



## **RIVER DISTRICT DESIGN COMMISSION REGULAR MEETING AGENDA**

**4<sup>TH</sup> FLOOR CONFERENCE ROOM**

**July 10, 2025**

**4:00 PM**

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. NEW BUSINESS**

1. Certificate of Appropriateness application PZ25-00319 filed by Edgar Ramirez to install wall sign at Parcel 20586 (510 Spring Street).
2. Certificate of Appropriateness application PZ25-00351 filed by City of Danville Public Works Department to allow a temporary parking lot at Parcel 21322 (Memorial Drive).

**D. STAFF UPDATES**

1. Annual Plan Danville Event

**E. MINUTES**

1. Minutes from May 8, 2025 Meeting

**F. ADJOURN**



# STAFF REPORT

DATE: July 10, 2025  
TO: River District Design Commission  
FROM: Renee Burton, Division Director of Planning  
RE: Certificate of Appropriateness application PZ25-00319 filed by Edgar Ramirez to install wall sign at Parcel 20586 (510 Spring Street).

## **SUMMARY**

Edgar Ramirez, on behalf of El Patio Mexican Bar & Grill, has submitted a request for approval to install a new wall-mounted, LED-lit, cabinet wall sign at 510 Spring Street. The proposed sign will be located above the double windows on the restaurant's storefront. The translucent acrylic sign faces measure 48 inches in height and 96 inches in width. The proposed sign meets sign regulations set forth in Article 10 of the zoning code.

## **DESIGN GUIDELINES EXCERPTS**

### Section 7.2 – Commercial Signs

Wall signs are encouraged as the primary sign type for commercial buildings. They should be located above or near the main entrance and designed to fit within the existing architectural features of the building façade.

Externally lit signs are preferred. Internally lit signs, especially cabinet signs with translucent faces, are discouraged unless designed in a way that is compatible with the historic character of the District.

Illumination for signs should be from shielded incandescent or LED lights. Halo-lit pin letters are allowed.

## **RECOMMENDATION**

While the location and scale of the proposed sign are appropriate for the building and generally consistent with the River District Design Guidelines, certain elements of the design do not meet the recommended standards. In light of this, staff recommends that the applicant revise the proposal to incorporate a more compatible sign type. Acceptable alternatives include a flat-mounted wood or metal sign, a painted sign, or individually mounted channel or pin-mounted letters. In terms of lighting, externally mounted wall spotlights are preferred, while halo-lit backlighting may be considered appropriate for channel letter installations. These revisions would help ensure that the sign supports the historic and pedestrian-oriented character of the River District.

## **ATTACHMENTS**

1. Application
2. El Patio Sign Rendering



# CITY OF DANVILLE

## Community Development Division of Planning and Zoning

### 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

### PLANNING DIVISION PROVIDED INFORMATION

Applicant #: \_\_\_\_\_ CAR Meeting Date: \_\_\_\_\_  
Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_  
Parcel ID #: \_\_\_\_\_ Address: \_\_\_\_\_  
Existing Zoning: \_\_\_\_\_

### APPLICANT PROVIDED INFORMATION

Property Location (address/ID#): 510 Spring Street, Danville VA

Applicant: Applicant's Address: 1118 Piney Forest Rd, Danville VA.

Applicant's Phone Number: 434-250-3052

Applicant's E-mail: edgarramirez390@gmail.com

Describe Proposed Improvements:

We propose to install a 96"(w) x 48"(H) x 12" Extruded Sign mounted to the front of 510 Spring St. Building. Please see Pictures for Reference.

Applicant's Name (Print) Edgar Ramirez Applicant's Signature  
Date 6-2-2025



**EL PATIO**  
MEXICAN BAR & GRILL



# STAFF REPORT

DATE: July 10, 2025  
TO: River District Design Commission  
FROM:  
RE: Certificate of Appropriateness application PZ25-00351 filed by City of Danville Public Works Department to allow a temporary parking lot at Parcel 21322 (Memorial Drive).

## **SUMMARY**

The Public Works Department has proposed a temporary parking lot at Riverfront Park to provide additional parking and improved access for park users. The proposed lot, measuring 60 feet by 171 feet, would be constructed with asphalt millings and located between Riverfront Park and Dan River Falls along Memorial Drive.

The lot is proposed for use for a period of up to three years, after which the site will either be converted to a whitewater channel or restored to a grass field. Due to the site's location within the floodplain, the project is designed to maintain volume neutrality. Parking stops and lined spaces will be required to define parking areas and manage circulation. Given the site's location within the floodplain, the Zoning Administrator may allow the curbing requirement to be waived.

## **DESIGN GUIDELINES EXCERPTS**

### Section 1.1

Commission members must balance modern needs (parking lots, energy efficiency, new technology, building codes, changing uses) with historic preservation goals.

### Section 4.4

...all service and parking uses must be screened from view both from the road and from the river...

## **RECOMMENDATION**

Planning staff recommends approval of the request with the condition that approval is granted for a one-year period and the applicant may request an annual extension for no more than three (3) total years.

## **ATTACHMENTS**

1. Application
2. RiverFrontPark\_Temp.Millings





**CITY OF DANVILLE**  
Community Development  
Division of Planning and Zoning

**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

**PLANNING DIVISION PROVIDED INFORMATION**

Application #: \_\_\_\_\_ RDDC Meeting Date: \_\_\_\_\_  
Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_  
Parcel ID: 21322 Address: \_\_\_\_\_  
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: Memorial Drive  
Applicant: City of Danville Public Works  
Applicant's Address: 427 Patton Street, Danville, VA 24541  
Applicant's Phone Number: (434) 799-5019  
Applicant's Email: dunvebl@danvilleva.gov

Proposed Improvement:

Alteration     Addition     Rehabilitation     New Construction     Sign

Describe Proposed Request: Construct a temporary asphalt millings parking lot  
to provide Riverfront Park users with additional parking and improved access.

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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

  
Applicant's Signature

6-25-2015  
Date

\_\_\_\_\_  
Property Owner's Signature  
(if not applicant)

\_\_\_\_\_  
Date

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.



# Riverfront Park

Temporary Millings  
Parking Lot



**RIVER DISTRICT DESIGN COMMISSION**

**MEETING OF**

**May 8, 2025**

**Members Present**

George Davis  
Adam Jones  
John Ranson  
Andrew Hessler  
Courtney Nicholas  
R.J. Lackey

**Members Absent**

Peyton Keesee

**Staff**

Ryan Dodson  
Shanika Williams  
Stefanie Jackson

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

**ITEMS FOR PUBLIC HEARING**

1. *Certificate of Appropriateness application PZ25-00273 filed by the Department of Parks and Recreation to replace the existing boardwalk with concrete pedestrian paving on the Riverwalk Trail at Parcel 01110 (Riverside Drive).*

**Mr. Jones opened the Public Hearing.**

Mr. Hall stated. Pretty straightforward project. We're looking to replace the existing boardwalk with concrete trail. It's going to get shifted over five feet so we don't have to do an elevated boardwalk. Concrete is a lot less maintenance long term.

Mr. Jones stated. Where it is, it's where people fish by Robert Woodall Nissan.

Mr. Hall stated. The east side of the bridge that wooden structure is going to be removed. Right now about half of it is elevated over the wall. We're shifting it over five feet that way we don't have to go back with an elevated structure. Still stay in the easements, nothing's changing with the easement for the trail.

Mr. Ranson stated. Five feet closer to the river?

Mr. Hall stated. No, five feet away from the river.

Mr. Jones stated. All the pressure treated lumber will come out?

Mr. Hall stated. Yes, going back with reinforced concrete, that way in case there's flooding, long term it will be a lot more durable.

Mr. Ranson stated. How wide is it?

Mr. Hall stated. Varies a little bit. Average is 11 feet. The existing trail ranges from 10 to 12.

Ms. Nicholas stated. When was this structure put in? Can you give an estimate?

Mr. Hall stated. It's 40 plus probably. Parts of it have been replaced over the years.

Mr. Ranson stated. It was in pretty bad shape even a couple of years ago.

Mr. Hall stated. That's the wall, half of the existing boardwalk goes over top of it. The other half is elevated.

Ms. Nicholas stated. Parks and Recreation and the City are supposed to be bound by the same rules of the River District and one of the elements is to keep the rustic look. Moving it to concrete does not do that, so what is the argument for making it concrete besides the fact that its easier to maintain?

Mr. Hall stated. Keeping it consistent with the existing trail. A lot of our trail system, especially close to the river, is concrete. Most of the trail is asphalt and concrete.

Mr. Jones stated. Is there any alternative?

Mr. Hall stated. Going back with what's there. Over the years it's a lot more expensive on maintenance. Long term we'd be back looking to replace again 15-20 years from now.

Mr. Hessler stated. There's a wall there, but the wood was added later. The historic portion would still remain.

Mr. Jones stated. You don't' have a fence there currently?

Mr. Hall stated. There is. The fence has got to act as a guardrail.

Ms. Nicholas stated. We have more latitude with that in terms of meeting the guidelines. It's the concrete that doesn't.

Mr. Ranson stated. We have approved chain-link fence in the past.

Mr. Jones stated. The fence is not in question.

Mr. Hessler stated. Just the concrete, what alternatives would we propose?

Mr. Ranson stated. There are fake wood that they use in decks.

Mr. Hall stated. That would be even more modern. I guess you mean the visual?

Mr. Hessler stated. Also the concrete is going to improve the ADA access.

## **Mr. Jones closed the Public Hearing.**

Mr. Lackey stated. We have for years had the argument that it's more expensive. The board has taken the position because that's what the rules have asked us to do that sorry its more expensive, the City knew when they put the guidelines in that its more expensive. If it's more expensive to the taxpayer, I don't care that it's more expensive to the City. It irritates me that the City comes and asks for exceptions to the guidelines that it enforces and asks us to enforce against our fellow citizens. Staff says that it does not meet guidelines. Was that because of the concrete or something else?

Ms. Williams stated. The concrete.

Mr. Lackey stated. We clearly have the concrete not meeting guidelines that the City has imposed on our fellow citizens and I'm going to vote no every time the City comes and asks for that because I've sat here and looked at taxpayers that have said this is going to be more expensive can I have an exception and the answer's been no.

Mr. Jones stated. I see Mr. Lackey's point, also trying to look at it as far as consistency with the other parts of the trail and I see safety, durability and accessibility from an ADA standpoint. It clearly does state that it does not meet guidelines, but it clearly does state that they recommend approval.

Mr. Hessler stated. Going back with wood again, that wasn't necessarily historic, who's to say that it was more aesthetic or the fact that it covers up what was once there. To have it covered with wood just to be wood because wood was approved.

Mr. Lackey stated. The guidelines are not necessarily written for historic purposes.

Ms. Nichoals stated. Aesthetic purposes.

Mr. Lackey stated. In this particular case it talks about rustic and natural for the Riverwalk, not historic. I do appreciate the history, but when I look at the rules that we were asked to interpret, I don't think the historic nature of it matters.

Mr. Davis that. I personally don't see the need to put wooden bridge back up. If it ties in to concrete on one side and concrete on the other.

Mr. Ranson stated. From a user standpoint I like running on wood, but I could also trip. Wood is more hazardous.

Mr. Jones stated. From a birds eye view, longevity, what seems to be the best route.

**Ms. Nicholas made a motion that application PZ25-00273 does not meet River District Design Guidelines. Mr. Ranson seconded the motion. The motion was approved by a 6-0 vote.**

**Mr. Ranson made a motion to approve Certificate of Appropriateness application PZ25-00273. Mr. Davis seconded the motion. The motion was approved by a 4-2 vote.**

*2. Certificate of Appropriateness application PZ25-00280 filed by Phillip Decker and Tommy Conner to install sign at Parcel 22077 (530 Craghead Street).*

**Mr. Jones opened the Public Hearing.**

Mr. Decker stated. We're going back to replace the signage that was there originally when it was The Garage. The signs will be the same size and in the same place.

Ms. Nicholas stated. Putting in the sign on the light pole and painting the building?

Mr. Ranson stated. The sign is painted? Black and gray?

Mr. Decker stated. Yes, the same colors.

Ms. Nicholas stated. You're not going to add internal light or neon?

Mr. Decker stated. No.

**Mr. Jones closed the Public Hearing.**

**Ms. Nicholas made a motion to approve Certificate of Appropriateness application PZ25-00280. Mr. Hessler seconded the motion. The motion was approved by a 6-0 vote.**

**Mr. Davis presented painting 413 Wilson Street. The work does not require a Certificate of Appropriateness as it involves painting in like color.**

## **APPROVAL OF MINUTES**

**April 10, 2025, minutes were approved by a unanimous vote.**

With no further business, the meeting adjourned at 4:24 p.m.

Approved By: \_\_\_\_\_