



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

## ***Commission of Architectural Review***

January 25, 2018  
3:30 P.M.

FOURTH FLOOR CONFERENCE ROOM

### **AGENDA**

- I. WELCOME AND CALL TO ORDER
- II. ROLL CALL
- III. ELECTION OF OFFICERS
- IV. ITEM FOR PUBLIC HEARING
  1. Request a Certificate of Appropriateness at 254 Jefferson Avenue to demolish and reconstruct the existing front porch and stair tread. The front porch is to remain in the same footprint, but the proposed design alters the style and materials (see attached photo). The existing porch has a flat metal roof, t & g decking and synthetic stair treads. Below are the items to be altered as Staff understands the project.
    - A. Alter the pitch of the roof. The house currently has a flat metal roof. The applicant is requesting to add a pitch to the roof and cover in metal that matches existing. The roof design proposed is similar to those present on either side of the subject property at 241 and 249 Jefferson Avenue.
    - B. Replace the existing wood soffit on the porch with vinyl soffit.
    - C. Add a handrail to the stairs. There is currently no handrail. The proposed handrail and pickets appear to be simple in design with square standard pickets requested.
    - D. Replace the existing stair tread with wooden treads. The previous owner(s) replaced the wooden treads with synthetic material without a COA, the applicant would like to return them to wood to abate the violation.
    - E. Alter the decorative roof elements on the front porch to mimic that of the front the adjacent property at 249 Jefferson Avenue.
    - F. Build two (2) four (4) foot columns at the landing of the steps with the intent of placing statues on each. The construction of the columns is within the purview of the Commission, not the statues.
    - G. Install conventional gutters on the front porch. These are to be white in color and constructed of aluminum.
    - H. Install aluminum gutters on the main house. The gutters requested are the same proposed for the front porch.
- V. APPROVAL OF MINUTES FROM OCTOBER 26, 2017
- VI. OTHER BUSINESS
- VII. ADJOURNMENT



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## **Commission of Architectural Review**

COMMISSION OF ARCHITECTURAL REVIEW  
Meeting of January 25, 2018

The applicant, Cherise Glymph, has submitted an application for a Certificate of Appropriateness at 254 Jefferson Avenue to demolish and reconstruct the existing front porch and stair tread. The front porch is to remain in the same footprint, but the proposed design alters the style and materials (see attached photo). The existing porch has a flat metal roof, t & g decking and synthetic stair treads.

### **BELOW ARE THE ITEMS TO BE ALTERED, AS STAFF UNDERSTANDS THE PROJECT:**

1. Alter the pitch of the roof. The house currently has a flat metal roof. The applicant is requesting to add a pitch to the roof and cover in metal that matches existing. The roof design proposed is similar to those present on either side of the subject property at 241 and 249 Jefferson Avenue.
2. Replace the existing wood soffit on the porch with vinyl soffit.
3. Add a handrail to the stairs. There is currently no handrail. The proposed handrail and pickets appear to be simple in design with square standard pickets requested.
4. Replace the existing stair tread with wooden treads. The previous owner(s) replaced the wooden treads with synthetic material without a COA, the applicant would like to return them to wood to abate the violation.
5. Alter the decorative roof elements on the front porch to mimic that of the front the adjacent property at 249 Jefferson Avenue.
6. Build two (2) four (4) foot columns at the landing of the steps with the intent of placing statues on each. The construction of the columns is within the purview of the Commission, not the statues.
7. Install conventional gutters on the front porch. These are to be white in color and constructed of aluminum.
8. Install aluminum gutters on the main house. The gutters requested are the same proposed for the front porch.

