



Application for Urban Design Committee Review

Department of Planning and Development Review

Land Use Administration

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

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

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.

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 12/06/2022

Westover Park

Conceptual Design: Urban Design Committee

Submitted on: October 17, 2024

UDC Meeting: November 7, 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 proposed master plan 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 to alleviate persistent flooding
- Demolish existing four (4) pickleball courts and fencing in northeast portion of the site; replace with two (2) new handball courts, a dog park, and landscape
- Replace three (3) existing tennis in eastern portion of the site with eight (8) pickleball courts
- Maintain and resurface existing four (4) tennis courts in southeast portion of site
- 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
- Construct new parking area on the eastern side of the park to access sports courts and fields
- Replace existing bathrooms on eastern side of site with Throne bathrooms, a smart bathroom that can be placed anywhere (www.thronelabs.co).

- Resurface two (2) existing basketball courts and add new goals
- Expand parking lot adjacent to Westover Hills Elementary School and provide maintenance access to the Westover Hills Community Center

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.

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.

Project Budget and Funding Sources:

The overall master plan up for conceptual review by the UDC is not yet funded but anticipated to be funded in the future 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:

Construction of the overall master plan is not known and tied to future funding opportunities. After approval of the UDC Conceptual Design, the project team will move forward with the design of Phase 1 improvements. Phase 1 improvements are expected to include a pedestrian promenade and plaza, stormwater management system with bioretention areas, walking loop, and replace the existing northwest baseball field with a seeded lawn for a multi-purpose field. Construction is anticipated to begin in spring of 2025 with a 4-6-month construction timeline anticipated. A more detailed breakdown of the proposed design and permitting schedule is below:

Task/Process	Target Completion Date
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 Design	December 5, 2024
Construction Documents and Permit Drawings for Phase 1 Design	November 2024 – March 2025
Permitting; Procurement, Bidding, Contractor Award	March – May 2025
Construction	Summer 2025

Westover Park

Urban Design Committee Conceptual Review
November 7, 2024



Project for:



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

Project by:



TIMMONS GROUP

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1 Existing Conditions

- Site Photos

Site Photos



Site Photos



2 Westover Park Plan

- Original Master Plan
- Revised Site Plan

Revised Site Plan

- 1** Entrance
- 2** Parking Expansion
- 3** Existing Playground
- 4** Basketball Courts (2)
- 5** Community Center Access
- 6** Pedestrian Promenade
 - Special/Permeable Paving
 - Site Furnishings
 - Existing Shade Trees
- 7** BMP | Bioretention Area
- 8** Handball Courts (2)
- 9** Dog Park
- 10** Pickleball Courts (8)
- 11** Utility Area and Restrooms
- 12** Tennis Courts (4)
- 13** Baseball Field (sized for 16 yr. olds)
- 14** Multi-Purpose Field (53 x 100 yards)
- 15** Multi-use Trail | Vita Course
- 16** Skate | BMX
- 17** Existing Parking
- 18** Westover Hills Elementary School and Community Center
- 19** Commercial | Mixed-Use



