



## 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 ☐ Encroachment  
☐ Section 17.05 ☐ Design Overlay District  
☐ Other:

### Review Type (select one)

- ☐ Conceptual  
☒ Final

### Project Information

Submission Date: 12/19/2024

Project Name: Westover Park Phase 1 Improvements

Project Address: 1301 Jahnke Rd, Richmond, VA 23225

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

Lying just south of the James River, Westover Park is located in the Westover Hills neighborhood behind Westover Hills Elementary School. To its north and east the park is flanked by a combination of mixed-use facilities and standalone storefronts, and to its south lies single family housing. The Westover Park project seeks to enhance existing features in the park and improve access to recreational resources. Through on-site meetings and a virtual meeting, the community has had the opportunity to engage in the planning and design process. The Westover Hills Community Center and associated outdoor recreation space have the potential to become a civic common for its surrounding communities creating spaces for all. The park improvements is managed by the City of Richmond Parks, Recreation and Community Facilities in partnership with design firms. The implementation of the master plan will be a phased approach beginning with Phase 1 improvements in 2025.

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

Name: Ryan Rinn

Email: [Ryan.Rinn@rva.gov](mailto:Ryan.Rinn@rva.gov)

City Agency: Parks, Recreation, and Community Facilities

Phone: (804) 646-4347

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.

last revised 01/04/2024

# Westover Park

## Phase 1 Improvements

**Final Design: Urban Design Committee**

Submitted on: December 19, 2024

UDC Meeting: January 16, 2024

### **Project Purpose:**

The Westover Park project will enhance existing park features and improve access to recreational resources. Through on-site meetings and a virtual meeting, the community has had the opportunity to engage in the planning and design process. Westover Park has the potential to become a civic common with many amenities for its surrounding communities. The implementation of the master plan will be a phased approach.

The Phase 1 development will:

- Create a continuous walking loop that connects all existing and proposed amenities
- Introduce a pedestrian promenade and plaza along the northern property line and maintaining existing mature trees; the promenade will serve as a civic common connecting the park to the adjacent mixed-use development
- Installing new landscaping and site furnishings
- Provide a new stormwater management system including bioretention areas and underground detention to alleviate persistent flooding
- Remove northwest baseball field and replace with multi-purpose field; increase southeast baseball field from a youth field, measuring 60 ft. between bases, to a Junior/Senior field, measuring 90 ft. between bases

*Note: All activities on RPS property will be coordinated with RPS administration and school officials and will not proceed until explicit permission has been granted.*

**Project Context:**

Lying just south of the James River, Westover Park is located in the Westover Hills neighborhood behind Westover Hills Elementary School. To its north and east the park is flanked by a combination of mixed-use facilities and standalone storefronts, and to its south lies single family housing. Access is limited to entering through the school parking lot to the west, mixed-use parking lot to the north, or between the tennis courts to the east (this entrance is currently primarily used by maintenance and utility workers). Pedestrians can enter through several gates along the perimeter fence line.

Current recreational facilities comprise of two baseball fields, one football/soccer field, seven tennis courts (three hard, four soft), four pickleball courts, one handball court, and a small seating area under tree cover along the northern edge. The northeast corner of the field area currently experiences poor drainage and persistent standing water after storms. Per a recently approved subdivision plat between PRCF and Richmond Public Schools (RPS), the two basketball courts, playground, and staff parking area are located on RPS property. All improvements on RPS property will be coordinated with the proper RPS representatives before installation.

**Community-Driven Design:**

In 2021 the original master plan effort was led by Storefront for Community Design, a nonprofit design center in Richmond, and involved the nearby community, the City of Richmond Parks, Recreation, and Community Facilities, and local sporting organizations, including pickleball and tennis groups, to help prioritize park amenities. This effort included on-site meetings and a virtual community engagement meeting to listen to the needs of the community.

The original master plan was revised by Timmons Group based on existing site conditions and a phasing plan that was not initially considered by Storefront for Community Design. All amenities in the original master plan have been maintained and are included in the revised plan. The revised master plan was reviewed by the Urban Design Committee, on November 7, 2024, and approved by the City of Richmond Planning Commission, on November 19, 2024.

**Site Concerns:**

The major concern from the community is availability and enhancement of existing sports facilities. Existing sport courts are in disrepair with damage to the court surfacing and fencing. Access to these facilities is also difficult, as there is no central trail or sidewalk to connect the amenities, leaving visitors to walk through the grass fields. During and after storm events these fields become heavily flooded or muddy due to the lack of necessary drainage systems.

Parking has also become a major concern for park users, the school, and the adjacent developments. There is limited parking available for teachers in the elementary school parking lot, leaving many teachers to park in the grass, often directly in the root zone of mature trees. The adjacent developments have also indicated that they are having issues with park guests parking in their residential lots and taking up spaces intended for their retail patrons. Additional parking will be included in future phases.

**Project Budget and Funding Sources:**

The Phase 1 improvements are anticipated to be funded through the PRCF CIP funds. Additional funding for future phases is anticipated through a combination of CIP funds and local, state, and/or federal grant opportunities that are currently being considered.

**Construction Timeline:**

After approval of the Phase 1 improvements, the project team will move forward with the final construction documentation. Construction is anticipated to begin in summer of 2025 with a 4-6-month construction timeline anticipated. A more detailed breakdown of the proposed design and permitting schedule is on the following page.



<b>Task/Process</b>	<b>Target Completion Date</b>
Community Engagement and Conceptual Design (SFCD Master Plan)	January – August 2021
Survey, Environmental, and Utility Location	December 2023 – January 2024
Schematic Design and Design Development	January – February 2024
RPS and PRCF Subdivision Plat Coordination	April 2024 – July 2024
Urban Design Committee Concept Review Meeting	November 7, 2024
Urban Design Committee Final Review Meeting; Phase 1 Improvements	January 16, 2025
Construction Documents and Permit Drawings for Phase 1 Design	November 2024 – April 2025
Permitting; Procurement, Bidding, Contractor Award	April – June 2025
Construction	Summer 2025



# Westover Park Phase 1 Improvements

Urban Design Committee Final Review  
January 16, 2025

Project for:



DEPARTMENT OF  
**PARKS, RECREATION  
AND COMMUNITY  
FACILITIES**

Project by:





# Table of Contents

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<b>1</b>	<b>Existing Conditions .....</b>	<b>03</b>
<b>2</b>	<b>Westover Park Phase 1 Plan.....</b>	<b>06</b>
<b>3</b>	<b>Site Character .....</b>	<b>11</b>
<b>4</b>	<b>Project Schedule .....</b>	<b>14</b>

# **1 Existing Conditions**

- Site Photos



# Site Photos





# Site Photos





## **2 Westover Park Phase 1 Plan**

- **Phase 1 Plan**
- **Phase 1 Landscape Plan**
- **Phase 1 Landscape Plan: Promenade**
- **Phase 1 Maintenance Plan**



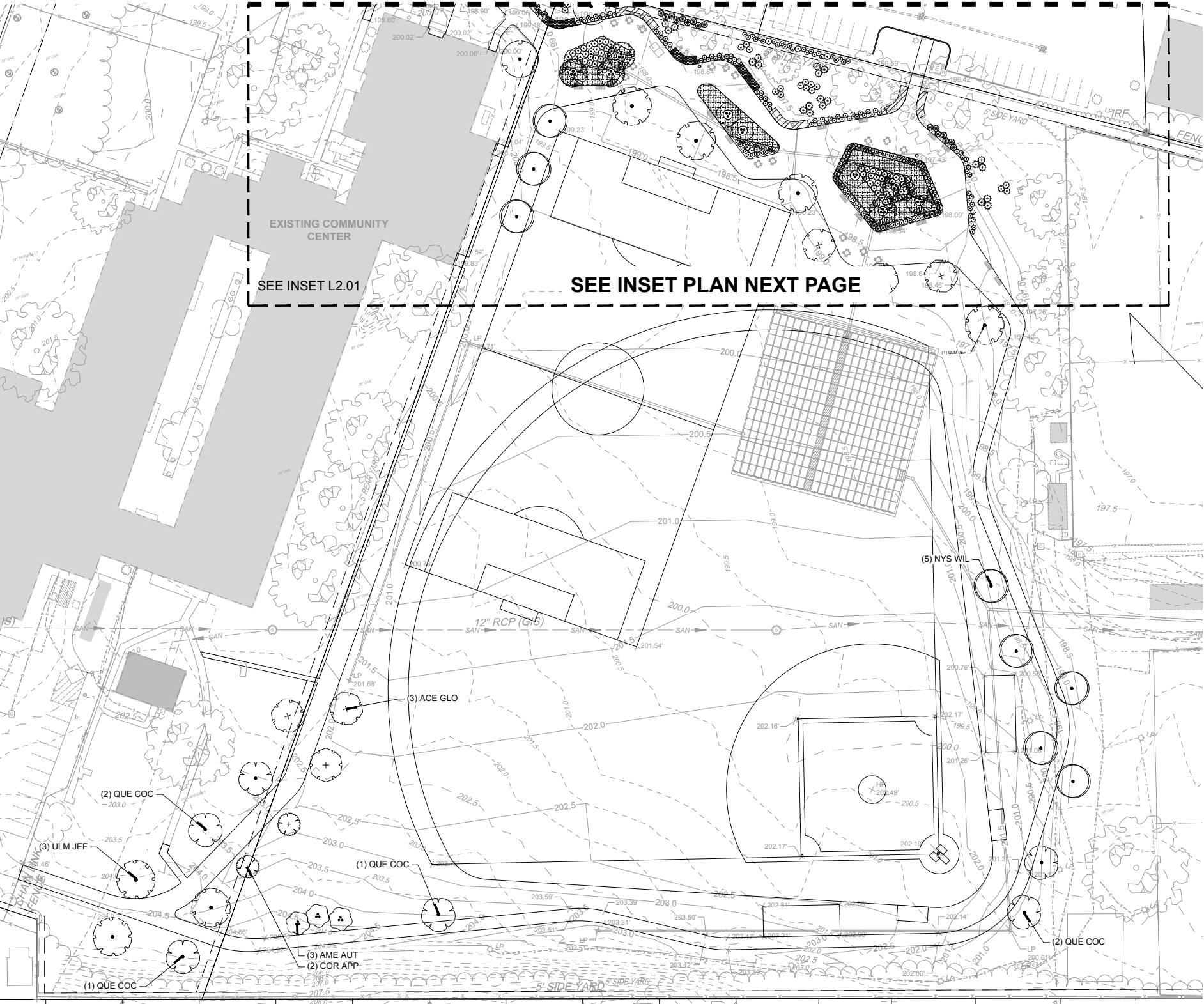
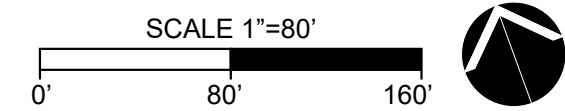
# Phase 1 Plan

- 1 Entrance at Commercial Area
- 2 Entrance at Parking Area
- 3 Existing Playground
- 4 Existing Basketball Courts
- 5 Community Center Access
- 6 Pedestrian Promenade
  - Permeable Paving
  - Site Furnishings
  - Existing Shade Trees
  - Proposed Landscape
- 7 Bioretention Planting at Plaza
- 8 Existing Pickleball Courts
- 9 Existing Tennis Courts
- 10 Existing Utility Tower
- 11 Existing Handball Court
- 12 Baseball Field (sized for 16 yr. olds)
  - Bleachers & Dugouts
  - Reuse Existing Lights
- 13 Multi-Purpose Field (53 x 100 yards)
- 14 Pedestrian Multi-use Trail
- 15 Pedestrian/Vechicular Multi-use Trail
- 16 Existing Parking at School
- 17 Westover Hills Elementary School and Community Center
- 18 Commercial | Mixed-Use Development





