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

River District Design Commission

JULY 13, 2017
4:00 P.M.
CITY COUNCIL CONFERENCE ROOM
AGENDA

I. WELCOME AND CALL TO ORDER

II. ROLL CALL

III. NEW BUSINESS

1. *A request has been filed for a Certificate of Appropriateness at 627 Main Street to cover broken windows with dark painted plywood.*

2. *A request has been filed for a Certificate of Appropriateness at 522 Spring Street to install an underground 2000-gallon propane tank with a refueling station.*

3. *A request has been filed for a Certificate of Appropriateness at 215 Main Street to install an underground grease trap in the parking area. The grease trap will be protected by bollards to prevent vehicles from driving over it.*

4. *A request has been filed for a Certificate of Appropriateness at 427 Patton Street to install two (2) 50ft flag poles in front of City Hall.*

IV. APPROVAL OF MINUTES FROM JUNE 29, 2017

V. OTHER BUSINESS

VI. ADJOURNMENT

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

River District Design Commission

MEETING OF JULY 13, 2017

SUBJECT

A request has been filed for a Certificate of Appropriateness at 627 Main Street to cover broken windows with dark painted plywood.

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.

3.3. Windows

Existing windows should be repaired if possible. Adding screens and storm windows to historic windows will make them more usable. For improved thermal resistance storm windows can be installed on the exterior or energy panels can be placed on
the interior of the single-glazed (e.g. not Thermopane) sashes. Storm windows placed over original windows must not have divisions that conflict with the original window division pattern or sashes wider than the sashes of the original windows.

If window replacement is necessary then new windows should match the original windows in materials, operation and glazing style. Sashes with multiple panes shall be replaced with single-glazed sashes that are truly divided to match the

original pattern. If replacement windows must be used, original openings shall be maintained. Wood or metal window units in upper floors of commercial buildings and in residential structures should be replaced with like materials. Wood may be clad if not to be painted a color.

1.0 INTRODUCTION

1.8 Routine Maintenance

The Commission has the power to review all changes, even minor ones, that effect exterior appearance of buildings and sites within the district. However, there are some repairs and maintenance that do not require approval by the River District Design Commission. These are listed in each chapter, but are also listed here:

- Repainting previously painted surfaces in the same color;
- Minor landscaping that does not substantially alter the appearance of the property;
- Replacement or installation of locks, window panes, or other such minor elements;
- ***Temporary measures to protect a building that has been damaged;***
- Repairs or replacement of roofs, gutters, siding, doors, windows, trim, lights, or other items with like materials (unless the items to be repaired or replaced are not period appropriate).
- The installation of exterior storm windows.

STAFF RECOMMENDATION

On October 4, 2016 a Notice of Violation was issued at the subject property mandating that "all broken or missing windows shall be replaced or properly boarded up and painted with a protective coating to prevent moisture from entering the structure."

The request will serve to mitigate the violation however it does not meet the River District Design Guidelines if the plywood is to remain in place indefinitely. The boarding up of broken windows with plywood for a temporary period of time would be routine maintenance according to the guidelines and would not require a certificate of appropriateness. The River District Design Guidelines does not define "temporary."

Staff believes that the request is appropriate on a temporary basis. Staff recommends that the Commission make a determination as to the length of time that the plywood boarding remain in place.

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River District Design Commission

MEETING OF JULY 13, 2017

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

Inspections Division

Notice of Violation

10 / 4/2016

BYRD DUFFIE FORMS INC
627 MAIN ST
DANVILLE VA 24541

RE: 627 Main St
Parcel ID: 20213
Application Number: 187691

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:

304.6 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.
304.13 Window, skylight and door frames: Windows, skylight, doors and frames shall be kept in sound condition, good repair and weather tight.

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 60 calendar days of receipt of this notice:

1) **ALL BROKEN OR MISSING WINDOWS SHALL BE REPLACED OR PROPERLY BOARDED UP AND PAINTED WITH A PROTECTIVE COATING TO PREVENT MOISTURE FROM ENTERING THE STRUCTURE.**
2) **MISSING BRICK AT THE CORNER OF THE BASEMENT GARAGE DOOR SHALL BE REPLACED AND CAPABLE OF SUPPORTING ITS INTENDED LOAD.**

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, CPMO
Property Maintenance Inspector

CC: File

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: 627 Main St (Duffie Graphics)

Name of Applicant: Mark R. Wilson (Building Contractor)

Applicant's Address: 130 Dogwood Dr. Danville, Va 24541

Applicant's Phone Number: 434 251-5858 Email Address: MWLWTW at Yahoo.Com

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

Install a frame in outside of Windows were there is Broken GLASS (8 Windows 8'X10') Install Painted PLYWOOD (Dark Brown Paint)

Type of material(s) to be used: Treated 2x4'S - PLYWOOD - Paint (Construction time 2 DAYS)

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)? _____

Signature of Property Owner (if not applicant)

Signature of Applicant Mark R. Will

INFORMATION TO BE PROVIDED BY PLANNING DIVISION

Application Number: _____

RDDC Date: 7/13/17

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.

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

River District Design Commission

MEETING OF JULY 13, 2017

SUBJECT

A request has been filed for a Certificate of Appropriateness at 522 Spring Street to install a 2000-gallon liquid propane tank below ground with two (2) dispensing units available. The two (2) units (see attached photo) will be the only items visible. The tank and dispensers will be placed to the east of the existing parking lot (see attached site plan).

The installation of a liquid propane tank at 522 Spring Street has been discussed by the Commission twice before. In December 2016, the Commission approved the installation of an above ground 1,000-gallon tank and dispensing units. Then in April 2017 the Commission discussed alterations to the previous approval that would allow installation of a below ground 2,000-gallon tank with dispensing units. In April no vote was taken.

STAFF RECOMMENDATION

Staff recognizes that the River District Design Guidelines does not specifically discuss dispensing units. The dispensing units are not to be installed in a highly visible location and their massing is not inappropriate for the area. Therefore, Staff believes that their placement and design are appropriate for the River District and therefore recommends that a Certificate of Appropriateness be approved.

DANVILLE
RIVER DISTRICT DESIGN COMMISSION

POST OFFICE BOX 3300

DANVILLE, VIRGINIA

(434) 799-5261

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: 522 Spring Street

Name of Applicant: City of Danville Transit System

Applicant's Address: 1002 S. Boston Road

Applicant's Phone Number: 434-799-5110 Email Address: adelmmd@danvilleva.gov

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

Installation of propane refueling station to include a 2000 gallon tank and two dispenses units. The tank will be located below ground.

Type of material(s) to be used: tank, pipes

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)

Marc Adelman

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.

CODE COMPLIANCE

From this point forward, the offeror will be referred to as the Consultant, bidder, the Engineer, or the Vendor.

G. This procurement process is governed by the "PROCUREMENT CODE OF THE CITY OF DANVILLE, VIRGINIA." Copies of the Procurement Code may be obtained by writing the City of Danville, Purchasing Department, PO Box 3300, Danville, VA 24543.

H. The Consultant or Vendor, its officers, agents, employees, and any subcontractors, in the performance of this Agreement shall comply with all applicable statutes and laws of the United States and the Commonwealth of Virginia, the Charter and ordinances of the City of Danville, and the applicable rules and regulations of the agencies of each. Equipment repair and installation processes shall adhere to the City of Danville Standard Requirements for Equipment Installations.

I. The Vendor or Consultant shall be expected to have thorough knowledge of all applicable safety codes during the planning, design, and installation of the work.

