

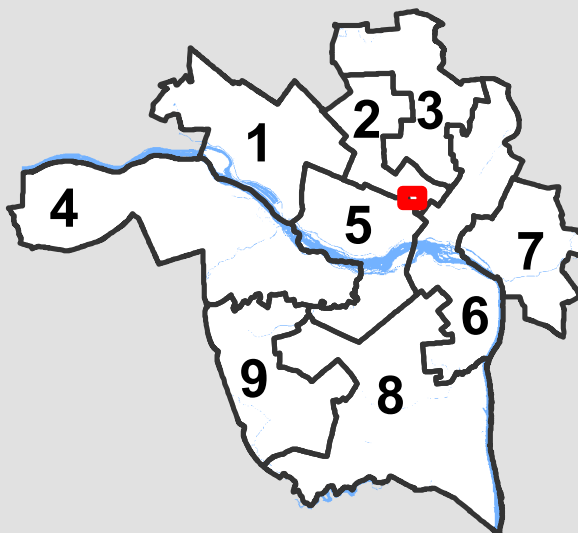
City of Richmond Department of Planning & Development Review

Location, Character, and Extent

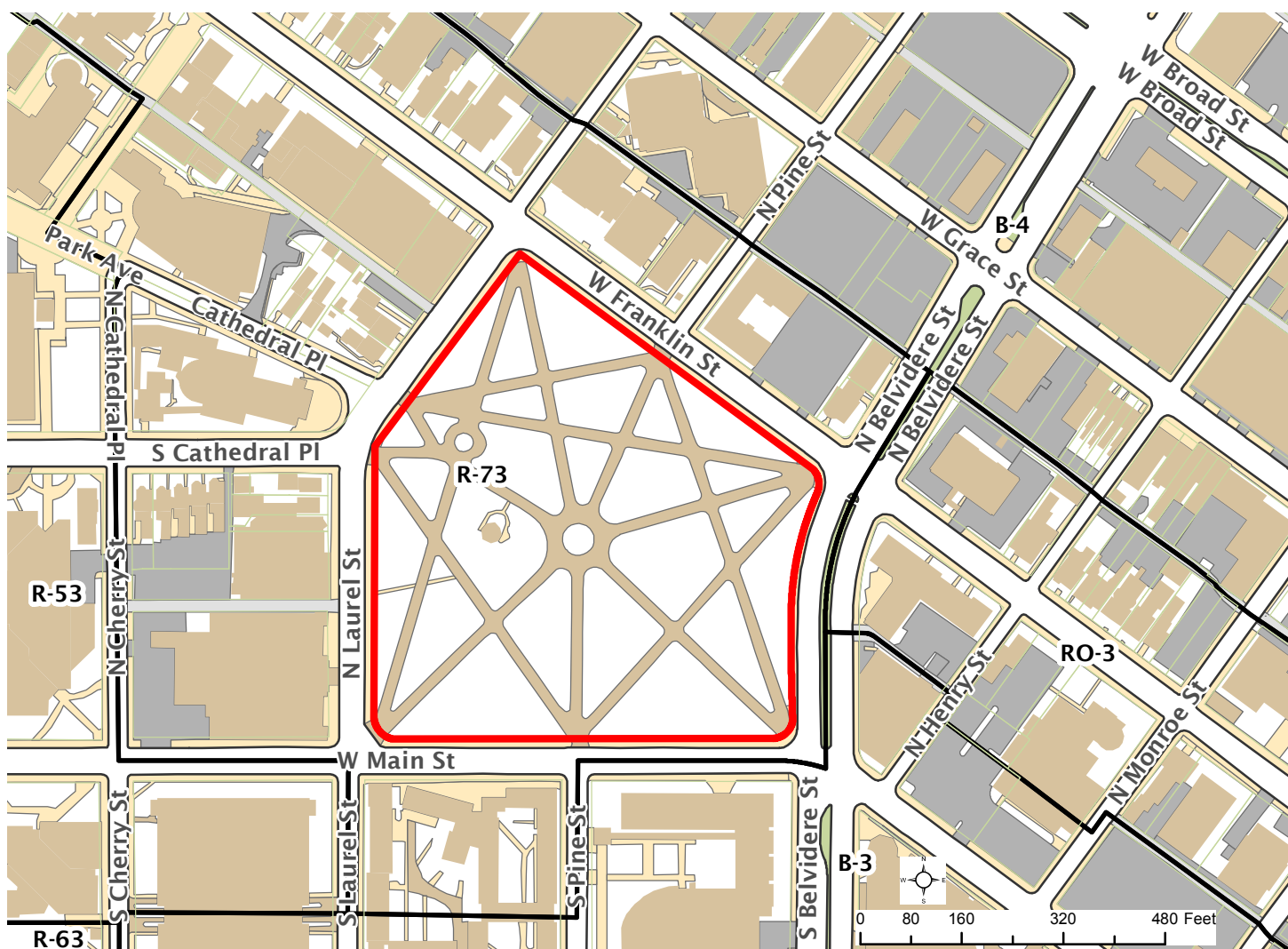
LOCATION: 719 W. Franklin St.