# Phase 1 Landscape Plan



PLANT SCHEDULE	
CODE	BOTANICAL NAME
CANOPY TREES	
ACE GLO	ACER RUBRUM 'OCTOBER GLORY'™ TM
BET DUR	BETULA NIGRA 'DURAHEAT'
NYS WIL	NYSSA SYLVATICA 'WILDFIRE'
QUE COC	QUERCUS COCCINEA
QUE PHE	QUERCUS PHELLOS
ULM JEF	ULMUS AMERICANA 'JEFFERSON'
UNDERSTORY TREES	
AME AUT	AMELANCHIER X GRANDIFLORA 'AUTUMN BRILLIANCE'
COR APP	CORNUS FLORIDA 'APPALACHIAN SPRING'
DECIDUOUS SHRUBS	
ARO LSC	ARONIA MELANOCARPA 'UCCONNAM165'
CEP SUS	CEPHALANTHUS OCCIDENTALIS 'SMCOSS'
CLE HUM	CLETHRA ALNIFOLIA 'HUMMINGBIRD'
CLE RUB	CLETHRA ALNIFOLIA 'RUBY SPICE'
HYD LIT	HYDRANGEA PANICULATA 'LITTLE LIME'
ILE JIM	ILEX VERTICILLATA 'JIM DANDY'
ILE RED	ILEX VERTICILLATA 'RED SPRITE'
ITE LIT	ITEA VIRGINICA 'LITTLE HENRY'
EVERGREEN SHRUBS	
ABE ROS	ABELIA X GRANDIFLORA 'ROSE CREEK'
ILE DEN	ILEX GLABRA 'DENSEA'
MYR CER	MYRICA CERIFERA
MYR DON	MYRICA CERIFERA 'DON'S DWARF'
ORNAMENTAL GRASSES	
MUH CAP	MUHLENBERGIA CAPILLARIS
PAN SHD	PANICUM VIRGATUM 'SHENANDOAH'

## PLANT HATCH LEGEND

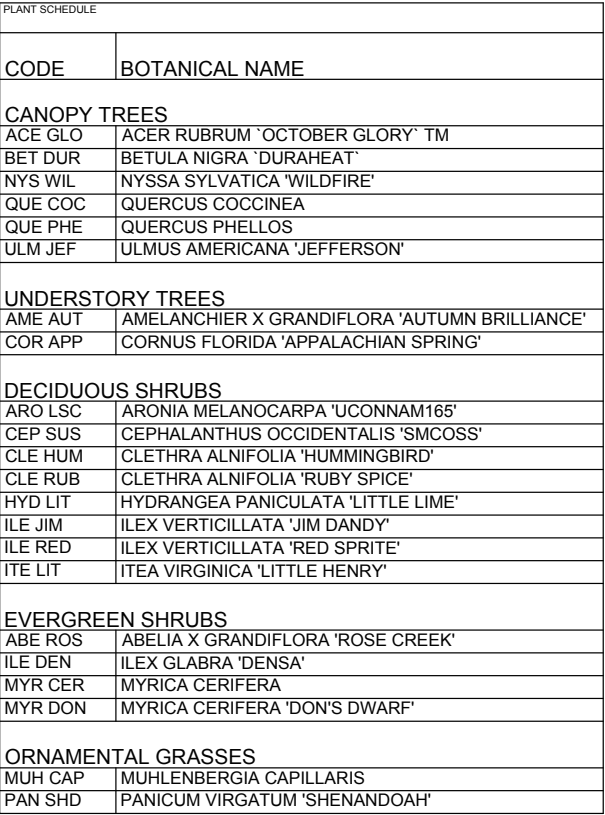
BMP PERENNIAL PLANTINGS	
	ANDROPOGON VIRGINICUS
	ASCLEPIAS INCARNATA
	EUPATORIUM DUBIUM 'LITTLE PYE'
	IRIS VERSICOLOR
	JUNCUS EFFUSUS
	LIATRIS SPICATA
	PANICUM VIRGATUM 'RR1'
	SCHIZACHYRIUM SCOPARIUM 'STANDING OVATION'
	SOLIDAGO RUGOSA 'FIREWORKS'

## Landscape Notes:

All disturbed areas to be seeded with turf unless otherwise noted.

Final plant selections subject to change based on plant availability. The general quantities, tree and planting bed locations, and character will strive to reflect what is represented in the UDC submission.

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All disturbed areas to be seeded with turf unless otherwise noted.



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Landscape Maintenance:

- Hardscape Maintenance:

-  Turf Lawn Maintenance (routine mowing + water to establishment)
-  Plant Bed Maintenance (seasonal weeding, Pruning mulching + watering for establishment)
-  Bioretention Area Maintenance (Ensure basin is clear of trash and debris; replace plants as needed; seasonal weeding)



## **3 Site Character**

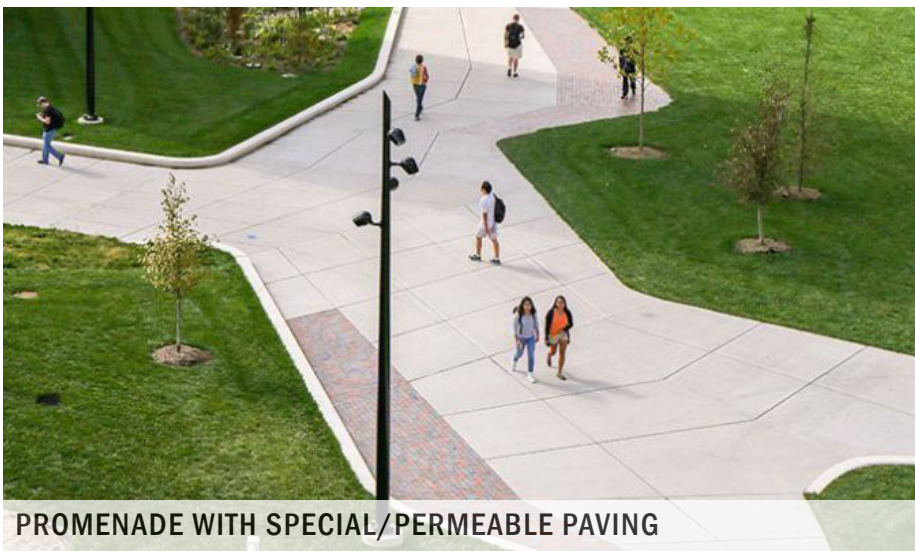
- Promenade & Multi-use Trail
- Landscape



# Promenade & Multi-use Trail



MULTI-USE TRAIL



PROMENADE WITH SPECIAL/PERMEABLE PAVING



PERMEABLE PAVING AT PROMENADE LANDSCAPE EDGE

PAVING MATERIALS



BENCH SEATING



TABLE SEATING



TRASH RECEPTACLES

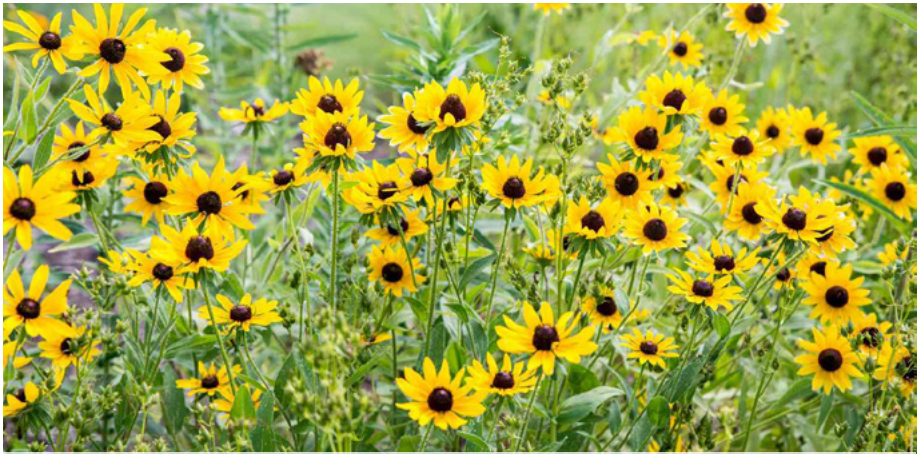


PING PONG TABLES

SITE FURNISHINGS



# Landscape



BLACK EYED SUSAN



LITTLE BLUESTEM

## NATIVE LANDSCAPE



SERVICEBERRY



BLACKGUM



WILLOW OAK

## TREES



IRIS VERSICOLOR



BLAZING STAR



DWARF JOE PYE WEED

## BIORETENTION AREA



## **4 Project Schedule**

# Project Schedule