J. The City of Danville does not discriminate against faith-based organizations.

PART 2 – SCOPE OF WORK

CONSULTANT'S SCOPE OF WORK

1. Provide all materials and labor necessary to install one (1) 2,000 gallon (water capacity) underground liquid propane storage tank and two (2) fuel dispensers in the configuration shown in the provided site plan or recommend alternates to increase cost economy or efficiency. (Appendix B). The system shall be designed and conform to the requirements of NFPA 58: Liquefied Petroleum Gas Code, NFPA 54: National Fuel Gas Code, NFPA 70: National Electric Code, and the State of Virginia and any other applicable codes and regulations. The system shall be compatible with the existing Petrovend software used in another City of Danville propane fueling facility and shall connect to the existing network via internet.
2. Recommend and provide for active or passive cathodic protection of the propane storage tank based on the Engineer's opinion of up front versus lifecycle costs and safety.
3. Recommend a scope of work to be bid separately to local site and grading contractors for site demolition, preparation, and restoration necessary and pertinent to the installation of the propane fueling system. Site and grading work to be overseen by a combination of city forces and the Engineer to ensure compliance with needs.
4. Install or provide for the installation of all electrical and wiring necessary to install the system.
5. Install or provide for the installation of all plumbing and piping necessary to install the system.

6. Provide safety systems or appurtenances as necessary.
7. Furnish all required documentation as required by the City with regard to materials used in construction of the system, and cooperate with the City in ensuring compliance with FTA rules and regulations for the Consultant's work items.
8. Professional Engineering Stamp: The scope of work shall include that all construction documents produced by the consultant relating to the design of the tank be stamped by a professional engineer in the appropriate discipline registered in the State of Virginia.
9. Securement of all permits related to trade work including fire, plumbing, and electrical permits. The City will be responsible for the cost of these permits.
10. Participate in discussions (phone conferences) with local code officials if necessary.

WORK TO BE PERFORMED BY THE CITY OF DANVILLE

1. Construction Stakeout as needed.
2. Preparation of and revisions to site plan based on Engineer's recommendations.
3. Submission of all construction documents for review and inspection and facilitating the securement of all necessary City permits to construct the system.
4. Coordinate design changes and obtain concept approvals from the local fire marshal.
5. Provide for site internet/network access for connection to existing Petrovend fuel management system.
6. As-built survey

INFORMATION PROVIDED

1. The site is located at 522 Spring Street in Danville, Virginia and is an existing parking lot which serves the public and

2. Site plan developed by City of Danville showing preferred location of tank, dispensers, and proposed locations for electrical panels/switches etc. The consultant is expected to comment on feasibility of proposed layout with their proposal and may be required to suggest alternate layouts to maximize cost effectiveness. The City will be responsible for reflecting these changes in the site plan document and any necessary review processes.

3. The site has metered electric service in close proximity to the proposed tank location which serves only parking lot lighting. For the purposes of pricing, assume there is sufficient capacity to meet the needs of the fueling site.

4. The site does not have internet access for the fuel management system. This will be provided by the City; however, specifics will need to be coordinated with the City's IT department. The IT department is aware of the needs in order to connect with the existing fuel management system and is confident it can provide for the link.

5. The project is funded in part by Federal Transit Administration (FTA) funds and the Consultant should be aware that all Buy America and Buy American requirements are in

full effect. Documentation shall be provided for all manufactured and/or iron and steel products. No waivers will be entertained unless absolutely necessary and fully justifiable.

TIME FRAME (Tentative)

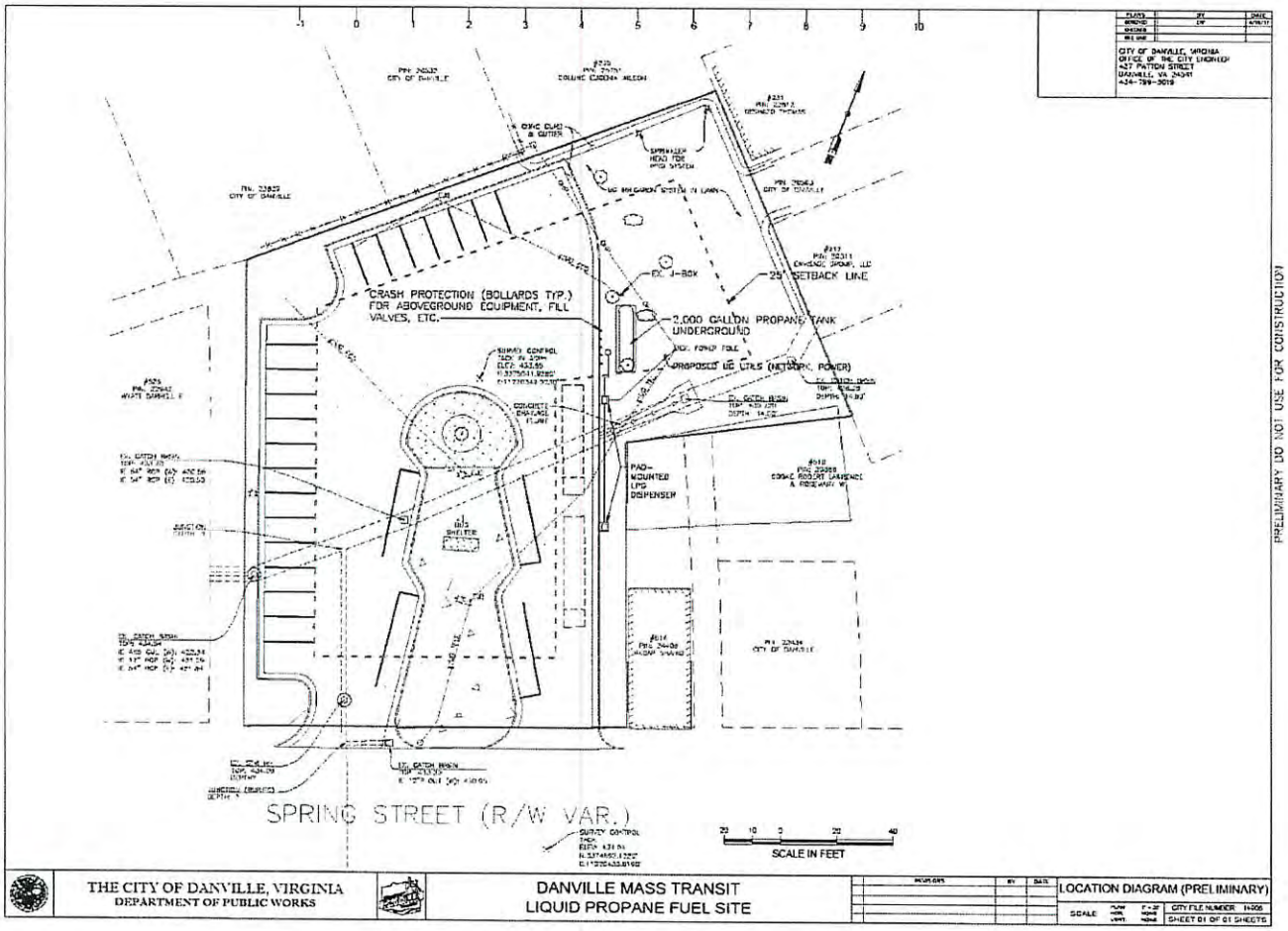
The proposed schedule for work is as follows.

Start Date:	August 15, 2017
Project Completion:	November 15, 2017

END OF SECTION

SITE PLAN

(NOT TO SCALE)



THE CITY OF DANVILLE, VIRGINIA
DEPARTMENT OF PUBLIC WORKS

DANVILLE MASS TRANSIT
LIQUID PROPANE FUEL SITE

LOCATION DIAGRAM (PRELIMINARY)

CITY FILE NUMBER 14206

SHEET 01 OF 01 SHEETS

P4-100 Single Hose Dispenser

The **P4-100** is the most capable and feature rich Autogas dispenser available . Single hose, designed for the Gasguard GG20 nozzle, and with several meter options, the **P4-100** is attractive, functional and durable. Fully NETP certified for installation with NTEP approved meters and fuel management systems (Compatible fleet and retail card readers / POS and consoles), the **P4-100** is a full retail capable Autogas dispenser, equally desirable in a fleet-only application. Designed and built in accordance with UL 495 / 1238, and NFPA 58 / 30A.