3 Site Character

- Promenade & Multi-use Trail
- Landscape

Promenade & Multi-use Trail

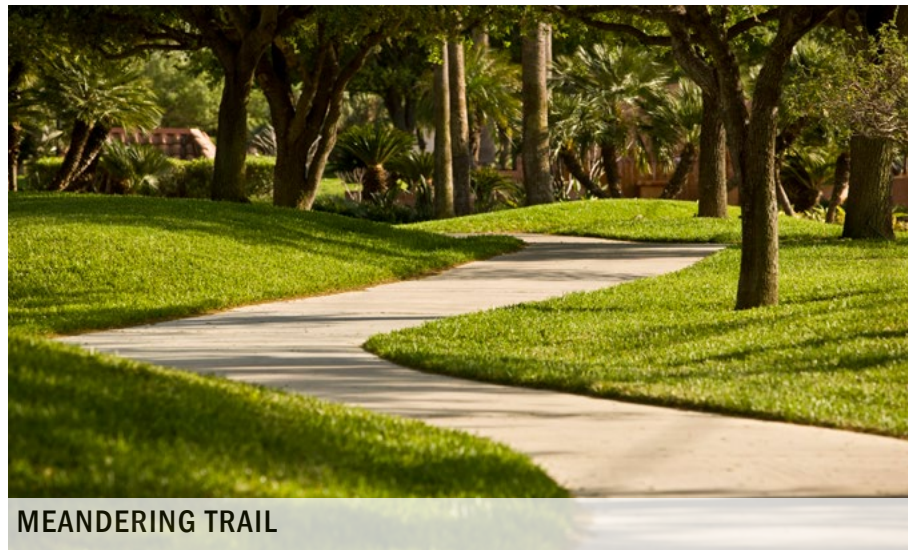


CHANNEL CROSSING

BIORETENTION

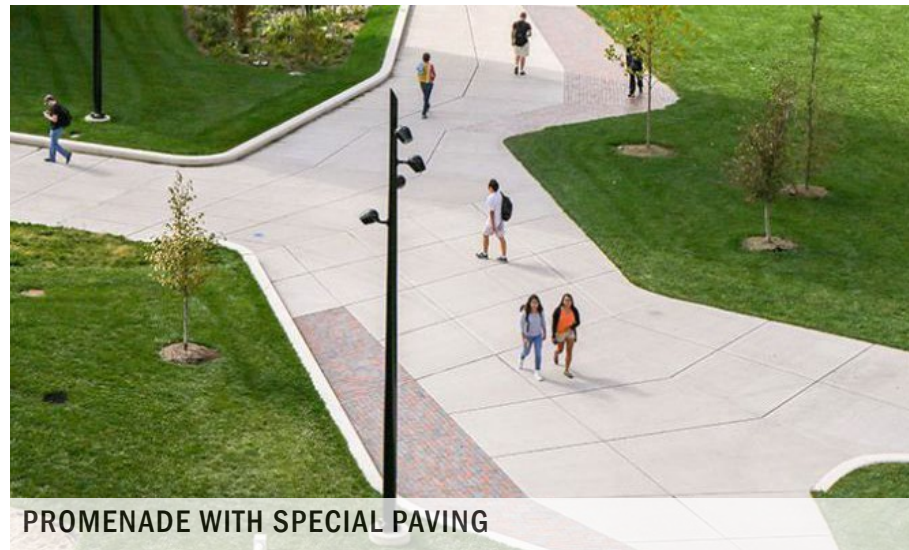


BIORETENTION POND



MEANDERING TRAIL

MULTI - USE TRAIL AND PROMENADE



PROMENADE WITH SPECIAL PAVING



FLEXIBLE SEATING & LANDSCAPE AREAS



BENCH SEATING

SITE FURNISHINGS



PICNIC TABLE



PING PONG TABLES

Landscape



BLACK EYED SUSAN

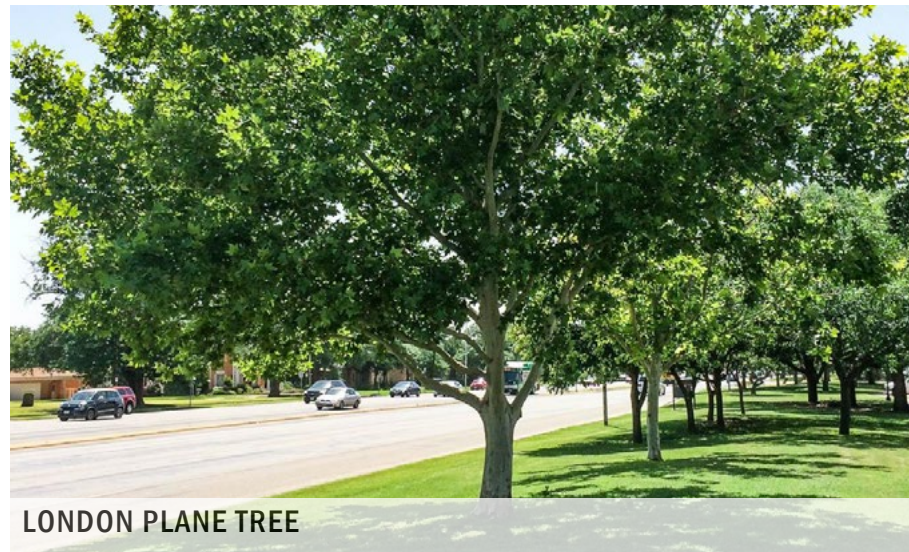


LITTLE BLUESTEM

NATIVE SHRUBS



AMERICAN HORNBEAM



LONDON PLANE TREE



WILLOW OAK

TREES



IRIS VERSICOLOR

BIORETENTION POND



TUSSOCK SEDGE



DWARF JOE PYE WEED

4 Project Schedule

Project Schedule

