



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

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

SEPTEMBER 27, 2018  
3:30 P.M.  
FOURTH FLOOR CONFERENCE ROOM

### **AGENDA**

- I. WELCOME AND CALL TO ORDER
- II. ROLL CALL
- III. ITEMS FOR PUBLIC HEARING
  1. *Request a Certificate of Appropriateness at 161 Holbrook Ave to replace the front concrete steps and side shelves with concrete block style steps and side shelves.*
  2. *Request a Certificate of Appropriateness at 742 Main St for a wall sign for an additional on-site commercial establishment. The sign will measure no more than an estimated 4.5 square feet.*
- IV. APPROVAL OF MINUTES FROM JUNE 28, 2018
- V. OTHER BUSINESS

*Review of neighborhood banners to be placed throughout the Old West End by the City in the public right-of-way.*
- VI. ADJOURNMENT



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

**MEETING OF SEPTEMBER 27, 2018**

### **SUBJECT**

*Request a Certificate of Appropriateness at 161 Holbrook Ave to replace the front concrete steps and side shelves with concrete block style steps and side shelves.*

### **EXCERPT FROM DESIGN GUIDELINES**

#### **Chapter 3: Historic Building Restoration/Renovation Guidelines**

##### **H. Recommended**

- Repair/restore historic materials whenever possible rather than replacing them.
- If replacement materials must be used, they should match the original materials and design. Use of modern materials will be reviewed on a case-by-case basis, with the exception of vinyl replacements windows, which are not allowed.
- Use photographs and other historic data to guide building restoration/renovation.
- Where historic photos or illustrations of the original design of an historic building are not available, consultation with a preservation architect or other historic preservation professional is advised.
- Historic buildings should be preserved and restored whenever possible, but if a historic building is deemed to have been severely compromised and demolition is considered, the criteria listed in Subsection 3.3 of this chapter should guide the decision-making process.
- Additions to historic buildings are not required to match the original building exactly, but such additions should complement the original building in proportions, style and materials. If the addition(s) are visible, a complementary and harmonious style is even more important. See Figure 3.42 for an example of an attractive addition/conversion to an historic house.

### **STAFF RECOMMENDATION**

The proposed restoration proposes to use similar materials as currently and originally present. The only change is from a poured concrete style to block concrete style. The change in style remains in harmony with the building and neighborhood. Staff recommends approval of a COA.



**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: \_\_\_\_\_

Date submitted: \_\_\_\_\_

Received by: \_\_\_\_\_

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

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

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

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

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

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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, 2018 a \$26.00 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? NO

Which one(s)? \_\_\_\_\_

Property Location: 161 HOLBROOK AVE

Name of Applicant: DAVE CORP & ANN SYLVES

Applicant's Address: 161 HOLBROOK AVE

Applicant's Phone Number: ~~434-709-4869~~  
434-709-8398

Email Address: SYLVES@COMCAST.NET

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

REPAIR FRONT CONCRETE STEPS AND SIDE SHELVES  
(SEE ATTACHED EXAMPLE)

Type of material(s) to be used: STONE, CONCRETE

Signature of Property Owner (if not applicant) \_\_\_\_\_

Ann F. Sylves  
Signature of Applicant

Article 3RC6 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.
- D. Site plan drawings, prepared to meet the City site development plan submission requirements for a Preliminary Site Plan or 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 accessways 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.









# WEATHERED VERSA-LOK® STANDARD

*Legendary Versa-Lok® versatility with a timeless look*

PRODUCTS | Weathered Hickory Blend Versa-Lok® Standard & Column Kit





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

**MEETING OF SEPTEMBER 27, 2018**

### **SUBJECT**

*Request a Certificate of Appropriateness at 742 Main St for a wall sign for an additional on-site commercial establishment. The sign will measure no more than an estimated 4.5 square feet.*

### **EXCERPT FROM DESIGN GUIDELINES**

#### **Chapter 7: Sign Design Guidelines**

##### **2. Design and Allowed Materials**

- Signs should be produced by a skilled **sign professional** to ensure legibility and attractive design.
- **Traditional materials** are appropriate for signs in the OWE, including wood, glass, metal, gold leaf, raised dimensional letters, and painted designs. Window signs should be decal-type lettering or etching.
- **New materials** such as MDF (with edge banding) and architectural foam may also be appropriate, but hardwood or metal is preferred over these.
- **Colors** for signs should generally be limited to three and should harmonize with or compliment the colors of the building.
- **Illumination** for signs should be from shielded incandescent or LED lights. Halo-lit pin letters are allowed (see Figure 7.10 at left). Ground-mounted spotlights are allowed for illuminating monument or freestanding signs.
- **Neon Signs** was an historic sign material, so neon signs are allowed with approval, but care should be taken that the neon does not overwhelm the sign or the building. Neon signs inside windows are allowed.
- **Fabric awnings and sign banners** are allowed, as are canvas and other fabrics that have been treated with waterproofing material.
- **Fabric banners for light poles** are allowed. At the present time there are probably not a sufficient number of street lights to create an attractive display of banners, but this may change over time. See Section 7 of the River District Design Guidelines for more on this.
- **Wood signs** may be constructed with attached raised lettering, painted or silk-screened lettering, or incised lettering through a process of sandblasting or routing the surface of the sign.

- **Metal signs** and plaques should be constructed of brushed bronze, antique bronze, aluminum, stainless steel or painted cast iron.

### **STAFF RECOMMENDATION**

The proposed new wall sign is slated to use similar materials and design as the existing approved sign for the other on-site commercial establishment, and adheres to the City's Zoning Ordinance regarding the size of the sign. Staff recommends approval of a COA.



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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)? All that may apply.

Property Location: 742 Main Street, Danville VA 24541

Name of Applicant: Robert W.Haley/Estate & Elder Law Center of Southside Virginia/Southern Virginia Settlements

Applicant's Address: 742 Main Street, Danville VA 24541

Applicant's Phone Number: 855-503-5337 Email Address: rhaley@vaelderlaw.com

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

Adding additional sign for a business that shares our office space. Robert W. Haley is part owner of this additional business.

Type of material(s) to be used: same design aesthetic and materials as existing approved signage installed previously at this location.

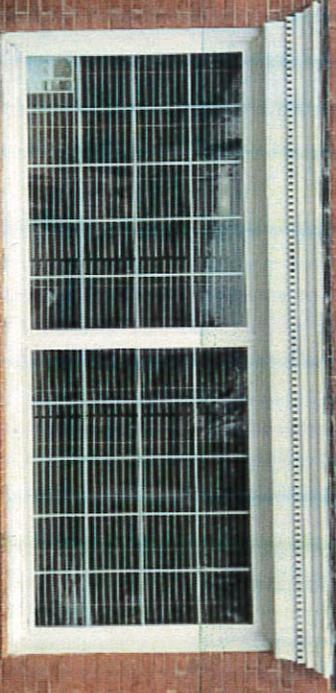
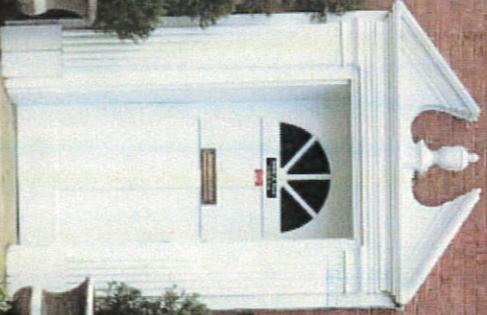
\_\_\_\_\_  
Signature of Property Owner (if not applicant)

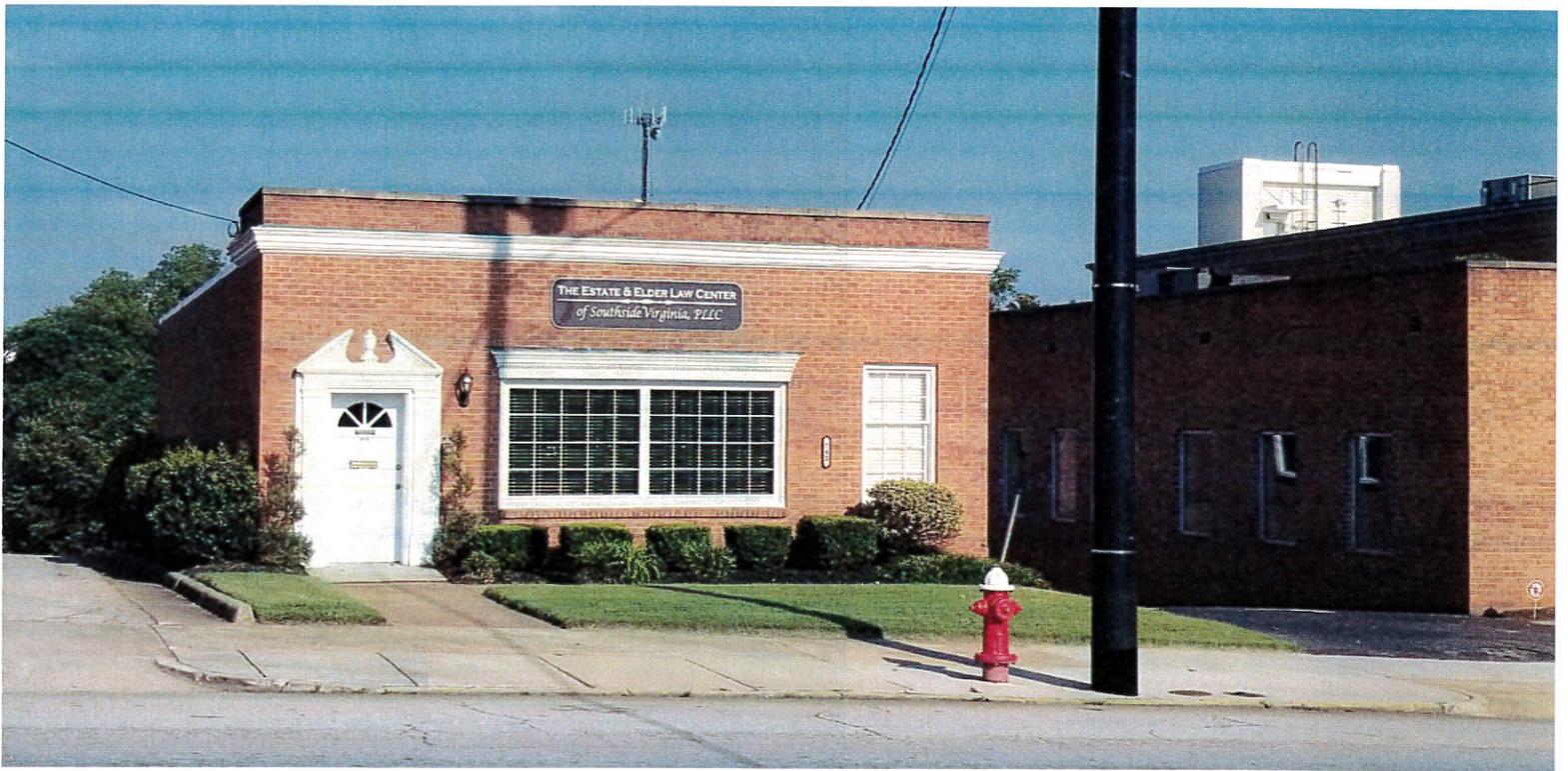
  
\_\_\_\_\_  
Signature of Applicant

THE ESTATE & ELDER LAW CENTER  
of Southside Virginia, PLLC



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The City of Danville, as a part of its blight eradication program as well as its overall “Grow Danville” initiative, has acquired 38 structures within the boundaries of the Old West End National Historic District. Nearly \$3 million has been invested in acquisition, stabilization, and sometimes rehabilitation of those properties, as well as improvements in infrastructure. The properties are owned by the Danville Rehabilitation and Housing Authority (DRHA) as an interim land bank and are managed by the City’s Community Development Department. Ultimately, these properties will be owned and managed by the nonprofit Danville Neighborhood Development Corporation with the intent of emplacing new homeowners to reside in the District.

To jump start the process, and in collaboration with the City, FOWE has created a website (<https://oldwestendva.com>) and a weekly e-newsletter to attract and identify prospective homeowners. This digital marketing project has been highly successful to date. Since March 12, there have been over 6,300 unique web users, 29,000 page views, and over 200 newsletter subscribers. FOWE has also managed and responded to inquiries, built relationships, and provided tours to prospective residents. So far, six (6) vacant dwellings have returned to their intended use. Based on this initial success, the project has not only been funded through year-end but also expanded to include print advertising.

One of our challenges in attracting new residents as well as in strengthening the community overall has been with identification. Residents and out-of-town prospects alike inquire about the location and dimensions of the Old West End. We answer with a description of the boundaries, but that is not very satisfactory – to us or to the inquirer. When someone enters into or lives in the Old West End we want them to know it. In particular, we do not want them to identify the Old West End only with the area known as Millionaires’ Row.

FOWE believes that the best way to address this difficulty is through the installation of identification banners throughout the district. We have identified twenty (20) locations (map attached) that would provide the greatest impact and be visible from nearly every location within the district. Based on previous experience and the banners used within the River District, we have chosen a simple design, 18 by 36 inches, to be printed on long-lasting Sunbrella material (image also attached). Those banners would be attached to existing city-owned poles with black brackets to be installed by the city’s Public Works Department.

Our timeline calls for ordering the banners and brackets immediately upon approval of this request. Installation would occur during September/early October. Gathering public reaction to the banners and acknowledging the City's role would occur at a public event during October.

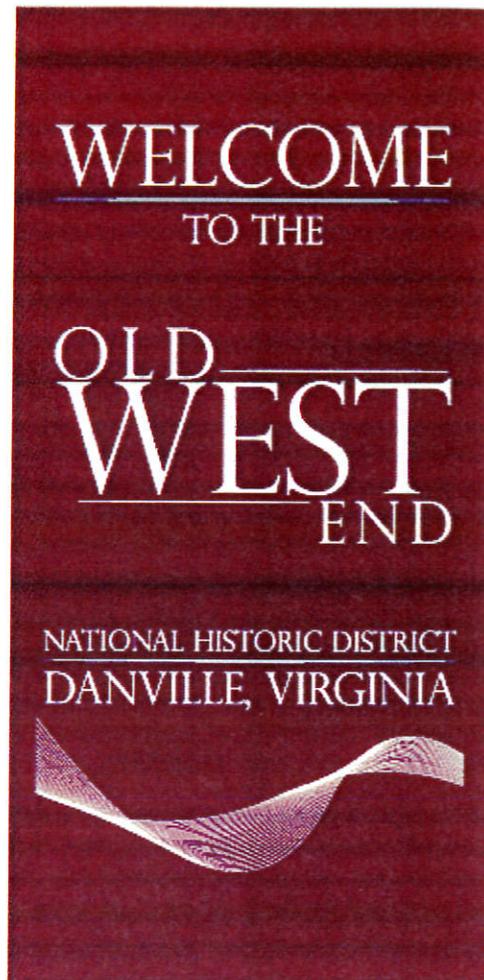
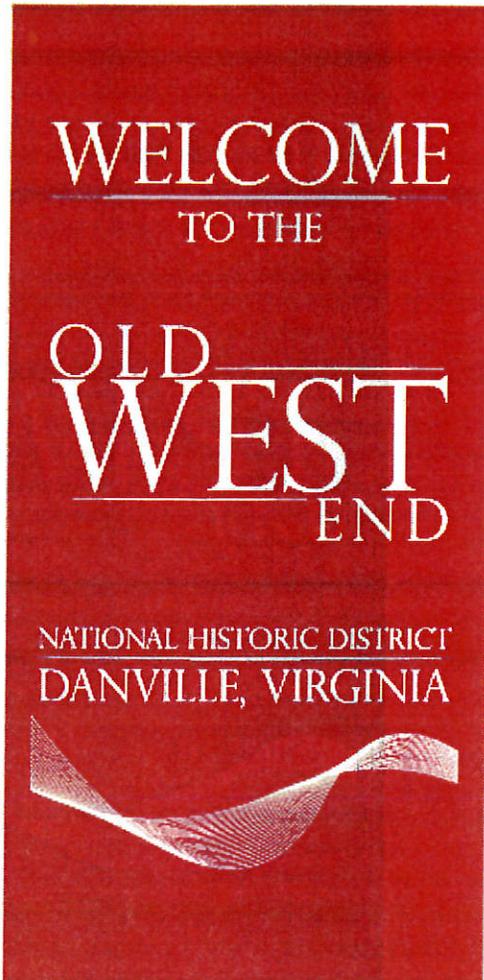
Installation of the banners before October is particularly important because of the statewide historic preservation conference to be held in Danville on October 18<sup>th</sup> and 19<sup>th</sup>. Preservation Virginia will bring hundreds of people to Danville for this conference, which will include activities in the Old West End National Historic District. A generous CLG Grant received from the Virginia Department of Historic Resources is allowing the City of Danville and FOWE to sponsor/host three (3) workshops during this conference event.

FOWE believes that approval of this request encourages focus areas of economic transformation and community engagement. This supports our existing neighborhood marketing program in the following ways:

- Inspire and motivate neighborhood and community residents,
- Encourage resident engagement, and
- Produce results that extend beyond the Old West End – throughout the city and the region, as well as to visitors and prospective residents from elsewhere in the state and the country.



Proposed banner locations within the Old West End Historic District (108-0056)



**Danville**

JOB # 4 DATE 4-25-18

SIZE 18" x 36"

FABRIC JOCKEY RED **BURGUNDY**

INKS WHITE

FLOWER 3.25"

DESIGNED BY

**TAKE NOTHING FOR GRANTED, PLEASE CHECK PROOF CAREFULLY.**

Illustrations are a reasonable representation of ink colors on banner fabrics. All monitors display differently therefore a free color match sample is available upon request. **We are not responsible for any errors after approval.**

APPROVED SIGNATURE

**MOSCA**  
Design

8450 Garvey Drive  
Raleigh, NC 27616  
Phone: (919) 954-0200  
Fax: (919) 954-0203  
Toll Free: 800-332-6799

## COMMISSION OF ARCHITECTURAL REVIEW

June 28, 2018

### Members Present

Susan Stilwell  
Robert Stowe  
Robert Weir  
Sean Davis  
Jeffrey Bond

### Members Absent

Michael Nicholas  
Robin Crews

### Staff

Ken Gillie  
Lisa Jones  
Clarke Whitfield

### ITEMS FOR PUBLIC HEARING

*Request a Certificate of Appropriateness to demolish 845 Pine Street. The vacant lot will be offered to the adjacent property owners to increase the size of their properties.*

Mr. Weir opened the Public Hearing.

Present to speak on behalf of this request was Mrs. Renee Burton, Project Manager of the Old West End Rehabilitation Efforts. Mrs. Burton stated, 845 Pine Street, I laid an application before you for demolition. The property is circa 1900, was once a single family dwelling. Mr. Garrett previously owned the property. It was developed into four separate apartments and it has not seen any maintenance for several years. It is in dire need of attention, and it has been abused, to say the least. The property itself is about .15 acre lot, and 43 feet on the front. So, our alternate plan at this stage is demolishing and dividing the property equally between the two adjacent properties. Both are owner occupied which is rare on Pine Street and it would give them some additional area for their properties. We have had this on the market for a little over three months now for a price of \$23,310, which is about an estimate of fifteen dollars per square foot for the property, and we have had no interest at this time.

Mr. Weir stated looking at this estimate here am I getting this correctly, the construction estimate cost of \$300,436.92?

Mrs. Burton stated yes that was the construction estimate from the architect. That is the conversion from four units to a single-family dwelling. That will make it a three bedroom and two- ½-bathroom property.

Mr. Weir stated and the demolishing is going to cost \$7,500.00?

Mrs. Burton stated demolition is going to be about \$17,000.00. That is if there is hazardous material and without hazardous material it will be cheaper, but we do not know at this time if there is any present.

Mr. Paul Liepe stated I am here today on behalf of the neighborhood organization Friends of the Old West End. We have been acting as the City and Housing Authority agent for the neighborhood. We have not had a single inquiry about this house. We have had the architect report readily available and no one has asked for it. What concerns me more than anything, I am sure it shows in your photos that this house is maybe 18 inches from the house next door. So, if we are allowed to continue that could certainly be a problem to the neighborhood house and a liability to the City. I have personally spoken to the adjoining residents, they would like to see it gone, and one is anxious to have a piece of the property. My personal opinion is it would improve the Street and there is no historic value to the house. Normally, Friends of the Old West End are not in favor of demolition but this is an exception and we are here to approve.

Mr. Weir closed the Public Hearing.

**Mrs. Stilwell made a motion that it does not meet the guidelines as submitted. Mr. Stowe seconded the motion. The motion was approved by a 4-0 vote. Mr. Bond abstained.**

**Mrs. Stilwell made a motion that demolishing 924 Pine Street does not have an adverse effect on the district or neighborhood. Mr. Stowe seconded the motion. The motion was approved by a 4-0 vote. Mr. Bond abstained.**

#### **APPROVAL OF THE MINUTES**

**Mr. Stowe made a motion to approve the May 24, 2018, minutes. Mr. Davis seconded the motion. The motion was approved by a unanimous vote.**

#### **OTHER BUSINESS**

With no further business the meeting adjourned at 3:42 p.m.

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Approved