



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

River District Design Commission

**JANUARY 10, 2019
4:00 P.M.
FOURTH FLOOR CONFERENCE ROOM**

AGENDA

- I. WELCOME AND CALL TO ORDER
- II. ROLL CALL
- III. ELECTION OF OFFICERS
- IV. NEW BUSINESS

A request has been filed for a Certificate of Appropriateness at 523 Lynn St. for a temporary thirty-two (32) sq. ft. construction sign made with aluminum.

A request has been filed for a Certificate of Appropriateness at 523 Lynn St. for a temporary thirty-two (32) sq. ft. construction sign made with metal on a white background.

A request has been filed for a Certificate of Appropriateness at 522 Spring St. to add a canopy and second propane fuel dispenser for the Danville Transit System's bus station.

- V. APPROVAL OF MINUTES FROM DECEMBER 13, 2018
- VII. ADJOURNMENT



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River District Design Commission

MEETING OF JANUARY 10, 2019

SUBJECT

A request has been filed for a Certificate of Appropriateness at 523 Lynn St. for a temporary thirty-two (32) sq. ft. construction sign made with aluminum.

EXCERPT FROM DESIGN GUIDELINES

7: Sign Guidelines

7.2. Commercial Signs

7.2.2. Sign Type, Placement and Size

- d. Building Mounted Flat signs: Building signs for commercial/retail buildings are to be mounted flat to the building or painted on the building and limited to 32 square feet per business (i.e. two businesses on a longer storefront would each have a sign). New flat or painted signs on industrial buildings should be evaluated on a case by case basis. Greater square footage and/or signs on more than one face of the buildings may be allowed depending on the buildings size. This can be mounted to the sign frieze, to a flat surface of the building above the first floor and below any second floor windows or cornice, or to a covered transom (although this is discouraged).

7.2.3. 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 River District, 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 (photo below). Ground-mounted spotlights are allowed for illuminating monument or freestanding signs.
- 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.

- Vinyl and fabric awnings and sign banners are allowed, as are canvas and other fabrics that have been treated with water- proofing material.
- Vinyl banners for light poles are allowed.
- 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.

7.2.4. Not Recommended

- Plastic sign components (e.g. backlit sign panels, plastic letters, or prefabricated sandwich boards) are not recommended.
- Backlit awnings are not recommended.
- Plywood is not recommended as a material for signs.
- Backlit plastic panel signs are not recommended.
- Digital signs are not recommended in the River District.
- No sign or parts of signs may flash or move with the exception of restored historic signs that had these characteristics or new marquees with review and approval.
- Highly reflective metallic signs are not recommended.

STAFF RECOMMENDATION

Temporary construction signs are not specifically mentioned in the Design Guidelines. The proposed sign is most similar to a commercial sign, and the sign's design adheres to the recommendations for commercial signs. The Zoning Ordinance permits one non-illuminated temporary construction sign per street frontage. Staff recommends the River District Design Commission issue a Certificate of Appropriateness at 523 Lynn St. for a temporary thirty-two (32) sq. ft. construction sign made with aluminum, subject to the following conditions:

1. The sign shall be removed when construction is finished at the property.
2. The sign shall not be placed on the same wall as any other temporary construction sign facing a street, as specified in the Zoning Ordinance.
3. The sign shall not be illuminated, as specified in the Zoning Ordinance.
4. The sign may be reused for similar construction projects, without additional approval, only if still adhering to the conditions associated with the Certificate of Appropriateness.



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River District Design Commission

CERTIFICATE OF APPROPRIATENESS APPLICATION

The guidelines will be administered through the River District Design Commission (RDDC) appointed by City Council. This Commission will review any changes to buildings or sites within the District and issue a Certificate of Appropriateness (COA) if the changes meet the guidelines. Work on buildings and sites within the District cannot commence until a COA has been issued and other required permits and approvals have been obtained (see Section 1.2 for information on the Commission and Section 1.5 for more information on the process).

