



COMMISSION OF ARCHITECTURAL REVIEW REGULAR MEETING AGENDA

4TH FLOOR CONFERENCE ROOM

October 26, 2023

3:30 PM

A. CALL TO ORDER

B. ROLL CALL

C. NEW BUSINESS

1. Certificate of Appropriateness request PZ23-00375 filed by Richard Morris Architecture, to install fencing across the front property line of Parcel 26398.
2. Review Special Use Permit request filed by Mahesh Srinivasaiah for a Short Term Rental at 820 Green Street.
3. Review Special Use Permit request filed by Preferred Management Group for short-term rental at 212 A&B, 214 A&B, and 216 A&B Jefferson Avenue.

D. STAFF UPDATES

E. MINUTES

1. Approval of September 28, 2023 minutes

F. ADJOURN



Commission of Architectural Review

STAFF REPORT

DATE: October 26, 2023
TO: Commission of Architectural Review
FROM: Renee Burton, Division Director of Planning
RE: Certificate of Appropriateness request PZ23-00375 filed by Richard Morris Architecture, to install fencing across the front property line of Parcel 26398.

SUMMARY

The applicant is requesting to extend the current brick, granite, and iron decorative fencing across the front of the recently acquired adjacent lot to the home at 878 Main Street. The proposed fence will be sixty-seven (67) feet and height will vary based on the grade of the lot. The existing fence is five (5) feet in height. The applicant intends to match the materials and style of the new fencing to the existing fencing.

The design guidelines allow for many styles of fencing, with a recommended height of thirty (30) inches to four (4) feet in front yards and six (6) feet in side and rear yards. The zoning requirements limit height to four (4) feet in front yards.

RECOMMENDATION

The Planning staff recommends approval of Certificate of Appropriateness request PZ23-00375 to install fencing at Parcel 26398 with the condition that fencing meets zoning code regulations.

ATTACHMENTS

1. Application
2. 878 Main Street fence details



City of Danville
Community Development
Planning Division

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 #: PZ-23-00370 CAR Meeting Date: OCT 20
Date Received: 10/10 Received By: _____
Parcel ID: 26398 Zoning District: OTR Old Town Resid.
Additional Information: _____

APPLICANT PROVIDED INFORMATION

Property Location (address/ID#): 878 Main Street (Parcel 26398)
(Adjacent Lot)

Applicant: Richard Morris

Applicant's Address: 10 Ninth Street, Lynchburg

Applicant's Phone Number: 434-209-0618

Applicant's E-mail: virginia.architect@gmail.com

Describe Proposed Improvements: The owner would like to extend
the current brick, granite, and iron decorative fence
across the front of the recently acquired adjacent
lot. The fence will be constructed in the same
style as the existing one using the same type
of materials.

Richard Morris 10/5/23
Applicant Signature date

[Signature] 10/5/23
Property Owner Signature date
(if not applicant)

878 Main Street; Danville

Description of project:

Extension of brick, granite and decorative cast iron fencing along front section of adjacent empty lot on Main Street. The same materials and design of the existing fence will be used to keep continuity with the existing. The length of the fence is approx. 67'-4". The wall will follow the grade to the corner of the empty.

1. View showing existing fence with the empty lot to the right.



2. Close up of existing fence showing brick design, granite cap and detail of decorative ironwork



3. New brick columns will mimic the design of the existing



4. Close up shot of brick design





Commission of Architectural Review

STAFF REPORT

DATE: October 26, 2023
TO: Commission of Architectural Review
FROM: Renee Burton, Division Director of Planning
RE: Review Special Use Permit request filed by Mahesh Srinivasaiah for a Short Term Rental at 820 Green Street.

A Special Use Permit has been requested by Mahesh Srinivasaiah to operate a Short Term Rental at 820 Green Street. The request will be reviewed by the Planning Commission on November 13, 2023. As the Commission of Architectural Review, it's within your purview to review zoning requests within the boundaries of the OWE. The CAR may submit a recommendation to the Planning Commission.

Article 3.R.C.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").

ATTACHMENTS

1. Green St App



CITY PLANNING COMMISSION

SPECIAL USE PERMIT APPLICATION

Article 6. Section D. Application Requirements for Special Use Permit.

1. An application for a special use permit shall be made by the owner, contract purchaser with the owner's written consent, or the owner's agent, of the property on which the proposed use is to be located. The application shall be submitted to the Director of Planning/Zoning Administrator, and shall be accompanied by the filing fee of \$360.
2. If the request for a special use permit has been denied by City Council, a request in substantially the same form shall not be resubmitted within one (1) year of the date of denial.
3. The application shall include the following information:
 - a. A preliminary site plan in accordance with the Site Plan Regulations.
 - b. A description of the proposed use and, where applicable, the hours of operation and the proposed number of employees/patrons.
 - c. A written statement of proposed project compatibility with the following:
 - (1.) The Comprehensive Plan.
 - (2.) The applicable zoning district.
 - (3.) The surrounding properties.
 - (4.) Current and future neighborhood conditions.
 - (5.) Pedestrian and vehicular traffic patterns, on-site and off-site.
 - (6.) Adequate public facilities.
 - d. When requested by the Director of Planning/Zoning Administrator, the Planning Commission, or the City Council, the following information shall be provided by the applicant:
 - (1.) The architectural elevations and floor plans of proposed building(s).
 - (2.) Traffic impact analysis.
 - (3.) Fiscal impact analysis.
 - (4.) Parking and site circulation analysis.
 - (5.) Photographs of property and surrounding area.
 - (6.) Environmental impact statement.

PLANNING DIVISION PROVIDED INFORMATION

Application #: P223-00355 PC Meeting Date: Nov. 13
Date Received: 9/27 Received By: Williss
Parcel ID: 22409 Address: 850 Green St
Existing Zoning OT-R Future Land Use: _____

APPLICANT PROVIDED INFORMATION

Property Location (address/ID#): 820 GREEN ST. DANVILLE

Applicant: MAHESH SRINIVASAIAH

Applicant's Address: 2257 HOLTWOOD WY APEX, NC 27523

Applicant's Phone Number: 9196490283

Applicant's E-mail: mahi-bly@hotmail.com

Describe Proposed Request: USE FOR SHORT TERM
RENTAL

Mahesh
Applicant Signature

9/27/23
date

Property Owner Signature
(if not applicant) date



Commission of Architectural Review

STAFF REPORT

DATE: October 26, 2023
TO: Commission of Architectural Review
FROM: Renee Burton, Division Director of Planning
RE: Review Special Use Permit request filed by Preferred Management Group for short-term rental at 212 A&B, 214 A&B, and 216 A&B Jefferson Avenue.

A Special Use Permit has been requested by Preferred Management Group to operate a Short Term Rental at 212 A&B, 214 A&B, and 216 A&B Jefferson Avenue. The request will be reviewed by the Planning Commission on November 13, 2023. As the Commission of Architectural Review, it's within your purview to review zoning requests within the boundaries of the OWE. The CAR may submit a recommendation to the Planning Commission.

Article 3.R.C.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").

ATTACHMENTS

1. Signature Page

APPLICANT PROVIDED INFORMATION

Property Location (address/ID#): 212 - 216 Jefferson Ave

Applicant: _____

Applicant's Address: _____

Applicant's Phone Number: _____

Applicant's E-mail: _____

Describe Proposed Request: _____

Applicant Signature date

 9/25/23

Property Owner Signature date
(if not applicant)

COMMISSION OF ARCHITECTURAL REVIEW

MEETING OF

SEPTEMBER 28, 2023

Members Present

Paul Liepe
Karl Almquist
Robert Weir
Jackson Weller
Robert Stowe

Members Absent

Kathryn Waters
Sonja Ingram

Staff

Cynthia Lester
Shanika Williams
Renee Burton
Ryan Dodson

ITEMS FOR PUBLIC HEARING

Mr. Weir opened the Public Hearing.

- 1. Certificate of Appropriateness Request PZ23-00319 filed by Calm Source to install freestanding sign at 103 South Main Street.***

Mr. Zimmerman stated. Director of Operation at Calm Source we are taking a lease on a building where we do Counseling Service, and we want to put a sign in front of the building to let people know we are in the building.

Mr. Weir closed the Public Hearing.

Mr. Liepe stated. The size of the sign 12 square feet in the location will be a distraction for drivers on South Main Street and those cutting in front of Mount Vernon Church.

Mr. Liepe made a motion to approve to install freestanding sign at 103 South Main Street. Mr. Weller second the motion. The motion was approved by a 5-0 vote.

Mr. Weir Open the Public Hearing.

- 2. Certificate of Appropriateness Application PZ23-00341 filed by Keisha Corbett to install storm doors and a deck on accessory building at 864 Pine Street.***

Ms. Corbett stated. I am the owner of 864 Pine Street; I'm coming back I was here in July. My original plan was to put steps to go in after looking at It I had to have a four-foot pad on each side between both the doors so it would be like grass situation between the steps. I would like to make it like a front deck and instead of having the steps on both sides it will just be center steps because right

now there's no steps or anything to get in the building, we just hop in. It will be cedar along with the aluminum rails that what I want to put there. The storm doors I'm asking for only because already the stain I put on my doors previously is coming off because of the water hitting the doors. I did get approval in July to get the door covering which is no longer also.

Mr. Weir stated. This is on the auxiliary building.

Ms. Corbett stated. Yes.

Mr. Liepe stated. The storm door full glass?

Ms. Corbett stated. Yes, full glass.

Mr. Weir closed the Public Hearing.

Mr. Stowe stated. I personally prefer the look of the single deck with the center stairs versus the two anyway. Material maybe something we talk about. As far as the storm doors it mentions here storm windows is not even something that needs approval.

Mr. Stowe made a motion to approve Certificate of Appropriateness for PZ22-00341 filed by Keisha Corbett to install storm doors and a deck on accessory building at 864 Pine Street. Mr. Weller seconded the motion. The motion was approved by a 5-0 Vote.

APPROVAL OF MINUTES

The AUGUST 24, 2023 minutes were approved with corrections by a unanimous vote.

With no further business, the meeting adjourned at 3:45:10 p.m.

Approved By: _____