



ST PAUL'S EPISCOPAL CHURCH
RICHMOND VA

This document has been updated to reflect the reduced scope required by the funds available and the Dept of Historic Resources to make the project eligible for tax credits.

The deletions are indicated by strikethrough and additions by underlining. Both are in red.

Worship Space
Renovation and Enhancement
Schematic Design

Worship Space Task Force
February 3, 2015

The Wardens and Vestry
St. Paul's Episcopal Church
815 East Grace Street
Richmond VA 23219

~~February 3, 2015~~ March 12 2018

The Worship Space Task Force (WSTF) is pleased to present the Schematic Design and cost estimate for the two worship spaces used by the congregation of St. Paul's.

This plan has been prepared by the WSTF with Rogers Krajnak Architects and a team of technical specialists and considerable input from the members of the congregation. The WSTF enthusiastically recommends it to the Vestry as a template for maintenance and enhancements to the space. The WSTF has created and adopted the plan by consensus.

We have achieved our primary goal - to create a plan for St. Paul's worship spaces that will welcome and enhance the way we worship in the 21st century while remaining true to our historic legacies, at St. Paul's and as Episcopalians.

The overall plan is ambitious and implementation will require significant investment. The attached documents describe the specifics of the plan. The plan could be implemented in stages. Some of the work included in this plan is required to maintain our worship spaces and support services in the condition that our history and congregation deserve.

This proposal extends and includes the work presented in the Master Plan adopted by the Vestry in May 2014. At their direction the WSTF has spent the last 9 months refining the details of that plan and expanding the scope to include structural, sound, light and HVAC.

The plan has benefited, especially in the area of cost estimates, from extensive advice and input of a local general contractor, Kjellstrom and Lee, who have shared their knowledge and experience on extremely favorable terms.

The WSTF has been extremely impressed with the quality of the work of the whole team. They have shown great sensitivity and creativity in proposing solutions to our issues and have taken great care to ensure their proposals fit in with the historic legacy of our building.

Throughout the process we have sought input from, and communicated our ideas to, the members of the congregation. A small minority have expressed reservations about the need and advisability of making any change both from a cost and aesthetic viewpoint. A major portion of the communicants at St. Paul's are fully aware of the need to update, improve, and enhance our worship space and have been supportive of our efforts.

The WSTF is enthusiastic and excited about the plan we present. We recommend that the Vestry begin implementation of enhancing our worship spaces by:

- Appointing a committee to begin the process of establishing the potential opportunity to raise the funds required to implement some or all of the plan
- Sharing the plan with the congregation and the Diocese.
- Forming a Building Committee, including vestry representation and members who have both worship and property capabilities, to begin the process of modifying our worship spaces in accordance with the Schematic Design.

All of these activities are interwoven and will need to be carefully coordinated.

We are grateful for the faith and support of the vestry in entrusting us with this task.

Respectfully submitted

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Worship Space Master Plan - St. Paul's Episcopal Church Worship

Space Task Force

The attached document prepared by Rogers Krajnak Architects (RKA) describes the specifics of the plan that the Worship Space Task Force is proposing. The proposal has been created in two distinct phases. The first created a Master Plan for the spaces that defined a conceptual layout for the two worship spaces and the furnishings. The second took that plan and refined it in some detail, expanded the scope to include structural, sound, light, acoustics and HVAC systems. The narrative below describes some of the benefits and issues surrounding the plan and the process. The RKA plan documents describe a "Master Plan" and an alternate, the only difference between the two relates to the location of the font.

Features of the Master Plan

- Structural defects in chancel corrected
- Shelves for flower arrangements or other decorations provided. Added flexibility for decorations in the chancel.
- ~~Access from the sacristy is slightly improved through removal of the marble altar rail and step.~~
- Larger chancel will allow most (if not all) 9:00 congregation to gather on one level for Eucharist.
- Space provided for processional cross so that it is visible during worship.
- Creation of new larger altar table provides single focus for Eucharist. Provides more space for the Eucharistic vessels and Altar Book.
- Altar table easily movable to allow transition between services.
- Chancel is universally accessible.
- Communion rail designed so that separation between nave and chancel is minimized. Communion rail removable, in sections or as a whole when appropriate.
- Communion will be received facing the altar table.
- Communion rail, healing station and votive candles incorporate design elements from historic structure.
- Space for healing station and prayer chapel established.
- Votive candle stand integrated into space.
- Historic stone font can again be used for baptism. ~~Location of font not yet decided—in chancel or at rear.~~
- Space and companion chairs provided both at front and at rear for wheelchair accommodation.
- Dividers in center of pews removed. Access to communion rail is step free.. Traffic pattern to communion rail greatly improved.
- Specific space for both choirs established in the nave and the gallery.
- Piano and choir no longer obstruct path to communion.
- Piano and choir no longer in 9:00 congregation's communion space
- Piano and choir out of line of sight from congregation to chancel.
- Increased space at rear of nave for greeting and gathering - lay, choirs and clergy.
- Credence shelves provided at rear for bread and wine. Could be used for flowers or offertory plates.
- ~~Space in the gallery for parish choir to sing while faced towards the congregation. Space for conductor to stand in view of choir.~~
- Narthex furniture eliminated. Fixtures provided for materials. Enhances communication and greeting opportunities.
- Video screens installed in Narthex to provide information to visitors during the week and ability to see what is

happening in the nave.