### **STAFF RECOMMENDATIONS:**

Section 3 of the OWE Design Guidelines: Historic Building Restoration/Renovation Guidelines states:

- *Every reasonable effort should be made to preserve and enhance the historically significant elements of a building*



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# Commission of Architectural Review

- *Before replacing historic elements of a building, preservation and consolidation should be considered*
- *Repairs should match as much as possible in terms of materials, size, shape, texture and color.*
- *Façade details such as cornice ornamentation should never be covered or removed to avoid the need for maintenance, painting or refinishing.*

### Item C: Roof, Gutters and Downspouts

*If flat or very low-pitched roofs are not seen from the ground, then a rubber or man-made material may be used. All roof repairs or replacement must be in compliance with the current edition of the USBC.*

### Item 3: Porches and Entries

*Because these porches are essential to the overall character of the structure, every effort should be made to restore or reproduce porch and entry features rather than simplifying, changing, or modifying them. If the original porch is missing, study of similar homes or historical records can assist with reproduction of the original details. Modern vinyl or clad wood doors are discouraged. Substitute materials will be considered on a case-by-case basis; if these are preferred, the overriding concern in approval should be authentic appearance and maintenance of historic details.*

After review of the guidelines, Staff has determined that the proposed application does not meet the guidelines. The Commission will need to determine if the items presented in the application have an adverse effect on the structure or the district.



245 Jefferson Avenue



249 Jefferson Avenue



241 Jefferson Avenue



# DANVILLE

## COMMISSION OF ARCHITECTURAL REVIEW

POST OFFICE BOX 3300

DANVILLE, VIRGINIA

(434) 799-5260

### CERTIFICATE OF APPROPRIATENESS APPLICATION

*Article 3.R.C.1.*

*No zoning, site plan, subdivision plat, or building permit shall be issued for the erection, reconstruction, exterior alteration, restoration, rehabilitation, razing, relocation or demolition of any building, structure, signs, fences, walls, light fixtures, accessory buildings, pavements, grading, site improvements, significant landscaping features or other appurtenant element in an HP-O District unless and until such building or site element has been approved by the issuance of a Certificate of Appropriateness by the Commission of Architectural Review for the City.*

**INFORMATION TO BE PROVIDED BY PLANNING DIVISION**

Application Number: \_\_\_\_\_

CAR Date: 01-25-18

Date submitted: 01-11-18

Received by: RB

Tax Map Number: \_\_\_\_\_

Zoning Map Number: \_\_\_\_\_

Architectural Inventory Rating: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Additional Zoning Information: \_\_\_\_\_

\_\_\_\_\_

All buildings, structures or improvements located in the Old Westend Historic 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 Commission

of Architectural Review. The Commission meets once a month on the fourth Thursday of the month at 3:30 P.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. As of July 1, 2009 a \$25.00 fee will be required for each application submitted for review.

**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

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

Are you aware of the federal/state tax credits and Real Estate Abatement program available for potential reimbursement/credit of money used during substantial rehabilitation projects? Yes

