



City of Danville

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

River District Design Commission

JANUARY 12, 2023

4:00 P.M.

FOURTH FLOOR CONFERENCE ROOM

AGENDA

- I. WELCOME AND CALL TO ORDER
- II. ROLL CALL
- III. ELECTION OF OFFICERS
- IV. OLD BUSINESS
- V. NEW BUSINESS
 1. Certificate of Appropriateness request PZ22-00255 at 523 Lynn Street to install one awning measuring twelve (12) square feet.
 2. Certificate of Appropriateness request PZ22-00190 at 614 Lynn Street to install two wall signs measuring forty (40) square feet for Calvary Chapel Danville.
 3. ~~Certificate of Appropriateness request PZ22-00000 at 109 North Market Street & 403 Spring Street to demolish two (2) non-historic additions to the former Belk Leggett properties to allow natural lighting into the remaining structure for future residential redevelopment.~~
- VI. APPROVAL OF NOVEMBER 10, 2022 MINUTES
- VII. ADJOURNMENT



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

River District Design Commission

STAFF REPORT

DATE: January 12, 2023
TO: River District Design Commission
FROM: Renee Burton, Division Director of Planning
RE: CERTIFICATE OF APPROPRIATENESS APPLICATION – 523 LYNN STREET

Certificate of Appropriateness request PZ22-00255 at 523 Lynn Street to install one awning and one wall sign.

APPLICATION DETAILS:

The applicant Wendi Craig on behalf of Danville Register & Bee is requesting to install a vinyl awning over the customer entrance on Newton Street measuring two (2) feet by six (6) feet with a three (3) foot projection. The Danville Register & Bee has recently relocated to 523 Lynn St; requiring new signage.

DESIGN GUIDELINES EXCERPTS:

The proposed awning sign meets both the zoning regulations and the requirements set forth in Section 7.2 of the River District Design Guidelines.

STAFF RECOMMENDATION:

The Planning Division recommends the River District Design Commission approve the Certificate of Appropriateness request PZ22-00255.



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

River District Design Commission

CERTIFICATE OF APPROPRIATENESS APPLICATION

The Danville City Council appoints the River District Design Commission (RDDC) to administer the River District Design Guidelines. The RDDC reviews building and site alterations within the District and issues a Certificate of Appropriateness (COA) if the alterations meet Design Guideline standards. Work on buildings and sites within the River District cannot begin until the RDDC issues a COA and the applicant receives all other required permits and approvals. Please reference Design Guidelines Section 1.3 for Commission information and Section 1.7 for COA procedures.

ZONING ORDINANCE RDDC APPLICATION STANDARDS

Article 3.R Section C.6: 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. Site plan drawings, prepared to meet the City site development plan submission requirements for a Preliminary Site Plan or
- D. 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;
 - (4.) Proposed site improvements, including location of parking, access, signage, exterior lighting, fencing, buildings and structures and other appurtenant elements;
 - (5.) Proposed building color and materials;
 - (6.) Relationship of building and site elements to existing and planned corridor development;
 - (7.) Relationship of parking, pedestrian facilities, and vehicular access ways to existing and planned corridor development; and
 - (8.) 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.

PLANNING DIVISION PROVIDED INFORMATION

Application #: _____ RDDC Meeting Date: _____

Date Received: _____ Received By: _____

Parcel ID: _____ Zoning District: _____

Additional Information: _____

APPLICANT PROVIDED INFORMATION

1. Please completely answer all application questions.
2. The property owner(s) or an authorized representative must sign the application.
3. A complete application along with drawings, photos, plans or sketches of your proposed improvements, including dimensions, is important for the RDDC to quickly and accurately act on your application. Please attach all additional materials.

Property Location (address/ID#): 523 Lynn Street, Danville, VA

Applicant: Danville Register & Bee (Wendi Craig, General Manager)

Applicant's Address: currently at 700 Monument Street, Danville, VA - moving to 523 Lynn Street

Applicant's Phone Number: 276-340-2445 - cell or 434-791-7910 - office

Applicant's E-mail: wcraig@martinsvillebulletin.com

Proposed Improvement:

☐ Alteration ☐ Addition ☐ Rehabilitation ☐ New Construction ☒ Sign

Improvement Description:

Danville Register & Bee will be moving our office to 523 Lynn Street. We will be needing signage
our new location.

Are you aware of the federal and state tax credits for potential reimbursement or credit of substantial rehabilitation project expenses? ☐ Yes ☒ No

Would you like more information about these programs? ☐ Yes ☒ No

Wendi Craig

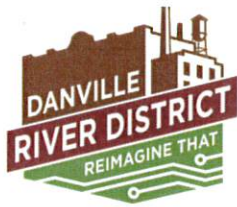
Applicant Signature

[Signature]

Property Owner Signature
(if not applicant)

All buildings, structures, or improvements visible from a public right-of-way and in the River District must not be located, constructed, reconstructed, altered, or repaired without a Certificate of Appropriateness. The RDDC meets on the second Thursday of each month at 4:00 PM in the Municipal Building's fourth floor City Council Conference Room. Submit questions or applications to the Planning Division, Municipal Building, 427 Patton Street, Room 207, Danville, VA 24541, call us at (434)-799-5260 or e-mail us at williss@danvilleva.gov.





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

River District Design Commission

STAFF REPORT

DATE: January 12, 2023
TO: River District Design Commission
FROM: Renee Burton, Division Director of Planning
RE: CERTIFICATE OF APPROPRIATENESS APPLICATION – 614 LYNN STREET

Certificate of Appropriateness request PZ22-00190 at 614 Lynn Street to install two wall signs for Calvary Chapel Danville.

APPLICATION DETAILS:

The applicant, Joel Denney on behalf of Calvary Chapel Danville, is proposing two (2) wall signs made of aluminum composite material; a sign over the door measuring 20.8 square feet and a sign on the corner of the building measuring twenty (20) square feet.

DESIGN GUIDELINES EXCERPTS:

The Design Guidelines state that building mounted signs are limited to thirty-two (32) square feet per business, however they also state that greater square footage and/or signs on more than one face of the buildings may be allowed depending on the building's size. As this particular building is considerably larger than the average River District storefront, the greater square footage can be considered.

The proposed signs meet the regulations set forth in the zoning ordinance.

STAFF RECOMMENDATION:

The Planning Division recommends the River District Design Commission approve the Certificate of Appropriateness request PZ22-00190.



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

River District Design Commission

CERTIFICATE OF APPROPRIATENESS APPLICATION

The Danville City Council appoints the River District Design Commission (RDDC) to administer the River District Design Guidelines. The RDDC reviews building and site alterations within the District and issues a Certificate of Appropriateness (COA) if the alterations meet Design Guideline standards. Work on buildings and sites within the River District cannot begin until the RDDC issues a COA and the applicant receives all other required permits and approvals. Please reference Design Guidelines Section 1.3 for Commission information and Section 1.7 for COA procedures.

APPLICANT PROVIDED INFORMATION

1. Please completely answer all application questions.
2. The property owner(s) or an authorized representative must sign the application.
3. A complete application along with drawings, photos, plans or sketches of your proposed improvements, including dimensions, is important for the RDDC to quickly and accurately act on your application. Please attach all additional materials.

Property Location (address/ID#): 614 Lynn St, Danville, VA 24541

Applicant: Joel Denney (Calvary Chapel Danville)

Applicant's Address: 614 Lynn St, Danville, VA 24541

Applicant's Phone Number: 434-770-5826

Applicant's E-mail: office@ccdanneville.org

Proposed Improvement: ☐ Alteration ☐ Addition ☐ Rehabilitation ☐ New Construction ☒ Sign

Improvement Description: Building signage for church

Have you read and understand Danville's River District Design Guidelines?: ☒ Yes ☐ No

Are you aware of the federal and state tax credits for potential reimbursement or credit of substantial rehabilitation project expenses? ☒ Yes ☐ No

Would you like more information about these programs? ☐ Yes ☒ No

Joel Denney
Applicant Signature

Shelly Swines
Property Owner Signature
(if not applicant)

PLANNING DIVISION PROVIDED INFORMATION

Application #: _____ RDDC Meeting Date: _____
Date Received: _____ Received By: _____
Parcel ID: _____ Zoning District: _____
Additional Information: _____

All buildings, structures, or improvements visible from a public right-of-way and in the River District must not be located, constructed, reconstructed, altered, or repaired without a Certificate of Appropriateness. The RDDC meets on the second Thursday of each month at 4:00 PM in the Municipal Building's fourth floor City Council Conference Room. Submit questions or applications to the Planning Division, Municipal Building, 427 Patton Street, Room 207, Danville, VA 24541, call us at (434)-799-5260 or e-mail us at plachhd@danvilleva.gov.

ZONING ORDINANCE RDDC APPLICATION STANDARDS

Article 3.R Section C.6: 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. Site plan drawings, prepared to meet the City site development plan submission requirements for a Preliminary Site Plan or
- D. 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;
 - (4.) Proposed site improvements, including location of parking, access, signage, exterior lighting, fencing, buildings and structures and other appurtenant elements;
 - (5.) Proposed building color and materials;
 - (6.) Relationship of building and site elements to existing and planned corridor development;
 - (7.) Relationship of parking, pedestrian facilities, and vehicular access ways to existing and planned corridor development; and
 - (8.) 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.

30 in



CALVARY CHAPEL
DANVILLE

96 in

120 in



CALVARY CHAPEL
DANVILLE

30 in

Estimate

DATE	ESTIMATE #
12/17/2022	34888

NAME / ADDRESS
CALVARY CHAPEL DANVILLE 614 LYNN STREET DANVILLE, VA 24541

NOTES	REP
WE	SR

CITY

DESCRIPTION	QTY	COST	TOTAL
SIZE: 30" T x 100" W 3mm ACM BLACK BACKGROUND PICTURE SIGN #1 OVER DOOR (LOGO CALVARY CHAPEL DANVILLE)	1	480.00	480.00T
SIZE: 96" T x 30" W 3mm ACM BLACK BACKGROUND PICTURE SIGN #2 CORNER SIDE OF BUILDING (CCD LOGO)	1	420.00	420.00T
LABOR & INSTALLATION	1	600.00	600.00
SIGN PERMIT AT COST	1	53.04	53.04
STAFF TIME FOR SIGN PERMIT AND LANDLORD APPROVAL WHERE REQUIRED	1	75.00	75.00
6.3% SALES TAX		6.30%	56.70

TOTAL	\$1,684.74
--------------	-------------------

SIGNATURE _____

ESTIMATE IS GOOD FOR 30 DAYS

A 50% DEPOSIT IS REQUIRED TO START THIS PROJECT BALANCE DUE UPON COMPLETION

Electronic Message Centers require 50% deposit of the EMC cost balance when EMC is ready to ship

Visa and MC accepted plus 3% fee

A late fee of 1.5% APR 18%, or the maximum by law, on the unpaid balance, and the reasonable cost of collection, including attorney's fees will be imposed on all invoices past 30 days.

Electrical service to any lighted sign, awning, etc is not included unless written as an item above. Any electrical service existing or new must conform to the National Electrical Code in that it provides a proper ground to operate secondary protected transformers. . Any correction to electrical service is at the buyers expense. Any under ground obstacles that would add cost to the digging of a foundation will be at the buyers expense, (rocks, utility lines, water etc).

NEW ELECTRICAL SIGNS HAVE A FULL ONE YEAR WARRANTY, PARTS & LABOR, IF PAYMENT TERMS ARE MET.

RIVER DISTRICT DESIGN COMMISSION

MEETING OF

NOVEMBER 10, 2022

Members Present

George Davis
Andrew Hessler
Peyton Keese
John Ranson

Members Absent

Courtney Nicholas
R. J. Lackey
Adam Jones

Staff

Lisa Jones
Renee Burton
Shanika Williams
Ryan Dodson

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

ITEMS FOR PUBLIC HEARING

Certificate of Appropriateness request PZ22-211 at 130 South Ridge Street to repaint exterior wood and window trim and replace gutters and windows.

Mr. Davis opened the Public Hearing.

Mr. Erik Chambers, owner of the building stated, I will be doing the renovations. If you have any questions, I will be glad to answer them.

Mr. Davis stated probably one of the biggest questions is what colors you are looking at to go with and things like that.

Mr. Chambers stated we are looking to paint just the bottom window glass trim on the storefront black, and all the rest will be a light grayish color gray which is that color provided.

Mr. Keese stated what color is it now?

Mr. Chambers stated orange.

Mr. Hessler stated what about the current status of the brick? Is it in disrepair or has it been painted in the past?

Mr. Chambers stated the brick is not being painted it is staying original.

Mr. Ranson stated in the staff recommendation it says they recommend approval as long as the top upper windows are maintained.

Mr. Hessler stated does it say some where that they weren't going to be.

Mr. Chambers stated the previous owners had replaced some of them and because they had interior gutters a lot of that have been rotted out and they let the heating gutter

system fail and it rotted out a lot of the wooden frames and it rotted out the walls. It's just that a lot of the water has been going into the walls for a while now and you can put your fingers through the wood.

Mr. Ranson stated it is my understanding that we don't allow vinyl windows, so I assume the staff's recommendation is to keep the windows instead of replacing them with vinyl or is that too much for me to assume.

Ms. Burton stated that is a correct assumption sir, yes. The rest of the building has been replaced on the other elevations.

Mr. Chambers stated yes, one half of it has been previously replaced.

Ms. Burton stated the staff recommendation is that only the windows on the other elevations can be replaced but on the front elevations those windows are to remain wood original. Everywhere else you would have the approval of staff to replace with matching grid pattern.

Mr. Ranson stated so they would be vinyl on the sides and wood on the front.

Ms. Burton stated sides and the rear right, but the front would maintain what we believe is the original windows.

Mr. Hessler stated is that doable at this point?

Mr. Chambers stated yes, those windows luckily are in good shape.

Ms. Burton stated you can storm them. That is not something that you will have to come before the commission for approval for interior or exterior.

Mr. Davis closed the Public Hearing.

Mr. Ranson made a motion to issue a Certificate of Appropriateness for PZ22-211 at 130 South Ridge Street, that the front windows will remain as is. Mr. Keese seconded the motion. The motion was approved by 4-0 vote.

APPROVAL OF MINUTES

The October 13, 2022, minutes were approved by a unanimous vote.

With no further business, the meeting adjourned at 4:09 p.m.

Approved by:
