- Location, Character, & Extent  
 Section 17.05  
 Other:

- Encroachment  
 Design Overlay District

### Review Type (select one)

- Conceptual  
 Final

### Project Information

Project Name: Richmond City Sheriff's Office 60'x60' Storage building

Project Address: 1701 Fairfield Way Richmond, VA 23223

Submission Date:

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

This storage building will be used to house special purpose vehicles to protect them from the weather and enhance the security of their storage.

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

Name: Jeffrey S. Feighner, Major Email: jeffrey.feighner@rva.gov

City Agency: Richmond City Sheriff's Office Phone: (804) 239-8353

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.**

### Application

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. Applications should be emailed to the Urban Design Committee Secretary, Ray Roakes, at [Raymond.roakes@rva.gov](mailto:Raymond.roakes@rva.gov).

### Background

The UDC is an 11 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.



**CITY OF RICHMOND  
OFFICE OF THE SHERIFF  
1701 FAIRFIELD WAY  
RICHMOND, VIRGINIA 23223  
ANTIONETTE V. IRVING, PHD - SHERIFF**



To: Urban Development Committee, City of Richmond, VA

From: Major Jeffrey Feighner

Date: March 25, 2024

Subject: 60'x60' Storage Building Approval Request

The purpose of this 60'x 60' storage building project is to provide a structure to house two 27 foot special purpose trailers, one 40 ft special purpose mobile command center and additional smaller special purpose vehicles that have been appropriated by the Richmond City Sheriff's Office. This proposed building is the most cost-effective option that has been identified for the intended purpose of providing cover from weather conditions to ensure these vehicles remain serviceable and in good condition throughout their service life. The storage building will also provide an increase level of security for these vehicles.

The funding source for this project has been allocated through the Richmond City Sheriff's Office general fund. A purchase order #23000011763 for this project was approved in FY23. A request to roll these funds over to FY24 was completed so funding can be used to complete the project. The PO includes shipping of building materials and installation of the building on our existing asphalt parking lot location that was selected to erect the building. Additional contingency construction costs, should they surface during the construction phase will be paid for with Richmond City Sheriff's Office general funds.

On Tuesday March 19<sup>th</sup> Sheriff Irving met with Councilperson Robertson, who represents the 6<sup>th</sup> district. The Sheriff informed Councilperson Robertson about our intentions of placing the building in this location on city property. Sheriff informed that the building is being constructed to house newly purchased city assets to ensure that they remain safe and are properly secured to prevent damage and vandalism. Councilperson Robertson acknowledged our intent to place the building at this location but did not have any further comment on the matter.

The following attachments are included in this packet to provide further clarification concerning the scope of the project:

- A. Building Elevation and exterior colors
- B. 60x60 building specific plans for 1701 Fairfield Way
- C. Structural Design Standard Package Enclosed Building from Carport Central
- D. Detailed view of building footprint
- E. Expanded view of building footprint that includes landscape plan to soften northern facing wall.
- F. Cut sheet of Shamrock Inkberry Holly to be used in landscaping design
- G. Cut Sheet of low scape mound Black Chokeberry