City of Danville
427 Patton Street, Suite 208
Danville VA, 24541
Phone: (434) 799-5260

River District Design Commission

JUNE 29, 2017
4:00 P.M.
CITY COUNCIL CONFERENCE ROOM
AGENDA

I. WELCOME AND CALL TO ORDER

II. ROLL CALL

III. ITEMS TABLED FROM THE MAY 11, 2017 MEETING

1. *A request has been filed for a Certificate of Appropriateness at Main Street Plaza to install a bike station as a part of the Danville Rides bike share program.*

IV. NEW BUSINESS

1. *A request has been filed for a Certificate of Appropriateness at 301 Lynn Street, to construct a wall to shield a future parking lot. The proposed parking lot is to be enclosed by a wall constructed out of reclaimed brick and granite from the demolition of the existing building.*

2. *A request has been filed for a Certificate of Appropriateness at 401 Wilson Street to repair and cover the wood along the roofline with aluminum.*

3. *A request has been filed for a Certificate of Appropriateness at 705 Patton Street to replace the existing canopy with a sloped canopy with a metal roof.*

4. *A request has been filed for a Certificate of Appropriateness at 600 Craghead Street to install a 2ft x 5ft wooden hanging sign under the Colquhoun street entrance awning for Ballad Brewing.*

III. APPROVAL OF MINUTES FROM MAY 11, 2017

IV. OTHER BUSINESS

V. ADJOURNMENT

City of Danville
427 Patton Street, Suite 208
Danville VA, 24541
Phone: (434) 799-5260

River District Design Commission

MEETING OF JUNE 8, 2017

SUBJECT

A request has been filed for a Certificate of Appropriateness at Main Street Plaza to install a bike station as a part of the Danville Rides bike share program.

At the May 11, 2017 River District Design Commission hearing, the Commission tabled a request to install a bike share station at Main Street Plaza to the left of Lou's Antique Mall. The Commission requested that the applicant look for alternative locations for the bike station.

Due to the slope of the area and additional funds required for grading and paving a base, the applicant has indicated that the already bricked area proposed at the May meeting is the best location. The grassy area to the rear of the restrooms is rented out by the City for events and would lead to a loss in that revenue if it were the location of the bike share station. Placing the station on the Riverwalk Trail under the bridge may result in a trail bottleneck once the trail is extended west from that point. The applicant is open to other suggestions.

EXCERPT FROM DESIGN GUIDELINES

8.1. Streetscape Guidelines

> **A note about bike racks**: Because people chain or cable their bikes to racks, painted metal racks are not recommended because the paint will chip. Plain galvanized or, if it can afforded, stainless steel will look better over time.

STAFF RECOMMENDATION

Staff recommends the Commission make a determination of the appropriateness of a bike share station proposed to be located on the brick sidewalk to the left of Lou's at Main Street Plaza.

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Phone: (434) 799-5260

River District Design Commission

CERTIFICATE OF APPROPRIATENESS APPLICATION

The guidelines will be administered through the River District Design Commission (RDDC) appointed by City Council. This Commission will review any changes to buildings or sites within the District and issue a Certificate of Appropriateness (COA) if the changes meet the guidelines. Work on buildings and sites within the District cannot commence until a COA has been issued and other required permits and approvals have been obtained (see Section 1.2 for information on the Commission and Section 1.5 for more information on the process).

INFORMATION TO BE PROVIDED BY APPLICANT

Important-Please read before completing application

a) All questions on this application must be fully answered
b) The application must be signed by the property owners or representative with written authorization by the owner
c) A drawing, photo, plan or sketch of proposed project with dimensions

Property Location: Main Street Plaza and the Crossing at the Dan.

Name of Applicant: Danville Parks and Recreation

Applicant's Address: 125 Floyd Street, Danville, VA 24541

Applicant's Phone Number: (434) 799-5215

Email Address: ragsdes@danvilleva.gov

Work Proposed (please circle one): Alteration/addition/rehabilitation/new construction/sign

There will be a total of five bike stations installed along the Riverwalk Trail as part of the Danville Rides bike share program. Three of these stations will be located within the

River District. One will be placed at the Main Street Plaza Trailhead and the other two will be located at the Crossing at the Dan Trailhead. Each station will hold 10 bikes.

Type of material(s) to be used: The stations come preassembled with signage included. They will be installed on either a concrete pad or concrete pavers. See attached picture.

Have you read and understand the Design Guidelines for the River District of Danville, Virginia? Yes

Are you aware of the federal/state tax credits for potential reimbursement/credit of money used during substantial rehabilitation projects? No

Would you like more information about these programs? No

Which one(s)? N/A

Signature of Property Owner (if not applicant)

Emily S Kaufdale
Signature of Applicant

INFORMATION TO BE PROVIDED BY PLANNING DIVISION

Application Number: _____ RDDC Date: 5/11/17

Date submitted: _____ Received by: AL

Tax Map Number: _____ Zoning District: _____

Additional Zoning Information: _____

All buildings, structures or improvements located in the River District and visible from a public right-of-way shall not be located, constructed, reconstructed, altered, or repaired unless a Certificate of Appropriateness has been issued by the River District Design Commission. The Commission meets once a month on the second Thursday of the month at 4:00P.M. in the fourth floor City Council Conference Room located in the Municipal Building. All questions or applications should be submitted to the Planning Division, located on the second floor of the Municipal Building, 427 Patton Street, Room 207, Danville, VA 24541; (434)-799-5260.

Article 3:R.C.6 Application Submission Requirements: In consideration of a complete application, the Planning Director and the Review Commission may require any or all of the following information and any other materials as may be deemed necessary for its review:

A. Statement of proposed use and user.
B. Statement of estimated construction time.
C. Photographs and maps relating proposed use to the surrounding property and/or the corridor on which it is located. Site plan drawings, prepared to meet the City site development plan submission requirements for a Preliminary Site Plan or
D. Preliminary Subdivision Plat, and other exhibits showing the location of the existing and proposed building and site improvements, including:
    1) Existing property boundaries, building placement and site configuration;
    2) Existing topography and proposed grading;
    3) Location of parking, pedestrian access, signage, exterior lighting, fencing and other site improvements;
    4) Relationship to adjacent land uses;
    5) Proposed site improvements, including location of parking, access, signage, exterior lighting, fencing, buildings and structures and other appurtenant elements;
    6) Proposed building color and materials;
    7) Relationship of building and site elements to existing and planned corridor development;
    8) Relationship of parking, pedestrian facilities, and vehicular access ways to existing and planned corridor development; and
    9) Other site plans and subdivision plats as may be required by Danville for development approval.
E. Architectural drawings showing plan view and elevations of new planned construction or renovations, including drawings of original building.
F. A landscaping and buffer plan.
G. Designs for exterior signing, lighting and graphics, to include description of materials, colors, placement and means of physical support, lettering style and message to be placed on signs.
H. Graphic exhibits depicting compliance with other design elements.

Crazy Harry
SELF STORAGE
Call (478) 743-4756
Zagster
BIKE
SHARE
MACON

Gray Hawk
Bail Bonds
24 HOURS

Location 1- Sidewalk in front of Lou's (This is the location proposed at the May RDDC meeting)

Location 2- Sidewalk in front of Lou's but set away from windows

Location 3- Left of 209 Main St (trashcan would be relocated)

City of Danville
427 Patton Street, Suite 208
Danville VA, 24541
Phone: (434) 799-5260

River District Design Commission

MEETING OF JUNE 8, 2017

SUBJECT

A request has been filed for a Certificate of Appropriateness at 301 Lynn Street, to construct an exterior wall to shield a future parking lot. The proposed parking lot is to be enclosed by a wall constructed out of reclaimed brick and granite from the existing building.

The existing building at 301 Lynn Street has been ordered demolished by the City of Danville Building Official. The order of demolition was given due to the building's threat to the health, safety and welfare of the area and its visitors.

The wall will be the same footprint as the existing building and will be level all the way around. However, due to the slopes of Lynn and Loyal Streets the height of the wall will become gradually taller towards the southwest elevation on Loyal Street. The vehicle entrance is to be located on Loyal Street. One pedestrian entrance is to be located on Loyal Street and a second pedestrian entrance is to be located at the corner of Loyal and Lynn Streets where the existing building entrance is located. Parking lot plans are incomplete at this time and will be reviewed in the future.

EXCERPT FROM DESIGN GUIDELINES

SECTION 3: HISTORIC BUILDING RESTORATION/RENOVATION GUIDELINES

3.3 Criteria for Restoration/Renovation vs. Demolition

If public health, safety and welfare are at issue regarding a particular building, the City is permitted to demolish the building without review based on USBC Statewide Building Code.

3.2.4: Exterior Wall Materials and Trim

Maintaining or restoring original material for the exterior walls is required, with certain exceptions noted below……

In some cases in the River District brick facades have been covered partially or completely with stucco. Removal of these materials to improve the integrity of the building should be considered carefully and is required if the original brick will not suffer significant damage in the process. If removal of stucco will damage the

integrity of the building, or if the brick beneath the stucco is not salvageable, solutions will be considered on a case by case basis…

Section 5.2 Site Guidelines

3. Off-street parking. Parking must meet all applicable City standards, and the following also applies within the historic retail areas of the River District. Parking should be located to the rear of buildings, or by exception on the side. Access to parking should be from the rear or from side streets. Parking should be shared by several or all the businesses on the block whenever possible. Parking must be screened from the street and sidewalks with a 30-36" hedge or masonry wall, or with a taller fence of masonry and metal pickets (see picture above and on next page). Only by exception should parking be screened with solid materials taller than 36" because of the need for security and surveillance. Parking must meet all applicable City standards, and be set back a minimum of 5' from all property lines. Parking should only be allowed in front of buildings if it already exists and when appropriately screened. Existing or new parking to the side of buildings should only be allowed by exception, and only if appropriately screened and landscaped.

STAFF RECOMMENDATION

The existing building at 301 Lynn Street has been determined to be a hazard to public health, safety and welfare by the City Building Official. Therefore, it has been ordered demolished. The demolition is not for review by the Commission only the wall that is to be reconstructed.

The wall that encloses the parking lot is to be made of reclaimed brick from the existing structure. Additionally, a green granite base has been found behind the building façade. The granite that was hidden by the façade is to be exposed and will become the base of the new wall.

Though the structure is to be removed, the proposed wall will give the indication that there was a building there at one time while providing off-street parking.

After review, Staff has concluded that the reconstruction of a wall to shield a future parking lot does meet the Design Guidelines. The increase in height is justifiable due to the elevation changes along Lynn and Loyal Streets and the 5' setback is not required due to the use of an existing building footprint.

DANVILLE
RIVER DISTRICT DESIGN
COMMISSION

POST OFFICE BOX 3300

DANVILLE, VIRGINIA

(434) 799-5261

CERTIFICATE OF APPROPRIATENESS APPLICATION

The guidelines will be administered through the River District Design Commission (RDDC) appointed by City Council. This Commission will review any changes to buildings or sites within the District and issue a Certificate of Appropriateness (COA) if the changes meet the guidelines. Work on buildings and sites within the District cannot commence until a COA has been issued and other required permits and approvals have been obtained (see Section 1.2 for information on the Commission and Section 1.5 for more information on the process).