Mounting options include:

-Skid mountable to most distributor built or locally produced dispensing skid systems (footprint for mounting is available upon request)

-Island mountable for multi-dispenser fuel islands, with or without pit. Can be mounted within 5' of other product dispensers in accordance with NFPA 58 for low emissions dispensers.
-Can be mounted remotely from pump for remote fueling points
-Can be mounted with third party fuel management pedestals

Main features:

- Electronic display, fully NCWM retail approved
- Push-To Start / Stop button with "ON" illumination
-Electronic calibration - Standard
-Automatic Electronic Temperature Compensation - Standard
- Dual product pricing or 5 level pricing
-Electronic totalizer
-Pre-wired for connection to most card reader systems
-Solenoid flow control for accuracy and theft prevention
-Meter Options include:
- Liqua-Tech LPM102, Neptune 4DMD, or Liquid Controls MA4
- Optional 2" receipt printer, 3" roll
-Optional integrated Motor-starter with overload protection
-Optional upgrade to Parafour's proprietary ***P4-ParaFUEL*** fuel management system

526 Spring St

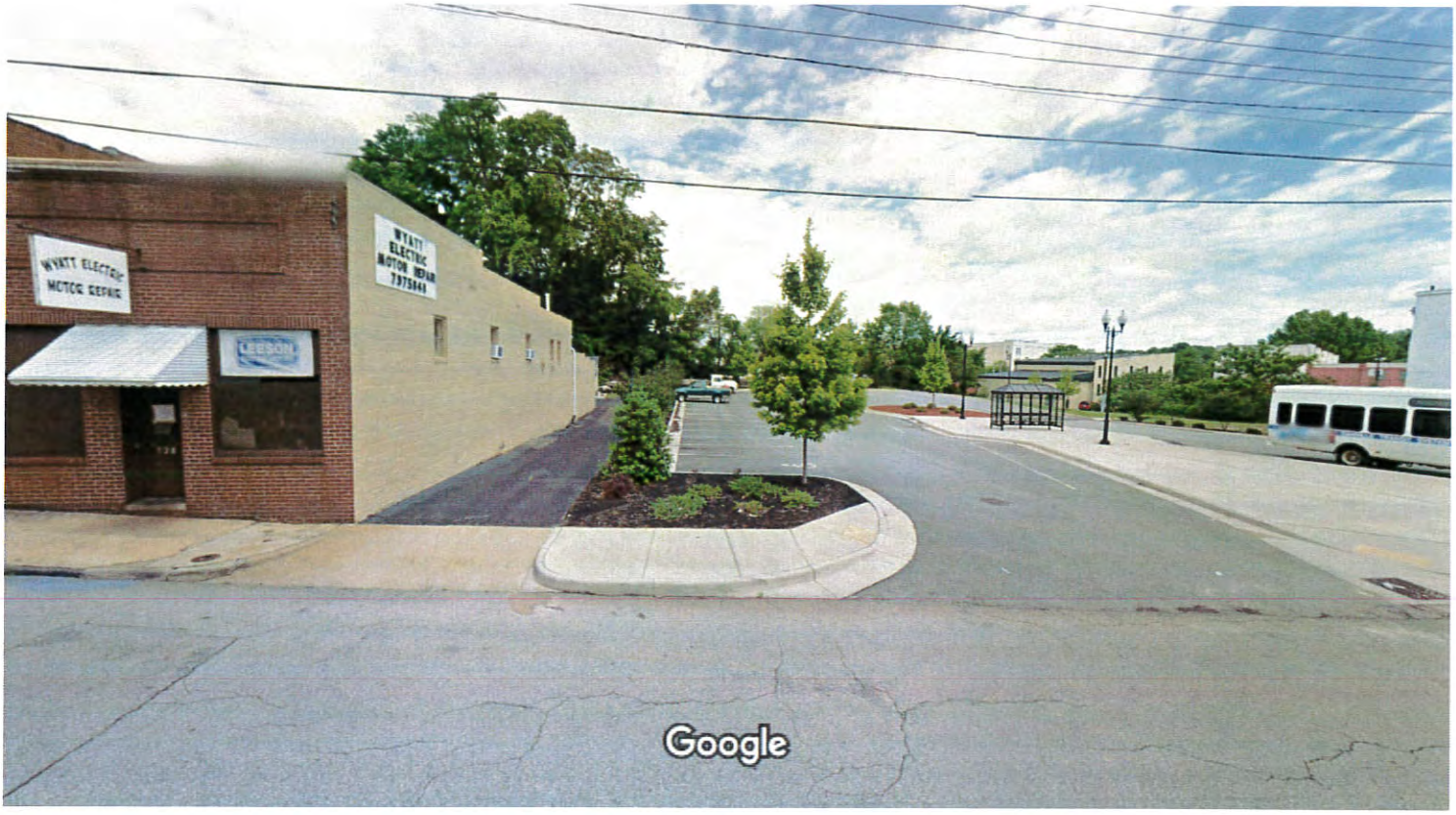


Image capture: May 2016 © 2017 Google

Danville, Virginia

Street View - May 2016

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

River District Design Commission

MEETING OF JULY 13, 2017

SUBJECT

A request has been filed for a Certificate of Appropriateness at 215 Main Street to install an underground grease trap in the parking area. The grease trap will be protected by bollards to prevent vehicles from driving over it.

Due to the slope of the parking area, the grease trap will extend above the surface of the ground by 10 to 12 inches. Concrete will be poured on top of the trap, concealing a majority of it from view. One to two parking spaces will be eliminated.

EXCERPT FROM DESIGN GUIDELINES

5.0 SITE DESIGN GUIDELINES

5.2.4 Service Areas

Service areas must be screened from public view, including loading areas, trash receptacles, mechanical equipment and dumpsters.

STAFF RECOMMENDATION

The portion of the grease trap that will be visible above ground will be minimal and will be located away from Main Street Plaza. Staff recognizes that the River District Design Guidelines does not specifically discuss bollards. The bollards will be visible from Patton Street however Me's has struggled with grease disposal and the grease trap will relieve that pressure for them and bring them into compliance with building code regulations. Therefore, Staff believes that the placement and design of the grease trap and bollards is appropriate for the River District and therefore recommends that a Certificate of Appropriateness be approved.

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River District Design Commission

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Property Location: **215 Main Street Danville, Virginia**

Name of Applicant: **Industrial Development Authority of Danville ("IDA)**

Applicant's Address: **427 Patton Street Suite 203 Danville, Virginia 24541**

Applicant's Phone Number: **434.792.1753 X2299**
Email Address:kelvin.perry@danvilleva.gov

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

Install the exterior, underground grease trap & wash area at Me's Burgers located at 215 Main Street, Danville, Virginia. The grease trap will extend above the asphalt of the parking lot approximately 10-12" and be protected by bollards. See attached project work specifications for more details.

Type of material(s) to be used: **Please see attached project/work specifications**

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? **N/A**

Would you like more information about these programs? **N/A**

Which one(s)? _____

Industrial Development Authority
by Kelly [illegible] Project Manager

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

INFORMATION TO BE PROVIDED BY PLANNING DIVISION

Application Number: _____ RDDC Date: 7/13/17

Date submitted: _____ Received by: [illegible]

Tax Map Number: _____ Zoning District: _____

Additional Zoning Information: _____

_____

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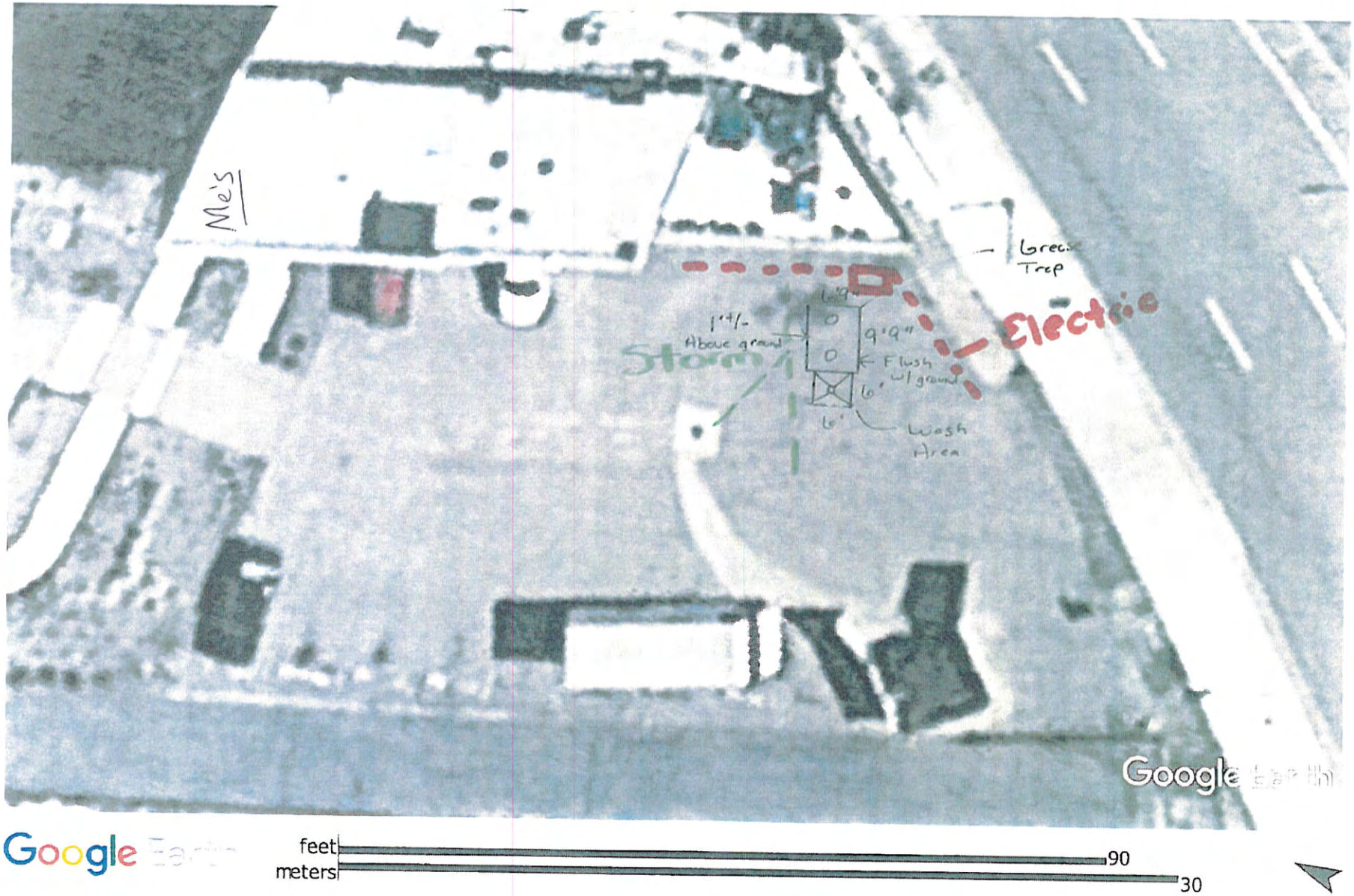
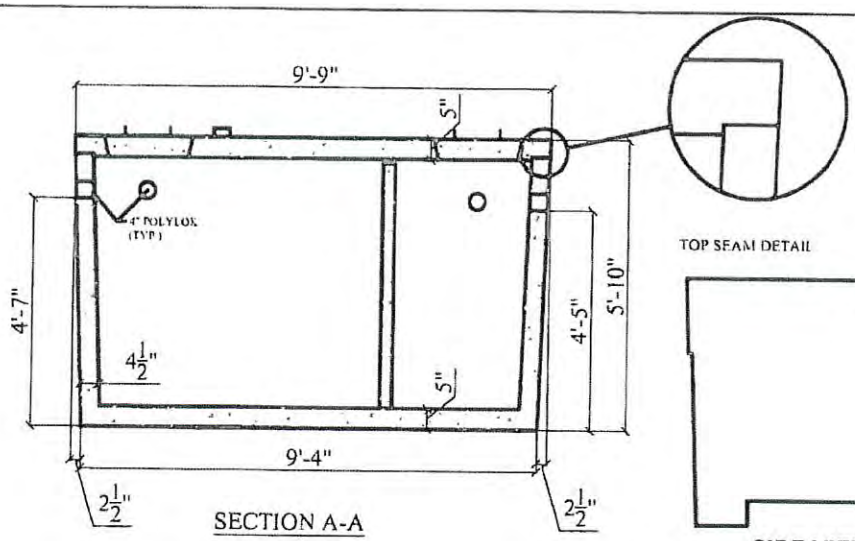
Article 3:R.C.6 Application Submission Requirements: In consideration of a complete application, the Planning Director and the Review Commission may require any or all of the following information and any other materials as may be deemed necessary for its review:

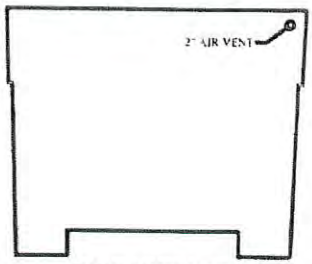


Google Earth

feet 90
meters 30



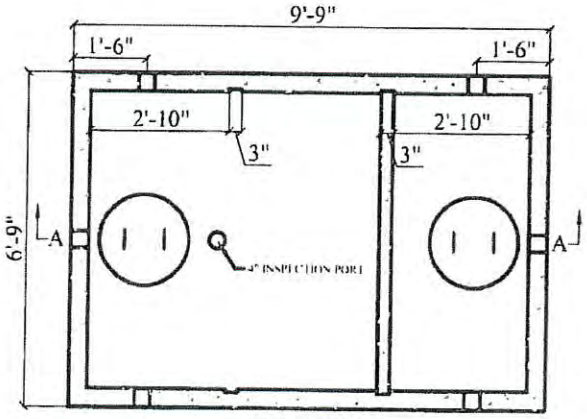
SECTION A-A



SIDE VIEW OF DROP IN BAFFLE

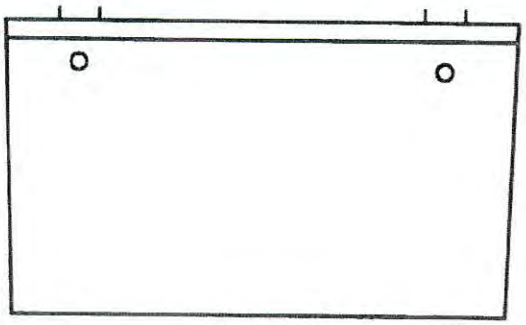
NOTES:
ROANOKE COUNTY REQUIRED SHOWN IN ABOVE DRAWING.

BAFFLES MAY VARY ACCORDING TO LOCALITIES.

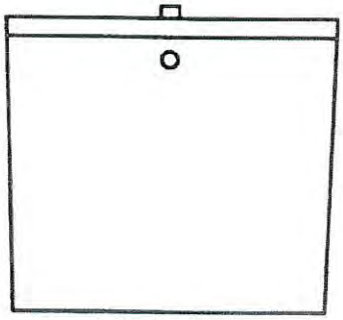


PLAN VIEW

NOTES:
1. CONCRETE STRENGTH = MIN. 4500 PSI
2. #4 REBAR ON 1' CENTER
3. "POLYLOK" PIPE SEALS CAST IN TANK
4. MASTIC SEALANT IN TANK JOINT
5. TANKS CAN BE MODIFIED UPON REQUEST
6. DROP IN BAFFLES MADE TO SPECIFICATIONS



FRONT VIEW



SIDE VIEW

APPROX. WEIGHT:
TOP = 3,745 lb
BOTTOM = 11,235 lb
TOTAL = 14,980 lb

GAL. PER IN = 33.5
ACTUAL GAL. TO OUTLET = 1,642
FULL CAPACITY = 2,043

CTJAMISON.COM PH: 540-483-5944	1,500 Gal. TS OWS 2 COMP		
	OIL/WATER SEPARATOR	Scale Not To Scale	Date Feb 2016

BLAIR CONSTRUCTION

Blair Construction, Inc.

23020 US Highway 29
Gretna, Virginia 24557
Phone (434) 656-6243
Fax (434) 656-3290

www.blairconstruction.com
Mailing:
Post Office Box 612
Gretna, Virginia 24557

June 30, 2017

Kelvin Perry
Project Manager
City of Danville VA Office of Economic Development
P.O. Box 3300
Danville, VA 24543

Re: Me's Burgers Grease Trap

Dear Mr. Perry,

Blair Construction, Inc. is pleased to provide a price of $15,730.00 to furnish & install the exterior, underground grease trap & wash area at Me's Burgers located at 215 Main Street in Danville, VA as shown on the attached sketch. The work associated with this proposal shall include:

- Saw cut asphalt & excavate as required for grease trap install. Excavated asphalt & dirt to be removed & disposed of offsite
- Install Jamison Precast, 1,500 gallon, TS OWS 2 compartment grease trap. Grease trap to be installed in parking lot as shown on the attached sketch. Please take note, due to the grades of the parking lot & the elevation of the existing sanitary sewer line in Me's basement in which the clean water discharge line from the grease trap will be piped to, one side of the grease trap will extend above the asphalt of the parking lot approximately 10-12"
- Install floor drain for wash down area. Drain to be piped to grease trap
- Core drill exterior brick wall as required for plumbing lines to enter building
- Install piping as required to tie clean water discharge line from grease trap into existing sanitary sewer line in Me's basement
- Install hose bib to provide water at wash down area
- Patch brick wall as required when plumbing lines penetrate only
- Backfill excavated area around grease trap with VA#57 stone
- Form & pour 6" concrete top on grease trap with 1' turn down on three sides. Side facing Main Street to be flush with existing asphalt. Other sides to extend above asphalt 6-12". All concrete to be 4,000PSI with #4 rebar 1' on center
- Form & pour 6' X 6' X 6" thick wash down area with 6"T curb to contain wash down water. Floor of wash down area to be sloped to floor drain in center of wash down area.

Please take note, this proposal is based upon the work listed above taking place during normal work hours from 7:30am-5:00pm Monday through Friday

Exclusions

- Rock excavation
- Unsuitable soil removal or import of structural fill
- Abatement of hazardous materials
- Underground utility relocation
- Asphalt patch outside of work area
- Parking lot striping
- Patching of exterior wall outside of work area
- Permit or Utility Fees
- Site Plan
- Any item not specifically listed above

I trust you shall find this proposal in order. Should you have any questions, please feel free to contact me at 434-656-6243 or badkins@blair-consruction.com.

Sincerely,

Bobby Adkins
Project Manager
Blair Construction Inc.

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

River District Design Commission

MEETING OF JULY 13, 2017

SUBJECT

A request has been filed for a Certificate of Appropriateness at 427 Patton Street to install two (2) 50ft flag poles in front of City Hall.

One (1) flag pole will be located in the grass on either side of the stairs leading to the front entrance. The poles will be bronze and will be illuminated by LED ground mounted spot lights. One 8'x12' nylon American flag and one 8'x12' nylon Virginia State flag is to be displayed.

EXCERPT FROM DESIGN GUIDELINES

8.0 STREETSCAPE AND PUBLIC SPACE GUIDELINES

8.1.1 Overall Design Considerations

In order to create a sense of unity and a distinctive character for the River District, consistent design elements should be used throughout the District.

Energy efficiency and green technologies should be considered when choosing pedestrian lights. One of the problems with "acorn" type fixtures is that they do not meet "dark sky" requirements (i.e. they shine light upwards as well as down toward the streets), but this can be addressed with shields. There are also many possible configurations of lighting elements that are more cost-andenergy efficient than traditional light elements. Solar-powered, LED, and induction lamps are all more expensive to purchase, but use less energy over time. The globes are recommended to be glass rather than synthetic, because they last longer and do not become cloudy over time.

STAFF RECOMMENDATION

Staff recognizes that the River District Design Guidelines does not specifically discuss flags and flagpoles. The proposed flagpoles are to be installed in a highly visible area but Staff does not believe that they will be of detriment to the surrounding area due to the civic nature of the property that they are to be installed upon. The spotlights meet the Guidelines. Therefore, Staff believes that the request is appropriate for the River District and therefore recommends that a Certificate of Appropriateness be approved to install two (2) 50ft flag poles in front of City Hall.

City of Danville
427 Patton Street, Suite 208
Danville VA, 24541
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: 427 Patton St

Name of Applicant: City of Danville

Applicant's Address: 427 Patton St

Applicant's Phone Number: 434-799-5245 Email Address: mike.burton@danvilleva.gov

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

Install 2 (two) 50' flag poles (bronze in color) in front of City Hall. 1 (one) flag pole on each side of the entrance stairs located in the grass area. See attached sketch and details.

Type of material(s) to be used: copper-alloy or bronze anodized aluminum flag poles - all weather nylon American Flag(8'x12') – all weather nylon Virginia State Flag(8'x12') LED ground mounted spot lights.

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)? _____

_____ Mike Burton
Signature of Property Owner (if not applicant) Signature of Applicant

INFORMATION TO BE PROVIDED BY PLANNING DIVISION

Application Number: _____ RDDC Date: 7/13/17

Date submitted: _____ Received by: _____

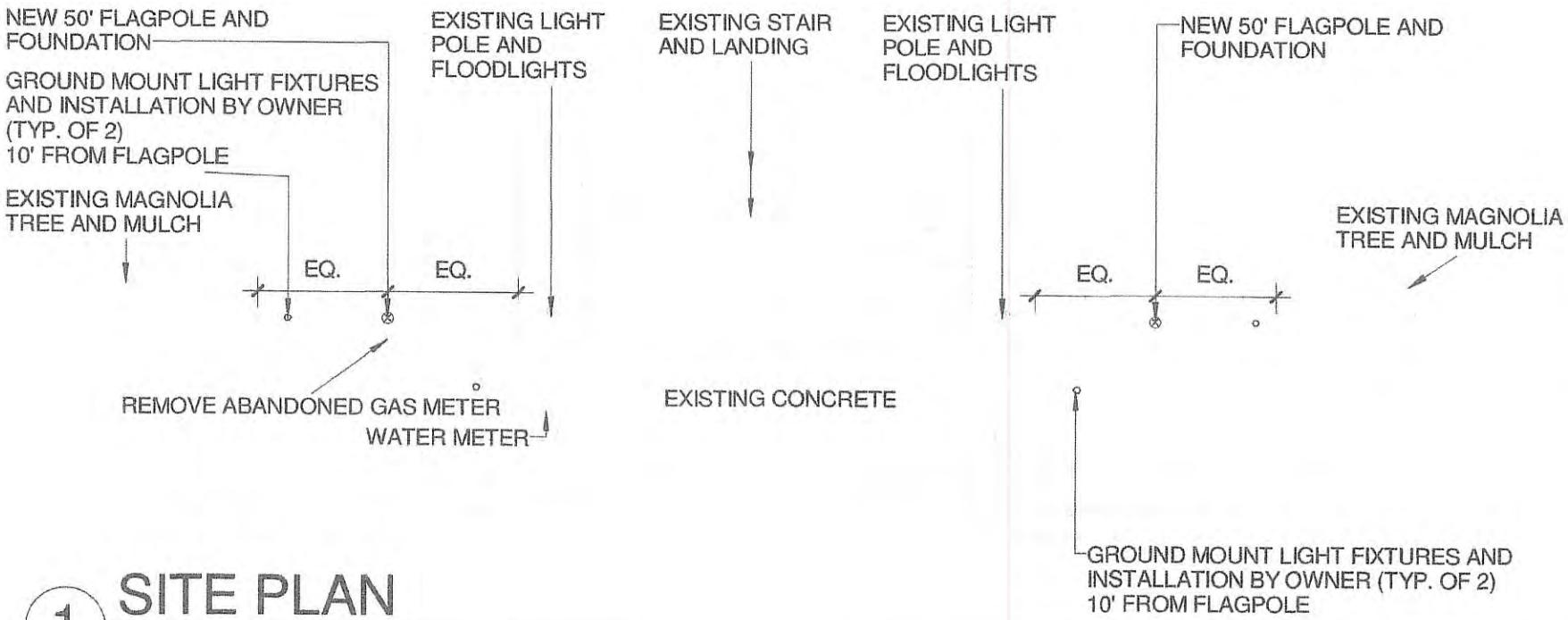
Tax Map Number: _____ Zoning District: _____

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.

Sonny
Merryman INC.



1 SITE PLAN

Scale: 1/16" = 1'-0"

Dewberry	TITLE SITE PLAN	DATE 06/27/17	REVISION	SKETCH NO. SK-1
Dewberry Engineers Inc. 551 Piney Forest Road Danville, VA 24540 434.797.4497	PROJECT MUNICIPAL BUILDING FLAGPOLES	PROJECT NO. 50094841	DRAWING NO.	

What size flag is appro...

Secure https://www.legion.org/flag/questions-answers/9147/what-size-flag-appropriate-be-displayed-flagpole

FIND A POST FIND A SERVICE OFFICER MYSAL.ORG MYLEGION.ORG SHOP ONLINE SIGN IN

THE AMERICAN LEGION

Join Renew Donate

ABOUT PROGRAMS SERVICES MEMBERS MEDIA CONTACT

Flag Advocacy

THE PLEDGE OF ALLEGIANCE

FLAG FOLDING PROCEDURES

FLAG CODE

FLAG BYT

QUESTIONS & ANSWERS

FLAG TRIVIA

UNSERVICEABLE FLAGS

PINS

PUBLICATIONS

TOP TEN FLAG MYTHS

FLAG DISPLAY FAQ

RESOURCES

CONTACTS

What size flag is appropriate to be displayed from a flagpole?

Category:

Miscellaneous

Question:

What size flag is appropriate to be displayed from a flagpole?

Answer:

The Flag Code is silent with regards to the size flag that is appropriate for different sizes of flagpoles. The rule of thumb which has been passed down through tradition and custom is the fly of the flag should be approximately one-fourth the height of the pole.

ASK THE FLAG EXPERT A QUESTION

View more flag questions

Subscribe

Receive an e-mail notification when the U.S. Flag is to be displayed at half-staff.

Submit

2:22 PM 7/6/2017

Thursday, July 06, 2017 2:22:24 PM - Greenshot

RIVER DISTRICT DESIGN COMMISSION

MEETING OF

June 29, 2017

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

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

I. ITEMS TABLED FROM MAY 11 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.*

Mr. Davis opened the Public Hearing.

Present on behalf of this request was Emily Ragsdale with Public Works. Mrs. Ragsdale stated since our last meeting Anna, Bill and I met down at the plaza. On the screen is where we originally proposed for the station to be installed. However, we actually switched locations and are now proposing that it be between Auburn Salon and the street there. We have spoken with Jerry and he is fine with it. We feel that this is an area with high visibility but it's not right on the corner of Main and taking away from any store fronts, which were concerns of yours last time. We looked at some other options but we felt that this was the easiest for people to be able to get bikes in and out of the rack. Also to make sure it is visible to the public to make sure they actually use it.

Mr. Keesee stated I went down there today and I have a spot that is better than that. I don't know how to discuss this except for I know what you're bringing before us but I like this location better. Actually, Mr. Davis and I rode down there around lunch. Can I show it to you?

Mrs. Ragsdale stated sure.

Mr. Keesee stated I have a picture. Here is the bathroom and I'm talking about this location here.

Mrs. Ragsdale stated our main concern with this area is this takes away from our ability to use that area for anything. Right now we hold Music on Main in that area. The stage goes in the parking lot and this area is full of people. If we put the rack here that is going

to greatly reduce shaded sitting for that event. The visibility is also not very high from Main Street and other streets. Then you also have that curb there so you would actually have to pick the bikes up to put them back in the rack or get them off. So those were our concerns.

Mr. Keesee stated well I don't know but you said you have an event where people sit there and watch something in the parking lot?

Mrs. Ragsdale stated yes Music on Main. You had one of those recently didn't you?

Mr. Ranson stated I have been to several of those and it's a large crowd that would be prime space for that.

Mrs. Ragsdale stated it is really the only shaded area in that location. So most people flock to that area.

Mr. Keesee stated so basically we don't have anything to choose other than the two you have presented.

Mrs. Ragsdale stated we didn't feel like we did. We felt like those were the two best locations that we could find given all of these other factors.

Mr. Keesee stated being what you just said I would probably pick the original proposal. Because if you come and park to go to Me's with this one you are going to run right into that. That's what I would say I don't know about everyone else.

Mrs. Ragsdale stated we had two. We can either do this put it between the trees or you can actually push it back and over. Which would be right there (pointing to the screen where the picture is).

Mr. Ranson stated if you put it in the location where you are proposing today would you move that trash can?

Mrs. Ragsdale yes so we would slide it all the way back to the landscaping. I think that would be an excellent place for it. It is something that you want to have high visibility and feel safe using it. I think in a way it sort is a cool thing and you want to make a big deal out of it. I can't wait.

Mrs. Chaney stated I like the location down by the salon better because it isn't blocking anyone's store front or windows. If someone likes to window shop and they are hanging out in the park and they want to go to Lou's and if you put that right under the awning, you have blocked that window. Even if you step it out you are still going to have to go around to get to it. I don't want to impede any business for him or Jerry.

Mrs. Ragsdale stated we actually prefer this location at the salon.

Mrs. Chaney stated I like this location better as well.

Mr. Davis closed the Public Hearing.

Mr. Davis stated did we ever make a motion or did we just make a motion to table it?

Mrs. Burton stated it was tabled so you would need to make a motion to approve or deny.

Mr. Ranson stated we have to make a motion that it complies with the guidelines. Is that right?

Mr. Davis stated I'm with you.

Mr. Ranson made a motion that the number three location meets the guidelines and should be issued a COA. Mrs. Chaney seconded the motion. The motion was approved by a 5-0 vote.

II. ITEMS FOR PUBLIC HEARING

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.*

Mr. Davis opened the Public Hearing.

Present to speak on behalf of this request was Mr. Steven Staats. I own 301 Lynn Street and I am the developer on that project. It's not actually constructing a wall. There were a couple of drafts that went through prior to getting the final drawing. DHR didn't want me to take the building down until the building had been condemned by the City and has requested that I demolish it. I have two structural reports from two different contractors and they said this building should be demolished as soon as possible. The roof is caving in. So that is the reason I want to demolish it. Also, the building behind it is the original building which was built in 1886 By John Lee Hughes who also built the Smith Seeds building. I own the Smith Seeds building as well and it was used as a tobacco prizery. This building was constructed in the 30's and attached to the building in the back. DHR wanted me to leave the front façade intact but after we did the structural investigation and put a wall on the side of the building we found there is really nothing holding that brick. What is holding that façade up is the same as the other conditions of the building. So if I take the other parts of the building down that façade is going to fall. So massive beams would have to be constructed in front of it and behind it; which would take away from the historical nature of the building. So I had suggested to them that I just take a four-foot height and because of the topography it will be symmetrical all the way around the building. So it will start out with four feet and will end up around the corner on Loyal at about 7'9. Then it will drop down to four feet about the time we get to the 1886 building about 8 foot. When you look at the wall it will be symmetrical on top even this will be 8 foot and this will be four foot. The other reason that I like that idea is that behind the cladding of the building there is the original green granite that is very indicative to a lot of the buildings here in Danville. If you look at the old Belk Leggett building on Main Street, that has the green granite this is similar to that. We are going to keep that but because of the way they installed the granite in the 30's they started out here and because of the topography the granite is over here and then it just goes down this way. I am going to use the reclaimed brick from the top of the building and build that

up using the same bricks so that everybody knows that there was a building here. DHR's main concern is taking away an entire historical building and then 20, 30 or 40 years from now that people will drive past and not realize there was a building in this location. That all they would see is a parking lot. So I suggested using that brick and maintain a whole footprint of that building so people would see that there was an actual building there. In lieu of putting a fence up, this wall would block the parking lot and when people drove past they would see a nice wall of green granite and blond brick. So that is basically what I plan on doing.

Mr. Davis stated it sounds very nice. How many spaces do you think this will have? This seems like a lot of work to me for what would be a very small parking lot.

Mr. Staats stated it will be 12 apartments so it will be 12 spaces. Even if there wasn't going to be a parking lot at this location the building would have to come down. That is the problem. If there was a way to refurbish the building I would definitely do it. This will be my eighth historic project. This is my third one in Danville and I did five in Richmond. I have only demolished one other building which had to come down. Which wasn't historic but I had to demolish it. This will be the second time I have ever demolish a building because I like to rehab and keep them. But I just can't. It's not cost effective to fix this building.

Mr. Ranson stated the green granite is that on that wall now?

Mr. Staats stated it's on that wall now.

Mr. Hackworth stated when you tear this down will it affect the structural integrity that opening?

Mr. Staats stated what opening? This one here?

Mr. Hackworth stated yes. The one between the Smith Seeds building.

Mr. Staats stated no. There is a loading dock there. When the Smith Seeds was built and the other building was built they then put the loading dock in using both walls. But the roof on the loading dock that is pitch pocketed into the wall of 301 I have to maintain that wall.

Mr. Ranson stated are you getting tax credits on this project?

Mr. Staats stated yes sir.

Mr. Ranson stated so DHR has approved this.

Mr. Staats stated absolutely I have of part 1 and part 2 approved.

Mr. Davis closed the Public Hearing.

Mrs. Chaney made a motion that the request meets the guidelines and should be issued a COA. Mr. Keesee seconded the motion. The motion was approved by a 5-0 vote.

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.*

Mr. Davis opened the Public Hearing.

Present on behalf of this request was Peyton Keesee. Mr. Keesee stated if you have any question I will be glad to answer them.

Mr. Ranson stated you show the existing condition but you don't show what you're going to do.

Mr. Keesee stated we are going to take the corbels down and then we are going to repair the wood. But you can't buy this kind of wood that is across there anymore. So we are going to coat it with aluminum and then we are going to repair the corbels and reinstall them.

Mr. Davis stated doesn't part of the building or the building adjoining to it already have some aluminum around it?

Mr. Keesee stated yes the building to the left has aluminum all the way across the front. If you go downtown a lot of the buildings have aluminum on the sides and front.

Mr. Davis closed the Public Hearing.

Mr. Ranson stated the problem is I don't know if it meets the guidelines or not.

Mr. Davis stated well according to the information packet it doesn't. But it is also subject to interpretation and according to the guidelines we are not assigned to maintain the historic significance of the building. We are not assigned to make a museum out of it. We are assigned to do what we think is best in order to have the integrity of the building maintained. To make it as close as possible to the other buildings that are surrounding it. But there seems to be some apprehension here and maybe it's because Peyton is one of the Commissioners.

Mr. Keesee stated the only thing I can say to that.

Mr. Spencer stated I think you abstained from the debate too.

Mr. Keesee stated I was just going to answer his question.

Mrs. Burton stated not unless it's the Public Hearing.

Mr. Spencer stated I think it's still open.

Mrs. Burton stated no he closed it.

Mr. Davis stated so is he not able to answer any questions?

Mrs. Burton stated he can respond to a direct question.

Mr. Spencer stated if someone asks him a question I supposed he should answer it.

Mr. Keesee stated all I was going to say is it isn't going to be a shoddy looking job or anything. We are going to make it look nice or nicer than it did before. We are just going to take the corbels down and repair them. When you chose aluminum versus vinyl I think it will look nicer. But if you go down there and look at it now when we bought the building it was really bad.

Mr. Ranson stated apparently it's really bad the city thought so.

Mr. Keesee stated they have got a new guy running around downtown and if he sees a hole here or there. His name is Jay Thornton. George has had situations and I'm not saying it didn't need to be done but we have spent a lot of money on the building putting a roof on. In all fairness we could go up there and patch and it wouldn't look as good as what we are going to do. That's up to you. You could paint it but I don't know if you would ever get the paint to absorb because it is so old. It was never taken care of before we got it.

Mr. Ranson stated you're saying that we can make a motion to say that it complies with the guidelines, which means we are saying this is what the guidelines say? I don't understand.

Mrs. Burton stated you have a two-vote process. First, you vote is to whether or not it meets the guidelines. If you believe it meets the guidelines, then a certificate of appropriateness is granted. If you do not believe that it meets the guidelines, then you have an option for a second vote where you can say whether or not you believe if it is a minor or major discrepancy. A minor discrepancy can grant a certificate of appropriateness. A major discrepancy can deny a certificate of appropriateness.

Mr. Ranson made a motion that this request doesn't meet the guidelines. Mr. Hackworth seconded the motion. The motion was approved by a 4-0-1 vote. (Mr. Keesee abstained from the vote due to a conflict of interest).

Mr. Davis stated whether we believe it is a major or minor discrepancy is subject to interpretation.

Mrs. Burton stated that is correct.

Mr. Ranson made a motion that the request causes a minor discrepancy and it should be approved and issued a COA. Mr. Davis seconded the motion. The motion was approved by a 4-0 vote. (Mr. Keesee abstained from the vote due to a conflict of interest).

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.*

Mr. Davis opened the Public Hearing.

Present to speak on behalf of this request was Mr. Bob Newnam. Mr. Newnam stated House of Hope which is right up the street. They asked me to come before you and discuss this. The canopy that exists currently as you see in the picture is about 30 feet

long and sticks out about 3 feet. The flat part is tar and gravel on top. I could have done the same thing back but I just think that tar and gravel for it would be a lot simpler to put a little bit of a pitch on it and put a metal roof. You probably wouldn't see it walking over there. That was what we proposed. House of Hope just wants to get it repaired to where it is reasonable and not leaking.

Mrs. Chaney stated so you are talking about leaving the awning straight like it is and putting a slight pitch roof just above the top of it to guide the water off.

Mr. Newnam stated that's right. What has happening now over the years with the tar and gravel being flat eventually it will find a little hole. That is what it has done. All of that wood framing that is under there has deteriorated beyond repair so we are going have to re-anchor to the building and put a slope on it so the water will run off. I could have done it without the pitch and I wouldn't be here because it wouldn't have been a change. But I just felt like it was better to come before you all and get the pitch so the water can run off. The adjacent building has a lot of pitch on that roof. We just want to make it look better and repair it because it is very deteriorated. Also, with those two doors, it's a little bit of an offset so it goes back further even though the awning comes straight across, it does go back further right there.

Mr. Ranson stated how will it be different from what is there now?

Mr. Newnam stated it will look pretty much the same because if you are walking around there you won't be able to see the pitch.

Mr. Ranson stated so are you just going to slope it up against the front of the building.

Mr. Newnam stated that's right.

Mr. Ranson stated so at the back point it will be 3 or 4 inches tall?

Mr. Newnam stated we haven't really calculated it but it might be 6 or 8 inches tall. I would rather have it 2/12 or 1/12 simply because you would have the same problem.

Mr. Ranson stated you're going to put a metal roof?

Mr. Newnam stated yeah we are going to put metal roofing.

Mrs. Chaney stated where does the water disburse to now?

Mr. Newnam stated there was a gutter over there but the whole thing is pretty much collapsed and the portion right there where those doors are fell down.

Mrs. Chaney stated was the gutter on the right side of the building?

Mr. Newnam stated I can't really tell. That way we are going to do it we are talking about not putting a gutter across the front. House of Hope doesn't care as long as it works well. The problem then is if there is no gutter on the other one you get more water running on you. But it is only three feet. I would suggest we do it at 3 ½ to 4 feet or something like that. It would still come out to the same distance. House of Hope isn't really pushing one way or the other they just want it repaired. From a structural standpoint what I want to do is reduce the load off that tar and gravel.

Mr. Keesee stated you don't have any pictures or anything do you? I know what you're describing.

Mr. Newnam stated we just have plans because we are just repairing. Max Kendell has all different kinds of colors. I don't think they really care about the color.

Mr. Keesee stated are you going to rip the tar and gravel and put new there?

Mr. Newnam stated yes take it all off because the under support is just not safe.

Mr. Keesee stated when you come off with the metal are you going to turn it down?

Mr. Newnam stated it will come out straight like it is right there back a couple inches so the water will run off.

Mr. Keesee stated so it will be boxed out it will be a finished looking project.

Mr. Newnam stated yeah that's right but the roof will actually cover over onto the canopy.

Mr. Davis stated but you will be able to see it from the other side of the street. What improvements will you make?

Mr. Newnam stated I'm not certain that you will that picture looks like it was taken on a grade. Did someone get up above and take that picture?

Ms. Levi stated that picture is from google maps.

Mr. Newnam stated oh okay. See that is up high if you see the focus of the camera it was over top of those cars shooting back down. So when you get over there and you're walking you won't be able to see it anyway.

Mr. Davis stated I am just concerned you were talking about colors and if you were to paint it purple people would be walking by and saying what the heck did they approve that for?

Mr. Newnam stated do you want me to let you all pick the color? It would be easier on me if you pick it because then there wouldn't be any more questions.

Mr. Keesee stated well we really can't see what color it is now. I think that is black and white the best I can tell.

Mr. Davis stated that's what I want to be sure of what improvement he does is not going to be able to be seen.

Mr. Newnam stated what is up there now is white or was originally white.

Mr. Keesee stated I was referring to your new color unless you are going to make it white. How are we going to have a clue what it matches?

Mr. Newnam stated we can just match it white.

Mr. Ranson stated there is a dirty white that matches.

Mr. Newnam stated keep the same thing that is on the walls now that seems to be fine.

Mr. Keesee stated upper left?

Mr. Ranson stated yeah.

Mr. Davis stated Mrs. Burton I'm assuming we can include that in the motion that we make?

Mrs. Burton stated you certainly may. You can make that a condition of your motion.

Mr. Newnam stated we would like for you to do that most owners probably don't want you to do that. But this a homeless shelter and whatever works best right there and white is what's there now.

Mr. Davis closed the Public Hearing.

Mr. Keesee stated can I ask him one more question even though we have closed the public hearing?

Mr. Davis stated I think we can as far as he is concerned.

Mr. Keesee stated I think what you are talking about is a lean-to roof am I saying that right? So my only question is if I'm looking at it from the front the right-hand side or either side where it leans are you going to put something right there? On the side where you said the gutter was.

Mr. Newnam stated yeah you won't be able to see it on the left side because it's so close.

Mr. Keesee stated I understand that I'm talking about the other side.

Mr. Newnam stated yeah it will be the same color.

Mrs. Chaney stated are you going to box it in and close it out with a metal roof?

Mr. Newnam stated yes and underneath will be the same thing that is existing.

Mr. Keesee made a motion to approve the request as presented with the white color as it meets the guidelines and should be issued a COA. Mr. Hackworth seconded the motion. The motion was approved by a 5-0 vote.

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.*

Mr. Spencer stated is this the one that you are going to step aside as Chairman.

Mr. Davis stated yes but in my opinion and you correct me if I'm wrong but since I am just a minor affiliation with it I was going to read this and abstain from the vote. But you tell me if you need me to do otherwise.

Mr. Spencer stated I think whatever you feel comfortable doing. I'm not sure what you mean by minor affiliation.

Mr. Davis turned the meeting over to the Vice-Chairman, Mr. Keesee to run this part of the meeting.

Mr. Keesee opened the Public Hearing.

Present to speak on behalf of this request was Tim Myers. Mr. Myers stated I work for Ballad Brewing basically what we are looking to do is hang an arrow-shaped sign a 2x5 from underneath where our awning hangs. It will be in the shape of an arrow to point to where our front entrance is. As of right now we only have sticker decals on the glass doors that lead into our space. I hope this will be visible from Lynn and Craghead Street. Our entrance space is on Colquhoun Street and there is an awning over top of our main entrance so we like to hang the arrow from underneath that awning pointing into the front doors.

Mr. Ranson stated but you would still have to look down?

Mr. Myers stated that's correct it wouldn't be on the Craghead side. We hope this will help.

Mr. Ranson stated I guess eventually everyone will know where it is.

Mr. Davis stated that is what he hopes.

Mr. Ranson stated what is the sign made of?

Mr. Myers stated we want to make it out of wood and then have it hand painted.

Mr. Ranson stated this would be a representation of what the colors will be?

Mr. Myers stated I believe the background color would be more of a natural wood color with black paint on top.

Mr. Ranson stated so if it's black what color are the letters going to be?

Mr. Myers stated the background would be wood and then the letters would be black.

Mr. Keesee closed the Public Hearing.

Mrs. Chaney made a motion to approve the sign as they meet the guidelines as presented and should be issued a COA. Mr. Ranson seconded the motion. The motion was approved by a 4-0-1 vote. (Mr. Davis abstained from the vote due to a conflict of interest).

III. APPROVAL OF MINUTES

The May 11, 2017, minutes were approved by a unanimous vote.

IV. OTHER BUSINESS

Mr. Davis stated any other business?

Mr. Bond stated I am an architect at Solex Architecture you all had an application before you at the July 13th meeting but I would like to see if you would consider it early.

Mr. Davis stated so this has not been presented before?

Mrs. Burton stated it has not so you will first need to vote as to whether or not you will hear the application. Then you can proceed from there.

The vote to hear this application was approved by unanimous vote.

Mrs. Burton stated Mr. Bond just so you know they don't have any information.

Mr. Bond stated okay. So the subject property is at 534 Bridge Street at the corner of Bridge Street and Colquhoun. I have a couple of pictures to pass around. Do you all need any?

Mrs. Burton stated we just need one for the record.

Mr. Bond stated is everyone familiar with the building? This building has had some various uses over the years. Without going into too much detail it will be a small mercantile area, storage area, and light production space. What we are bringing before you today to get approval for is removing the vinyl and replace it with an aluminum storefront. There will be two mounted signs on Bridge Street and two gooseneck lights. Also, there will be an awning over the storefront. On the left are the elevations of the

existing building and the top two are what we are looking at. Here is the vinyl siding that we are looking to remove and replace with an aluminum storefront and over those will be awnings. Over the storefront will be the sign and on the other street, there will also be a sign.

Mr. Hackworth stated so nothing with the garage door?

Mr. Bond stated no, the garage door will stay.

Mr. Keesee stated the signs that you are talking about is this just one sign in two locations?

Mr. Bond stated yes one on each street. It's going to be one tenant the same business.

Mr. Davis stated we don't have any information about the signs the size of them or anything?

Mr. Bond stated they are currently 4x8 which meets the guidelines. Actually, they are a lot less than what is allowed. They will be metal signs.

Mr. Davis stated before the aluminum siding was there, there was some green siding underneath that. I am trying to go back in my brain and remember what was there before that.

Mr. Hackworth stated they were just display cases; it was Aaron's Auto.

Mr. Davis stated I remember what it was but I'm trying to remember if there was glass there.

Mr. Hackworth stated there was glass.

Mrs. Chaney stated there were glass windows there prior to the siding being put up above it was just an opening.

Mr. Bond stated that's right looking at it from the back side you can see the frame of the storefront where the siding was attached to.

Mr. Davis closed the Public Hearing.

Mr. Keesee made a motion to approve the request as presented as they meet the guidelines as presented and should be issued a COA. Mr. Hackworth seconded the motion. The motion was approved by a 5-0 vote.

With no further business the meeting adjourned at 4:46 p.m.

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Approved By: