RICHMOND PUBLIC LIBRARY | City of Richmond, Virginia
Master Planning Project Schedule
Date Prepared: 3/18/2021

SCHEDULE

LIBRARY MASTER PLAN START
March 15, 2021

MONTH 1
(March 15 - April 14)

Kickoff Workshop #1 (April 7)
Virtual Meeting with Library Committee
Establish Guiding Principles
Develop Community Surveys
Discuss Funding Allocation Sources

Existing Conditions Analysis
Library Background Materials
Existing Facility Assessment
Analyze Neighborhood Context

Benchmarking
Establish and Research Peer Precedents

MONTH 2
(April 15 - May 14)

Benchmarking
Document Comparative Data

Existing Conditions Analysis
Library Background Materials

Space Programming
Existing and New Program Uses
Options for Expansion

Conceptual Design
Initial Concepts

MONTH 3
(May 15 - June 14)

Workshop #2 (May 19)
Meeting with Library Committee and Community (Virtual/ In-person)
Results of Community Surveys
Coordinate Community Funding Recommendations

Space Programming
Program Options with Cost Estimates

Conceptual Design
Design Options to Match Program

MONTH 4
(June 15 - July 14)

Workshop #3 (June 23)
Meeting with Library Committee and Community (Virtual/ In-person)
Present Program and Design Options
Gather Commitments from Sources of Financial Support

Space Programming
Final Option(s) with Cost Estimates

Conceptual Design
Final Concept Rendering(s)

LIBRARY MASTER PLAN APPROVAL
July 15, 2021

LEGEND

TIMEFRAME

WORKSHOPS

ANALYSIS

PROGRAM

CONCEPT