INFORMATION TO BE PROVIDED BY APPLICANT

Important-Please read before completing application

a) All questions on this application must be fully answered
b) The application must be signed by the property owners or representative with written authorization by the owner
c) A drawing, photo, plan or sketch of proposed project with dimensions

Property Location: 301 LYNN STREET, DANVILLE VA 24541

Name of Applicant: 301 LYNN LLC

Applicant's Address: 315 LYNN STREET, #305, DANVILLE VA 24541

Applicant's Phone Number: 804-937-6732 Email Address: EARTHMARKDEVELOPMENT@GMAIL.COM

Work Proposed (please circle one): Alteration/addition/rehabilitation/new construction/sign

DEMOLITION

Type of material(s) to be used: _____

Have you read and understand the Design Guidelines for the River District of Danville, Virginia? YES

Are you aware of the federal/state tax credits for potential reimbursement/credit of money used during substantial rehabilitation projects? YES

Would you like more information about these programs? _____

Which one(s)? _____

FOR 301 LYNN LLC

Signature of Property Owner (if not applicant) | Signature of Applicant

INFORMATION TO BE PROVIDED BY PLANNING DIVISION

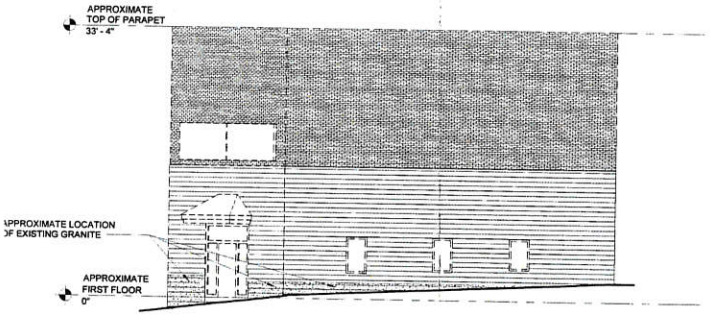
Application Number: _____ RDDC Date: _____

Date submitted: _____ Received by: _____

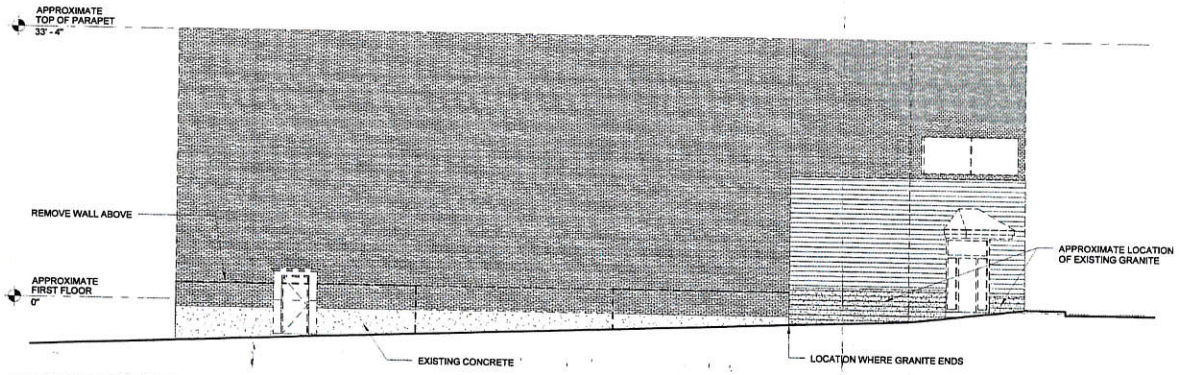
Tax Map Number: _____ Zoning District: _____

Additional Zoning Information: _____

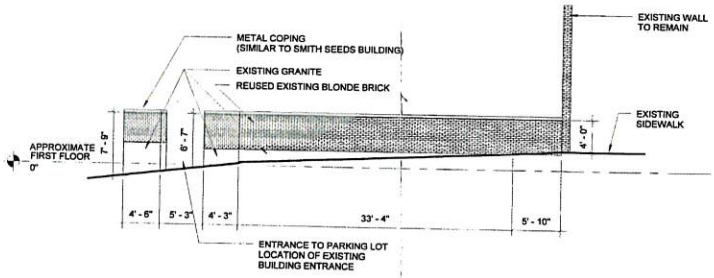
All buildings, structures or improvements located in the River District and visible from a public right-of-way shall not be located, constructed, reconstructed, altered, or repaired unless a Certificate of Appropriateness has been issued by the River District Design Commission. The Commission meets once a month on the second Thursday of the month at 4:00P.M. in the fourth floor City Council Conference Room located in the Municipal Building. All questions or applications should be submitted to the Planning Division, located on the second floor of the Municipal Building, 427 Patton Street, Room 207, Danville, VA 24541; (434)-799-5261.



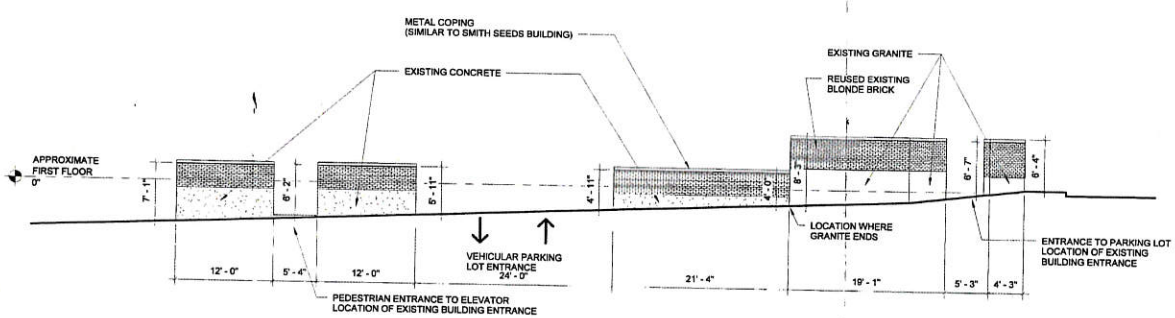
2 A-201 DEMO NORTHWEST ELEVATION (LYNN STREET)
Scale: 1/8" = 1'-0"



5 A-201 DEMO SOUTHWEST ELEVATION (LOYAL STREET)
Scale: 1/8" = 1'-0"

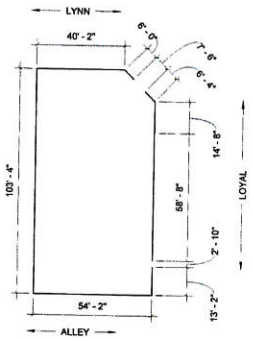


3 A-201 NORTHWEST ELEVATION (LYNN STREET)
Scale: 1/8" = 1'-0"

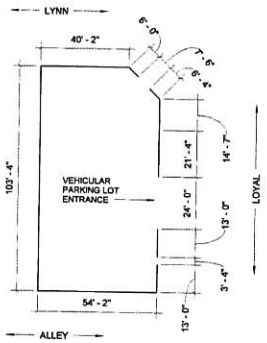


6 A-201 SOUTHWEST ELEVATION (LOYAL STREET)
Scale: 1/8" = 1'-0"

NOTE: ALL DIMENSIONS SHOWN ARE APPROXIMATE AND ARE TO BE FIELD VERIFIED AFTER SELECTIVE DEMOLITION ACTIVITIES.



1 A-201 EXISTING FOOTPRINT
Scale: 1" = 30'-0"



4 A-201 PROPOSED FOOTPRINT
Scale: 1" = 30'-0"

SOLEX ARCHITECTURE

PRELIMI
NOT F

301 LYNN LLC

301 LYNN STREET

SHEET INFORM

REVISIONS	
NO.	DES

PROJECT NO.
DRAWN BY
CHECKED BY
DATE
SCALE

SHEET NAME
EXT
ELE
EX

SHEET NUMBER
A-

Earl B. Reynolds, Jr.
Director of
Community Development

Kenneth C. Gillie, Jr.
Division Director of Planning

Jerry D. Rigney
Division Director of Inspections

John L. Moody, J.D.
Division Director of Social Services

Department of Community DEVELOPMENT
City of Danville, Virginia

427 Patton Street
P. O. Box 3300
Danville, Virginia 24543
Phone: (434) 799-5260
TTY: (434) 773-3142
Fax: (434) 797-8919
www.danville-va.gov

INSPECTIONS DIVISION

NOTICE OF DEMOLITION

1/12/2016

DANVILLE REDEVELOPMENT
AND HOUSING AUTHORITY
PO BOX 2669
DANVILLE VA 24543

DANVILLE REDEVELOPMENT
AND HOUSING AUTHORITY
301 LYNN ST
DANVILLE VA 24541

RE: 301 Lynn St 2-Sty Storage Warehouse
Parcel ID: 25413
Application Number: 167107

Dear Property Owner(s) and/or Occupant,

The City of Danville's Inspections Division has inspected the building on the above referenced property and found it to be in violation of the provisions of the most current edition of the Virginia Uniform Statewide Building Code (USBC), as adopted by the Commonwealth of Virginia, Department of Housing & Community Development for the maintenance of existing structures. Further, it has also been determined by the Building Maintenance Official that this building is unsafe, unfit for human occupancy or unlawful pursuant to Section 105 of the Virginia Maintenance Code, Part III of the USBC, and is hereby deemed a dangerous structure as defined in Section 9-3 of the Code of the City of Danville, VA, 1986 , as amended.

You are hereby notified that this building has been deemed an UNSAFE STRUCTURE, and the Building Maintenance Official prohibits any use or occupancy.

ORDER

The Building Maintenance Official has determined that in order to abate the unsafe or dangerous conditions on this property, this building must be demolished and removed. You are hereby ordered to complete the demolition and removal of this building within 30 days of receipt of this notice.

The specific violations of the Virginia Maintenance Code that cause the building to be declared unsafe, unfit for human occupancy or unlawful and a dangerous structure are as follows:

105 Unsafe structures: VMC Section 105 Unsafe and/or unfit for habitation.
304.7 Roofs and drainage: Roof and flashing shall be sound, tight and not have defects that admit rain.
305.1 Interior of Structure: Interior of structure shall be maintained in good repair, structurally sound and sanitary conditions

305.2 Interior Structural Members: All structural members shall be maintained structurally sound and capable of supporting the imposed loads.
305.3 Interior surfaces: All interior surfaces including windows and doors shall be maintained in good and sanitary condition.
305.4 Stairs and walking surfaces: Stairs, ramps, landings or walking surface shall be maintained in sound condition and good repair.

