



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

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

**MAY 23, 2019**

**3:30 P.M.**

**FOURTH FLOOR CONFERENCE ROOM**

### **AGENDA**

- I. WELCOME AND CALL TO ORDER
- II. ROLL CALL
- III. NEW BUSINESS  
*Request a Certificate of Appropriateness at 903 Main Street to construct a masonry block retaining wall.*
- IV. APPROVAL OF MINUTES FROM MARCH 28, 2019
- VII. ADJOURNMENT



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

**MEETING OF MAY 23, 2019**

**SUBJECT**

*Request a Certificate of Appropriateness at 903 Main Street to construct a masonry block retaining wall.*

**EXCERPT FROM DESIGN GUIDELINES**

**6: Site & Public Space Design Guidelines**

**B. Site Guidelines for Existing Residential Buildings**

**Retaining Walls and Curbs.**

Where existing historic retaining walls have failed and cannot easily be repaired, more modern materials are acceptable. Using historic materials such as brick would be preferred, but because there are some steep grades in the OWE modular concrete walls with built in accommodations for tie-backs are acceptable. For this application, tumbled or “broken face” block or other finishes that appear more like natural stone are preferred. Concrete block or poured concrete with flat surfaces is not allowed, although they are allowed if faced with brick or appropriate stone or stone-patterned concrete modular units.

**STAFF RECOMMENDATION**

On April 30<sup>th</sup> it was brought to the attention of staff that a retaining wall had been constructed along the Chestnut Street side of 903 Main Street without the issuance of a COA. It was determined that the new retaining wall was not an exact replacement of what had been existing and the contractor was informed of the need to submit a Certificate of Appropriateness application, which was done on May 1<sup>st</sup>.

According to the contractor the existing retaining wall that abutted the brick sidewalk fell over during tropical storm Michael in October 2018. The existing block has been removed and replaced with landscaping / masonry blocks and the new retaining wall measures 20-28 inches tall and is 42 feet in length.

The block used in the new retaining wall is concrete and has a rough façade, much like the appearance of natural stone, as preferred by the guidelines. Staff recommends the Commission of Architectural Review issue a Certificate of Appropriateness at 903 Main Street to construct a masonry block retaining wall.

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: PLCAR 20190000189

CAR Date: 5/23/19

Date submitted: 5/1/19

Received by: Holly Preston

Tax Map Number: PARCEL: 21847

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

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

Zoning District: MR - Multi Family Residential

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, 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? \_\_\_\_\_

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? \_\_\_\_\_

Would you like more information about these programs? \_\_\_\_\_

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

Property Location: 903 MAIN ST

Name of Applicant: BOB NEUNAM

Applicant's Address: 300 SHEPHERD DR DANVILLE 24541

Applicant's Phone Number: 434-489-2434 Email Address: BNEUNAM@COMCAST.NET

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

SMALL RETAINING WALL ABUTTING BRICK SIDEWALK  
FELLOW IN BIG STORM IN OCT 2018 REMOVED  
BLOCK THAT FELLOVER AND REPLACED WITH LANDSCAPE BLOCK

Type of material(s) to be used: MASONARY BLOCK HEIGHT 20" TO 28"  
TOTAL LENGTH 42 FEET