COUNCIL DISTRICT: 2

PROPOSAL: The application is for the final location, character, and extent review of modifications to the Monroe Park renovations.



For questions, please contact Josh Son
at 646-3741 or 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 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. 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 2017

UDC Meetings	UDC Submission Deadlines	Anticipated Date of Planning Commission Following the UDC Meeting
December 8, 2016	November 12, 2015*	January 3, 2017
January 5, 2017	December 8, 2016**	January 17, 2017 ¹
February 9, 2017	January 19, 2017	February 21, 2017 ²
March 9, 2017	February 16, 2017	March 20, 2017
April 6, 2017	March 16, 2017	April 17, 2017
May 4, 2017	April 13, 2017	May 15, 2017
June 8, 2017	May 18, 2017	June 19, 2017
July 6, 2017	June 15, 2017	July 17, 2017
August 10, 2017	July 20, 2017	August 21, 2017 ³
September 7, 2017	August 17, 2017	September 18, 2017
October 5, 2017	September 14, 2017	October 16, 2017
November 9, 2017	October 19, 2017	November 20, 2017
December 7, 2017	November 9, 2017*	December 18, 2017 ⁴

¹ Monday, January 16th is a City of Richmond Holiday

² Monday, February 20th is a City of Richmond Holiday

³ This August CPC Meeting may be canceled. If so, Planning Commission hearing would be Tuesday, September 5th.

⁴ This December CPC Meeting may be canceled. If so, Planning Commission hearing would be Tuesday, January 2, 2018.

* Moved forward to account for Veteran's Day/Thanksgiving Holiday Schedule

** 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 5th 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

URBAN DESIGN COMMITTEE PRESENTATION

MONROE PARK RENOVATION UPDATES

RICHMOND, VIRGINIA



AUGUST 2018

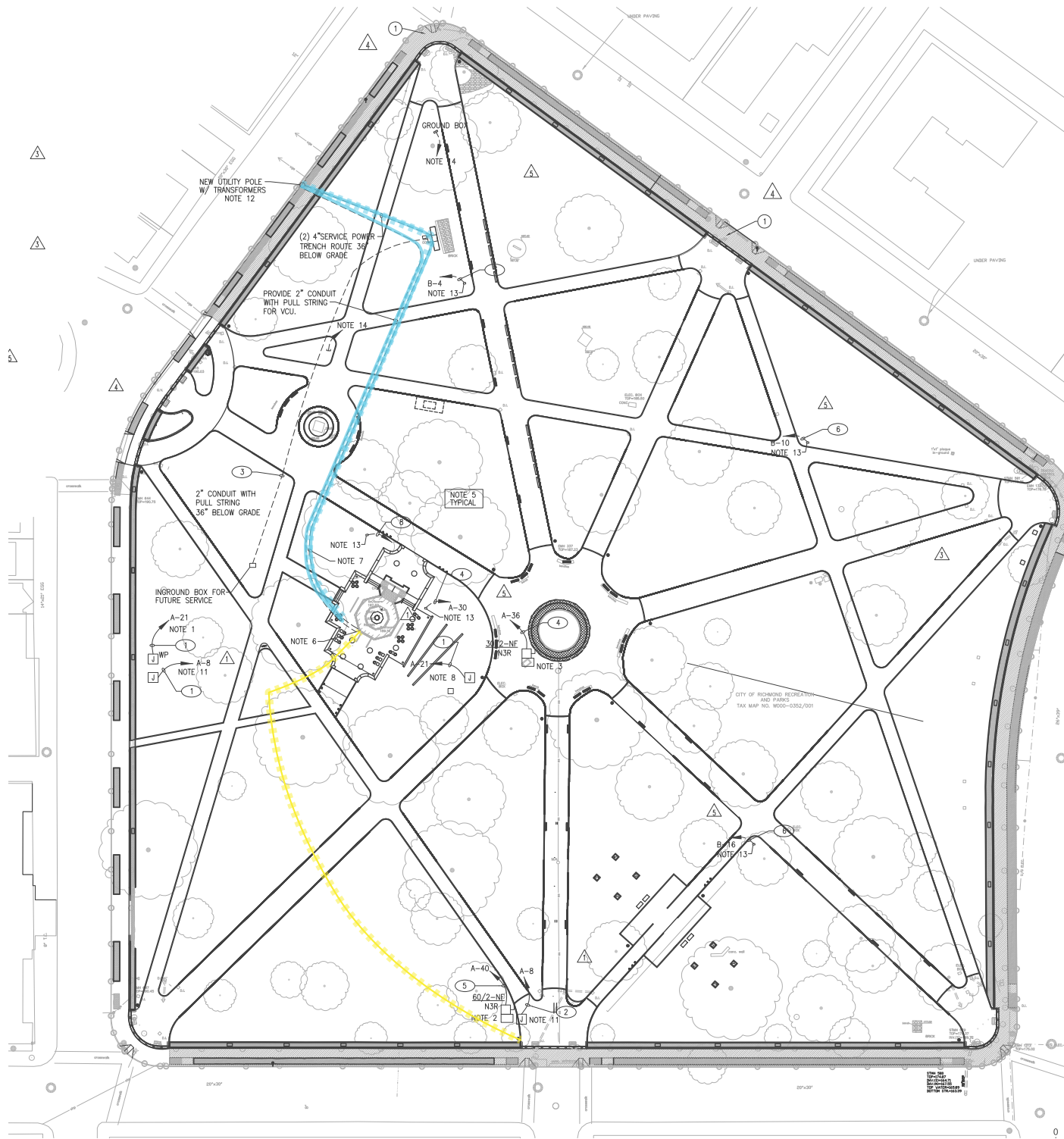
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WORLD WAR II MEMORIAL PLANTING







