



**JAMI NO**  
**FALL 2014/IDSN 3600**  
**OFFICE SPACE DESIGN**  
**EDGEWORTH BUILDING**  
**RICHMOND, VA**

# HISTORIC PRESERVATION

## RICHMOND, VA

- IDENTIFICATION  
The planning and preservation staff identify eligible historic resources in Richmond. Eligibility is based on an analysis of historic data, field work, mapping in GIS, and consultation with the Department of Historic Resources.
- DESIGNATION OF HISTORIC PROPERTIES  
Richmond, VA consists of two forms of historic designation.  
*-City of Richmond Old/Historic District*  
*-Individual Properties/Districts listed on State and Federal historic registers.*  
Property or district in Richmond can have both forms of designation.
- SECTION 106  
Section 106 of the National Historic Preservation Act governs the review of federally-funded activities known as undertakings. Planning and Preservation Division is responsible for reviewing undertakings within Richmond city limits that receive funding from the U.S Department of Housing and Urban Development (HUD). Undertakings reviewed include home repair, rehabilitation, new construction, and demolition that are related to HUD funding.

# RICHMOND OLD&NEW

- A CHAIN CRAFT BREWERY OFFICE AND LOCAL TOUR GUIDE OFFICE FOR THE CITY OF RICHMOND IN COWORKING SPACE
- INTERIORS TO REFLECT RICHMOND VA HISTORY AND CULTURE
- INFUSE ELEMENTS OF CRAFT BREWERY WITH LOCAL HISTORY TO CREATE A BLENDED ENVIRONMENT FOR COWORKING SPACE
- OPTIMIZE SPACE FOR WORK EFFICIENCY



# RICHMOND OLD&NEW

- INTERIORS WILL COMBINE TRADITIONAL ASPECTS OF DESIGN WITH CONTEMPORARY ACCENTS
- COLORS OF BEER SUCH AS BROWNS AND GOLDS WILL BE UTILIZED AS WELL AS POPS OF ACCENT COLORS TO ADD INTEREST AND TO ADD A CONTEMPORARY FEEL TO CONTRAST THE TRADITIONAL ELEMENTS OF THE SPACE
- LIGHTING WILL BE AN IMPORTANT ASPECT OF THE SPACE AND THE WINDOWS OF THE EDGEWORTH BUILDING WILL BE HIGHLIGHTED TO BRING IN THE RICHMOND LANDSCAPE WITHIN
- REPRESENT THE HISTORICAL ASPECT OF THE CITY WHILE AS WELL AS THE CITY AS A GROWING MODERN METROPLIS



**Summary**

Personnel Totals Per Department	Personnel Totals		Personnel				Support	Total	Circulation	Carpetable
	Current	Future	Sq. Feet	Computer	Printer	Fax	Sq. Feet	Sq. Feet		Sq. Feet
Executive	4	2	220	2	1	-	620	840	1.54	1,294
Administration	2	4	200	4	1	-	190	390	1.54	601
Account Admin	12	9	510	24	3	3	194	704	1.54	1,084
Creative Services	4	35	2,270	7	1	-	700	2,970	1.54	4,574
Support	-	-	-	-	-	-	1,715	1,715	1.54	2,641
<b>Totals:</b>	22	50	3,200	37	6	3	3,419			10,193

**Executive**

**PERSONNEL**

Position	Personnel Totals		Unit Square Ft.		Extended Sq. Feet	Equipment			Notes
	Current	Future	Office	Workstation		PC	Printer	Fax	
					0				
					0				
					0				
					0				
Director	2	1	120		120	1			Locate near Reception
					0				
					0				
Administrative Assistant	2	1		100	100	1	1		Locate directly outside Mgr office
					0				
					0				
					0				
<b>Personnel Totals:</b>	<b>4</b>	<b>2</b>			<b>220</b>	<b>2</b>	<b>1</b>	<b>0</b>	

**SUPPORT/EQUIPMENT SPACES**

Space	Support/Equipment		Unit Square Feet	Extended Sq. Feet	Location	Notes
	Current	Future				
				0		
Waiting Area	1	1	50	50	Visible from Admin Asst	Seating for 4 guests
				0		
Pantry	0	1	0	0	Near Admin Assts	
				0		
Fax/Copy	0	1	50	50	Near Admin Assts	
				0		
Storage	1	1	100	100		Shelving
				0		
File Drawers	40	60	2	120		3-Hi cabinets
				0		
Executive Conference Room	1	1	300	300	Adjacent to Waiting Area	Full AV
				0		
				0		
<b>Support Totals:</b>				<b>620</b>		

**Administration**

**PERSONNEL**

Position	Personnel Totals		Unit Square Ft.		Extended Sq. Feet	Equipment			Notes
	Current	Future	Office	Workstation		PC	Printer	Fax	
Finance					0				
Manager	0	1		50	50	1			
Clerical	2	3		50	150	3	1		
					0				
					0				
					0				
					0				
					0				
					0				
					0				
					0				
					0				
<b>Personnel Totals:</b>	<b>2</b>	<b>4</b>			<b>200</b>	<b>4</b>	<b>1</b>	<b>0</b>	

**SUPPORT/EQUIPMENT SPACES**

Space	Support/Equipment		Unit Square Feet	Extended Sq. Feet	Location	Notes
	Current	Future				
Finance				0		
File Drawers	50	50	1.8	90	Lockable room	5-Hi cabinets
Equipment	1	1	100	100	Next to work area	3 Printers, shredder, work counter
				0		
				0		
				0		
				0		
				0		
				0		
				0		
				0		
<b>Support Totals:</b>				<b>190</b>		





**Creative Services**

**PERSONNEL**

Position	Personnel Totals		Unit Square Ft.		Extended Sq. Feet	Equipment			Notes
	Current	Future	Office	Workstation		PC	Printer	Fax	
Team Manager	1	5		70	350	2	1		
Team Assistant	3	30		64	1920	1			
					0	2			
					0	2			
					0				
					0				
					0				
					0				
					0				
					0				
					0				
					0				
<b>Personnel Totals:</b>	<b>4</b>	<b>35</b>			<b>2270</b>	<b>7</b>	<b>1</b>	<b>0</b>	

**SUPPORT/EQUIPMENT SPACES**

Space	Support/Equipment		Unit Square Feet	Extended Sq. Feet	Location	Notes
	Current	Future				
				0		
				0		
Concept Lounge	0	1	300	300		
Work Area	0	1	300	300	Adjacent to Teams	Work counters
Storage	0	1	100	100	Next to Work Area	Shelving
				0		
				0		
				0		
				0		
				0		
<b>Support Totals:</b>				<b>700</b>		