Failure to comply with this order to abate the unsafe and dangerous conditions will result in the City of Danville taking action to abate such conditions in accordance with the provisions of Virginia Code Section 15.2-906 and/or the Virginia Maintenance Code, as the Building Maintenance Official deems appropriate. This may result in legal action against you, which would subject you to a fine of up to $2,500.00, or the City may take the necessary action, up to and including the taking down and removal of the building, and charge the costs or expense thereof to you. Any charges assessed, which are unpaid, would constitute a lien in that amount against the property.

In the event that the City proceeds with demolition, any personal property remaining in the building at the time of demolition will be considered abandoned and will be disposed of in the course of demolition. No action will be taken to dispose of your personal property for a minimum of 45 days after the date of this Notice. **Contact the Inspections Division to inquire about retrieving your personal property in a safe and appropriate manner. Any attempt to access an unsafe or dangerous structure without authorization from the Building Maintenance Official is prohibited.**

Right of Appeal

You have the right to appeal this decision of the Building Maintenance Official to the local Board of Building Code Appeals as provided for in Section 106.0 of the Virginia Maintenance Code, and in Section 9-3 of the Code of the City of Danville, Virginia, 1986, as amended. A written request for such an appeal shall be made on forms provided by the Building Maintenance Official, and filed with this office within 14 calendar days from receipt of this notice. At the time of filing, a fee of Two Hundred dollars ($200.00) shall accompany the appeal request. Applications for appeal may be obtained in the Inspections Office located in Room 208 of the Municipal Building at 427 Patton Street, Monday through Friday, 8:00 AM until 5:00 PM.

Compliance with this order may require a building permit from this office. Failure to obtain the proper permit(s) as required by the USBC shall constitute a separate violation. **Should you have any questions, or when all work ordered in this Notice has been completed, please contact me at (434) 799 5260**. Thank you for your cooperation in promptly eliminating these violations.

Sincerely,

CARLOS A VALDERRAMA
Property Maintenance Inspector

JERRY D RIGNEY, CBO, CPCA
Division Director of Inspections

CC: File
Post on Property

CITY OF DANVILLE
ATTN: EARL REYNOLDS
PERSONAL SERVICE DELIVERY

City of Danville
427 Patton Street, Suite 208
Danville VA, 24541
Phone: (434) 799-5260

River District Design Commission

MEETING OF JUNE 8, 2017

SUBJECT

A request has been filed by, K & W Properties of Southside LLC for a Certificate of Appropriateness at 401 Wilson Street to repair and cover the wood along the roofline with white aluminum. The corbels are to be removed and repaired. The damaged wood beneath will be replaced and covered with white aluminum, then the corbels returned.

On March 1, 2017 a Notice of Violation was issued at 401 Wilson Street from the Fire Inspector. The notice identified items that were in need of repair; deteriorated wood/trim, untreated exterior wood and loose brick/holes in walls. These items were order to be repaired. The repair/replace of any of the aforementioned items with substitute materials requires a Certificate of Appropriateness.

EXCERPT FROM DESIGN GUIDELINES

3.2 General Guidelines

- *Façade details such as cornice ornamentation should never be covered or removed to avoid the need for maintenance, painting or refinishing*

STAFF RECOMMENDATION

Staff believes that the request for a Certificate of Appropriateness at 401 Wilson Street to repair and cover the existing wood along the roofline with white aluminum does not meet the River District Design Guidelines. The Commission will need to determine if the discrepancy is minor and issue a COA or major and deny a COA.

City of Danville
427 Patton Street, Suite 208
Danville VA, 24541
Phone: (434) 799-5260

River District Design Commission

CERTIFICATE OF APPROPRIATENESS APPLICATION

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INFORMATION TO BE PROVIDED BY APPLICANT

Important-Please read before completing application

a) All questions on this application must be fully answered
b) The application must be signed by the property owners or representative with written authorization by the owner
c) A drawing, photo, plan or sketch of proposed project with dimensions

Property Location: 401 Wilson St

Name of Applicant: [illegible]

Applicant's Address: _____

Applicant's Phone Number: _____ Email Address: _____

Work Proposed (please circle one): Alteration/addition/rehabilitation/new construction/sign

repair and cover wood along roofline with aluminum

Type of material(s) to be used: ALUMINUM (WHITE)

_____

Have you read and understand the Design Guidelines for the River District of Danville, Virginia? _____

Are you aware of the federal/state tax credits for potential reimbursement/credit of money used during substantial rehabilitation projects? _____

Would you like more information about these programs? _____

Which one(s)? _____

_____ _____

Signature of Property Owner (if not applicant) Signature of Applicant

INFORMATION TO BE PROVIDED BY PLANNING DIVISION

Application Number: _____ RDDC Date: _____

Date submitted: _____ Received by: _____

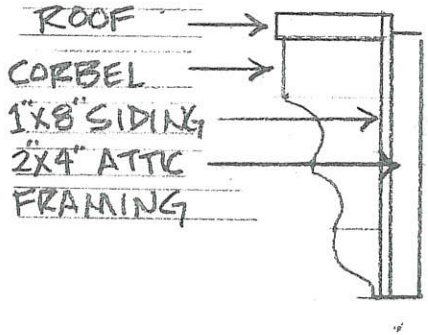
Tax Map Number: _____ Zoning District: _____

Additional Zoning Information: _____

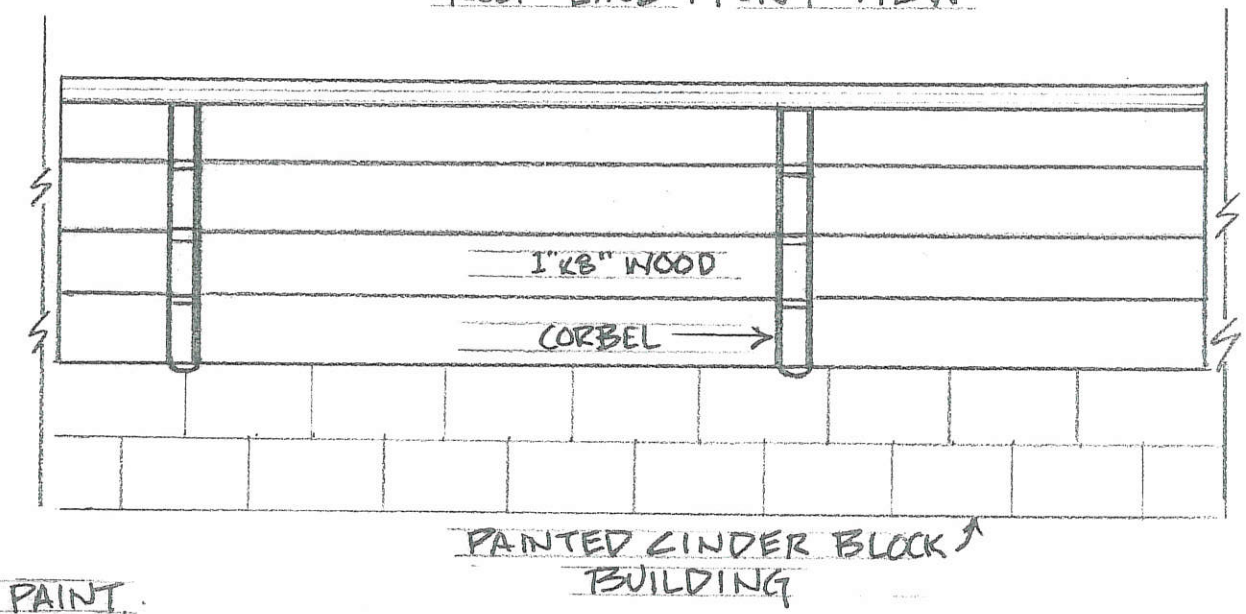
_____

All buildings, structures or improvements located in the River District and visible from a public right-of-way shall not be located, constructed, reconstructed, altered, or repaired unless a Certificate of Appropriateness has been issued by the River District Design Commission. The Commission meets once a month on the second Thursday of the month at 4:00P.M. in the fourth floor City Council Conference Room located in the Municipal Building. All questions or applications should be submitted to the Planning Division, located on the second floor of the Municipal Building, 427 Patton Street, Room 207, Danville, VA 24541; (434)-799-5260.

SIDE VIEW



ROOF LINE FRONT VIEW



SCOPE OF WORK:

1. REMOVE CORBELS, REPAIR, PAINT.
2. REMOVE 1"X8" REPLACE WITH 3/4" PLYWOOD
3. COVER PLYWOOD WHITE ALUMINUM OR VINYL.
4. INSTALL REPAIRED CORBELS

BLDG. REPAIRS ON VC RESTURANT		
SCALE: 1/2" = 1'	APPROVED BY:	DRAWN BY DLW
DATE: 4/17/17		REVISED
K+W PROPERTIES OF SOUTHSIDE, LLC		
FOR REVIEW		DRAWING NUMBER A-1

City of Danville, Inspections Division
427 Patton Street Suite 208
Danville VA, 24541
Phone (434) 799-5260

Notice of Violation

3 / 1/2017

K & W PROPERTIES OF SOUTHSIDE LLC
315 WILSON ST
DANVILLE VA 24541

RE: 401 WILSON ST
Parcel ID: 21593
Application Number: 198429

Dear Property Owner(s) and/or occupant,

The City of Danville's Inspections Division has inspected the building on the above referenced property and found it to be in violation of the provisions of the most current edition of the Virginia Uniform Statewide Building Code, as adopted by the Commonwealth of Virginia, Department of Housing & Community Development for the maintenance of existing structures.

The specific violations, which exist, are as follows:

304.1 Exterior of Structure: The exterior of a structure shall be maintained in good repair, structurally sound and sanitary.

304.2 Protective treatment: Exterior wood and/or metal surfaces have peeling, flaking and/or chipped paint.

304.6 Exterior walls: All exterior walls shall be free from holes, breaks, and loose or rotting materials: and maintained weatherproof and properly surface coated where required to prevent deterioration.

ORDER

In order to abate the violations on this property, this building must be repaired and/or improved to comply with the provisions of the VMC. You are hereby ordered to complete the following repairs and/or improvements within 90 calendar days of receipt of this notice:

1) **ALL DETERIORATED WOOD/TRIM SHALL BE REPLACED**
2) **ALL EXPOSED UNTREATED EXTERIOR WOOD SHALL BE PAINTED WITH A PROTECTIVE COATING**
3) **ALL LOOSE BRICK/HOLES IN WALLS SHALL BE REPAIRED**

Failure to comply with this order to abate the violations noted above will result in the City of Danville taking action to abate such conditions in accordance with the provisions of Virginia Code Section 36-106 and/or the Virginia Maintenance Code, as the Building Maintenance Official deems appropriate. This may result in legal action against you, which would subject you to a fine of up to $2,500.00, or the City may take the necessary action, and charge the costs or expense thereof to you. Any charges assessed, which are unpaid, would constitute a lien in that amount against the property.

Right of Appeal

You have the right to appeal this decision of the Building Maintenance Official to the local Board of Building Code Appeals as provided for in Section 106.0 of the Virginia Maintenance Code, and in Section 9-3 of the Code of the City of Danville, Virginia, 1986, as amended. A written request for such an appeal shall be made on forms provided by the Building Maintenance Official, and filed with this office within 14 calendar days from receipt of this notice. At the time of filing, a fee of Two Hundred dollars ($200.00) shall accompany the appeal request.

Applications for appeal may be obtained in the Inspections Office located in Room 208 of the Municipal Building on Patton Street, Monday through Friday, 8:00 AM until 5:00 PM.

Compliance with this order may require a building permit from this office. Failure to obtain the proper permit(s) as required by the USBC shall constitute a separate violation. **Should you have any questions or when all work has been completed, please contact me at (434) 799 5260**. Thank you for your cooperation in promptly eliminating these violations.

Sincerely,

JAY THORNTON
Fire Inspector,
Property Maintenance Inspector

CC: File

City of Danville
427 Patton Street, Suite 208
Danville VA, 24541
Phone: (434) 799-5260

River District Design Commission

MEETING OF JUNE 8, 2017

SUBJECT

A request has been filed for a Certificate of Appropriateness at 705 Patton Street to replace the existing canopy with a sloped canopy with a metal roof.

EXCERPT FROM DESIGN GUIDELINES

3.0 GUIDELINES FOR HISTORIC BUILDINGS IN THE RIVER DISTRICT

3.2 General Guidelines

- Every reasonable effort should be made to preserve and enhance the historically significant elements of a building.
- Architectural restoration, rather than renovation, is the preferred option when feasible.
- Qualities such as massing and scale, verticality or horizontality of architectural lines and rhythm of the fenestration are all critical to overall design. These qualities should be studied and retained when possible.
- Before replacing historic elements of a building, preservation and consolidation should be considered.
- All additions and renovations to existing structures should complement the original elements in terms of material, size, shape and color.
- New construction (e.g. additions) must be appropriate to the period and style or character of the building and the district as a whole.

3.2.1 Roofs, Gutters, and Downspouts

Roofing material, historic or modern, has a finite life span and is one of the few things that must be replaced on almost any building over the course of its lifetime. As roofs are replaced the original material installed is often changed to a more modern replacement material. Historic roofing materials included wood shingles, slate, terra-cotta tiles, metal and asphaltic membrane. Modern replacement materials include asphalt shingles, cement tiles and rubber, asphalt or man-made membrane roofing. Selection of original roof materials was based on the form of the roof and the architectural style of the building. On historic and modern pitched roofs, shingles, slate or metal may be installed but due to the nature of the materials and attachment techniques, flat roofs require that metal or membrane be used.

STAFF RECOMMENDATION

705 Patton Street was built in 1958 and is not located within either the Downtown Danville Historic District or Danville Tobacco Warehouse and Residential District. Since it is not a contributing structure within the River District, Staff believes that this renovation would not be of detriment to any adjacent property.

Staff recommends approval of a Certificate of Appropriateness at 705 Patton Street to replace the existing canopy with a sloped canopy with a metal roof.

DANVILLE
RIVER DISTRICT DESIGN
COMMISSION

POST OFFICE BOX 3300

DANVILLE, VIRGINIA

(434) 799-5261

CERTIFICATE OF APPROPRIATENESS APPLICATION

The guidelines will be administered through the River District Design Commission (RDDC) appointed by City Council. This Commission will review any changes to buildings or sites within the District and issue a Certificate of Appropriateness (COA) if the changes meet the guidelines. Work on buildings and sites within the District cannot commence until a COA has been issued and other required permits and approvals have been obtained (see Section 1.2 for information on the Commission and Section 1.5 for more information on the process).

INFORMATION TO BE PROVIDED BY APPLICANT

Important-Please read before completing application

a) All questions on this application must be fully answered
b) The application must be signed by the property owners or representative with written authorization by the owner
c) A drawing, photo, plan or sketch of proposed project with dimensions

Property Location: 703 PATTON ST

Name of Applicant: BOB NEWNAM

Applicant's Address: 300 SHORENAM DR

Applicant's Phone Number: 489-2434 Email Address: BNEWNAM@COMCAST.NET

Work Proposed (please circle one): Alteration/addition/rehabilitation/new construction/sign

REPAIR CANOPY - INCLUDING ROOF ABOVE
Metal Roof - sloped

Type of material(s) to be used: WOOD, METAL - VINYL - WITH ROOF

Have you read and understand the Design Guidelines for the River District of Danville, Virginia? YES

Are you aware of the federal/state tax credits for potential reimbursement/credit of money used during substantial rehabilitation projects? YES

Would you like more information about these programs? _____

Which one(s)? _____

HOUSE OF HOPE

Signature of Property Owner (if not applicant)

Signature of Applicant

INFORMATION TO BE PROVIDED BY PLANNING DIVISION

Application Number: _____

RDDC Date: 6/8/17

Date submitted: _____

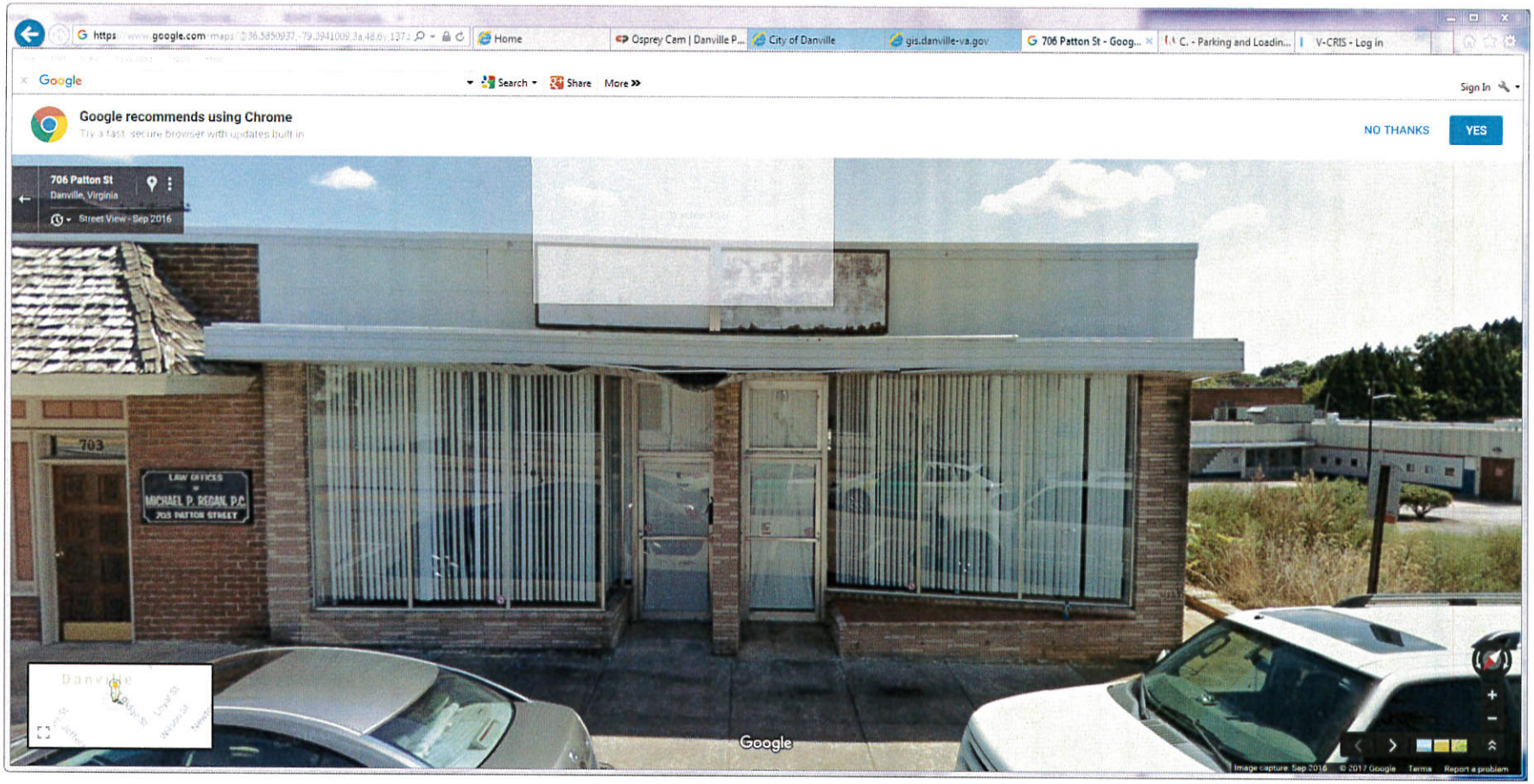
Received by: AH

Tax Map Number: _____

Zoning District: _____

Additional Zoning Information: _____

All buildings, structures or improvements located in the River District and visible from a public right-of-way shall not be located, constructed, reconstructed, altered, or repaired unless a Certificate of Appropriateness has been issued by the River District Design Commission. The Commission meets once a month on the second Thursday of the month at 4:00P.M. in the fourth floor City Council Conference Room located in the Municipal Building. All questions or applications should be submitted to the Planning Division, located on the second floor of the Municipal Building, 427 Patton Street, Room 207, Danville, VA 24541; (434)-799-5261.


Google recommends using Chrome
Try a fast, secure browser with updates built in
NO THANKS
YES
706 Patton St
Danville, Virginia
Street View - Sep 2016
703
LAW OFFICES
MICHAEL P. REGAN, P.C.
705 PATTON STREET
Google

City of Danville
427 Patton Street, Suite 208
Danville VA, 24541
Phone: (434) 799-5260

River District Design Commission

MEETING OF JUNE 8, 2017

SUBJECT

A request has been filed for a Certificate of Appropriateness at 600 Craghead Street to install a 2ft x 5ft wooden hanging sign under the Colquhoun street entrance awning for Ballad Brewing.

EXCERPT FROM DESIGN GUIDELINES

7.2. Sign Type, Placement and Size

g. Hanging Signs. Hanging signs are different from projecting signs in that they are mounted under an awning ior canopy where a projecting sign mounted higher would be obscured by the awning or canopy. These must be mounted high enough to ensure headroom beneath the sign. A minimum clearance of 7' is suggested, but this will be evaluated individually.

3. Design and Allowed Materials

- **Traditional materials** are appropriate for signs in the River District, including wood, glass, metal, gold leaf, raised dimensional letters, and painted designs. Window Signs should be decal-type lettering or etching.

STAFF RECOMMENDATION

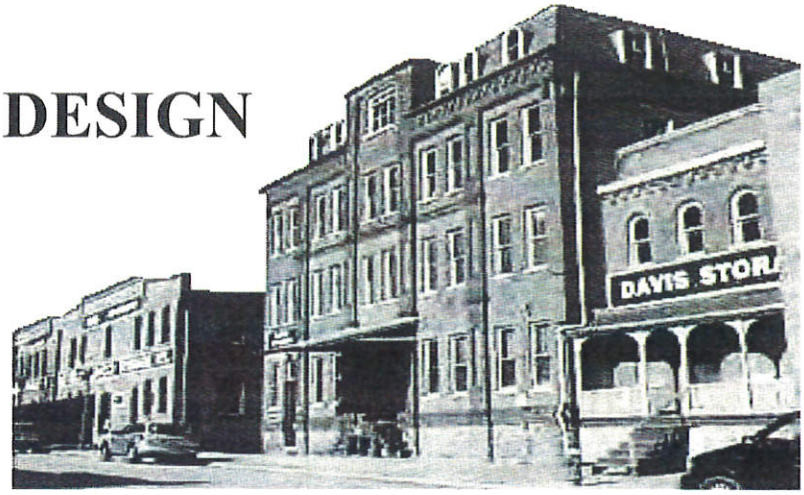
Staff recommends approval of the request to install a 2' x 5' wooden hanging sign under the awning at 600 Craghead Street, Ballad Brewing. The proposed signage meets the design guidelines.

DANVILLE
RIVER DISTRICT DESIGN
COMMISSION

POST OFFICE BOX 3300

DANVILLE, VIRGINIA

(434) 799-5261



CERTIFICATE OF APPROPRIATENESS APPLICATION

The guidelines will be administered through the River District Design Commission (RDDC) appointed by City Council. This Commission will review any changes to buildings or sites within the District and issue a Certificate of Appropriateness (COA) if the changes meet the guidelines. Work on buildings and sites within the District cannot commence until a COA has been issued and other required permits and approvals have been obtained (see Section 1.2 for information on the Commission and Section 1.5 for more information on the process).

INFORMATION TO BE PROVIDED BY APPLICANT

Important-Please read before completing application

a) All questions on this application must be fully answered
b) The application must be signed by the property owners or representative with written authorization by the owner
c) A drawing, photo, plan or sketch of proposed project with dimensions

Property Location: 600 Craghead St., Danville VA 24541

Name of Applicant: Timothy Meyers - Ballad Brewing

Applicant's Address: 541 Bridge St. Apt. 301 Danville, VA 24541

Applicant's Phone Number: 570-241-1302 Email Address: tim@balladbrewing.com

Work Proposed (please circle one): Alteration/addition/rehabilitation/new construction/sign

Hanging sign with Ballad Brewing painted on both sides. Will hang under entrance awning on Colquhoun St. side of building.

Type of material(s) to be used: Painted Wood

Have you read and understand the Design Guidelines for the River District of Danville, Virginia? Yes

Are you aware of the federal/state tax credits for potential reimbursement/credit of money used during substantial rehabilitation projects? yes

Would you like more information about these programs? No

Which one(s)? _____

Signature of Property Owner (if not applicant)

Signature of Applicant

INFORMATION TO BE PROVIDED BY PLANNING DIVISION

Application Number: _____ RDDC Date: _____

Date submitted: _____ Received by: _____

Tax Map Number: _____ Zoning District: _____

Additional Zoning Information: _____

All buildings, structures or improvements located in the River District and visible from a public right-of-way shall not be located, constructed, reconstructed, altered, or repaired unless a Certificate of Appropriateness has been issued by the River District Design Commission. The Commission meets once a month on the second Thursday of the month at 4:00P.M. in the fourth floor City Council Conference Room located in the Municipal Building. All questions or applications should be submitted to the Planning Division, located on the second floor of the Municipal Building, 427 Patton Street, Room 207, Danville, VA 24541; (434)-799-5261.

BALLAD B·B

BREWING

RIVER DISTRICT DESIGN COMMISSION

MEETING OF

May 11, 2017

Members Present	Members Absent	Staff
Peyton Keesee		Anna Levi
George Davis		Tracie Lancaster
Courtney Nicholas		Alan Spencer
Sheri Chaney		
Jonathan Hackworth		
John Ranson		
R.J. Lackey		

Chairman Davis called the meeting to order at 4:00 p.m.

I. ITEMS FOR PUBLIC HEARING

1. *A request has been filed for a Certificate of Appropriateness at 400, 401, 501, and 601 Craghead Street to install 24 sq. ft. "Use Your Re-imagination" signs to collect citizen input on what kinds of businesses are desired in vacant river district storefronts.*

Mr. Davis opened the Public Hearing.

Present on behalf of this request was Ernecia Coles. Ms. Coles stated I submitted these applications and they are similar to the one you've approved last month for the signage at the former Belk building. These will be placed on vacant warehouse buildings. The owner Water Shed Ventures has been very enthusiastic about getting public input. They are also the owner of the former Belk building as well. This is the same size and the same type of sign. I am available now to answer any questions that you might have.

Mrs. Nicholas stated how often will they be monitored?

Ms. Coles stated daily, up to three times a day; particularly, during the work week. I think I promised three times a day at the last meeting. We will do our best to monitor it. If it does become a problem with negative messaging then we will decide to take it down. But it will be up through August.

Mr. Davis stated we had concrete poured in front of our office building on Craghead and there was negative messaging in the concrete before it could even get half way dry.

Mrs. Nicholas stated is there going to be something over them? Just to deal with if it is raining.

Ms. Coles stated that is a really good question, no.

Mrs. Nicholas stated because if I remember correctly the others were going to be angled so that they wouldn't be affected by the weather.

Ms. Coles stated the Belk building has some built in canopies already.

Mr. Ranson stated have you put the other one up that we approved?

Ms. Coles stated not yet. I will ask the manufacture for a possible solution.

Mrs. Nicholas stated I just don't want the rain to wash away the good ideas.

Ms. Coles stated we definitely need to check it and take photographs daily.

Mr. Davis closed the Public Hearing.

Mrs. Nicholas made a motion that the request meets the guidelines and should be issued an COA. Mr. Ranson seconded the motion. The motion was approved by a 7-0 vote.

2. *A request has been filed for a Certificate of Appropriateness at 614 Lynn Street to install a 14 sq ft aluminum sign and a 16.8 sq ft aluminum sign on the north side of the building. Both signs will advertise for Newground Church.*

Mr. Davis opened the Public Hearing.

Ms. Levi stated I can try to answer any questions that you might have.

Mrs. Nicholas stated are we good as far as square footage and signage?

Ms. Levi stated combined it is less than the 32 square foot that the guidelines recommend.

Mrs. Chaney stated is it just two different entrances is why they are marking it?

Ms. Levi stated correct.

Mrs. Nicholas stated if they put something in the window does that count toward the square footage for signage?

Ms. Levi stated it would and I see what you are seeing now.

Mrs. Nicholas stated I was just curious. I figure they will take that down once they have these signs.

Ms. Levi stated yeah that would count so we will have that conversation. That is not on the application that is not being requested at this time.

Mr. Davis stated it would count if it is inside the building in the window?

Ms. Levi stated it is supposed to yes.

Mr. Hackworth stated that is not attached to the window that is just one of those signs that sits out on the curb.

Ms. Levi stated oh okay. I was looking at that thinking that was a poster. That is not included in the square footage for wall signage. Yeah that is a temporary directional sign and that is a different permitting process. But people should still be coming to you guys for those applications. So we will make sure they know that.

Mrs. Chaney stated the other sign that Courtney and I are looking at is at the right of the door. It appears to just be a temporary sign.

Mrs. Nicholas stated it is hand drawn.

Mr. Davis closed the Public Hearing.

Mrs. Nicholas made a motion that the request meets the guidelines and should be issued a COA. Mr. Hackworth seconded the motion. The motion was approved by a 7-0 vote.

3. *A request has been filed for a Certificate of Appropriateness at multiple River District locations to install wayfinding signage for the Riverwalk Trail system.*

Mr. Davis opened the Public Hearing.

Present on behalf of this request was Emily Ragsdale, The Facilities and Services Planner for Parks and Recreation. I would be happy to answer any questions that you might have. I think there are some examples of the signage in the package. We are still working on the company with design but these will be colors and the general concept. As you can tell the blue sign is just square and it will have a rounded top with the riverwalk logo at the top. The larger trailhead with the map has the larger map which you have in your packet. Then there will be a smaller directional sign underneath it. That is included in the total size that you were given.

Mrs. Chaney stated I'm assuming those are the posts?

Mrs. Ragsdale stated these are the mile marker posts. They were not in your packet. It is kind of hard to show you what that looks like. This is an actual example they will be the same height and everything. It is just a sleeve that slides over our 4x4 post. It will have a cap like you see on a fence post on top of it. We don't have the exact locations for these yet because we will start marking the trail at Ballou Park. That will be the starting point and it could vary. I believe it will be no more than seven in the River District.

Mr. Ranson stated so how often do you have those?

Mrs. Ragsdale stated these are quarter of a mile. This is part of the request from the Emergency Services they were having issues with people on the trail. Right now it is marked on the asphalt but it is a crazy lettering no one knows what that is. So people are calling 911 while they are on the trail and they unable to tell them where they are.

So between the wayfinding signage and these mile markers it will be a lot easier for them to know exactly where they are if they need help.

Mr. Ranson stated where is the zero going?

Mrs. Ragsdale stated Ballou Park. The trail by the end of next year you will be able to get on at Ballou park and go up to Stinson Drive. We actually have funding to go from where it ends on Stinson to the airport. We have conditional funding waiting one more approval from VDOT to go from the Airport up to 58. So these will be on the entire trail.

Mr. Keesee stated how many miles is all of that?

Mrs. Ragsdale total I'm not sure. Right now we have 11.7 miles.

Mr. Keesee stated starting at Ballou Park?

Mrs. Ragsdale stated yes. So I would assume that is at least another half of a mile.

Mr. Whitfield stated its going to eventually connect to the Pittsylvania Country trail right?

Mrs. Ragsdale stated yes hopefully. We are having some issues with the airport and it being a fly zone. So we have to look at a couple of different routes to get across 58. But that is the plan that eventually it will go across 58 and then tie into the trail in the County. Then the County will connect to the trail in Halifax County. As part of the beaches to bluegrass trail that's runs from the coast to the mountains.

Mrs. Nicholas stated will these signs be monitored on a semi-regular basis?

Mrs. Ragsdale stated yes, these signs are actually double signed but you only see one side. So if there is graffiti we can turn it around. They have a ten year warranty. We monitor everything on the trail daily.

Mr. Ranson stated I noticed they started behind Valve City.

Mrs. Ragsdale stated we have awarded the paving for that. The last time I spoke to the contractor for that they were waiting on it to dry out some because they are also cutting two trails through Sandy Creek Park, that vacant piece of property beside Dan River Church. So they are going to pave those two trails and that section of trail at the same time.

Mrs. Nicholas stated how long will it take to roll these signs out?

Mrs. Ragsdale stated we actually have these already. We haven't installed them because of that one missing section between behind Dan River Church and behind the Movie Theater. We didn't want to start installing them and get off on any of the numbers. So at soon as that section is cleared and it is where we can walk and actually mark where a quarter of a mile is they will be installed. I'm assuming sometime this fall these will be installed; the other wayfinding sign probably in the next three months.

Mr. Davis closed the Public Hearing.

Mrs. Chaney made a motion to approve as it meets the guidelines as shown and should be issued a COA. Mr. Ranson seconded the motion. The motion was approved by a 7-0 vote.

4. *A request has been filed for a Certificate of Appropriateness at Main Street Plaza and the Crossing at the Dan to install bike stations as a part of the Danville Rides bike share program. One bike station will be installed at Main Street Plaza and two will be located at the Crossing at the Dan Trailhead.*

Mr. Davis opened the Public Hearing.

Present to speak on behalf of this request was Emily Ragsdale with Parks and Recreation. Mrs. Ragsdale stated I will happy to answer any questions that you all have.

Mr. Hackworth stated where exactly at the plaza are you proposing?

Mrs. Ragsdale stated we had originally proposed them be close to the actual trailhead but these are a lot larger than we anticipated. The actual station is about 27 by 8 feet and each of them holds 10 bikes. So there is no real flat space that would accommodate something of that size at the trailhead. We are talking to Economic Development and the IDA about moving it closer to Lou's up towards the front of the plaza. But we wanted to make sure that wasn't going to be a conflict. We can put it down closer to the trailhead but it would just require grading and a lot of additional work. They have to be placed on concrete or some type of paver. They can't be put in grass.

Mr. Davis stated how is the bike share program going to be monitored?

Mrs. Ragsdale stated my understanding is that we are contracting with a company that will oversee the program in its entirety. So they will contract out the maintenance on the bikes if anything happens to the bikes they will be responsible for replacing them. We are just facilitating the installation and the rest will be monitored by the company.

Mr. Whitfield stated I think they will actually make sure there are an equal number of bikes too. So you don't end up with 100 bikes at the bottom of the hill and nothing at the top of the hill. It is a turnkey contract operation.

Mr. Davis stated that is not what I am worried about. I'm worried about 5 bikes being in the rack and the other five being over in different parts of the City.

Mrs. Ragsdale stated to rent them you have to swipe a credit card. So if you do not return the bike they will continue to charge you an hourly rate. They will replace the bikes that are not returned.

Mr. Whitfield stated we required them to have insurance that would replace each bike if they were not returned or if they were damaged in a wreck or something.

Mr. Davis stated that is exactly what I was searching for. I figured you would either do something like that or have GPS.

Mrs. Ragsdale stated I will also mention that we stated that we were going to do both at the Crossing trailhead and we have since talked to the Science Center. They have given us the okay to move one of the bike stations up to the Train Station. There is an area right outside the train station beside the front entrance that has picnic tables that no one uses. They said they would be more than happy to allow us to put the bike rack there.

Mrs. Nicholas stated just so that I understand correctly. One is going to be up near the Science Center, one is potentially going to be up near Lou's.

Mr. Keesee stated where do you mean by Lou's?

Mrs. Ragsdale stated it will be on the sidewalk. So if you are standing at the fountain and you are facing that parking lot between Me's and Lou's on the left side of his building. It is kind of tucked into the corner. It is not really in front of his storefront. It is behind the landscaping and trees. There is a spot that it fits perfectly in.

Mrs. Chaney stated it's in the sidewalk area not up close to the fountain?

Mrs. Ragsdale stated yes.

Mr. Hackworth stated it is closer to his display case?

Mrs. Ragsdale stated yes, but it is more tucked back in the corner.

Mr. Hackworth stated this rack is how long?

Mrs. Ragsdale stated it is 27 feet long.

Mrs. Nicholas stated so it will still be visible.

Mrs. Ragsdale stated we looked from a bunch of different angles and you would be able to see it really well from the intersection right there and from downtown. We felt that it would be better than having it down at the bottom. We thought it would be more visible and easier to see.

Mr. Hackworth stated have you had any push back from him?

Mrs. Ragsdale stated we are still in negotiation.

Mr. Whitfield stated they might not have anything to say about it.

Mrs. Ragsdale stated it is technically on City property.

Mr. Whitfield stated I have seen it on GIS and I still can't figure out exactly the dimensions. So I may want someone to walk me down there if that won't be an issue.

Mrs. Chaney stated there is a parking lot in between the two and then there is a set of stairs that go down into that parking lot. You are basically saying it is going to fit between the stairs and the corner of his building?

Mrs. Ragsdale stated it is up at the top. It is in front of the corner of his building but it is tucked back far enough.

Mrs. Chaney stated it doesn't cover the window? It is just at the corner of the roof there and then part of the parking lot.

Mrs. Ragsdale stated yes.

Mr. Keesee stated have you considered putting it over behind the public restrooms facing the river?

Mrs. Ragsdale stated that is where we looked originally. However, the size and the topography back there is very slopped in that area. We looked and it is a pretty good slope. So we would have to go in there and do a lot of grading and then put pavers down.

Mr. Keesee stated I don't like where you are talking about putting it personally. I don't know what kind of grade you are talking about because I haven't walked behind the new bathroom. But they had to flatten it out to get the bathroom in there. I don't like the area you are talking about because that is a real public area.

Mr. Ranson stated I think you would want that to be in a place like that because you want people to know that they are there.

Mr. Keesee stated yeah but it will be advertised so people will know where they are.

Mrs. Nicholas stated but are they only for use on the trail or for other areas too?

Mr. Whitfield stated anywhere.

Mrs. Nicholas stated you could be taking them out on Main Street or anywhere.

Mr. Keesee stated I'm just saying I don't see it right there. I just don't like that it will be facing the whole common area of the fountain and everything.

Mrs. Ragsdale stated where we are proposing is kind of hard to explain I wish I had a picture. There is the fountain and there are three trees and an additional side walk that is in front of those buildings. It would be on that additional sidewalk that's right in front of

Lou's. But it would be down towards the end by the landscaping. So it is still visible but it won't be very prominent.

Mr. Keesee stated I know what you're saying. But I don't have a vision because I go down there all the time but I don't go to Lou's.

Mr. Hackworth stated on those units do they just sit there or do you have to anchor them in?

Mrs. Ragsdale stated they are anchored. But they can be removed. It is bolted so if they were moved we would potentially have to replace a couple of bricks. But it wouldn't be anything substantial.

Mrs. Nicholas stated the third would one just be at the other trailhead?

Mrs. Ragsdale stated yes right in front of the flag poles.

Mr. Keesee stated I'm sorry where is the third one going to be?

Mrs. Ragsdale stated it is at the Crossing at that trailhead. There are some flag poles and then a sidewalk its right there.

Mr. Keesee stated I don't have a problem with that one.

Mrs. Nicholas stated I was just making sure of where that one was going to be.

(Ms. Levi pulled the street view up on google maps.)

Mrs. Ragsdale stated it looks a little different there now but it will be down here. This is all the plaza now and there are trees that are along here. It will be right here.

Mr. Whitfield stated right against his building?

Mrs. Ragsdale stated we wouldn't put it right against his building. But it would be close.

Mr. Hackworth stated those panels of glass are five foot wide. So roughly 20 so it would be over to about here.

Mrs. Ragsdale stated I think it came out to about here.

Mr. Hackworth stated so basically it will be from the vertical sign over to the end of the building.

Mrs. Ragsdale stated no, it wasn't over that far it fit more here back in this corner.

Mr. Hackworth stated were those the only size units that you could get for the Bike Share program?

Mrs. Ragsdale stated yes.

Mr. Davis stated the parking lot between Me's and Lou's is that this parking lot.

Mr. Whitfield stated yes the IDA owns it.

Mr. Keesee stated I hate for you to give up parking spots but if you are dead set.

Mr. Lackey stated you can't take up parking.

Mr. Keesee stated I agree but I don't think it looks good in this location.

Mr. Lackey stated I'm not disagreeing with that but you can't take up parking spots for downtown.

Mrs. Ragsdale stated so it is back here behind these trees. (Mrs. Ragsdale pulls up another view on the computer).

Mr. Keesee stated those trees are all in the middle of the sidewalk.

Mrs. Ragsdale stated it is a pretty wide sidewalk behind the trees. There is a wide one in front of them but there is a pretty wide one behind it as well.

Mr. Keesee stated on the opposite side of that seat against the building?

Mr. Lackey stated Mr. Whitfield can we pass a resolution that they can install it for three months and if we don't like it they have to move it?

Mr. Whitfield stated I wouldn't do that to tell them. I would either approve it or not approve it.

Mr. Keesee stated we could approve it but not right there.

Mr. Whitfield stated he wanted to know about temporarily approving it.

Mr. Lackey stated you could down there and look at it and go I don't like this.

Mr. Davis stated why can't we go ahead and approve the other two placements and allow them a little bit more time to see if there is another location downtown that might be more appropriate.

Mr. Keesee stated the City parking lot beside the public bathroom, could you not back this thing up and pour some concrete and put it right there on the right side? It is kind of out of the way closer to the river.

Mrs. Ragsdale stated that area is slopped.

Mrs. Chaney stated at the walkway up to the building?

Mrs. Ragsdale stated down here it slopes. (Looking at the screen where the image of the area was loaded).

Mr. Keesee stated I'm talking about the right side of that parking lot.

Mrs. Chaney stated in between the parking lot and the bathrooms.

Mrs. Ragsdale stated right here? You can look right here and tell that is a slope. Plus you have these trees in here and there is really not enough room.

Mr. Keesee stated that is not much of a slope in my opinion.

Mrs. Nicholas stated I like that it is shaded and the bikes won't be so hot.

Mrs. Chaney stated the area between the parking lot and North Main across the bridge in the old Dan River Building. Not up near the restrooms but a little bit further down. Is that level there?

Mrs. Ragsdale stated not really it still slopes.

Mrs. Chaney stated I agree with Mr. Davis maybe we approve the two and work on the third one.

Mrs. Nicholas stated or at least come back to us with more information.

Mrs. Ragsdale stated that is fine. We can do that we would prefer to come back next month and have this approved. They want to install these by July.

Mr. Whitfield stated what is the deadline?

Ms. Levi stated the deadline is only two weeks beforehand.

Mr. Whitfield stated will they have to reapply?

Ms. Levi stated if it is a holdover from this meeting then you wouldn't need to reapply.

Mr. Whitfield stated what you can do then is just postpone that item and approve the other two. You would be postponing it to the June meeting.

Mr. Davis stated Mrs. Nicholas this one is a little complicated.

Mrs. Ragsdale stated just so you know there is signage attached to this they provide signage. The only thing that would change from this that we have control over is the potential sponsors which we don't have at this moment. I think right now we have Dr. Miller as a sponsor and that's it.

Mr. Davis stated you are okay with us approving the two and postponing the other one?

Mrs. Ragsdale stated yeah that's fine.

Mr. Davis closed the Public Hearing.

Mr. Whitfield stated you would move to approve the one at the trailhead and at the Science Center and postpone the one at Lou's.

Mrs. Nicholas stated which it is not listed on the application as the Science Center so it is being moved to the Science Center.

Mrs. Ragsdale stated yes it is all on the same property if that matters.

Mrs. Nicholas made a motion to approve the locations for the bike rack at the Science Center and the Crossing trailhead as they meet the guidelines and should be issued a COA. Mrs. Chaney seconded the motion. The motion was approved by a 7-0 vote.

Mrs. Nicholas made a motion to postpone the location for the bike rack to be placed at the Main Street plaza until the June meeting. Mrs. Chaney seconded the motion. The motion was approved by a 7-0 vote.

5. *A request has been filed for a Certificate of Appropriateness at 515 Spring St, the Crossing parking lot, and at the Science Center to install aluminum signage to promote the trolley bus service that is to begin in August of 2017. The composite aluminum signs will be 2' x 3' and will be installed on 8 ft steel poles.*

Mr. Davis opened the Public Hearing.

Present to speak on behalf of this request was Marc Adelman with the Transportation Department. Mr. Adelman stated the agenda item doesn't speak to the entirety of the request. So I would like to make this presentation so that you are more aware. This is a hard copy of the presentation. This involves over 20 different bus stops locations that will require the Commission's approval as well as signage. We completed a survey and we received 457 responses for the survey to get a better sense of interest and use of the service. To determine that the vast majority of the potential users of the downtown circulator that would frequent the River District area would primarily use the service on Saturday and weekends. They would primarily use it for shopping, dining, leisure and

recreational activities. Along those lines a subcommittee for the transportation advisory was formed to look at a possible route and look at signage that would be included in the River District area. The route does begin at Ballou Park shopping center and travels along Main Street into the River District along Craghead to The Community Market and Bridge Street. Then it travels along North Main and on its inbound path comes back the exact same way. What is identified here on the screen is an example of an 8x12 sign that would be located at Ballou Park Shopping Center. All of the times and all of the signs would have to be reflective of the actual time that the bus would stop at that location. So this is just an example the only thing that would be duplicated for the rest of the 8x12 signs are the logo and the couple sentences right below it. Those times identified for Saturday and the first Friday of every month would be different relative to the bus stop location. We proposed a different color scheme to the Community Development Department and the original did not look like this as far as the color scheme goes. The staff recommended this color scheme. Since that recommendation we have had the opportunity to look at several other options for color schemes that we would like your consideration on today. The second color scheme the trolley appears to be red and the main line trolley background is brown with a background border of green. The third color scheme is a little bit different and then when you put them all together on the same page that is what they look like. So one of the first issues for consideration here is which logo you would like for us to use. We are talking about potentially 25 different signs being erected for bus stop locations for the main line trolley route. Does anybody have any questions or recommendation with the color scheme or logo? That is really the big issue here for the part of the agenda item today. Is there a preference?

Mrs. Nicholas stated I like option 3 which is option 2 up there.

Mr. Keesee stated you like option 3 which is option 2.

Mr. Lackey stated the one in the middle.

Mr. Adelman stated I don't know how you want to proceed with this Mr. Whitfield. There is another sign but the logo is the biggest issue. The other item that they have to vote on is the approval of the bus stop locations of where the signage would be.

Mr. Whitfield stated it is up to the Chair to determine that.

Mr. Davis stated it seems to me that it would be easier or better to approve having the signs there in the first place before we can decide on what color.

Mr. Adelman stated okay we will continue on with the presentation then. One of the focal points of this service and challenges of this service is that parking is very limited along Main Street and Craghead with all of the development and businesses that are locating in this area. So the focus of our survey as well as planning this route was to establish park and ride lots and to promote the use of those lots. So that the non-transit dependent rider who has a car and has the option of coming to the park and ride lot and getting on the bus and getting off at that lot. So identified on the left that is where the sign will be located. It is a 2x3 foot sign and the logo identified here isn't set in stone of course it is based on the approval of the Commission. We would locate these signs at

the various spots identified on the left side including the front door of the Danville Science Center. The Executive Director of the Science Center approved putting it on their front door. There is a public parking lot at North Main and Church Street that is not in the River District. I will show you pictures of each one of these locations so that you can have a better sense of where they might be positioned. This is the route area within the River District. Again, we will begin at Ballou Park Shopping Center. But within the River District we are looking at Jefferson and Main. The bus would travel along Main to Ridge Street and make a left onto Spring Street. Then travel pass the transfer center, make a right onto North Union and come up to Patton Street. Make a left on to Patton Street then make a right onto Craghead Street. Then travel through the Community Market and serve the Newton's Landing parking lot and then come out make a right onto Bridge Street. Then travel up to North Main and Moana Place and on its inbound path it would follow the same path.

Mrs. Nicholas stated how would it work at Union Street on part of it that is one way?

Mr. Adelman stated right so we would have to come down to Memorial Drive and then make a left and come down Bridge Street on Patton. The next several images were identified at proposed areas where the bus stop locations would be positioned where the sign would be installed. Of course the poles would have to match River District guidelines. We are looking here at the Episcopal Church at Main and Jefferson and the bus stop would be in this location here in the grass. Some of the locations already have an existing sign so one of the issues here is this pole doesn't meet River District guidelines. But we would want to attach the new sign to this existing pole. The new sign would be an 8x12 sign right below the original sign. There is an existing bus stop behind the Danville House on Spring Street that has another existing sign. But over 20 of these different locations don't have a bus stop sign currently. For example, this is a location right at Spring and North Union we have reviewed the different locations and recommended putting the sign right here; thinking that most people would want to use the nearby parking lot. That was funded on the federal transit administration, all of 515 Spring Street not only the building but the parking lot and the mural that was all funded with federal transit dollars. Another, potential location is on North Union near Main Street and this is a short distance away from the 515 Spring Street parking lot that I just showed you. I don't know if it is absolutely necessary but to me if a person has an interest in parking in that lot this is very close to Main Street, so it will be convenient. The other thing is, practically, speaking I'm not sure if this location will be freed up so that a bus could pull in. The trolley is approximately 35 feet and you need over 55 or 60 feet in length to pull in, park, and get out. But what we are looking at today is an idealistic situation best case scenario for where we can put signs. The next bus stop would be located right across from the Golden Leaf Bistro in this area and there is a bench right here. I discussed these locations with Corrie Teague, Chris Franks, and Brian Dunevant. The signage that I showed in the first few slides could be installed on existing poles if that is desired or if you would like us to erect poles that are consistent with River District guidelines that can be done as well. These lots at 518 Craghead we used to have a bus stop right here at Deboe but due to the sidewalk construction it was removed. We think this would be a good location because you are getting close to the Community Market. We put a bus shelter at the Community Market at the Pepsi Building

several years ago. We also put in a kiosk that was a federal funded project as well. So there will be a sign installed there as well. This doesn't have an existing bus stop but this is very close to Bridge Street close to the trailhead and the Community Market is to the immediate left of this location. Now we are getting close to Newton's Landing and the unique situation at Newton's Landing is that when I ask Mr. Gillie if we could put a new pole up he said no due to DEQ environmental quality restrictions. So he suggested that we put it on an existing pole. Corrie Teague suggested that we but it on the backside of this sign. If you go back to the front side of it you can see. She was thinking that if we did it the exact same shape maybe it would enhance the sign by having it on the backside. But according to Kenny you can't install any new poles in this area.

Mr. Whitfield stated that is correct that is a signed agreement with DEQ.

Mr. Adelman stated it is sufficient in that there are very few places along Bridge Street to establish any type of bus exclusive loading area because of the parking and the development. So next if we look at what we just reviewed we were all the way over by the Community Market on Bridge Street, Newton's Landing and then this location which is very close to Worsham Street Bridge. We are going on the inbound path. This is at the Acree's Parking garage is this area here. There is an existing bus stop for Averett University's Riverview campus right here. We can put a sign right next to it. They would be stopping right in this area. We would need this full area for the trolley bus though. Now we are going back into the Community Market area very close to the building. You can see the hand rails to the Community Market building and this will be right on the opposite side of the other bus stop location that I discussed previously. We would like to locate one right here at the front door of the Science Center near the step here right on Craghead going back. We want to place a bus stop across from 518 Craghead in this area and across from 308 Craghead. One of the things that I thought Public Works Engineering would have a concern with was that they just put this brick in and they might not want us to put poles up. But they said no that was fine that we could work with the existing contractor per approval of the River District Design Commission. Across from North Union and Main as I showed earlier it is very close to the transfer center. Again, I'm not sure about the feasibility of putting in a bus stop sign here because there were several cars parked here previously. But ideally again it would be good if we could get a bus stop close to Main Street because we don't propose any bus stops along Main Street at all because the loss of parking that would be required. Across from 515 Spring Street the transfer center there is a bus shelter to your immediate right back in this area. The last one is at North Main; there is already an existing sign at location. So that concludes the presentation and you do have a hard copy. So what we are hoping today is to get approval from the Commission for the desired signage and the bus stop locations that were identified. There were several that were listed and that were shown to you today and I hope that's not too overwhelming for you all to make a decision. We do need to go out to bid for signage next month so that we can order it to be in by July subject to City Council's approval. The plan for the service to start is the first Friday August 4th and then every Saturday thereafter. So to get all of the signage in we do need to order it in July. I would be glad to come back next month if there is additional deliberation needed between now and then. But that is kind of the timetable for the project.

Mrs. Nicholas stated are we the first board that you are approaching about this?

Mr. Adelman stated to my knowledge you are the only Board that I would need to.

Mrs. Nicholas stated okay I didn't know if the CAR had to weigh in on the sign colors.

Mr. Adelman stated of course the transportation advisory committee approved this which is the City Manager's office and City Council.

Mr. Whitfield stated for what he is doing you all are the CAR. It doesn't have to go to the CAR separately.

Mrs. Nicholas stated I didn't know since it continues up Main Street.

Mr. Lackey stated it is not really our place but why isn't there a bus stop on Mountain View near the Averett Campus?

Mr. Adelman stated on Mountain View? Not at Main and Mountain View Drive?

Mr. Lackey stated there is that big loop and it is only one bus stop. I was just curious.

Mr. Adelman stated actually for this route there is service planned for to serve Woodland and Mountain View.

Mr. Lackey stated yeah it goes down Woodland with one bus stop and then there's nothing along the Mountain View side. I was just curious.

Mr. Adelman stated we received input from Averett University and that is where they wanted it. You have got the need to support ADA requirements and there is a great deal of parking because of the school over there on Mountain View. So we would be stopping at woodland where they have their existing stop then make a left. But Averett preferred we just use that one stop.

Mrs. Nicholas stated places where the trolley would stop would lines be painted as a stopping zone?

Mr. Adelman stated well because the service is only provided on Saturdays right now and the first Friday of the month I wouldn't do that. I think it would be taking away parking from the River District unnecessarily. It doesn't make since to me to do that and I would recommend that the bus stop sign say that no parking per days and times listed below. We have chosen locations where there shouldn't be a lot of parking. If someone has parked in that area they should still be able to get over to that side close enough. That is what we recommend our drivers to do right now. If someone is parking improperly at a bus stop go down further so that you can get in and out safely. But I wouldn't recommend painting lines.

Mrs. Nicholas stated the sign, what is written here, is this the final text for the sign?

Mr. Adelman stated that is an example. Yes, that is the final text for one bus stop location at Ballou Park.

Mrs. Nicholas stated it doesn't mention the no parking at those times or days.

Mr. Adelman stated okay so here is an example of an existing sign. So what you would see is right below that you would have this sign plus an 8x12 sign that you are looking at right now on your hand out. So it would be two signs and that top sign would say no parking per days below or something like that. If you zoom in on it there is a no parking symbol right underneath that bus symbol.

Mrs. Chaney stated already for the bus stop.

Mrs. Nicholas stated well that is an existing sign. I am talking about where there is not an existing sign.

Mrs. Chaney stated she is saying if you are making a new stop for the trolley to stop at, would the new sign also have that designation of you can't park the first Friday of the month and within certain hours and on Saturdays.

Mr. Adelman stated that would be desired yes. But again if you take a look at the locations like at Golden Leaf Bistro I don't think people will be parking right there.

Mrs. Nicholas stated on Union Street they are though.

Mr. Adelman stated yeah on North Union they are. As I mentioned earlier the North Union location near Main Street really doesn't have to be there. Because you have parking so close to 511 Spring Street if it was recommended by the Commission to not put those signs there I would completely understand. Generally, people will walk two or three blocks and the transfer center parking lot is less than a block away from Main Street.

Mrs. Nicholas stated I just don't want to end up with roads clogged unnecessarily because people are parked and then there is the trolley.

Mr. Adelman stated it is understandable.

Mrs. Chaney stated on Saturdays it really shouldn't be that much of an issue. Fridays would really be the only thing and parking for trolley is starting at 4 on Fridays?

Mr. Adelman stated they wanted to offer it for happy hour type situations.

Mrs. Chaney stated so we shouldn't be interfering with too much business, besides restaurants on the weekend.

Mrs. Nicholas stated well on Saturdays a lot of the shops are open downtown.

Mrs. Chaney stated well besides those but we should have all of the other parking for people to use.

Mr. Adelman stated looking at it this way everywhere there is a white rectangle that is a proposed bus stop location. So you can see from here what we are looking at. If you would like to take some time to look at the individual locations I can come back next

month. Or if you feel comfortable now on making your decision on the stops whatever you would like to do.

Mrs. Chaney stated so on the roads that you have two signs that are close to each other like the one on Craghead about middle way you have one pretty much opposite of that. Are those hours different?

Mr. Adelman stated no, the reason why there is signage on the opposite side of the street is to improve convenience for the passenger. If I get off here and I want to go to the new brewery and now I want to get back on the bus. I don't want to have to go all the way down to the Science Center if I parked at Ballou Park shopping center or on Spring Street. I want to get on as close to where I got off so that is an ideal route. That is why we tried to get as close as we could like here and here. So that is what the intent was to improve the convenience for passengers by getting the stops as close as we could to each other.

Mrs. Nicholas stated right but is there one trolley doing this?

Mr. Adelman stated yes, we do have two trolleys. But one will be used as the spare. It is often used on Saturdays for weddings and specials events as well. Those folks will have to be notified that the trolley might not be available in case this trolley breaks down.

Mr. Davis stated so is everyone comfortable as far as the route itself?

Mr. Lackey exited at 5:02pm.

Mr. Keesee stated it looks like to me that he has done his homework as far as locations. I don't have a problem with any of that.

Mrs. Nicholas stated the only one I am confused on is the two stops at the corner of Union and Patton. That is the one way portion.

Mr. Adelman stated no this is North Union.

Mrs. Nicholas stated right that is one way.

Mr. Adelman stated correct so this should have been over here on Main Street, excuse me. Those two should have been over on Main Street.

Mrs. Nicholas stated that's why I was so confused, you can't go backwards that way. So that is more outside of the Home sign?

Mr. Adelman stated yes exactly.

Mrs. Chaney stated yeah I don't have an issue with the spots for the signs.

Mr. Keesee stated you ladies want to pick out what color you like.

Mrs. Chaney stated I like the center one.

Mrs. Nicholas stated the center one.

Mr. Hackworth stated the center one.

Mr. Keesee stated the center one it is then.

Mrs. Nicholas stated which is option three here on the drawing.

Mr. Davis closed the Public Hearing.

Mr. Davis stated so we need two motions then.

Mrs. Nicholas stated I think we might need more than that.

Mr. Whitfield stated I think you approve the sign as one motion, location, and then the particular color scheme in one motion.

Mrs. Nicholas stated what about the permission to use existing poles where available versus having to put in poles that are consistent with the River District.

Mr. Whitfield stated fourth motion. Well, is all of this what he discussed in the application?

Ms. Levi stated this is all in the application.

Mr. Whitfield stated so you could approve the application as submitted.

Ms. Levi stated although it is not as submitted because the color is different.

Mr. Adelman stated I would appreciate clarification on the poles situation. We do have existing poles that we may have to remove if you all want us to put in River District poles.

Mrs. Chaney stated I don't have a problem with using an existing pole. If there is not a pole there then I would say put in a new pole. But if there is already one there then I would say use it.

Mrs. Nicholas stated I would say that if an existing pole needs to be replaced or fell down or something like that it needs to be replaced with a River District pole.

Mr. Whitfield stated Anna you can correct me if I'm wrong but I think if one of those poles fell down and they had to replace the pole I think Zoning would require them to replace it with an appropriate pole. Am I right about that?

Ms. Levi stated Zoning specifically wouldn't, but that is the function of this Board. So actually in the public right-a-way that wouldn't even come to zoning. That would just go straight past us to Engineering. So no we would not require that. But in this case where we are doing wayfinding that comes to you guys and you would be able to determine what poles you think are appropriate.

Mr. Whitfield stated I think you need to approve the signs, then the locations. Then you would make your motion that stated that the signs may be placed on existing poles.

However, if one of those poles are damaged or unusable it should be replaced with an approved River District pole. Then the fourth would be to pick your color scheme.

Mr. Ranson stated Mr. Adelman has said that there are a couple of spots where he may or may not put signs. Does that make a difference? If he decides not to put them up does it matter? I wouldn't think it would.

Mr. Whitfield stated if he decides not to put a sign that is not a problem. If he decides to put a sign somewhere that was not presented to you then he would need to come back.

Mr. Ranson stated I anticipate there will be some tweaking. Initially, he did say that there are a few that he might not put in.

Mr. Adelman stated that is true.

Mr. Whitfield stated he has the authority to put them in if you approve it. He does not have the requirement to put them in if you approve it.

Mrs. Nicholas made a motion to approve the signs as they meet the guidelines and should be issued a COA. Mr. Keesee seconded the motion. The motion was approved by a 6-0 vote.

Mr. Adelman stated also, the back side of that sign at Newton's Landing. Is that another motion?

Mrs. Chaney stated I think that can be a part of the motion for using an existing sign.

Mrs. Nicholas stated you have two different things here on this red map. You have it going across Union Street down onto Patton and down. But in this green map you have it going to Main Street and down.

Mr. Adelman stated right down Main Street should be correct. That was incorrect.

Mrs. Nicholas stated I knew these were placed in the right place but is it not coming down here at all?

Mr. Adelman stated it is just coming down Main Street.

Mrs. Nicholas stated okay so it's just coming down Main Street.

Mrs. Chaney stated so it will come down Main and then turn.

Mrs. Nicholas stated okay.

Mrs. Nicholas made a motion to approve the locations as presented and the application on the green map as they meet the guidelines and should be issued a COA. Mr. Ranson seconded the motion. The motion was approved by a 6-0 vote.

Mrs. Nicholas stated so does this pole part meet the guidelines or not?

Mr. Whitfield stated it probably does not meet the guidelines.

Mrs. Nicholas made a motion that the request doesn't meet the guidelines concerning the poles. Mrs. Chaney seconded the motion. The motion was approved by a 6-0 vote.

Mrs. Nicholas made a motion that the request causes a minor discrepancy to the district and or property and should be granted the COA. However, if poles must be replaced because of damage that they use River District approved poles and where new poles need to be put up that those be River District approved poles. Mr. Ranson seconded the motion. The motion was approved by a 6-0 vote.

Mrs. Nicholas made a motion to approve the color scheme that is option three as presented in the packet given to us as it meet the guidelines and should be issued a COA. Mr. Keesee seconded the motion. The motion was approved by a 6-0 vote.

II. APPROVAL OF MINUTES

The April 13, 2017 minutes were approved by a unanimous vote.

III. OTHER BUSINESS

Mr. Keesee stated this was last year and I am not sure how many months ago but we talked about covering the gas meters or something and nothing was ever done. Have they talked about it anymore?

Mr. Whitfield stated covering the gas meters?

Mr. Keesee stated the exposed gas meters that the City moved from buildings to outside in the River District. They stick out like a sore thumb and nothing was ever done.

Ms. Levi stated I would have to go back and look at the minutes and read. I'm not sure if I was here at that time. But like we discussed just a minute ago with the locations if they get approval from you to do something and they don't do it that is fine; other than that I don't know where that project stands.

Mr. Keesee stated can you look into it for me?

Ms. Levi stated yes.

Mr. Whitfield stated if they hadn't done whatever they were supposed to do we would have sent a warning letter then eventually a notice of violation.

Mr. Keesee stated I'm not trying to make a big deal of it I just know we talked about it then voted on it and nothing has been done.

Mr. Whitfield stated and it needs to be done.

Ms. Levi stated yeah I would have thought it would have been handled by now if it was a violation.

Mr. Davis stated any other business?

Ms. Levi stated I do have one thing sorry. I just wanted to let you guys know about 301 Lynn Street, that building at the corner of Lynn and Loyal. The building right beside Smiths Seeds. The Building Official has declared that building as unsafe and has ordered its demolition. So that doesn't need to come before you guys since that was a mandate from the Building Official. So that will happen at some point over this summer. The property owner has been in contact with DHR. The property owner has plans to salvage some of the material and the footprint. His plans are in the process of being approved by DHR.

Mr. Hackworth stated this is the yellow brick building?

Ms. Levi stated yes.

Mrs. Chaney stated the one with the tree growing out of it?

Ms. Levi stated yes.

Mr. Davis stated does that mean he is going to pay for the demolition of the building?

Ms. Levi stated yes.

Mr. Hackworth stated is this the yellow brick and the warehouse behind it?

Ms. Levi stated just the yellow brick. He owns both buildings but he has other plans for the building behind. He is attempting to turn that lot into a parking lot and that will come before you all. Then he wants save the footprint of the building to reuse the bricks and some nice green granite under there that has been found. That is the plan. Obviously it hasn't been started yet but I have seen some drawings for it. So that will be coming to you guys in the future.

With no further business the meeting adjourned at 5:19 p.m.

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Approved By: