



COMMISSION OF ARCHITECTURAL REVIEW REGULAR MEETING AGENDA

4TH FLOOR CONFERENCE ROOM

May 25, 2023

3:30 PM

A. CALL TO ORDER

B. ROLL CALL

C. ELECTION OF OFFICERS

D. NEW BUSINESS

1. PZ23-00121 is a request for a Certificate of Appropriateness to install a fence along the property line at 862 Green Street.
2. PZ23-00123 is a request for a Certificate of Appropriateness to complete exterior work to the rear of the structure at 860 Green Street.
3. PZ23-00168 is a request for a Certificate of Appropriateness to install a new hanging sign to the existing freestanding sign at 772 Main Street. The new sign is a metal 36.5" x 22" to advertise IALR, AmeriCorps and Reach.

E. STAFF UPDATES

F. MINUTES

1. OCTOBER 27, 2022

G. ADJOURN



Commission of Architectural Review

STAFF REPORT

DATE: May 25, 2023
TO: Commission of Architectural Review
FROM: Renee Burton, Division Director of Planning
RE: PZ23-00121 is a request for a Certificate of Appropriateness to install a fence along the property line at 862 Green Street.

SUMMARY

The applicant is requesting to install a wooden privacy fence along the east property line at 862 Green Street. The fence will be four (4) feet in height in the front yard and six (6) feet along the side and rear per Zoning Code.

DESIGN GUIDELINES AND RECOMMENDATION(S)

OLD WEST END DESIGN GUIDELINES

6.0 SITE & PUBLIC SPACE DESIGN GUIDELINES

B. SITE GUIDELINES FOR EXISTING RESIDENTIAL BUILDINGS

Fencing should not exceed 30-48" in front yards, and 6' in side and rear yards. An additional 2' of open work may be added to the top of a 6' wood fence, as shown in the photo to the left. If one side has supports showing, this must face the owner building the fence. Solid fencing is not permitted in front yards, but is permitted in side yards behind the facade of the main building and in rear yards. Solid fencing may be considered in the side yards in front of the facade of the main building where a non-residential use abuts a residential use. The same height guidelines apply to hedges.

Staff recommends the Commission of Architectural Review approve Certificate of Appropriateness PZ23-00121 with the condition that the fence not be placed within the joint use gravel driveway as noted on "PLAT SHOWING BOUNDARY SURVEY OF PIN 21123 860 GREEN STREET CITY OF DANVILLE, VIRGINIA".

ATTACHMENTS

1. Application
2. Fence example
3. Plat

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: P223-00121 CAR Date: May 25
Date submitted: April 24 Received by: Williss
Tax Map Number: _____ Zoning Map Number: 25170
Architectural Inventory Rating: _____ Zoning District: OT-R
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? 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? no

Would you like more information about these programs? yes

Which one(s)? both, if it is not too late

Property Location: 862 Green St., Danville, VA 24541

Name of Applicant: Karen Jaworski

Applicant's Address: same as above / 903 Wise St., Lynchburg, VA 24501

Applicant's Phone Number: (434) 665-7538 Email Address: Kjaworski@liberty.edu

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

Adding a 6' fence to back and side of property (I have already had survey re-marked. Once corner/front of house - switch to 4' picket fence added to frame front of house.

Type of material(s) to be used: 4x4 posts (treated), 2x4's (treated) + pickets (treated)

Signature of Property Owner (if not applicant)

Karen Jaworski
Signature of Applicant

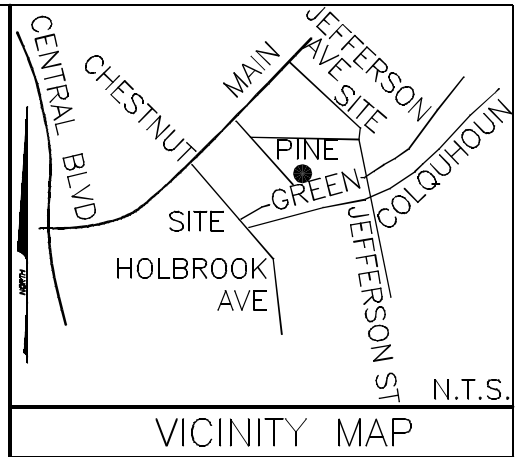
* front facing 4' fence will be painted white to match trim on house



1. THIS PLAT HAS BEEN PREPARED FROM AN ACTUAL FIELD SURVEY AND THERE ARE NO READILY APPARENT EASEMENTS OR ENCROACHMENTS EXCEPT AS SHOWN.
2. THIS PLAT HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND THEREFORE, DOES NOT NECESSARILY SHOW ALL ENCUMBRANCES ON THE PROPERTY.
3. THE AREA SHOWN HEREON IS NOT LOCATED IN A 100 YEAR FLOOD HAZARD ZONE PER FEMA FLOOD MAP 51143C0634E EFFECTIVE 9-29-2010.
4. THIS SURVEY WAS PREPARED AT THE REQUEST OF DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY.

MARVIN HOLT, SR. &
STACEY H. STEWART
INSTR 14-1020
DB 309 PG 125 (PLAT)
PIN 25790

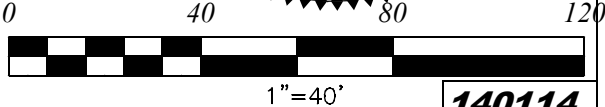
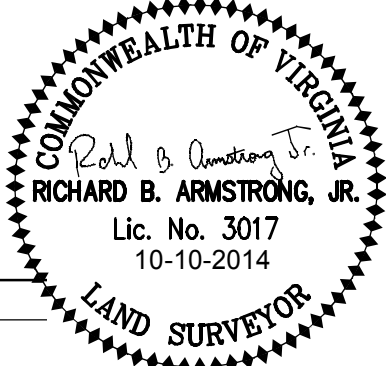
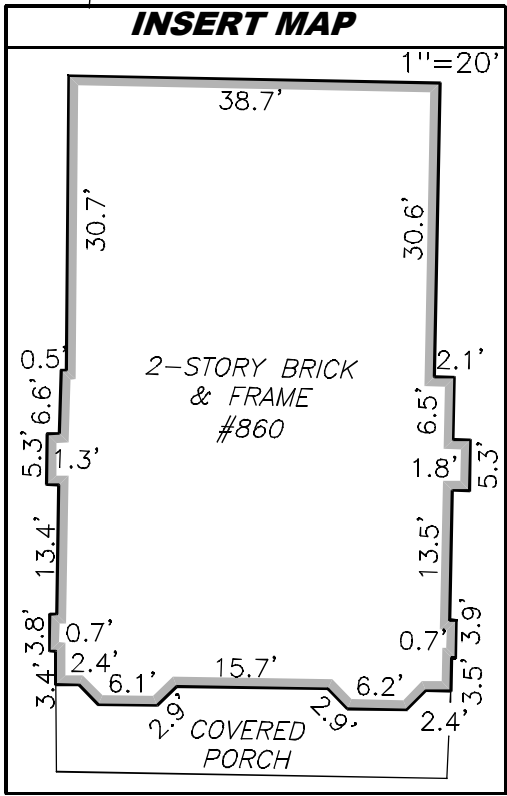
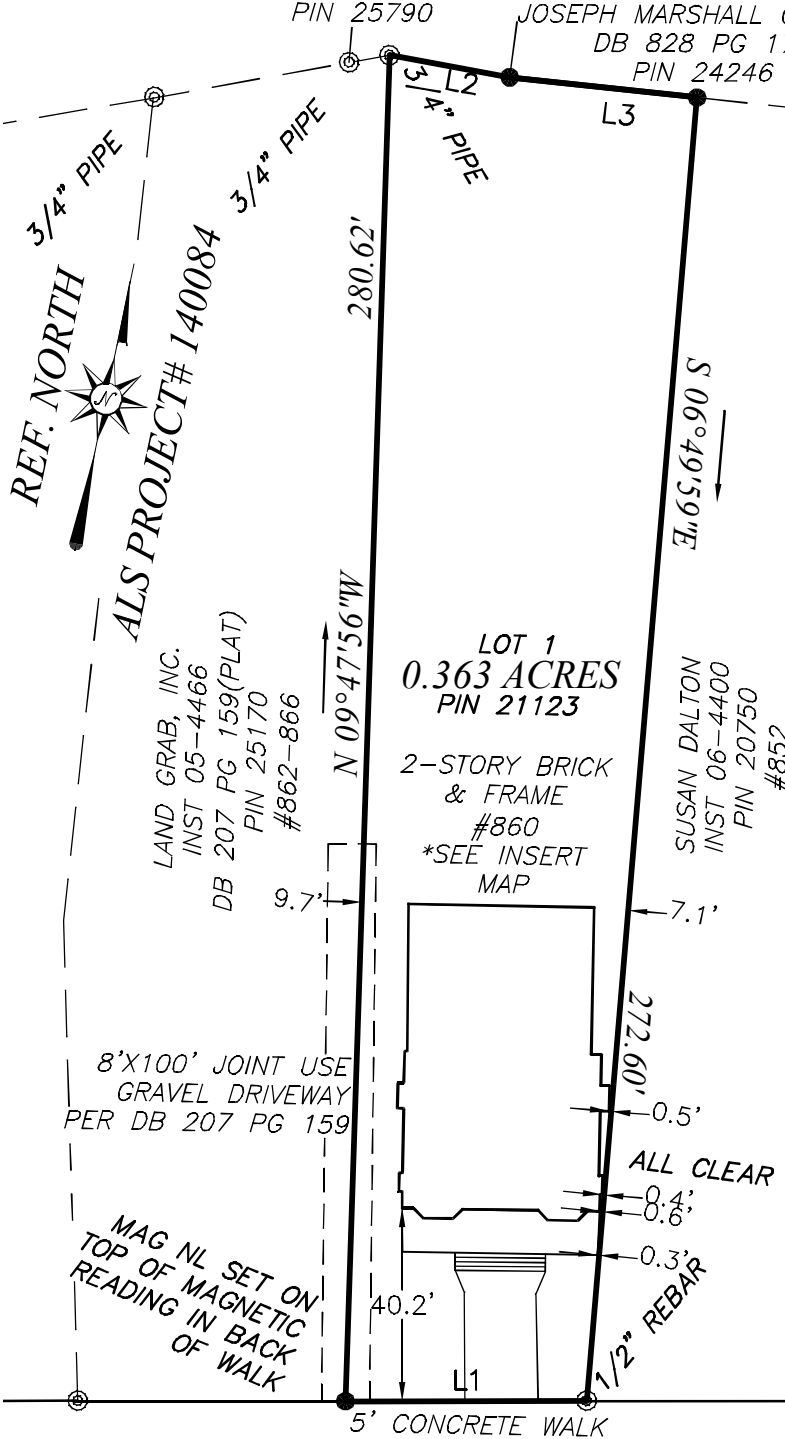
JOSEPH MARSHALL GARRETT
DB 828 PG 175
PIN 24246



LEGEND

- IPF ● IRON PIN FOUND
● IRON PIN & CAP SET

SOURCE OF TITLE:
C. STEVEN HOLLEY
INSTR 11/0735



LINE	BEARING	DISTANCE
L1	S 78°18'09" W	50.24'
L2	N 88°45'08" E	25.45'
L3	N 84°29'39" E	39.26'

DATE: 10-10-2014
DRAWN BY: RBA

ARMSTRONG LAND SURVEYING, INC.
110 SOUTH MAIN STREET,
SUITE B
GRETN, VA 24557
434-710-3121

PLAT SHOWING
BOUNDARY SURVEY OF
PIN 21123
860 GREEN STREET
CITY OF DANVILLE, VIRGINIA



STAFF REPORT

DATE: May 25, 2023
TO: Commission of Architectural Review
FROM: Renee Burton, Division Director of Planning
RE: PZ23-00123 is a request for a Certificate of Appropriateness to complete exterior work to the rear of the structure at 860 Green Street.