PROJECT NARRATIVE

This submittal is a part of the ongoing renovation and restoration of Monroe Park by the City of Richmond and the Monroe Park Conservancy. The park is scheduled to be reopened in August of 2018. The permanent power supply for the site has been field located behind the existing World War II Memorial in the park due to various project constraints. This submittal contains a planting plan designed to screen the electrical structure and to add plantings to the World War II Memorial that were included in its original Charles Gillette design. Below is a timeline of the process leading to the selection of this location.

TIMELINE OF PERMANENT POWER RELOCATION

- FEBRUARY 2017** Project team met on site and determined Main and Pine to be the location for the permanent power entrance to the park.
- Dominion informed the project team that the location wouldn't work. WM Jordan had built the dorm at Main and Pine two feet into the right of way.
- MAY 2017** Project team met Dominion on site and were told we had to relocate the power pole to Laurel Street. Dominion stated they wouldn't put it under ground and it couldn't go in the sidewalk. It also had to be opposite the street from the existing power pole in the alley across Laurel. The only place that left was just inside the park, set in from the bioretention basin. This conflicted with a large existing Magnolia.
- Project team convinced Dominion to put the power pole in the sidewalk to avoid impacting the Magnolia tree. A transformer would be located on the pole.
- It was determined that the enlarged size of the power equipment would not work in the Checkers House due to Dominion regulations. Additionally, the equipment was required to be located as close as possible to the power pole. The project team came to the conclusion that the back side of the War Memorial was the feasible solution. Screening on one side would conceal the equipment from the park and minimize impact of the equipment to the overall layout.
- JUNE 2017** Electrical drawings were revised showing the new 800amp service, to include a meter bank and CT cabinet, behind the WWII memorial:
- Providing a 400Amp electrical panel for the Checkers Building.
 - Providing a 150Amp electrical panel for the Monroe Park lighting and pole receptacles.
 - Providing a future power conduit to be located on the east side of the park from the new power service location.

LEGEND

-  ORIGINAL SERVICE FEED
-  FINAL SERVICE FEED



3NORTH

MONROE PARK - POWER EQUIPMENT RELOCATION
AUGUST 2018

MONROE PARK
CONSERVANCY



VIEW FROM LAUREL STREET PARK ENTRANCE AREA



NORTH VIEW OF MEMORIAL



SIDE VIEW OF MEMORIAL



EAGLE VIEW



SOUTH EAST VIEW OF MEMORIAL



1944 - CONSIDERATION OF 6
BOXWOOD SHRUBS MADE BY
THE LANDSCAPE GARDENERS TO
GILLETTE.

1944- CHARLES GILLETTE'S
DESIGN PROPOSAL ACCEPTANCE
BY THE AMERICAN LEGION
CORRESPONDENCE.

Members
Am. Assn. Nurserymen

DIAL PHONE 4-4571

Members
Va. Assn. Nurserymen

Williams & Harvey Nursery
LANDSCAPE GARDENERS
Specializing in Fine Old Boxwood and Big Shade Trees
3504 West Cary Street

Richmond, Va. Oct. 11, 1944.

Mr. Charles F. Gillette,
105 E. Cary Street,
Richmond, Va.


Dear Sir:-

Relative to the proposed planting of boxwood around the American Legion memorial in Monroe Park, we beg to advise that we can furnish and plant six (6) arborescence boxwood 4 ft. high by 4 ft. wide, three at each end of the memorial at \$25.00 each, total \$150.00. Or we can furnish plants 5 ft. high at \$35.00 each, total \$210.00.

Yours very truly,

WILLIAMS & HARVEY NURSERY,
By *J. C. Williams*

Amer Legion



RICHMOND POST No. 1
THE AMERICAN LEGION
324 NORTH HARRISON STREET
RICHMOND, VA.

April 25, 1944.

Mr. Charles F. Gillette,
Richmond, Va.

Dear Mr. Gillette:

This will confirm our recent conversation concerning the World War #1 Memorial which we are going to erect in Monroe Park, in which you very kindly consented to supervise the design and general plan. Our Executive Committee unanimously agreed that the design and materials suggested by you would be much more distinctive and satisfactory than the one we were originally working on.

I have written Mr. Gamble Bowers about the change and that you would supervise the Memorial for us, and were having a design drafted to submit to him for approval, as required. I am sure he will be well pleased with this arrangement.

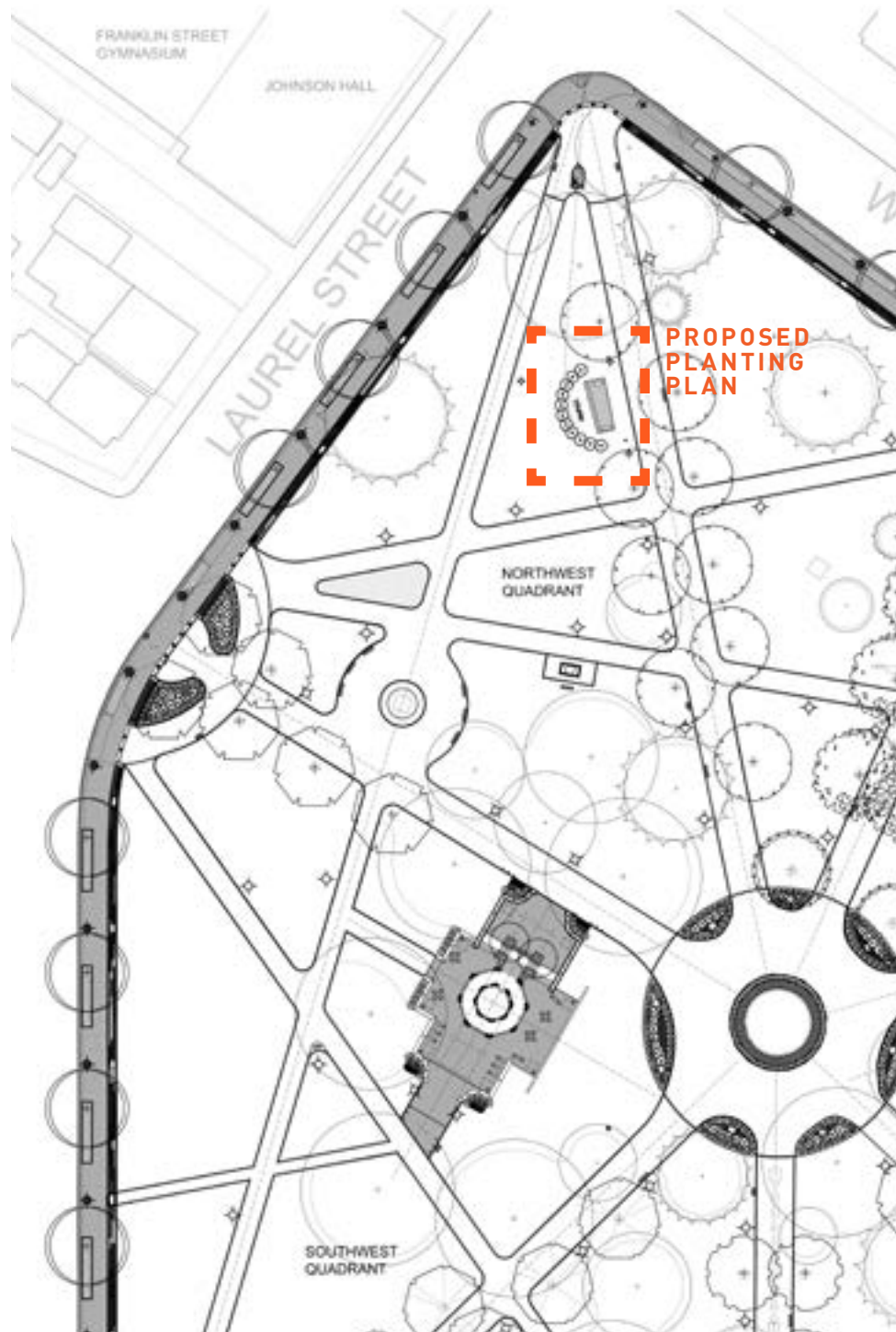
The Richmond Red Cross have a list of names of Richmond men who have died in the service which they will give us after they have checked it with the News Leader list, and they will give us the additional names in the future every month. These are the only two lists in the City apparently. The News Leader list is a card index which cannot be removed from their office. It has about 165 names now.

If you will let me know the next step for us to take I will appreciate it. We have had numerous delays and are naturally anxious to get going. You can reach me at the O.C.D. 800 1/2 E. Main St. phone 74541, or my home at night, 4-4128.

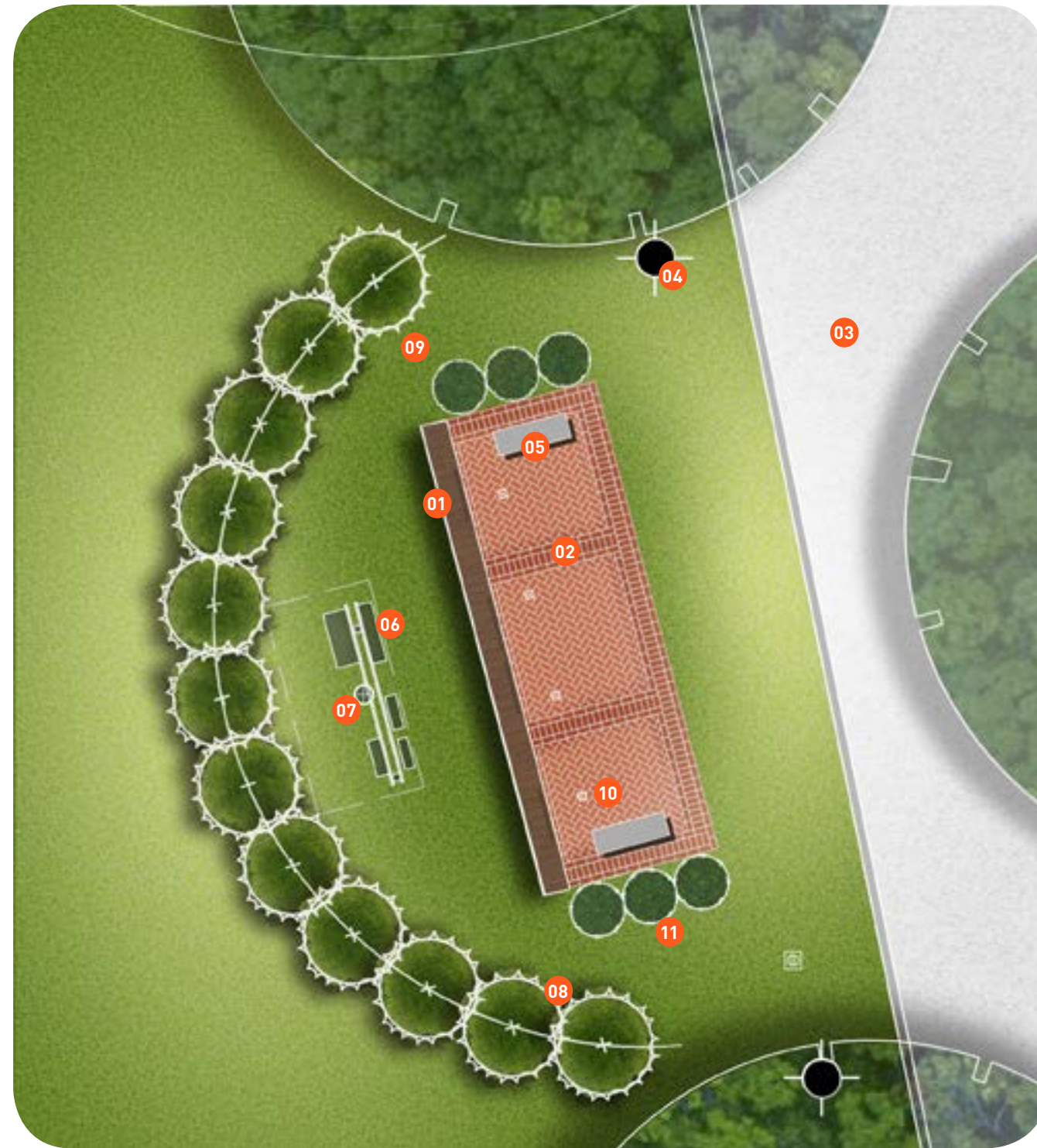
Assuring you of our appreciation of your interest, I am,

Very truly yours,
Paul S. Bowers
Commander.