- Access from Parish House to front entrance of church made level. Paving materials made uniform.
- ~~Access to chapel facilitated and formal entrance space created to provide a more welcoming appearance.~~
- ~~Steps into chapel eliminated.~~
- ~~Chapel columns eliminated and organ recessed so that octagonal space is emphasized.~~
- Open chapel floor plan and movable furniture allows for a high degree of flexibility in worship design and space use.
- ~~Raised floor improves visibility of stained glass windows. Raised ceiling results in increased ceiling height~~
- Existing altar table (from chancel) used in chapel.
- ~~Improved storage space for chapel linens provided.~~
- ~~Kitchen relocated into Youth Space.~~
- ~~Universal access from garage to Youth Space and Chapel.~~
- A/C system modified to provide humidity control, lower air velocities, less variation between areas.
- Lighting improved to reduce "hot" spots and increase overall level. Lighting designs programmable.
- Lighting modified to eliminate glare for preacher and chancel party.
- Sound system renewed to allow control from within worship space, improved reception of wireless reception.
- Light and sound adjustable from portable wireless panel
- Systems in place to record and transmit action taking place in the worship space
- Brings space up to building and fire codes in many areas.
- ~~Acoustics of nave enhanced to support congregational singing.~~
- Narthex acoustics deadened to reduce spill over into nave
- Where appropriate existing architectural elements have been reused.
- Materials used are consistent with exiting materials

Font Placement

Two options for placement of the font are provided. While one is identified as "alternate" the Task Force sees both options as having equal merit. The final decision can be delayed until much later in the implementation process and will have little effect on other issues. The placement of the font generated significant discussion during the design charrette and the October 2013 forum presentation with both proposed locations having its protagonists. Use of the stone font for baptism is generally welcomed.

Issues the Master Plan does not address

- Narrow dark passage from the side door leading from the Parish House to the Narthex remains. Solutions to alleviate this were rejected as being too costly or architecturally incompatible with the existing structure. Leveling of the area between the colonnade and the steps down to Grace may allow us to encourage a change in traffic pattern that avoids the side door.
- No additional space available in the nave that would allow increased flexibility in designing new worship. Increased size of chancel may provide some opportunities for this.

North Gallery, Exterior Doors and Chapel Access Ramp

~~Many details and specifics remain to be resolved during implementation of the plan. Two items included in the plan that require further evaluation during implementation are:~~

- ~~The plan shows an extension of the north gallery in front of the organ console allowing the parish choir to face the congregation while singing. The plan shows an extension of 4' 10", equal to two of the panels in the front wall of the east and west galleries. Further study during the final design stage may lead to a decision to~~

~~extend the north gallery by three panels to allow more flexibility and capacity in the gallery.~~

- ~~• The plan shows the exterior main doors opening out but the storm doors omitted due to the architects' concerns regarding fire code issues. If the two sets of doors cannot be accommodated we would probably opt for leaving them in their current configuration.~~

Seating:

The master plan proposes removal of a number of pews. The table below shows a summary of seating capacity given various assumptions.

Seating Capacity Summary (in pews)

Assumptions	Persons per pew section		Nave		Gallery (See note)	Total		
	Center	Side	Current	Plan		Current	Plan	Plan Plus overflow
Practical	5	3	541	376	190	731	566	786
Squeeze	6	4	666	462	228	894	676	896
Note: Gallery number includes space for choir "Plus overflow" includes 40 chairs in the nave and 180 seated in Scott Hall								

The current regular Sunday attendance at each of the two main services would occupy approximately one third of the nave "Practical" capacity (376) in the Plan.

On special occasions reported attendance is significantly higher than the capacity provided for in the Master Plan. In the ten year period analyzed (2003 - 2012) there have been 17 occasions when more than 566 were reported in attendance:

- 1 Sunday service (Bob Hetherington's last Sunday)
- 2 Diocesan events - Bishop's investiture and consecration
- 6 Funerals
- 8 Lenten noon day preaching

The open space at the rear of the nave could accommodate two rows of chairs for a total of 40 seats ~~and an additional 10 could be added in front.~~ Adding these chairs would reduce the availability of space for wheelchairs.

Congregational communications and involvement

We have endeavored to keep the congregation informed and to solicit their participation and input. The initial announcement regarding the work of the WSTF was made in church in November 2012, followed by a short article in the December Epistle.

During 2013 and 2014 we provided information to the congregation and invited their participation:

2013

- February An outline of the project was given at a Sunday forum and in The Epistle. The congregation was invited to participate in a survey designed to solicit ideas and opinions of how our worship spaces might be enhanced. 80 members of the congregation completed the questionnaire
- March 10 of those who had completed questionnaires, along with the WSTF, participated in a discussion with the architects where the results were further explored and ideas shared. The resulting description of our ideas and goals was shared through an article in the Epistle
- June 34 members of the congregation participated in a design charrette where they used plans and our brief to develop their own ideas about what might be possible and shared those ideas with those present. Most approached the task openly and enthusiastically. Some were very skeptical as to the advisability of doing anything.

- October A forum presentation describing the options the WSTF was exploring was well attended and resulted in a spirited and constructive discussion. 24 attendees completed a questionnaire asking their opinion of the options presented, 23 were very encouraging.
- 2014
- December Forum presentation of the Master Plan and an update on the current activity. Approximately 60 people attended.

Our final plan conforms to the ideas and proposals we have shared during project. The final Schematic Design contains fewer controversial elements than were outlined at the October 2013 forum.

Facility Analysis

At the beginning of the Master Plan and the Schematic Design the initial task was to conduct a facility analysis of our space and the various systems. During this process they measured our facilities and created a detailed plan of the worship spaces and adjoining areas. They also spent time in those spaces identifying potential areas of concern and issues. Many of these are addressed in the master plan. The Facility Analysis has been provided to the Property Committee for review. One particular area of concern that has not been addressed in the Schematic Design is in the gallery where there is a single exit from the East side.

Documentation

To provide a basis for our work and for RKA we gathered and distributed:

- Digital scanned copies of all the drawings that we have
- Concise building history summarized from
 - Drawings
 - "St Paul's, Richmond VA" by Elizabeth Wright Weddell
 - "St Paul's Episcopal Church - 150 Years", Philip Schwarz (editor).
 - Recent memories
- Summary of worship attendance data 2003 - 2012
- Summary of current worship processes.

Rogers Krainak Architects

We chose Rogers Krainak Architects based in Columbus, Ohio to provide the professional expertise and guidance we needed for the creation of our Master Plan. Their experience in renovating historic churches and the quality of the work they showed us convinced us they were qualified to help us. Peter Krainak was the lead person for this project. The professionalism, thoroughness and technical expertise of the entire team was exceptional. As was that of the entire team they recruited for the Schematic Design phase. Of specific note:

- The ideas presented were creative and thoughtful and sensitive to our worship ethos and our historic building.
- The plan we are presenting is our plan, RKA never imposed their own preconceptions on our vision but listened, advised and guided us to the place that we feel is right for St. Paul's.
- Peter Krainak was able to lead us through several difficult issues by providing professional insight and gentle guidance, both in our meetings and in the documents they created. His leadership at the Design Charrette, was remarked on by several of those who attended
- They understood and helped us balance our desire for a worship space that fulfilled our current needs while honoring our historic legacy.
- They have worked with us through a lengthy process allowing the Task Force to take the time to come to consensus over the many choices we had to make.

Kjellstrom and Lee

The WSTF chose a local general contractor, Kjellstrom and Lee, to provide their expertise in critiquing the proposals made by RKA from a construction viewpoint and doing most of the cost estimating. The firm has

experience in the kind of work we are envisaging and we have been impressed with the quality and timeliness of their efforts.

Worship Space Task Force Timetable

2010 May	Vestry gives approval for formation of a limited duration "task force" made up of Worship and Property committee representatives to conduct a short term study of space and furniture issues.
2011 January October	WSTF recognizes the issues are more wide ranging than originally envisioned. Seeks and is granted permission to evaluate consultants to assist in creating a Master Plan to use as a guide for future actions. WSTF recommends that Rogers Krajnak Architects be selected. Requests authorization for funds
2012 April September November	Vestry approves hiring of RKA. Implementation set for January 2013 Vestry approves WSTF request for additional funds to include the chapel in the project. Drawings and documents transmitted to RKA RKA begins Facility Analysis.
2013 January March April June October	Summary of attendance and activities sent to RKA Congregation questionnaires completed Architectural program created Vestry approves additional funds to expand Design Charrette. Charrette held Current proposals shared with congregation in Forum
2014 March May September December	Master Plan adopted by WSTF Master Plan adopted by Vestry Schematic Design phase initiated Specialist team approved Kjellstrom and Lee hired Forum Presentation
2015 -February <u>November</u>	Schematic Design presented to Vestry <u>Capital Campaign consultant hired</u>
<u>2016</u> <u>February</u> <u>June</u> <u>October</u>	<u>Detailed Design started</u> <u>Capital Campaign completed</u> <u>Project scope reduced to match funds available</u>
<u>2017</u> <u>July</u> <u>October</u>	<u>Construction documents completed</u> <u>Forum presentation on tax credit design modifications</u>
<u>2018</u> <u>January</u> <u>February</u>	<u>Tax Credit Approved</u> <u>Construction Documents completed</u>