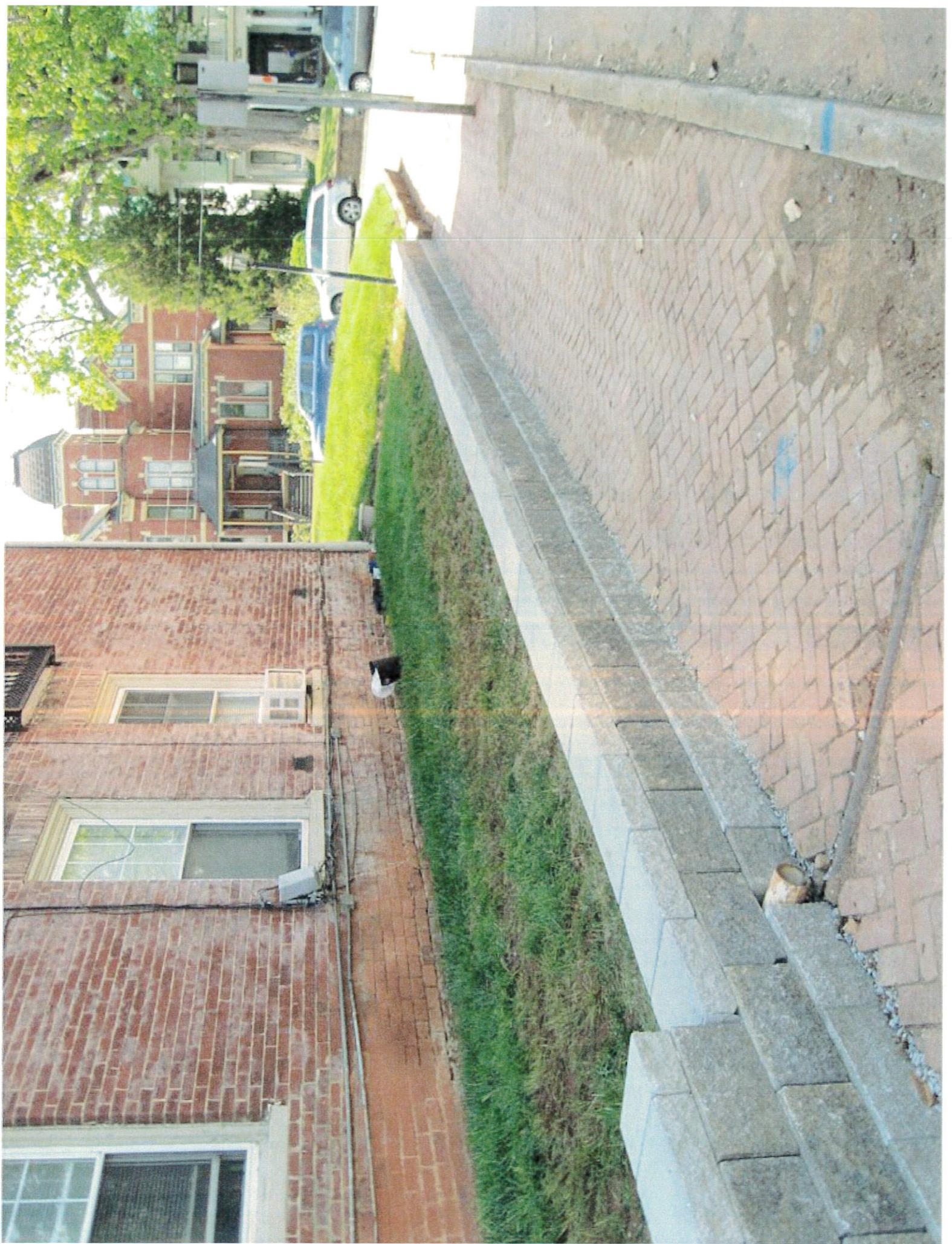
FOR FIRST PRESBYTERIAN CHURCH

Signature of Property Owner (if not applicant)  
Bob Zeese

Signature of Applicant  
Bob Zeese



Google





COMMISSION OF ARCHITECTURAL REVIEW

March 28, 2019

**Members Present**

Jeffrey Bond  
Robert Stowe  
Robin Crews  
Michael Nicholas

**Members Absent**

Sean Davis  
Susan Stillwell  
Robert Weir

**Staff**

Ken Gillie  
Lisa Jones  
Bryce Johnson  
Holley Preston  
Ryan Dodson

**ITEMS FOR PUBLIC HEARING**

1. *Request a Certificate of Appropriateness at 862 Green Street to:*
  - A. *Install AZEK tongue and groove flooring on front porch; and*
  - B. *Align steps with right front entry door.*

Mr. Nicholas opened the Public Hearing.

Present to speak on behalf of this request was Mrs. Renee Burton, Project Manager for this particular Rehabilitation project at 862 Green Street. Mrs. Burton stated, why we are here today is for the new flooring on the front porch and then to align the steps on the front porch. We are going to remove the two concrete block staircases and completely rebuild it.

Mr. Nicholas closed the Public Hearing.

**Mr. Stowe made a motion that Item A does not meet the guidelines as submitted. Mrs. Crews seconded the motion. The motion was approved by a 3-0-1 vote. Mr. Bond abstained.**

**Mrs. Crews made a motion that Item A does not have an adverse effect on the district or neighborhood. Mr. Stowe seconded the motion. The motion was approved by a 3-0-1 vote. Mr. Bond abstained.**

**Mrs. Crews made a motion to approve Item B as it meets the guidelines as submitted. Mr. Stowe seconded the motion. The motion was approved 3-0-1. Mr. Bond abstained.**

2. *Request a Certificate of Appropriateness at 126 Chestnut Street to apply 40 year architectural shingles in patriot red to match conical tower on front elevation.*

Mr. Nichols opened the Public Hearing.

Present to speak on behalf of this request was Mrs. Renee Burton, Project Manager for this particular Rehabilitation project at 126 Chestnut Street. Mrs. Burton stated the architectural shingle application is only for the front porch roof. The shingles will match that on the conical tower as the application states.

Mr. Nicholas asked it's just the front porch roof?

Mrs. Burton stated on the front porch not the main structure.

Mr. Nicholas stated is the main structure roof metal? I'm just curious.

Mrs. Burton stated yes.

Mr. Nicholas stated what is the porch roof made out of ?

Mrs. Burton stated it was metal but it had a low pitch so, it was damaged. What we were able to do was actually reconstruct the porch and give it a greater pitch than what we anticipated. Originally, we were going to do an EPDM roof on it because we thought it would be fairly flat, but we were lucky to get a higher pitch during construction.

Mr. Nicholas closed the Public Hearing.

**Mrs. Crews made a motion to approve Item 2 and a Certificate of Appropriateness be issued at 126 Chestnut Street as it meets the guidelines as submitted. Mr. Stowe seconded the motion. The motion was approved 3-0-1. Mr. Bond abstained.**

3. *Request a Certificate of Appropriateness at 614 Holbrook Ave. for exterior changes to left, right, and rear elevations involving the following:*
  - A. *Replace an existing window and opening with new wooden casement window of a smaller size on left elevation (facing Gray St.) (Item 1 on application);*
  - B. *Install new wooden casement windows on left elevation to create a sunroom on the second floor (Item 2 on application);*
  - C. *Replace existing door on right elevation (facing 608 Holbrook Ave.) with a one-over-one wooden window, matching existing window and trim (Item 3 on application);*
  - D. *Remove existing staircase on right elevation (facing Holbrook Ave.) which no longer leads to an accessory apartment (Item 4 on application);*
  - E. *Install new wooden casement windows into original openings on the second floor of right elevation (facing 608 Holbrook Ave.), and first floor rear elevation (facing away from Holbrook Ave.) (Items 5 and 6 on application);*
  - F. *Install two (2) new full glass wooden doors to provide access to rear of the first floor (facing away from Holbrook Ave.) (Items 7 and 9 on application);*

- G. Install a new 13 x 12 ft. (156 sq. ft.) wooden deck, including treated deck flooring and square pickets, on the right rear elevation (facing away from Holbrook Ave.) (Item 8 on application);*
- H. Install new wooden casement windows on the first and second floors of the rear elevation (facing away from Holbrook Ave.), matching the style of the other proposed windows (Item 10 on application); and*
- I. Remove rear access (facing away from Holbrook Ave.) to the basement level (Item 11 on application).*

Mr. Nicholas opened the Public Hearing.

Present to speak on behalf of this request was Mrs. Renee Burton, Project Manager for this particular Rehabilitation project at 614 Holbrook Avenue. Mrs. Burton stated, here is a picture of the back, and of the interior floor plans so that you can kind of get a better idea for what the need of the casement windows are to do there.

Mr. Nicholas stated with any one of these what is the old material, and what are you going to replace it with?

Mrs. Burton stated all wood.

Mr. Nicholas stated what is changing?

Mrs. Burton stated the rear elevation and we are going to add a couple of windows in the rear of the porch that is on the second floor.

Mr. Nicholas stated what type of windows?

Mrs. Burton stated they are already casements. They will be slightly different in size but they will mimic that on top so that you will have a uniform look from what would be the street level first floor of the apartment to the second floor.

Mr. Nicholas stated now these items that say face away from Holbrook Avenue are they still visible from the public right away?

Mrs. Burton stated yes from Gray Street.

Mr. Nicholas closed the Public Hearing.

Mr. Nicholas stated I have a question for staff. Does staff feel that anyone or more of these meet the guidelines Items A through I?

Mrs. Preston stated we feel that they all meet the guidelines with the exception of A and H.

**Mrs. Crews made a motion to approve Items B, C, D, E, F, G and I that it meets the guidelines as submitted. Mr. Stowe seconded the motion. The motion was approved 3-0-1. Mr. Bond abstained.**

**Mr. Stowe made a motion that Items A and H do not meet the guidelines. Mrs. Crews seconded the motion. The motion was approved by a 3-0-1. Mr. Bond abstained.**

**Mr. Stowe made a motion to approve Items A and H that it does not have any adverse effect on the district or neighborhood. Mrs. Crews seconded the motion. The motion was approved by a 3-0-1. Mr. Bond abstained.**

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

**Mr. Stowe made a motion to approve the January 24, 2019, minutes. Mrs. Crews seconded the motion. The motion was approved by a unanimous vote.**

#### **OTHER BUSINESS**

With no further business the meeting adjourned at 3:47 p.m.

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Approved