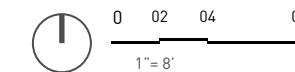
NORTHWEST QUADRANT KEY PLAN



PLANTING KEY

- 01 EXTG. WWII MEMORIAL WALL
- 02 EXTG. BRICK PLAZA
- 03 EXTG. PATHWAY
- 04 EXTG. LIGHT POST (TYPICAL)
- 05 EXTG. STONE BENCH
- 06 ELECTRICAL PANEL STRUCTURE TO BE PAINTED DARK GREEN-BLACK, REQUIRED DOMINION CLEARANCE SHOWN IN DASHED LINE
- 07 MOTION SENSOR LIGHT TO BE ATTACHED TO ELECTRICAL PANEL STRUCTURE
- 08 [12] 'KAY PARRIS' MAGNOLIA TREES - SPACED AT 5' O.C. INSTALLATION SIZE: HEIGHT - 10'-12' WIDTH - 4'-5' FULL MATCHING SPECIMENS CLEAR TRUNK TO 18" FOR VISIBILITY BENEATH
- 09 MAINTAIN 3' WIDE ACCESS
- 10 [4] UPLIGHTS ON MEMORIAL WALL
- 11 [6] 'GREEN BEAUTY' BOXWOODS HEIGHT - 3' WIDTH - 3' AS PER ORIGINAL DESIGN INTENTION 1944

NOTE: TO ENSURE THIS AREA CAN BE MONITORED FOR SAFETY THERE IS A PROPOSED MOTION SENSOR LIGHT TO BE MOUNTED ON THE ELECTRICAL PANEL STRUCTURE. ALSO, THE MAGNOLIA TREES WILL HAVE 18" OF CLEARANCE BELOW TO PROVIDE VISIBILITY UNDERNEATH.





PLAZA PLANTINGS (FROM HISTORIC PALETTE) - (6) BOXWOOD 'GREEN BEAUTY'

SCREENING PLANTINGS - (12) MAGNOLIA GRANDIFLORA 'KAY PARRIS'



SECURITY LIGHT

Hubbel Outdoor Lighting
Model: LNC3-2L4K-105-7PR

LNC3 Medium Litepak Wallpack, LED, Number of LEDs:
2, 4000 K, 70 CRI, 7,721 lm, IES Type IV, Control: 7 Pin
Photocell Receptacle, 1,050 mA, 87.4 W, 120 to 277 VAC,
Dark Bronze

(2) OF THESE LIGHTS TO BE MOUNTED BACK TO BACK
ON THE TOP CENTER OF THE PERMANENT POWER
UTILITY STRUCTURE.

EQUIPMENT PAINT COLOR

SHERWIN-WILLIAMS
OLYMPIC RANGE
SW 7750







3NORTH

MONROE PARK - VIEW FROM FRANKLIN
AUGUST 2018

MONROE PARK
CONSERVANCY



3NORTH

MONROE PARK - BIRD'S-EYE VIEW
AUGUST 2018

MONROE PARK
CONSERVANCY



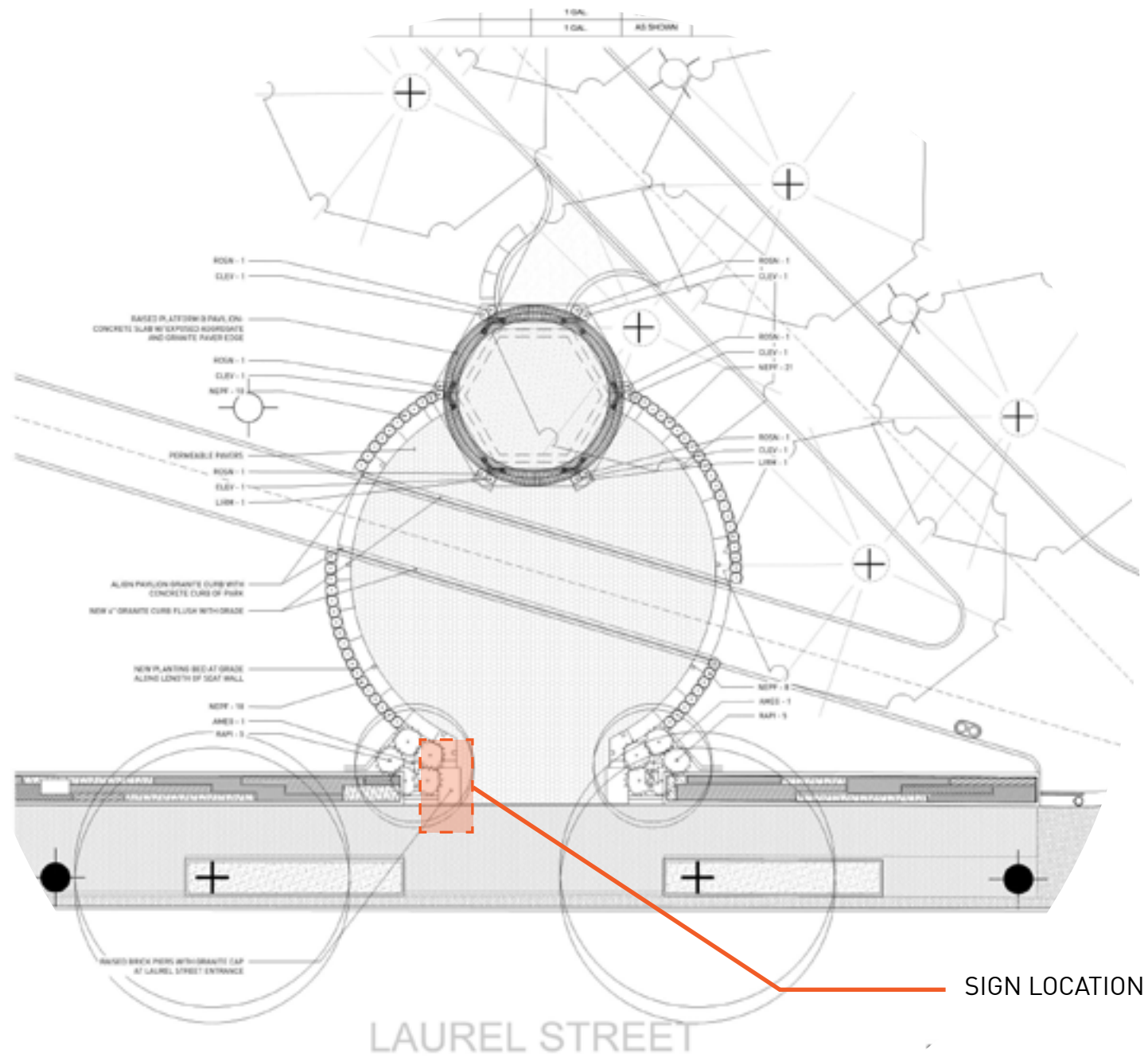
PAVILION SIGNAGE



3NORTH

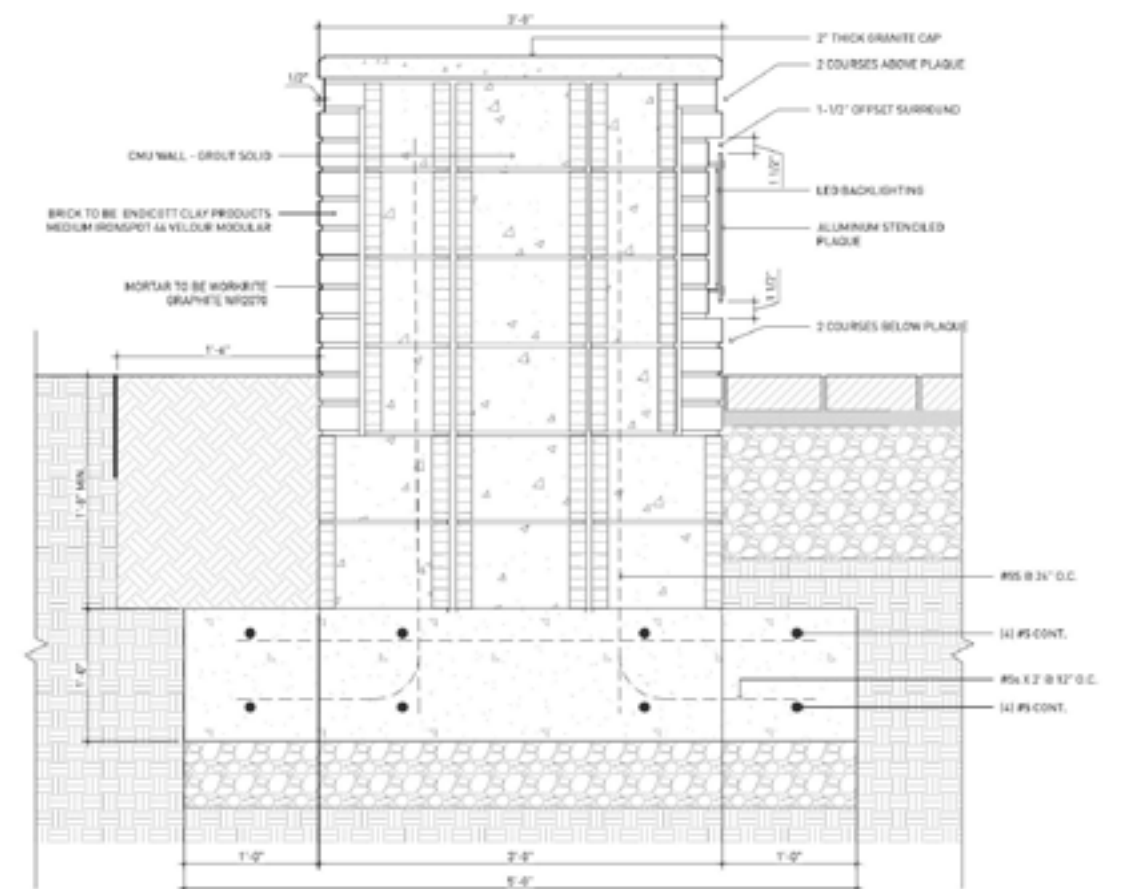
MONROE PARK

MONROE PARK
CONSERVANCY



BRICK TYPE SPECIFICATION
 MEDIUM IRON SPOT 46
 VELOUR MODULAR
 ENDICOTT CLAY PRODUCTS
 ENDICOTT.COM

BACKLIT
 ALUMINUM STENCILED PLAQUE



3NORTH

MONROE PARK - PAVILION SIGNAGE
 AUGUST 2018

MONROE PARK
 CONSERVANCY

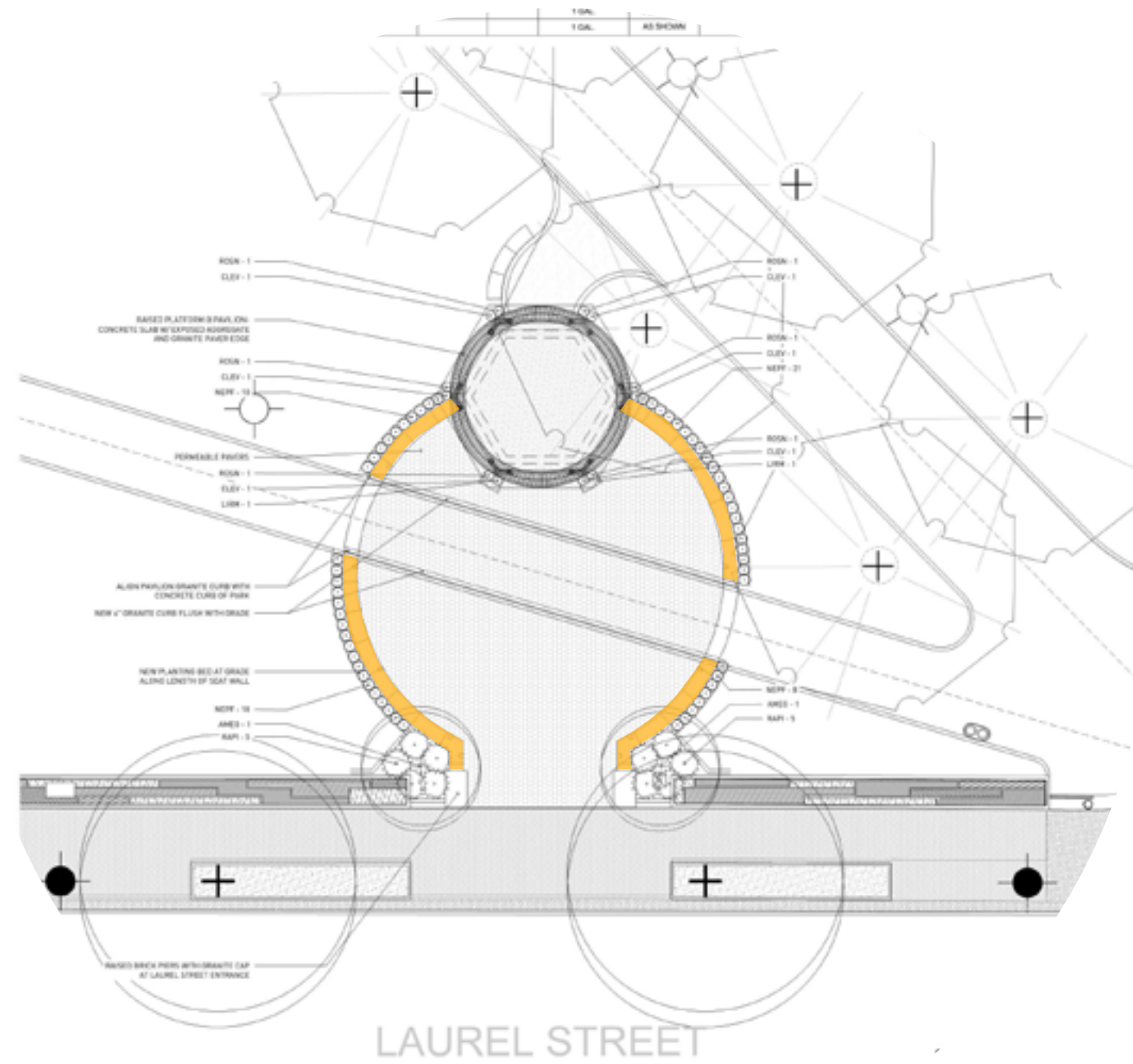
PAVILION PLAZA PHASING



3NORTH

MONROE PARK

MONROE PARK
CONSERVANCY



3NORTH

MONROE PARK - PHASE II WORK

MONROE PARK
CONSERVANCY



3NORTH

MONROE PARK - PAVILLION VIEW
AUGUST 2018

MONROE PARK
CONSERVANCY