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

Property Location: 523 Lunn Street

Name of Applicant: Carter Bank & Trust

Applicant's Address: 141 Westover Drive Danville, VA 24541-3405

Applicant's Phone Number: (434) 483-2274 Email Address: John.Wales@CarterBankandTrust.com

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

Type of material(s) to be used: painted aluminum

Have you read and understand the Design Guidelines for the River District of Danville, Virginia? yes

Are you aware of the federal/state tax credits for potential reimbursement/credit of money used during substantial rehabilitation projects? N/A

Would you like more information about these programs? N/A

Which one(s)? _____

Lynn Street LLC
By: [Signature]
Signature of Property Owner (if not applicant)

Carter Bank & Trust
By: [Signature]
Signature of Applicant

INFORMATION TO BE PROVIDED BY PLANNING DIVISION

Application Number: _____ RDDC Date: _____

Date submitted: _____ Received by: _____

Tax Map Number: _____ Zoning District: _____

Additional Zoning Information: _____

All buildings, structures or improvements located in the River 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 River District Design Commission. The Commission meets once a month on the second Thursday of the month at 4:00P.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.

Article 3:R.C.6 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. 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;
 - 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 access ways 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.

96 in

FINANCED BY



Carter Bank & Trust

John Wales

434.483.2274

48 in



Johnson, Bryce W.

From: John G. Wales <John.Wales@carterbankandtrust.com>
Sent: Thursday, December 27, 2018 2:24 PM
To: Johnson, Bryce W.
Cc: Barbara A. Huffman
Subject: FW: Carter Bank and Trust - Certificate of Appropriateness Application

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.

Bryce,

My name is John Wales, and I am a Commercial Lender with Carter Bank & Trust in Danville. I appreciate your help with the application for the "Financed by Carter Bank & Trust" sign on the former Durham Hosiery Mills buildings in the River District. Please find below a copy of my suggestion to Barbara Huffman about the placement of the sign

"If we are not able to place a sign of the side of the building that faces Craghead Street, I would suggest that we place a sign on the side of the building that faces Lynn Street, near where Lynn Street and Newton Street intersect. I believe this would provide greater visibility than would a sign that faces Newton Street. Newton Street is a side street with limited traffic."

Please let me know what additional information might be helpful to you.

Thanks,

John Wales
Vice President
Carter Bank & Trust
141 Westover Drive
Danville, Virginia 24541
434-483-2274 – Direct Telephone Line

From: Barbara A. Huffman
Sent: Thursday, December 27, 2018 2:03 PM
To: 'Johnson, Bryce W.' <johnsbw@danvilleva.gov>
Cc: John G. Wales <John.Wales@carterbankandtrust.com>
Subject: RE: Carter Bank and Trust - Certificate of Appropriateness Application

The last information that I received was a request to place the sign near where Lynn Street and Newton Street intersect. I am not familiar with the area, but that is based on John Wales's suggestion.

Not sure we really need to attend the January 10th meeting as this is just a temporary "Financed By" sign that we are wanting to install. Does someone from the bank need to attend this meeting??

Thanks!
Barbara



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STAFF RECOMMENDATION

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1. The sign shall be removed when construction is finished at the property.
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- c) A drawing, photo, plan or sketch of proposed project with dimensions

Property Location: 527 Lynn St.

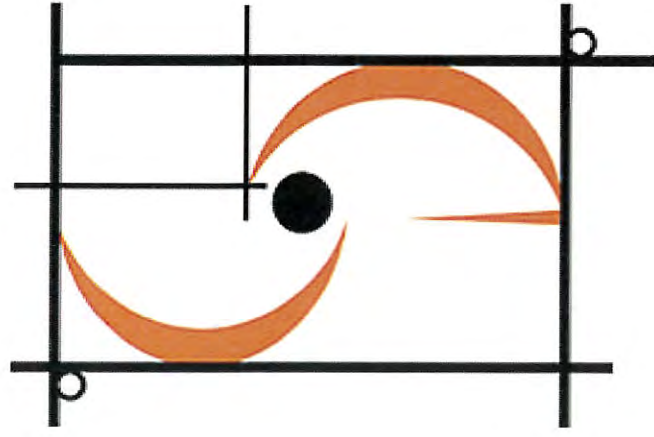
Name of Applicant: Solex Architecture

Applicant's Address: 641 Main St. Danville

Applicant's Phone Number: 434-688-0767 Email Address: jbond@solexarchitecture.com

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

Installation of 4x8 ft. temporary construction sign
Sign permit not required by zoning ordinance &
River District Design Guidelines do not specifically address
construction signs.



SOLLEX
ARCHITECTURE

434-6888-0767

www.SOLLEXarchitecture.com



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River District Design Commission

MEETING OF JANUARY 10, 2019

SUBJECT

A request has been filed for a Certificate of Appropriateness at 522 Spring St. to add a canopy and second propane fuel dispenser for the Danville Transit System's bus station.

EXCERPT FROM DESIGN GUIDELINES

Chapter 4: New Building Design Guidelines

4.5. Architectural and Site Guidelines for Small Buildings

4.5.5. Building Elements

Awnings: Awnings are an excellent way to introduce color and texture into the commercial street/ building environment. Fabric awnings are recommended (and vinyl awnings are permitted with review and approval), and a range of acceptable colors should be agreed upon. Backlit awnings are not permitted.

Chapter 7: Sign Guidelines

7.4 Awnings & Canopies

7.4.2. Design and Allowed Materials

New Buildings in the River District:

A greater variety of awnings and canopies may be appropriate for new Buildings in the River District, including:

- Fabric, vinyl and metal awnings and canopies as defined above.
- Modern shade structures affixed to the side of buildings.
- Clear canopies supported by metal structures (see photo below).
- Other options as reviewed and approved.

STAFF RECOMMENDATION

The River District Design Commission previously considered requests for the bus station at 522 Spring St. on December 8, 2016 and July 13, 2017. The first request included an above ground propane tank, which was approved conditioned on including stained wood screening and white parking striping. The second request included fuel dispensers and a below ground propane tank, which was approved.

As with the previous request, staff recognize that the Design Guidelines do not specifically discuss fuel dispensers. However, staff believe that the proposed fuel dispenser is similar to the first in not being highly visible due to existing landscaping. Regarding the proposed canopy, staff recognize that freestanding canopies are not discussed within the Guidelines. However, the proposed canopy otherwise appears to meet the Guidelines when it discusses canopies.

Staff recommends the River District Design Commission issue a Certificate of Appropriateness at 522 Spring St. to add a second propane fuel dispenser and canopy for the Danville Transit System's bus station, subject to the following condition:

- The existing landscaping between the proposed fuel dispenser and Spring St. be maintained.



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INFORMATION TO BE PROVIDED BY APPLICANT

Important-Please read before completing application

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- c) A drawing, photo, plan or sketch of proposed project with dimensions

Property Location: 522 Spring Street, Danville, Virginia

Name of Applicant: City of Danville

Applicant's Address: Danville Regional Airport 424 Airport Drive

Applicant's Phone Number: 799-5010 Email Address: adelmmd@danvilleva.gov

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

Installation of an additional fuel dispenser and canopy for fuel site.

Type of material(s) to be used: The canopy would be produced using standing seam metal roofing and steel frame construction.

Have you read and understand the Design Guidelines for the River District of Danville, Virginia? yes

Are you aware of the federal/state tax credits for potential reimbursement/credit of money used during substantial rehabilitation projects? yes

Would you like more information about these programs? no

Which one(s)? _____

Signature of Property Owner (if not applicant)

Marc Allen

Signature of Applicant

INFORMATION TO BE PROVIDED BY PLANNING DIVISION

Application Number: _____ RDDC Date: _____

Date submitted: _____ Received by: _____

Tax Map Number: _____ Zoning District: _____

Additional Zoning Information: _____

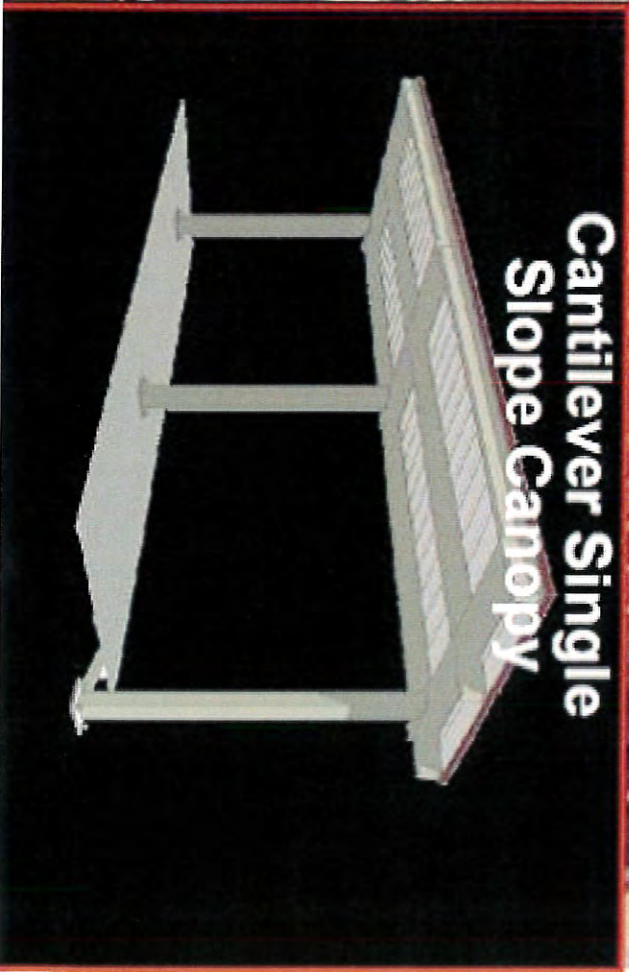
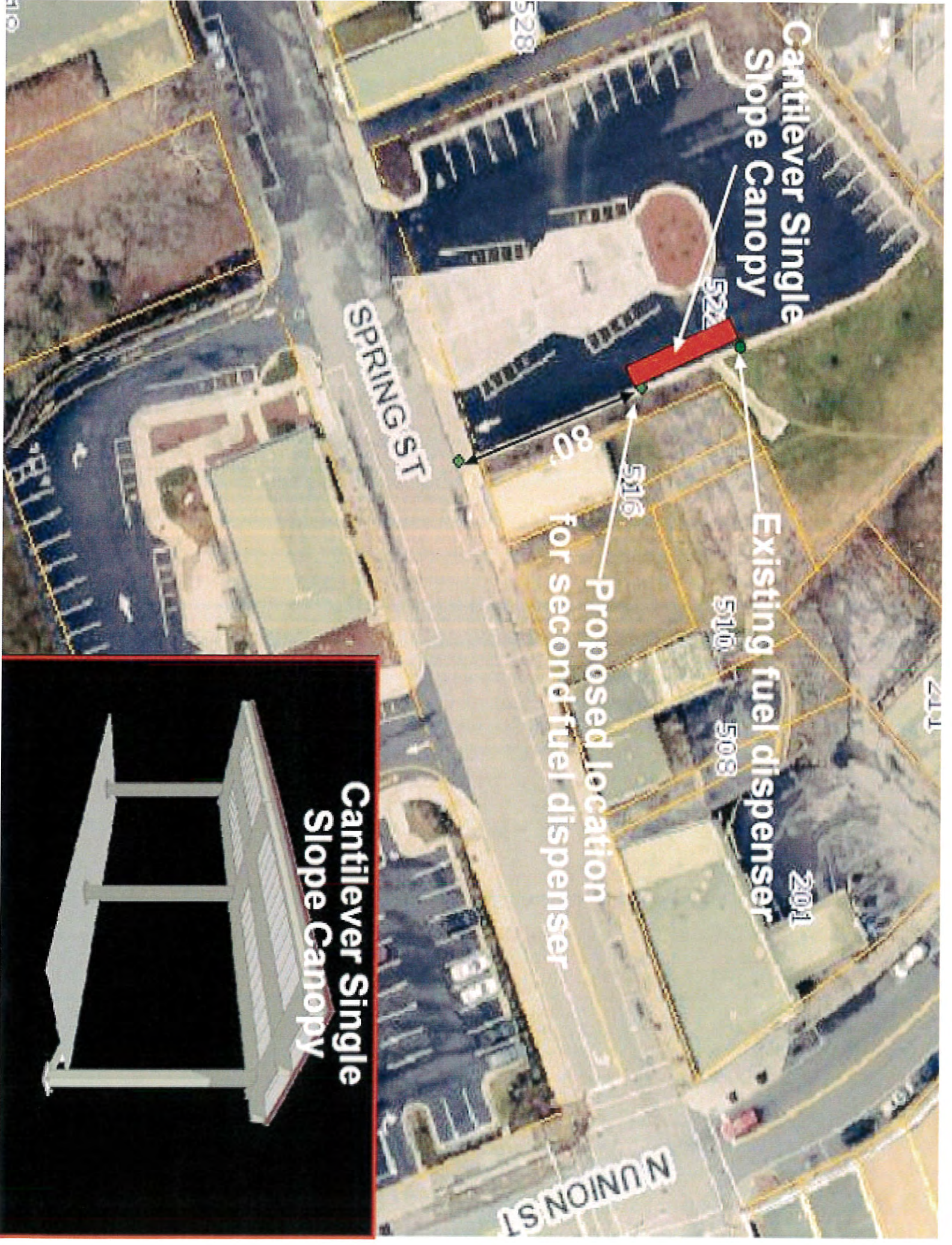
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Danville Transit System
Addition of second Propane Fuel Dispenser and Canopy
January 10, 2019 Danville River District Board Meeting

This past fall the Danville Transit System completed the installation of an underground propane refueling station that includes one fuel dispenser unit. Images of the site are attached for review. This spring the transit system will take delivery of four (4) additional large buses that will be used for fixed route service that will maintain a bi-fuel (gas and propane) system. After the new buses are delivered the transit system will primarily rely on seven (7) buses for fixed route operations and five (5) buses will be propane powered.

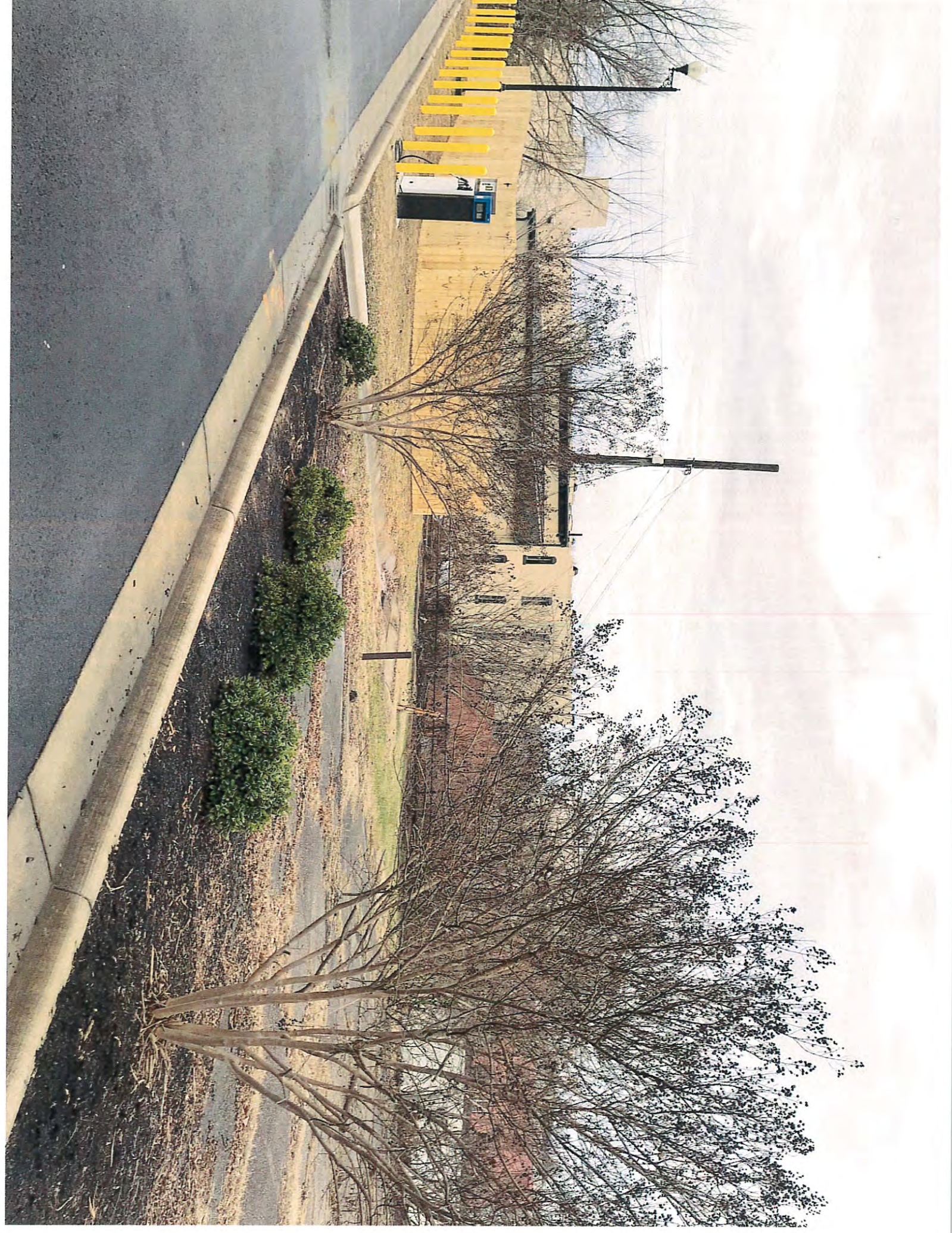
The transit system would like to make application on February 1, 2019 for federal and state funding to install a second fuel dispenser unit to support the increased use of propane-powered buses in the fleet and to install a canopy to support fueling operations to protect drivers from rainy weather conditions.

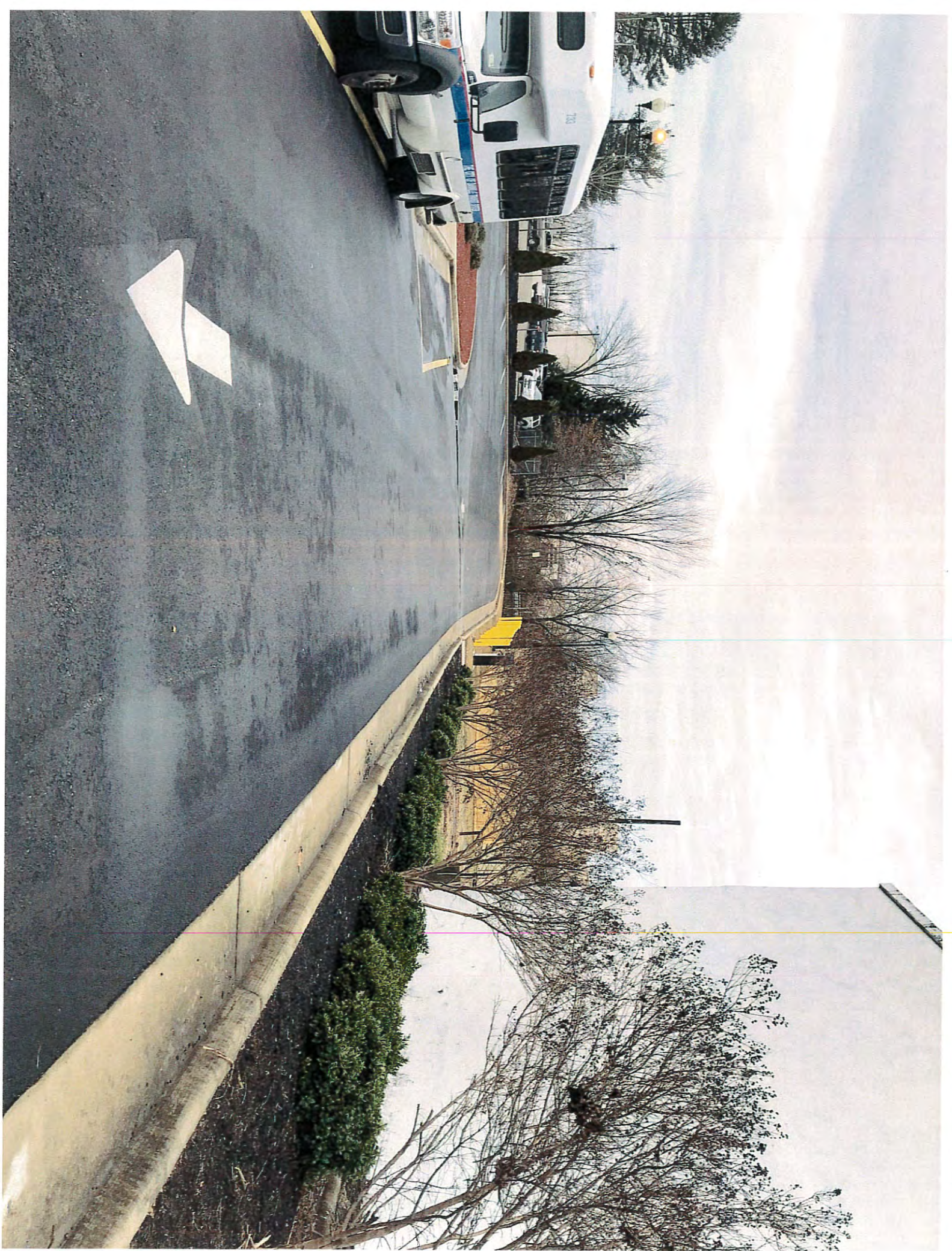
Per input received from a manufacturer of fuel island canopies, the proposed single slope cantilever canopy would look similar to the canopy that is shown in the aerial image but would have a smooth soffit (underside) area for the propane use and would not have exposed steel. The roof for the canopy would be standing seam metal roofing. Input is requested from the Board concerning specifications to install a canopy that would meet River District guidelines and to gain approval to install a second fuel dispenser unit as identified in the aerial image.











RIVER DISTRICT DESIGN COMMISSION

MEETING OF

DECEMBER 13, 2018

Members Present

Peyton Keesee
Courtney Nicholas
John Ranson
R.J. Lackey
Sheri Chaney
George Davis
John Hackworth

Members Absent

Staff

Ken Gillie
Bryce Johnson
Holley Preston
Lisa Jones
Clark Whitfield

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

ITEMS FOR PUBLIC HEARING

1. *Request a Certificate of Appropriateness at 667 Craghead St. to construct an off-leash dog park.*

Mr. Davis opened the Public Hearing.

Present on behalf of this request was Emily Ragsdale; I am with Parks and Rec. Mrs. Ragsdale stated we are proposing to construct an off leash area, to serve the residents of the River District, located beside the Carrington Pavilion. It is currently a large open area down there, right off of the River Walk Trail, that we would like to fence in.

Mr. Davis stated I think that the main thing we were concerned about at this time was the chain link fencing. I like the idea of the dog park and I do not think anybody had any problems with it. We were discussing the chain link fencing because we had discouraged the use of it. I think the City makes a good recommendation, as far as having the chain fence so I would like to open it up for discussion for you all. If you have any questions or concerns.

Mrs. Ragsdale stated I would just say before we get to that. We have explored all the options within the guidelines and to be honest we do not feel that any of them would be good options for this area. Due to it flooding and being in the flood plain, we do have to show that anytime we do new construction there is, a zero net rise. The more obstructions that we put in flood plain the harder it is for us to show zero net rise. So, some of the options anything that is not passable by water it is going to make extremely difficult for us to show a zero net rise. We will have to take more fill out somewhere else. We honestly do not want to put anything that is going to obstruct the water from flowing, which is going to cause more damage in the long run. Obviously, a hedge for a dog park is not going to work very well. The only two options that could possibly work would be the metal fencing but again this is in the flood plain and we replace fencing along the River Walk Trail constantly because anytime we have a flood it washes out the footings and it takes the fence with it. We know this is something that is going to go when it floods. This area floods constantly. The wooden fencing that is not passable enough for water and again it is

going to be more easily taken when it floods. We do want to screen. This it will be coated chain link fence, black coated like we use everywhere else in our parks. We will be screening this on portions, especially by the Carrington. Again that will have to be breakaway fabric, so that when it floods, it will not restrict water flow.

Mr. Lackey stated does the City go get the fencing once it flows down the River or does it go somewhere else?

Mrs. Ragsdale stated it depends. If the River takes it then it takes it. If it is somewhere where we can get to it, we will and if it is not damaged, we will reuse the metal fence.

Mr. Gillie stated how do you think all the fencing ended up in Angler's Park?

Mr. Whitfield stated and some of the nicer fencing in Halifax County.

Mr. Davis stated John I know at the last meeting you were the one that mentioned you were opposed to the idea.

Mr. Ranson stated I am still opposed to it because the Commission made it abundantly clear that this kind of fencing is not acceptable. Even if there is hundreds of feet, right adjacent.

Mr. Davis stated in my opinion when we were talking about it before that it was down around Memorial Drive area and very visible.

Mr. Ranson stated that place does not get as near traffic as this does.

Mr. Davis stated and this does match the fencing that is already down there?

Mrs. Ragsdale stated yes it is.

Mrs. Nicholas stated the location of this park is it okay in terms of water guidelines and if it's going flood and it has a lot of dog excrement in it, is it an environmental issue?

Mrs. Ragsdale stated we will have rules and regulations as far as cleaning up after your pets and things like that, because this will be so heavily used it will need to be monitored regularly. Our maintenance staff down there will be doing routine maintenance in that area and they will check for things like that. We do not see that being a problem.

Mr. Davis closed the Public Hearing.

Mrs. Nicholas made a motion that the request does not meet the guidelines and to issue a Certificate of Appropriateness. Mr. Keesee seconded the motion. The motion was approved by a 6-0 vote.

Mrs. Nicholas made a motion that the discrepancy is minor and that the Commission should approve the issuance of a Certificate of Appropriateness to construct the off leash dog park with chain link fencing that is in keeping with the fencing in the surrounding area. Mrs. Chaney seconded the motion. The motion was approved by a 4-2 vote.

2. *Request a Certificate of Appropriateness at 310 Main St. for a commercial window sign and projecting sign.*

Present on behalf of this request was Lauren Mathena; I am owner of Firefly Yoga Studio. Ms. Mathena stated I just started Firefly Yoga Studio's a few weeks ago and we are at 310 Main Street. We are going to be there for at least 4 months, possibly longer. As long as we are there, we want to have some signage so people will know that we are there. We can be building our clients whether we end up staying there longer or go elsewhere. Therefore, this is the door that you enter to get into Lizzy Lou as well as to go upstairs and go to the top of the stairs and go right into Firefly. So the glass door that we are looking at is crowded but it is a door that is meant to be the entrance to 3 businesses and so what I am asking for on the door space for a third business to go there. If it is not at eye level, it is perhaps, another alternative that we could look at that was the most obvious place to put our third logo where the other two are. As you are walking to that glass door there is a plain black wall that is slanted on the left and so there is potential that signage could go up on that wall but again just going on the door was our initial request. Then up on the corner just above the blue awning on the corner of Main Street and Memorial. Byrnes & Gould already has a sign there that sticks out because they were originally in the 310; space they have now moved to 312. The sign where it is, is a much more visible if they would to move it over they would lose all that visibility that they have at the traffic light. What I am suggesting other than have them move over so that we could resurface their sign we would add a second sign above theirs and so it be a sign for a three tenants.

Mr. Ranson stated is the sign going to be made of the same material?

Ms. Mathena stated whatever the Byrnes Gould sign is made of; the designer that I am working with is KG Graphics so I will make sure we get matching signs.

Mr. Gillie stated it is a coated metal sign or aluminum.

Mr. Davis stated could anybody see it up there.

Ms. Mathena stated when you start a business you start staring at it every time you drive by.

Mrs. Nicholas stated its one of those if you are looking for the business it is very easy to find if you are not looking for the business then you might not notice it.

Ms. Mathena stated we definitely hope that people will be looking for us.

Mr. Davis closed the Public Hearing.

Mrs. Chaney made a motion that the sign as vinyl lettering proposed for the glass door meets the guidelines and to issue a Certificate of Appropriateness as submitted. Mr. Keesee seconded the motion. The motion was approved by a 6-0 vote

Mrs. Chaney made a motion that the projected sign Firefly Yoga go on the corner of the building above the Byrnes & Gould sign meets the guidelines as submitted and to issue a Certificate of Appropriateness. Mrs. Nicholas seconded the motion. The motion was approved by a 6-0 vote.

APPROVAL OF MINUTES

The November 8, 2018 minutes were approved after changes made on pages 3 and 4 by a unanimous vote.

With no further business the meeting adjourned at 4:16: p.m.

Approved By: