



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

Commission of Architectural Review

**SEPTEMBER 26, 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 136 Chestnut St. to install a ductless "mini-split" heat pump system.
- IV. APPROVAL OF MINUTES FROM JUNE 27, 2019
- VII. ADJOURNMENT



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Commission of Architectural Review

MEETING OF SEPTEMBER 26, 2019

SUBJECT

Request a Certificate of Appropriateness at 136 Chestnut St. to install a ductless “mini-split” heat pump system.

EXCERPT FROM DESIGN GUIDELINES

3: Historic Building Restoration/Renovation Guidelines

B. General Guidelines

- Technology is an important part of modern life, but it should be shielded from view. All antennas, satellite dishes, solar panels and other such items attached to buildings should be screened from view as much as possible (typically by placing these items where they are not visible from the street)..

STAFF RECOMMENDATION

In August, it was brought to the attention of staff that a new Air Conditioning system had been constructed along the Chestnut Street frontage of 136 Chestnut Street without the issuance of a COA. It was determined that the new equipment was not screened from public view, and is not a replacement of a pre-existing system. The contractor was informed of the need to submit a Certificate of Appropriateness application.

The unit is quite visible from the public way (Chestnut Street) and in staff’s opinion, cannot be screened using natural vegetation due to its elevation on the structure. Staff recommends the Commission of Architectural Review deny the request for a Certificate of Appropriateness as submitted and make recommendations to the applicant how to comply with the guidelines.

Things such as relocation of the system to a location not visible or moving the unit to a lower elevation so that it can be screened from public view are options that staff could support.

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: PLCAR20190000342

CAR Date: Sept. 26, 2019

Date submitted: Aug. 23, 2019

Received by: Bryce Johnson

Tax Map Number: 1720-007-00005

Zoning Map Number: P17 22200

Architectural Inventory Rating: _____

Zoning District: OT-R, Old Town Residential

Additional Zoning Information: None

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? _____

Which one(s)? _____

Property Location: _____ 136 Chestnut St _____

Name of Applicant: _____ George Robert Frazier _____

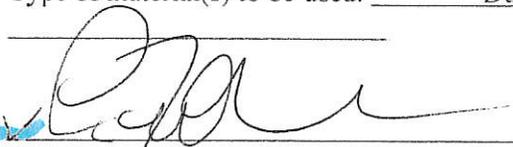
Applicant's Address: _____ P.O. Box 10477 _____

Applicant's Phone Number: _____ 434-791-2046 _____ Email Address: abti@gamewood.net _____

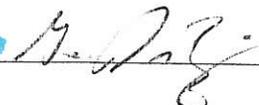
Work Proposed (please circle one): Alteration/addition/rehabilitation/new construction/sign

Install one ton ductless heat pump to provide additional cooling and heating for front area of residence. _____

Type of material(s) to be used: _____ Ductless "Mini-Split" heat pump system _____



Signature of Property Owner (if not applicant)

George Robert Frazier 
Signature of Applicant



Sep 18, 2019, 10:17 AM



Sep 18, 2019, 10:17 AM

Gillie, Kenny

From: Gillie, Kenny
Sent: Thursday, August 22, 2019 3:04 PM
To: Gary Clark; Harrington, Beth
Cc: Phelps, Richard; Fulcher, Charles
Subject: RE: Permit Fee - 136 Chestnut St
Attachments: CAR Application.doc

Gary,

Article 3.R of the City Zoning Code reads as follows: I've highlighted the sections you've requested information about.

C. - District Administration: Review Commission.

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[DOWNLOAD \(DOCX\) OF SECTION](#)[EMAIL SECTION](#)[COMPARE VERSIONS](#)

1.

Review Commission Power to Approve: 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 (hereinafter "Review Commission").

2.

General Considerations for Review: The Review Commission shall promptly review each application for any zoning, site plan, subdivision plat, and building permit for a building, structure, or property located within an HP-O District. In reviewing applications, the Review Commission shall consider only those design features subject to public view and shall not make any requirements except for the purpose of preventing development which is incompatible with the historic aspects of the HP-O subject to review.

The equipment you installed falls under these regulations, and is clearly visible from public view.

I've included an application to the CAR for your client.

Kenneth C. Gillie Jr., CFM
Director of Community Development
Zoning Administrator
Acting Building Official
City of Danville, Virginia
(434) 799-5260 ext. 2501

From: Gary Clark <gclark@gamewood.net>
Sent: Thursday, August 22, 2019 2:52 PM
To: Gillie, Kenny <GilliKC@danvilleva.gov>; Harrington, Beth <harriwb@danvilleva.gov>
Cc: Phelps, Richard <PhelpR@danvilleva.gov>; Fulcher, Charles <FulchCW@danvilleva.gov>
Subject: RE: Permit Fee - 136 Chestnut St

CAUTION: This email originated outside the City of Danville's email system.

Do not click links or open attachments unless you recognize the sender and know the content is safe.

As I read the "DESIGN GUIDELINES FOR THE HISTORIC OVERLAY DISTRICT OF DANVILLE, VIRGINIA" again, I fail to find reference to HVAC equipment in any of the sections, nor can I locate reference to HVAC equipment and visibility from a public way? Without a particular, section, paragraph, or such, I find it to be very difficult to fulfill the requirements without having the specifics at hand. If you would kindly guide me to the section pertaining it would be greatly appreciated.

I would also find it unrealistic to expect us to apply for approval for this location, with 120 Chestnut St having a ductless condenser sitting on the front corner of the structure that we installed in 2017 for the contractor working on behalf of Danville Redevelopment and Housing Authority. Since it was not required of us then and the guidelines were revised in 2010, there would be no reason to expect a change in process and procedure.

THANKS Gary Clark

Sent from Mail for Windows 10

From: Gillie, Kenny
Sent: Wednesday, August 21, 2019 9:23 AM
To: Harrington, Beth; 'abti@gamewood.net'
Cc: Phelps, Richard; Fulcher, Charles
Subject: RE: Permit Fee - 136 Chestnut St

This will require approval from the Commission of Architectural Review as its visible from a public way. Attached is the application that's needs to be submitted.

Kenneth C. Gillie Jr., CFM
Director of Community Development
Zoning Administrator
Acting Building Official
City of Danville, Virginia
(434) 799-5260 ext. 2501

From: Harrington, Beth <harriwb@danvilleva.gov>
Sent: Wednesday, August 21, 2019 8:40 AM
To: 'abti@gamewood.net' <abti@gamewood.net>
Cc: Phelps, Richard <PhelpR@danvilleva.gov>; Gillie, Kenny <GilliKC@danvilleva.gov>; Fulcher, Charles <FulchCW@danvilleva.gov>
Subject: Permit Fee - 136 Chestnut St

This address is in the Old West End and requires approval from Zoning on any HVAC equipment being added that can be seen from the street.

COMMISSION OF ARCHITECTURAL REVIEW

June 27, 2019

Members Present

Sean Davis
Robert Weir
Robin Crews
Susan Stilwell

Members Absent

Jeffrey Bond
Michael Nicholas
Robert Stowe

Staff

Ken Gillie
Lisa Jones
Holley Preston

ITEMS FOR PUBLIC HEARING

- 1. Request a Certificate of Appropriateness at 125 Sutherlin Avenue to install a street mail box.*

Mrs. Crews opened the Public Hearing.

Mrs. Crews closed the Public Hearing.

Mr. Weir stated we turned it down at Holbrook up from Green Street. It would be the only one at the Old West End. I just don't see the need for one and it would start a bad trend.

Mrs. Stilwell made a motion that we deny the request to allow the property owner to leave the mail box that was installed at 125 Sutherlin Avenue that it does not meet the guidelines as submitted. Mr. Weir seconded the motion. The motion was denied by a 4-0-vote.

- 2. Request a Certificate of Appropriateness at 937 Main Street to remove a window on the left side of the church and install an entry door with sidewalk to the rear parking lot.*

Mr. Nichols opened the Public Hearing.

Present to speak on behalf of this request was Mr. Bob Newnam, for First Presbyterian Church. Mr. Newnam stated the reason that this transpired is the First Presbyterian Church has been having AAA Meetings and they have been meeting there for about ten years. They had a small room to start with at first that was kind of in the back yard and it went downstairs, and as it has expanded the moved into the gymnasium. Over the years, they have had more and more people that are handicapped and so we have looked at doing two different things. One, I got donated one of those chair lift things that you ride down on but by the time you get down where the gymnasium is, you have to

make two different turns and put two different pieces on there and it takes up part of the stairway and that didn't really work. Then we thought about putting in an elevator for them and that was very expensive. So, then the church board along with AAA's board got together and decided to give them a bigger class room and that is how they picked this class room that is up there on grade level, which everybody would be able to use. Of, all of those windows they all have a heat and air condition unit except for the one that we are going in and it is a bigger classroom. What we are proposing for the Church to do is to take that window out and go back with a similar door the kind of door that is on the opposite side on Southern. I have a couple of drawings that I want you to see. The opening there is about 50 inches wide as you can see on that drawing. I left a couple of different scenarios of doors that we thought might would go in there. That two panel door meets more what is already over there on the other side and the front. We are talking about putting in a 7 foot door with a glass transom up above what is in the rest of the Church around there. The Church doesn't really care what the door looks like per say, it has to be painted and matched to look like wood.

Mrs. Crews stated from the left is that the second picture?

Mr. Newnam stated yes. It is a fiberglass door with a wood frame on it. Then we are going to put a sidewalk from that door right to the rear where the park in the rear parking back there.

Mrs. Stilwell stated you are going to leave a glass transom above the door?

Mr. Newnam stated yes that is what I drew in there.

Mr. Weir stated what about the glass on the side. Don't you think that would be a security issue?

Mr. Newnam stated it may be and we would be happy to seal it up. Why don't I change it and we will make it all wood right there.

Mr. Weir stated is it possible if you are having this made to put the panel on the bottom?

Mr. Newnam this is a standard not custom made door. The only thing that I can think about is to buy a flush door, and then let us put that molding around and do it to match.

Mrs. Preston stated I have a question for the applicant did I hear you mention a light for the outside. You might want to ask Commission now for permission to add a light.

Mr. Newnam stated I did not but we should cover that because the building code is going to require us to have an outside light.

Mrs. Crews stated would the light match the other lights around the Church.

Mr. Newnam we would match it as close as we can.

Mr. Davis stated what kind of lights are they.

Mr. Newnam stated like you use at the back door of a house.

Mrs. Crews closed the Public Hearing.

Mr. Davis stated since this is a business wouldn't they need steel exterior doors for fire isn't that part of the code?

Mr. Gillie stated its institutional use not a business use that is not a requirement.

Mrs. Stilwell made a motion to approve a Certificate of Appropriateness be issued and allow the Church to install a fiber glass entry door solid with no entry glass, with a side walk to the rear parking lot, with a light fixture that is required by the building code as it meets the guidelines as submitted. Mr. Weir seconded the motion. The motion was approved by a 4-0-.

3. *Request a Certificate of Appropriateness at 855 Pine Street to remove an awning from the front porch in preparation for rehabilitation work on the exterior of the structure. The awning will not be reinstalled.*

Mr. Weir stated looking at this picture I don't have much concern because they have a lot of work to do. I would hate to be a hindrance to that.

Mrs. Crews made a motion to approve the request that it meets the guidelines as submitted. Mr. Davis seconded the motion. The motion was approved 4-0-.

4. *Request a Certificate of Appropriateness at 854 Main Street to install a heat pump.*

Mr. Nicholas opened the Public Hearing

Present to speak on behalf of this request was Mr. Carl Miller, for Roxboro Heating & Air. Mr. Miller stated there are two other units there now the unit that I put in is actually behind it.

Mr. Weir stated this is after the fact?

Mr. Miller stated because the customer had no air condition at all on the second floor. I did look for alternative spots but I couldn't find any.

Mr. Patrick Marklew stated my daughter bought the house about a month ago. It was hot as heck, and I called Carl up. I didn't even think about this right here because what we had was leaking unit and it was not putting out. I called him up and said do it and it was on me.

Mrs. Crews closed the Public Hearing.

Mr. Weir made a motion to approve the request and issue a Certificate of Appropriateness at 854 Main Street. Mrs. Stilwell seconded the motion. The motion was approved by a 4-0 vote.

APPROVAL OF THE MINUTES

Mr. Weir made a motion to approve the May 23, 2019, minutes. Mr. Davis seconded the motion. The motion was approved by a unanimous vote.

OTHER BUSINESS

With no further business the meeting adjourned at 4:10 p.m.

Approved