SUMMARY

The applicant is requesting a Certificate of Appropriateness to complete the following to the rear of the structure at 860 Green Street. Work will be completed per the submitted elevation drawings.

1. Construct a new deck on rear of the structure to allow access to the first and second story units
2. Install exterior siding on the rear of the structure
3. Remove existing incompatible replacement windows on the rear first floor. Install new replacement windows that mimic existing historic window configurations
4. Add 2 exterior doors to rear for access

DESIGN GUIDELINES AND RECOMMENDATION(S)

OLD WEST END GUIDELINES

3.0 HISTORIC BUILDING RESTORATION/RENOVATION GUIDELINES

C.4 WINDOWS

If window replacement is necessary then new windows should match the original windows in materials, operation and glazing style. Sashes with multiple panes shall be replaced with single-glazed sashes that are true divided light sashes to match the original pattern. If replacement windows must be used, original openings shall be maintained.

C.5 EXTERIOR WALLS AND TRIM

Corner boards, window trim, and door surrounds shall be reused or recreated in the original material. Covering detailed wood trim with flat stock aluminum or vinyl is unacceptable. The cadence or spacing of the original siding shall be recreated. For example, if the original siding had a four-inch exposure then new siding with the same spacing should be installed. Where it is not possible to save existing clapboard and trim, HardiePlank and other appropriate modern equivalents may be used to replicate original woodwork, with approval of the CAR. Because the technology of modern restoration is advancing, substitute materials will be considered on a

case-by-case basis.

Staff recommends the Commission of Architectural Review approve Certificate of Appropriateness PZ23-00123 as submitted. The proposed construction to the rear of 860 Green Street meets the Old West End Design Guidelines.

ATTACHMENTS

1. Application
2. CAR WRITE UP
3. 860 Green Exterior Elevation
4. WINDOW REPLACEMENTS
5. Storm Windows



COMMISSION OF ARCHITECTURAL REVIEW

CERTIFICATE OF APPROPRIATENESS APPLICATION

Zoning Ordinance 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.

ZONING ORDINANCE CAR 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 #: PZ03-00123 CAR Meeting Date: May 25
Date Received: April 25 Received By: Burton
Parcel ID: 21123 Zoning District: DT-R

Additional Information: _____

APPLICANT PROVIDED INFORMATION

Property Location (address/ID#): 860 GREEN ST. DANVILLE VA 24541

Applicant: ADAM VAUGHT

Applicant's Address: 202 SETLIFF ST. DANVILLE VA 24541

Applicant's Phone Number: (540) 808-8933

Applicant's E-mail: ADAMCVAUGHT@GMAIL.COM

Describe Proposed Improvements: - NEW DECK ON BACK OF BUILDING TO GIVE ACCESS TO UPSTAIRS UNITS AS WELL AS BACKYARD FOR DOWNSTAIRS.

- NEW EXTERIOR SIDING ON REAR FACADE OF BUILDING

- REMOVAL OF MODERN REPLACEMENT WINDOWS ON REAR FACE 1ST FLOOR. ADD 1

WINDOW ON REAR FACE, 2 WINDOW ON LEFT, & 1 ON RIGHT.

REPLACEMENT WINDOW WILL MATCH EXISTING HISTORIC WINDOW.

- ADD 2 NEW EXTERIOR DOORS ON 1ST FLOOR TO GIVE ACCESS TO BACK DECK



Applicant Signature

4/25/23
date

Property Owner Signature
(if not applicant)

date

860 Green St

To Whom It May Concern:

My name is Adam Vaught, I am the owner of 860 Green Street. My plans for the property include a full interior renovation to include 4, 2 bedroom/1 bath units. I would also like to make minimal improvements/repairs to the exterior as necessary to create the best possible product for myself as an owner/occupant along with future tenants. I am writing this in preparation for the May 2023 architectural review meeting. My goal is to give details followed by photos on the items I will be presenting in the meeting on the 25th.

Windows

I am planning to repair and maintain the existing historic wood windows on the building. This process will include removing the sashes to make any carpentry repairs needed, reglaze, and repaint. While that process takes place the frames will receive any carpentry repairs needed followed by fresh coats of paint. Once repaired and reinstalled, I would like to install storm windows to protect the historic windows (cut sheets attached). The exterior aluminum storm windows I plan to install match the color of the existing windows with meeting rails matching those of the windows. In addition, I would like to install 4 new aluminum clad wood windows on the 1st floor of the building (1 on the West face, one on the North face, 2 on the East face). The new windows & trim would match that of the existing (cut sheets attached).

Exterior Doors

I am planning to repair and maintain the existing wood doors on the South face (front) of the building as well as upstairs on the North face (back). I would like to add 2 doors to the first level on the North face (back) of the building. The new doors would match the style of the existing doors on the upper level.

Porch & Stairs

To achieve access to the upstairs units of the building, I will need to build a porch and stair on the back of the building. I would also like to add a lower level to give access to the back of the property from lower-level units. I am proposing to build the porch and stairs with treated lumber matching the rails & pickets to the existing front porch.

Façade

I am planning to maintain the existing front and side façade of the building which are currently painted brick & stucco. The rear façade is currently a mixture of painted plywood, stucco & wood siding. I would like to install wood siding on the entire face and paint it to match the rest of the building. In addition, I will also need to make repairs to the rear portion of the East façade. I would like to make these repairs using painted wood siding to match the work I will be doing on the back of the building.

Gutters & downspouts

There are currently no gutters or downspouts on the back of the building. I would like to install new K style gutters with round downspouts to match the rest of the building.

Mechanical

I would like to place the 4 outdoor mechanical units on the East side of the building towards the back where they will be hidden by front of the building which steps in about halfway back.

Electrical service

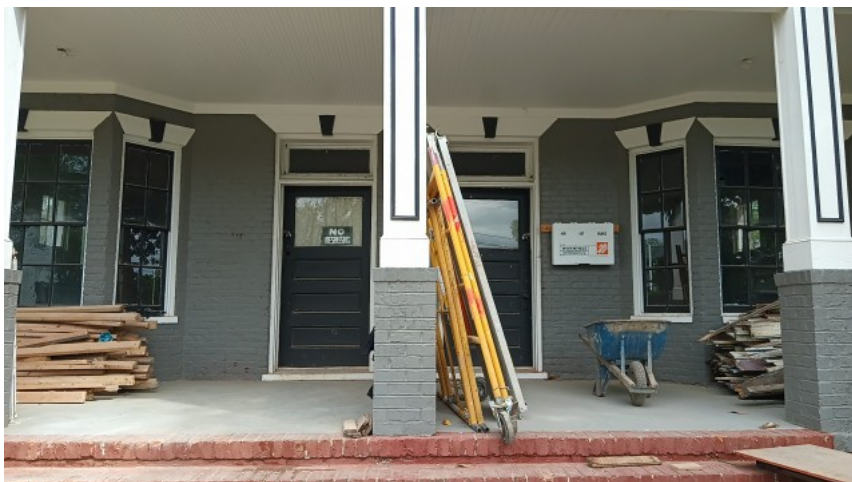
There are currently 2 electrical meters on the building. I will need to add 2 additional unit meters as well as 1 house meter to service the building. I would like to put these with the existing meters on the West face of the building.



Existing railing detail on front porch



Area on East face of the façade in need of repair



Existing entry doors (front) on 1st floor

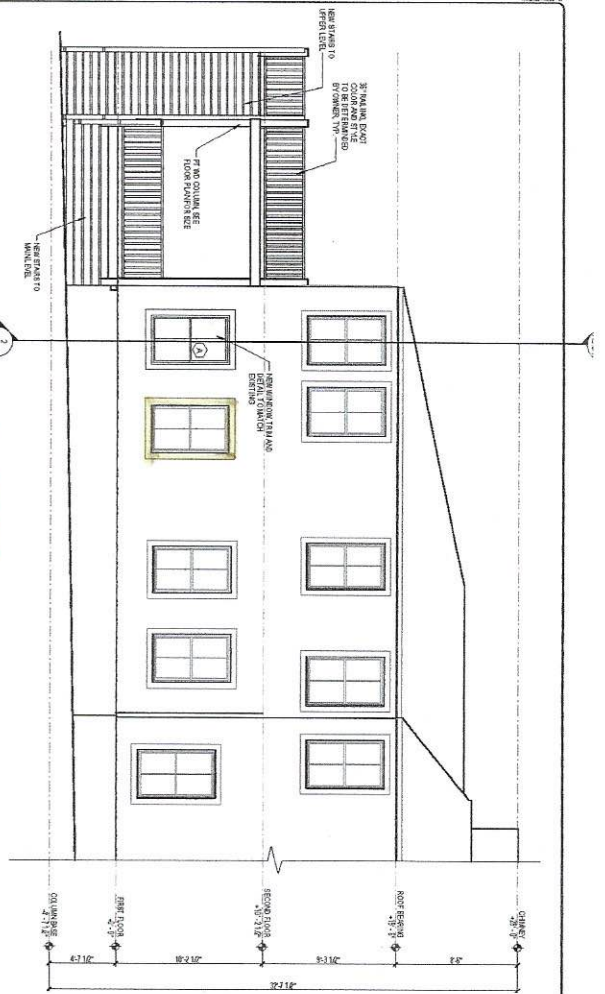


Existing rear façade, windows, & doors

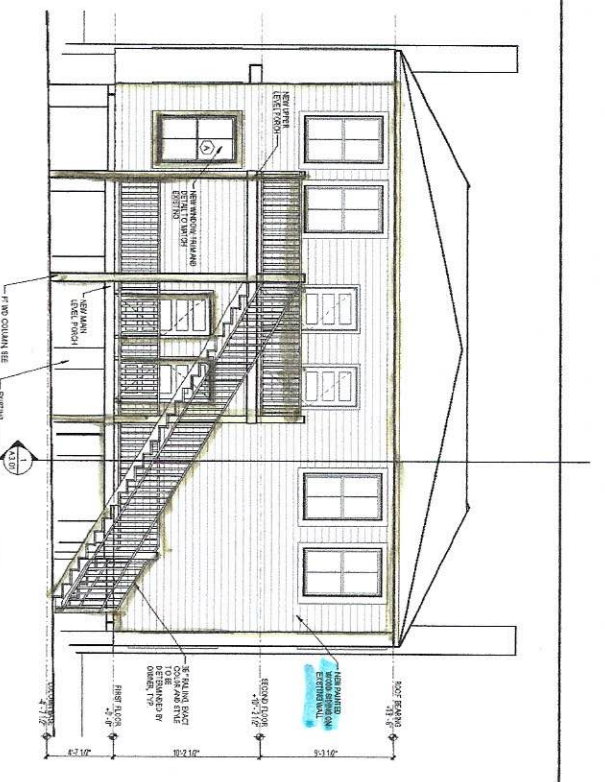


Existing electric services

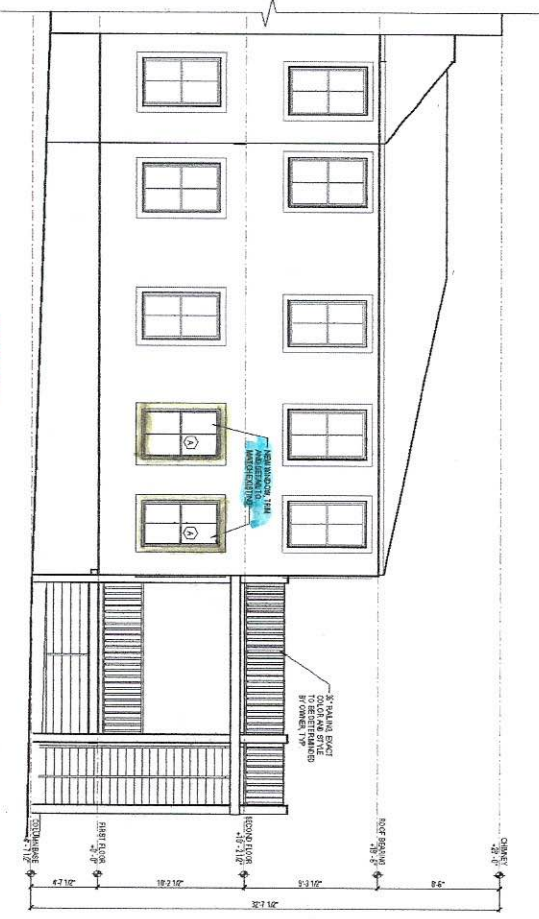
1 EXTERIOR ELEVATION WEST



2 EXTERIOR ELEVATION NORTH



3 EXTERIOR ELEVATION EAST



GREEN ST. QUAD RENOVATION
 RENOVATION
 EXTERIOR ELEVATIONS
 DRAWN BY: [Name]
 DESIGNED BY: [Name]
 DATE: [Date]
 SCALE: 1/8\"/>

PRELIMINARY
 NOT FOR CONSTRUCTION
BAIZER & ASSOCIATES
 PLANNERS / ARCHITECTS
 1200 [Address]
 [City, State, Zip]
 [Phone Number]



THE LESTER GROUP
TAYLOR BROS OF LYNCHBURG
BSELF@LESTERGROUP.COM
540-537-3552

Prep By	Bid No	Rev	Job Reference
BLS	522	1	

Customer / Client Name		
NATHAN VAUGHT		
Quote Date	Job / Site Name	
4/27/2023	860 GREEN STREET DANVILLE	
Phone #	Fax #	
Mobile Phone #	Other Phone #	Email Address



Quality Craftsmanship Since 1947
LINCOLN WOOD PRODUCTS, INC.

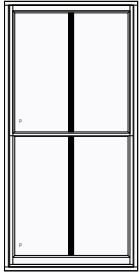


R.O. Allowance (Width = 1/2"-Height = 1/2")

M.O. Allowance (Width = 1/4"-Height = 1/4")

SHOWN AT NET PRICE

Line # 1



R.O. 41-7/8" x 86-1/2"
U.D. 44" x 87-3/4"
M.O. 44-1/4" x 88"
O.A. Box Size 41-3/8x86"

- DBLH-1; Primed Wood Exterior;
LoE-272
Box Size: 41-3/8x86
Square Glazing Bead
Custom Height
1 Full White Screen(s) Boxed
BetterVue Mesh
Preserve Glass (Top)
Silver Spacer
2" SDL (Top) (2W1H) Square
Interior - With Mill Finish Internal
Grids
Preserve Glass (Bottom)
Silver Spacer
2" SDL (Bottom) (2W1H) Square
Interior - With Mill Finish Internal
Grids
4-9/16" Jamb
Wood Brickmould
PVC Sill Nosing
Black Hardware
Beige Jambliners
Natural Pine Interior
Wide Rail Double Hung (Glass
Size:36x38-3/4)

Quantity: 3

Sash 1
U-Factor=0.3
SHGC=0.24
Visible Transmittance=0.4
PG=LC-PG25-H
Single Unit Rating Only

WOOD GRILLE INSTEAD OF
ALUMINUM IS PREFFERED

Quoted prices are subject to correction of computational errors.

TOTAL NET PRICE	\$5,253.21
STATE (Taxable Amt: \$5,253.21)	<u>\$278.42</u>
TOTAL QUOTATION PRICE	\$5,531.63

I have reviewed the preceding order and find it acceptable. By signing below I am authorizing to proceed with manufacturing of the windows and hereby purchase of the windows.

Approved by: _____

Title: _____

33 Economy



Quality Construction, Premium Features...

For the homeowner on a budget, the West Value Series offers just what its name implies-value. From its deep, recessed head to its flat sill design, the West Value Series storm window is a step ahead of other budget priced storms.

33 ECONOMY FEATURES

- Enamel Finish resists cracking, peeling, fading, blistering and flaking.
- Extruded Aluminum Proper wall thicknesses assure serviceability
- Recessed Head - A feature not found on many economy storms
- Fully Weather-stripped sashes reduce drafts, eliminates rattle
- Drop-In Glazing for easy repair
- Center Brace Bar for attractive, "built-in" look
- Heavy Aluminum Screen for years of durable use

- Flat Sill Design makes cleaning of debris from the sill quick and easy
- Adjustable Bottom Expander to conform to sill irregularities
- Finishes Available: Mill, White



STAFF REPORT

DATE: May 25, 2023
TO: Commission of Architectural Review
FROM: Renee Burton, Division Director of Planning
RE: PZ23-00168 is a request for a Certificate of Appropriateness to install a new hanging sign to the existing freestanding sign at 772 Main Street. The new sign is a metal 36.5" x 22" to advertise IALR, AmeriCorps and Reach.

SUMMARY

PZ23-00168 is a request for a Certificate of Appropriateness to install a new hanging sign to the existing freestanding sign at 772 Main Street. The new sign is a metal 36.5" x 22" to advertise IALR, AmeriCorps and Reach.

DESIGN GUIDELINES AND RECOMMENDATION(S)

OLD WEST END DESIGN GUIDELINES EXCERPT

7.0: SIGN DESIGN GUIDELINES

Small freestanding signs of 16 square feet or less and standing no more than 8 feet high are allowed for buildings set back from the right of way if the space in front of the building allows it without obscuring the architecture or dominating the space.

The proposed signage meets both the zoning regulations and the requirements set forth in Section 7.0 of the Old West End Design Guidelines.

Staff recommends the Commission of Architectural Review approve Certificate of Appropriateness PZ23-00168 as submitted.

ATTACHMENTS

1. Application and Supporting Documents



COMMISSION OF ARCHITECTURAL REVIEW

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 - (5.) Proposed building color and materials;
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 - (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 #: _____ CAR Meeting Date: May 25, 2023
Date Received: 05-08-2023 Received By: RB
Parcel ID: _____ Zoning District: _____
Additional Information: _____

APPLICANT PROVIDED INFORMATION

Property Location (address/ID#): 772 Main St. Danville, VA 24540

Applicant: Institute for Advanced Learning and Research, Telly Tucker

Applicant's Address: 150 Slayton Ave. Danville, VA 24540

Applicant's Phone Number: 434-766-6766

Applicant's E-mail: allison.moore@ialr.org

Describe Proposed Improvements: _____

Use existing sign holder on the front lawn of 772 Main St. to add 36.5" x 22" sign (draft attached).

Sign will be comprised of two metal plates with architectural foam in the middle.

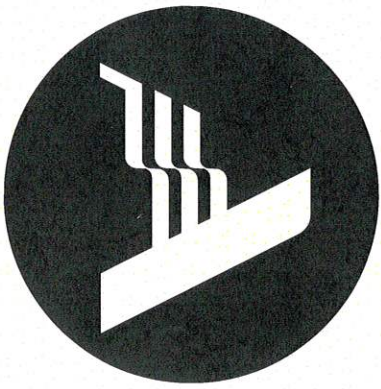
The proposed sign will include three colors.

Telly Tucker
Applicant Signature

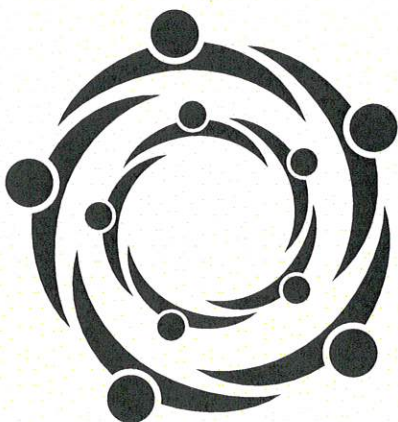
5/4/2023
date

[Signature]
Property Owner Signature
(if not applicant)

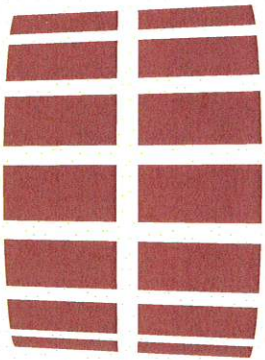
5/4/23
date



AmeriCorps



REACH



the **INSTITUTE**
FOR ADVANCED LEARNING AND RESEARCH

COMMISSION OF ARCHITECTURAL REVIEW

October 27, 2022

Members Present

Robert Stowe
Kathryn Waters
Robert Weir
Jackson Weller
Sonja Ingram
Karl Almquist
Robin Crews

Members Absent

Staff

Renee Burton
Lisa Jones
Shanika Williams
Ryan Dodson

Mr. Weir called the meeting to order at 3:30 p.m.

ITEMS FOR PUBLIC HEARING

- 1. Certificate of Appropriateness Request PZ22-00217 submitted by 776 Main Street, LLC to install new 1.5' by 2' plywood or PVC board hanging sign on an existing post in front of the building at 776 Main Street (Parcel ID#23907).*

Ms. Crews opened the Public Hearing.

Present to speak on behalf of this request was Robert Vaughn, who stated I am a member and manager of 776 Main Street LLC.

Ms. Crews stated thank you for coming today and we appreciate it very much. If you would describe to the panel what you are interested in, give us any show, and tell which I think is coming up on the screen now.

Mr. Vaughn stated I think the only thing we submitted before with our application is the image that is up on the screen now. It is a sign for the wall that says, "The Law Offices of Vaughn & Vaughn PC" and it use to be Robert T. Vaughn PC which was located at 772 Main Street. We have an existing sign there that was previously approved. The difference between this sign and the old sign is that this one is smaller and intending on fitting on the existing post in front of 772 Main Street. To those that are familiar it used to be an accounting office of Steve, Williams, and Mayhew and they had a similar sign. I do have additional photos if anyone wants to see what the sign looks like at 772 Main Street on the post. I will answer any questions that you may have.

Ms. Crews opened the Public Hearing.

Ms. Crews closed the Public Hearing.

Mr. Weir made a motion to approve COA request PZ-22-00217 at 776 Main Street as submitted. Mr. Weller seconded the motion. The motion was approved by a 7-0 vote.

2. *Certificate of Appropriateness Request PZ22-00221 submitted by Amy Whitehouse to whitewash and extend the existing cement block wall in the rear yard to 5" high and 36 ft long at 776 Main Street (Parcel ID#22706).*

Ms. Renee Burton, Director of Planning and Zoning stated that there was a typo error that it should be 936 Main Street.

Present to speak on behalf of this request was Amy Whitehouse, who stated I submitted this application to try to get this wall extended in the back of my house because the house is very close together with the house next door. The man next door keeps a lot of cars, and they are constantly in my driveway. I would like to extend the wall in the back so that the property line is very well defined.

Ms. Crews opened the Public Hearing.

Ms. Crews closed the Public Hearing.

Ms. Ingram stated I couldn't really tell where the existing wall starts?

Mr. Weller and Mr. Stowe showed Ms. Ingram where it started.

Ms. Whitehouse stated I just want to extend and raise the wall.

Ms. Ingram stated you want to extend it all the way back to the end of your property?

Ms. Whitehouse stated just to the end of the driveway.

Ms. Ingram stated have you considered instead of the concrete block maybe a wooden fence?

Ms. Whitehouse stated this man has a collection of cars like thirty that I know of, and he will run his car into a fence and tear it down and then I would have to rebuild it. So, I just thought to avoid all that I would just continue with the cement block that is already in place. That is what is there now, and it has been there forever, since 1940.

Mr. Weller stated you might have said this. The current block wall that is there is that at the 5-foot mark or is that going to be extended?

Ms. Whitehouse stated it is uneven ground and the wall is about 3-feet high, and I wanted to even it all out to five-feet tall.

Ms. Waters stated is this facing away from the back of your house?

Ms. Whitehouse stated that's right.

Ms. Ingram stated the only thing about this that bothers me is that it is sort of like a fence, but it is not going all the way back, because fences typically are made out of wood.

Ms. Whitehouse stated what is made out of wood?

Ms. Ingram stated fences.

Ms. Whitehouse stated this is cement block it is purposely there to divide the property line and I wanted to continue with what was there.

Mr. Almquist how long is the existing wall that is there now.

Ms. Whitehouse stated twenty feet or so.

Mr. Almquist stated it is a substantial length already.

Ms. Whitehouse stated yes, it is.

Mr. Stowe stated just for clarification you have 36 ft long are you asking to add 36 ft or total length of 36 ft?

Ms. Whitehouse stated yes, 36 ft.

Ms. Waters stated it is currently at 3 ft is there a reason why you are extending it to 5 ft?

Ms. Whitehouse stated I would make the whole thing uniform because in one spot where the ground goes down it is 5 ft.

Ms. Waters stated so the existing wall that is there you are not going to go above it's actual height? You are going to build up to that height which will end up being about 5 ft?

Ms. Whitehouse stated I am going to go from where it starts at 5 ft and then fill in where it comes down to 3 ft so that it will all be uniform at 5 ft.

Mr. Almquist made a motion to approve COA request PZ-22-00221 at 936 Main Street as submitted to extend cement block 36 ft long and 5 inches in height. Mr. Weller seconded the motion. The motion was approved by a 6-1 vote.

3. *Certificates of Appropriateness Requests PZ22-00227 and PZ22-00228 submitted by Blair Construction for signs, rooftop additions, scuppers and downspout at 990 Main Street and 108 Holbrook Street (Parcel IDs#21382 & 21383).*

Present to speak on behalf of this request was Mark Goodman, who stated I am with Blair Construction, and I will be the Project Manager on this Project.

Katie Davis stated I will be assisting on this project.

Ms. Crews stated if you will describe what you have in mind, and I think we can catch up with you in the pictures.

Mr. Goodman stated so we plan to remodel the existing building into a hotel, and we plan to keep the windows that are existing. We plan to replicate with Saint Cloud windows in an exact replica of what is existing. On the exterior signage we plan to replicate that as well and it will be no different other than the wording. The downspouts, they are going to be replaced and they will be in the same existing locations that are shown now on the building. The gutters will be replaced as well, but they will be no different in the design that you see. There is going to be a new rooftop unit, on both buildings, however there are rooftop units on these buildings currently. There is going to be a penthouse as you see on 990 Main Street, and it is showing on the drawings as well. That is pretty much it for what we have, and we do not plan on changing any of that exterior design. Everything should replicate what you see.

Ms. Crews opened the Public Hearing.

Ms. Crews closed the Public Hearing.

Mr. Almquist stated the rooftop units, are they going to be the same size and same location?

Mr. Goodman stated they are not going to be in the same locations, but they will be similar to the size that are shown on these drawings.

Mr. Almquist stated the location is?

Mr. Goodman stated where they are shown on these drawings. It does show a plan. If you scroll up to that you can see the existing locations that are there.

Ms. Burton stated we did not include a plan in there.

Mr. Goodman stated we have a plan if it is needed.

Ms. Ingram stated I would like to see where they are now to compare where they were.

Mr. Weir stated this is a noncontributing building to the Old West End. I mean it is an Industrial building and it doesn't fall in the category of historical.

Ms. Ingram stated it does. It is noncontributing?

Ms. Burton stated that is correct.

Ms. Ingram stated they are on the National Register, right?

Ms. Burton stated they are within the district and are specifically identified as noncontributing, but they have applied for tax credit projects. How you received approval for one and two?

Mr. Goodman stated I don't know that we have received it on both, I do know we have received it on the 990.

Ms. Burton stated okay.

Mr. Goodman proceeded to go over the plans with Ms. Ingram.

Ms. Ingram stated do you have an example of what the windows will look like?

Mr. Stowe stated that is not up for consideration for us because they are replacing like for like.

Ms. Burton stated that is correct.

Mr. Stowe stated that is not one of the things that they are requesting because they are replacing like for like and that is not for us to consider.

Ms. Ingram stated so replacing windows we don't get to decide on?

Mr. Stowe stated no not for like to like.

Ms. Burton stated these are considered like for like replacements.

Mr. Weller stated they are replacing windows with what is already there.

Mr. Goodman stated the exact same material.

Ms. Ingram stated what if this was wood windows.

Mr. Weller stated they're not and this is a case by case.

Mr. Weller made a motion to approve COA request PZ-22-00227 and PZ22-00228 at 990 Main Street and 108 Holbrook Street as submitted. Mr. Almquist seconded the motion. The motion was approved by a 6-1 vote.

Ms. Burton stated first of all hellos to you all and I know most of you, but I am Renee Burton I was here years ago and now I am back. I am the new Division Director for Planning, and Shanika Williams I don't know if you have met her, she has gone to the meetings before and she is our new Associate Planner of our Planning Division. We

have had some changes since your last meeting. Otherwise, you did receive an email from me earlier this week on 844 Pine Street. This property came before this commission over a year ago, probably, at this point for rehabilitation and that was the full intent. We were under contract, and we had contractors on site to begin construction. The more we removed the worse that it got. We have damage on the property from water infiltration, increased damage on the roof system that we didn't anticipate, which is repairable and that wasn't something that bothered us so much. The internal chimneys are sinking, and they are four to five inches that have sunk at this point. They are pulling down the house itself. The main floor system in the lower level was constructed into the chimneys and so the whole house is coming down with it. To add to that we have had a lot of gopher families that has decided to take-up there in the years past and we have that in the soil. We also have a special soil under there that we have discovered that is extremely soft and we have not gotten it tested and we have received several quotes on that. We would rather not move forward with that. It is extremely soft soil and I have taken up a 5-foot rod and I have not touched anything solid yet. We are not sure how we can stabilize this house at this point. The right-hand side after we took the aluminum siding off because the intent was to scrap and paint, the left-hand side wall snaked several inches so you can move that side of the wall without much effort. We have great concern that it may tip towards our neighbors at 832 Pine Street and so I took the building inspectors out earlier this week and the building official deemed it unsafe. So, no one would be allowed on site, and I know Sonja you had mentioned going on site. It has been deemed unsafe and I cannot authorize anyone to go on site. I am not allowed on site, and I am certainly not allowed to take anyone else on site. There is a lot of damage on the inside when we went through, we were separated, and I don't walk where anyone else does because you don't know how much weight it will hold. We have walked and I have walked through many houses, and I have learned my lesson. That is where we are on 844 and it is very unfortunate, and it certainly was not planned. We have a lot of time, effort, and funds into that property, but we have to do what is best at this point. It will be taken down by an emergency order. The PO is issued. If it isn't right now it will be by the end of the week for an emergency order to get it down before it collapses. There is asbestos in the roof that we did not address when we did the original asbestos removal because we were going to coat it but now that will come off first, sealed, properly handled, and then the rest will come down. There are doors inside, and the contractors were very nice and told me that they would bring them out for me. We will put those in a safe place and maybe we can use them at 820 that we are currently rehabbing, if not they will go somewhere and be reused.

Mr. Weir stated does it take for us to rule on it this or once the emergency order is issued then we are out of the picture.

Ms. Burton stated that is right it becomes a State Order at that point by the building official. So, there is nothing that we can do on our end or that's required of us.

Ms. Ingram stated I sent that email requesting that the CAR members be able to go inside. I did drive by there. From my perspective I don't think that it is beyond repair, and I haven't been inside. I think as a CAR member that is the ultimate solution for us having a building demolished. There are so many houses that have already been demolished on that street. It is right beside that gate where you are going into the park. Did you say that it is water infiltration that has caused the damaged.

Ms. Burton stated in one portion, but it has multiple issues. The water infiltration was on one side, and we sealed that roof about eighteen months now and there was still damage from that, but we were aware of that. That was not the deal breaker for us, and we were going to repair that as part of the work. Then we ran into these other issues with the aluminum siding, the seal has broken apart on the roof line, the right-side issue, and we have a gaping hole in between the portion on the right, where there is nothing, structural footers are gone, floor system is shot. We have the soil issues on top of that so to be able to repair it or even stabilize it we are not sure that we can do that because it is sinking on itself.

Mr. Weir stated so there is no footer underneath that thing at all with the soft soil.

Ms. Burton stated correct, and we have no idea how it has been standing this long to be perfectly honest. The Engineers just looked at it and just shook their heads. They can tell us that they believe that they can stabilize it, but I found no one that believes that they can jack it back up to the level that it needs to be and then keep it secure. I am not saying that they are not out there, but we have had several people look at it and some that just walked away from us. I understand that too it's not a very safe situation.

Ms. Ingram stated I just want to reiterate my request that we be able to go in and take a look at the building wearing hard hats and safety equipment and that we have the inspectors with us to be able to scrutinize things.

Ms. Crews stated it sounded like that was a hard no with the State.

Ms. Burton stated it is and I am afraid that I am unable to authorize that. I am no longer authorized. I went that day and once it is deemed unsafe city staff is not allowed to go in.

Mr. Weller stated I am okay not to go.

Mr. Almquist stated I am happy not to go in there if we are at that level.

Mr. Ryan Dodson, Assistant City Attorney stated legally at this point repair or demolishing contractors can go in, and inspectors can go in, and the police can go in solely if they see someone else go in there to remove them otherwise the police can't even go in on there on.

Ms. Ingram stated the other thing that I mentioned are we due for a guidelines update. I believe it has been several years since they have been updated.

Ms. Burton stated it has been and if the commission is interested in that then that is something that we can look at. We do not have it currently under this budget cycle, but it is something that we can look at in the future coming up.

Ms. Crews stated it would be a good idea since we are rolling up on ten years.

APPROVAL OF THE MINTUES

The August 25, 2022, minutes were approved by a unanimous vote.

With no further business, the meeting adjourned at 4:06 p.m.

Approved