Would you like more information about these programs? Yes

Which one(s)? Both

Property Location: 245 Jefferson Ave, Danville, VA

Name of Applicant: Cherish Glymph / Handy-Fros Plus LLC / Kardeem Johnson

Applicant's Address: 134 Smith Street

Applicant's Phone Number: 315-565-8076 Email Address: Cherisey25@gmail.com

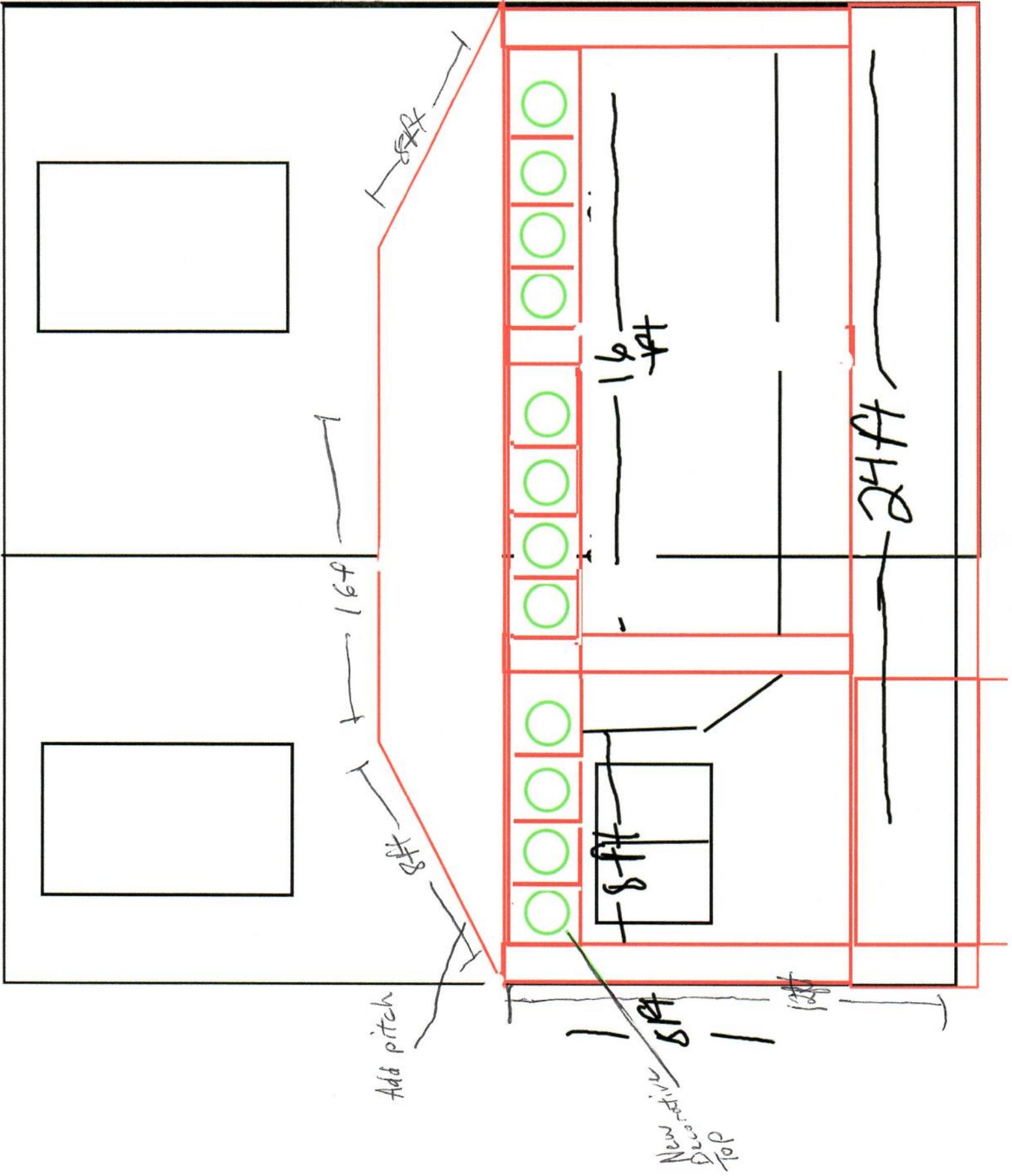
Work Proposed (please circle one): Alteration/addition/rehabilitation/new construction/sign

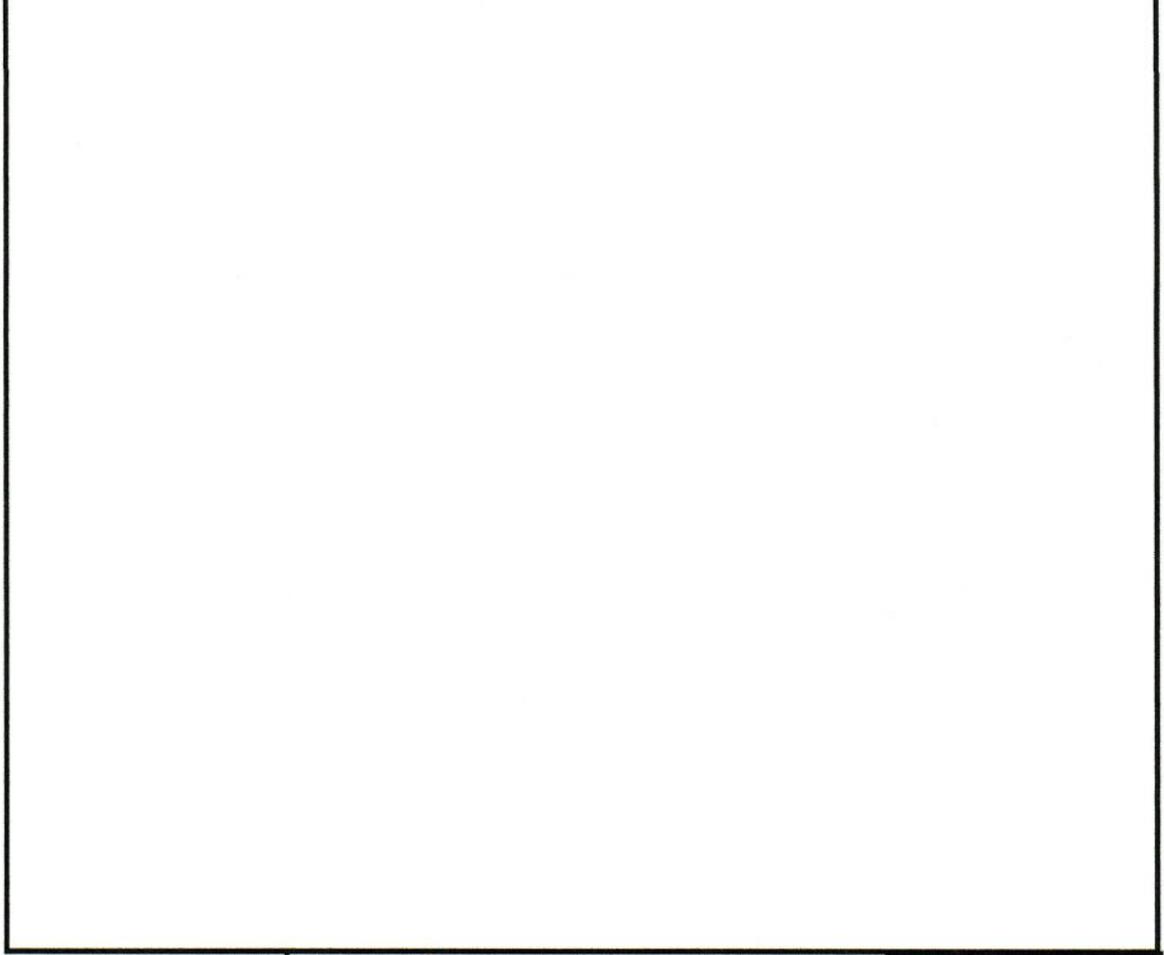
Restructer of front porch overhang to add a pitch to the structure & rebuild in general. Also to use a different style of top decoration to match other historical homes.

Type of material(s) to be used: Request to use softit under new overhang, everything else to be the same as before.

[Signature]  
Signature of Property Owner (if not applicant)

[Signature]  
Signature of Applicant





New Vinyl Soffit

Updated handrails

atue

imn

Update Woodsteps

Same Lattice Design

COMMISSION OF ARCHITECTURAL REVIEW

October 26, 2017

**Members Present**

Sean Davis  
Robert Stowe  
Susan Stilwell  
Robin Crews

**Members Absent**

Robert Weir  
Jeffrey Bond  
Michael Nicholas

**Staff**

Ken Gillie  
Lisa Jones  
Clark Whitfield

**ITEMS FOR PUBLIC HEARING**

- 1. Request for a Certificate of Appropriateness, PLCAR20170000277, filed by Richard Morris Architecture to construct an addition and two-story porch on the rear of the house located at 864 Pine Street.***

Vice Chair Crews called the meeting to order at 3:50 PM.

Present to speak on behalf of this request was Mr. Richard Morris. Questions?

Mrs. Stilwell I have already seen these plans so I think it's going to be excellent.

Ms. Crews closed the Public Hearing.

**Mrs. Stilwell made a motion to approve the application as submitted as it does meet the guidelines. Mr. Stowe seconded the motion. The motion was approved by a 4-0 vote.**

**APPROVAL OF THE MINTUES**

**Mrs. Crews made a motion to approve the October 26, 2017 minutes. The motion was approved by a unanimous vote.**

City Attorney Whitfield Introduced Ryan Dodson as the new Assistant City Attorney.

With no further business the meeting adjourned at 3: 55 p.m.

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Approved