



ARCHITECTURAL REVIEW BOARD REGULAR MEETING AGENDA

4TH FLOOR CONFERENCE ROOM

July 9, 2026

10:00 AM

A. CALL TO ORDER

B. ROLL CALL

C. OLD BUSINESS

1. Certificate of Appropriateness PZ26-00352, filed by EC Holdings, LLC, to replace the windows and doors, install exterior lighting and security devices, install a rear deck, and repair exterior wood at Parcel 20531 (130 and 132 South Ridge Street).

D. NEW BUSINESS

1. Certificate of Appropriateness PZ26-00379, filed by the Industrial Development Authority of Danville, to install a monument sign with uplighting at Parcel 21344 (420 Memorial Drive).
2. Certificate of Appropriateness PZ26-00387, filed by the Danville Museum of Fine Arts and History, to install a LOVE sign and a historical highway marker at Parcel 26418 (975 Main Street).

E. APPROVAL OF MINUTES

1. Approval of June 11, 2026, meeting minutes.

F. STAFF UPDATES

G. ADJOURN

STAFF REPORT

DATE: July 9, 2026
TO: Architectural Review Board
FROM: Renee Burton, Division Director of Planning
RE: Certificate of Appropriateness PZ26-00352, filed by EC Holdings, LLC, to replace the windows and doors, install exterior lighting and security devices, install a rear deck, and repair exterior wood at Parcel 20531 (130 and 132 South Ridge Street).

SUMMARY

Once home to the Odd Fellows Lodge, this building features a carved chain on its front facade bearing the letters "FLT"—an abbreviation of the organization's motto: Friendship, Love, and Truth. The Independent Order of Odd Fellows is a global, non-political, and non-sectarian fraternal organization that was founded in 1819. Its distinctive name traces back to 18th-century England, where working-class citizens first organized an "odd" network of social and financial support for one another. The local Danville Chapter was referred to as Bethesda Lodge #57.

In 2022, the applicant received approval from the River District Design Commission to replace the gutters and soffits of the building, as well as paint the upper facade and window trim. At that time, the applicant planned to convert the upper level into three luxury apartments and the lower level units into two commercial spaces. The COA approved in 2022 expired before any work could be completed. On June 11, 2026, this Board approved the installation of HVAC units and screening. At that time, the applicant was asked to return to the Board with updated renderings for review of extensive exterior alterations.

Certificate of Appropriateness PZ26-00352, filed by EC Holdings, LLC, to replace the windows and doors, install exterior lighting and security devices, install a rear deck, and repair exterior wood at Parcel 20531 (130 and 132 South Ridge Street).
Restoration of the facade:

1. Upper-level windows — At over seven feet tall, the existing windows no longer meet modern wind-resistance standards. Backed by documentation from the window supplier, the applicant proposes adding a transom window at the top of each existing opening as a compliant solution. This modification preserves the original opening dimensions and maintains the historically accurate six-over-two pane pattern. Due to supply limitations for wood products, the new units will be constructed of either aluminum or vinyl. Notably, the structure's current side elevation already features an identical transom style, providing a local precedent for the design.

2. Storefront windows and doors — The applicant proposes replacing the deteriorated wood bulkheads with metal and upgrading the storefront windows to slightly smaller, high-efficiency, wind-resistant glass. To ensure ground-floor tenant privacy, the new windows will feature grey-tinted glazing framed in matching dark metal. Exterior door modifications are also proposed to accommodate the multi-unit complex's new utility rooms. On the left side of the facade, the existing door will either be replaced with a storefront window or a faux door to house the new electrical room. The far-left entrance door will be brought forward to comply with Virginia Uniform Statewide Building Code (USBC) clearance requirements regarding the interior staircase. Both this door and the adjacent entrance will be replaced with dark-framed, wide-stile glass commercial doors. Additionally, the window between these two doors will be removed to accommodate a new sprinkler room; this opening will be infilled with dark brick and finished with a sign displaying the apartment complex's name.
3. Belly band, wood repair and painting, and building monikers — Overhead power lines in front of the building present a unique safety challenge, restricting maintenance and painting near the roof gable. Per utility regulations, work is prohibited within 10 feet of these live lines. Despite these limitations, the applicant is committed to historic preservation. The existing "Odd Fellows Building" moniker and "FLT" lettering will be preserved in place; however, if severe deterioration prevents restoration, they will be replaced with matching metal, pin-mounted letters. Additionally, the applicant intends to retain the remaining portion of the architectural belly band across the center of the facade, replacing any degraded sections with trim that matches the building's original profile.
4. Installation of exterior lighting and security devices — The applicant has requested approval to install matte-black scones above the belly band. The scones will add security to the entrances and highlight the architectural features of the building at night. He has also requested approval for the installation of security cameras in discrete locations on the building. These devices will also be dark in color to disguise their appearance and ensure the architectural features remain the focal point of the facade.
5. Side Elevations — The applicant requests approval to replace all side elevation windows to match the style proposed for the front facade. This proposed design was already utilized by one existing window on the side elevation while under previous ownership.
6. Rear deck — The applicant proposes the installation of a deck at the rear of the property to provide additional access to the building for residents of the upper level units. The deck will feature a concrete patio and metal railings.

Planning staff supports this application, given the significant building improvements and the applicant's efforts to provide eight housing units in a thoughtfully updated historic style. Furthermore, although this building is within the ARO and contributes to the historical culture of the River District, the US Department of the Interior National Park Service National Register of Historic Places of 1993 specifically states the following: "Several buildings that are adjacent to the district but have been excluded deserve comment. On the 100 block (west side) of South Ridge Street is the historic Odd Fellows Building. This building would have been included in the district with other buildings associated with prominent civic organizations, but as an altered single building surrounded by parking lots and a busy thoroughfare, it was felt that inclusion could not be justified."

ARDG EXCERPTS

Chapter 2 — Standards for Existing Buildings and Structures

2.3 Walls, Foundations, Architectural Features, and Trim

- Retain and repair original exterior wall cladding, foundation materials, architectural features, and trim.
- Replace, with in-kind materials, deteriorated or damaged historical features only when repair is not an option.

2.5 Porches, Entries, Storefronts, and Awnings

- Retain existing porches and storefronts as well as any character-defining features.
- Restore or reproduce porch or storefront structural elements rather than alter the style of the porch/storefront.
- Ground-floor storefronts should have a minimum of 60% or more glazed area.
- Replace original doors only if they are deteriorated beyond repair.
- Aluminum storefront doors must be wide-stile; narrow or medium-stile aluminum doors are not appropriate.

2.6 Windows and Shutters

- Priority should be given to the retention of original windows on the front façade.
- Do not enlarge or decrease a window opening.
- New and replacement windows should be appropriate to the historic period of the architectural style of the building.
- Replacement windows must have true-divided lights (TDL), meaning that they must be divided by real muntins. Replacement windows with “snap-on” muntins (or vinyl muntins placed in between two (2) sheets of undivided glass) do not have the same appearance or dimensions as windows with individually divided lights and are thereby prohibited.

2.7 Decks, Accessory Structures, and Accessibility Structures

- Open decks should generally be constructed at the rear of a property, where it is not visible from the street or its visibility from the street is limited.
- Unpainted or unstained pressure-treated woods are strongly discouraged.

2.9 Equipment, Hardware, and Communications Technology

- The power of the light (i.e., lumens), the color, and the form of light emitted from exterior light fixtures should not overwhelm or “wash out” the architectural features of a façade and should be appropriate to the age and style of the building.
- The style of the light fixture should be sympathetic to the age and style of the building.
- Security devices should be as small as possible while meeting necessary safety requirements.
- Security alarms and sirens should not be located on the façade of a building, but should be located on less prominent areas of a building, such as a side elevation near the cornice line.

RECOMMENDATION

Certificate of Appropriateness PZ26-00352, filed by EC Holdings, LLC, to replace the windows and doors, install exterior lighting and repair exterior wood at Parcel 20531, with the following conditions:

-Building's moniker and "FLT" must remain in place or replaced with appropriate materials.

ATTACHMENTS

1. 130 S. Ridge_ARB Application_Redacted
2. 130-132 S. Ridge St. Exhibits
3. 1993 National Register of Historic Places



CITY OF DANVILLE

Community Development Architectural Review Board

ARCHITECTURAL REVIEW BOARD CERTIFICATE OF APPROPRIATENESS APPLICATION

CODE Danville Article 2.Q. Section 3.a.: Certificate of Appropriateness required. 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, sign, fence, wall, light fixture, accessory building, pavement, grading, site improvement, significant landscaping feature, or other appurtenant element in an ARO unless and until such building or site element has been approved by the Architectural Review Board (ARB) through the issuance of a Certificate of Appropriateness as set forth in § 41.8.F. Certificate of Appropriateness.

The application shall be submitted to the Director of Planning/Zoning Administrator and shall be accompanied by the filing fee of \$26.00

PLANNING DIVISION PROVIDED INFORMATION

Application #: PZ26-00352 ARB Meeting Date: 06/11/2026
Date Received: 05/28/2026 Received By: SEJ
Parcel ID: 20531 Zoning District: RD
Additional Information: _____

APPLICANT PROVIDED INFORMATION

Applicant: EC Holdings LLC
Applicant's Address: _____
Applicant's Phone Number: _____
Applicant's E-mail: _____

ZONING ORDINANCE ARB APPLICATION STANDARDS

Article 8.F. Section 5.a.: In consideration of a complete application, the Division Director of Planning/ Zoning Administrator and the Architectural Review Board may require any or all of the following information and any other materials as may be deemed necessary for their review.

1. Statement of proposed use and user.
2. Statement of estimated construction time.

DANVILLE, VA

3. Photographs and maps relating proposed use to the surrounding property and/or the corridor on which it is located.
4. Site Plan drawings, prepared to meet the City site development plan submission requirements for a Preliminary Site Plan or Preliminary Subdivision Plat, and other exhibits showing the location of the existing and proposed building and site improvements, including:
 - A. Existing property boundaries, building placement and site configuration;
 - B. Existing topography and proposed grading;
 - C. Location of parking, pedestrian access, signage, exterior lighting, fencing and other site improvements;
 - D. Relationship to adjacent land uses;
 - E. Proposed site improvements, including location of parking, access, signage, exterior lighting, fencing, buildings and structures and other appurtenant elements;
 - F. Proposed building color and materials;
 - G. Relationship of building and site elements to existing and planned corridor development;
 - H. Relationship of parking, pedestrian facilities, and vehicular accessways to existing and planned corridor development; and
 - I. Other site plans and Subdivision Plats as may be required by Danville for development approval.
5. Architectural drawings showing plan view and elevations of new planned construction or renovations, including drawings of original building.
6. A landscaping and buffer plan.
7. 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.
8. Graphic exhibits depicting compliance with other design elements.

Property Location (address/ID#): 130/132 S Ridge St

Proposed Improvement: ☒ Alteration ☐ Addition ☒ Rehabilitation ☐ New Construction ☐ Sign
Improvement Description: See attached document

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

Erik O. Chambers

Applicant Signature

5-27-26

Date

Commonwealth of Virginia

City of Danville

The foregoing instrument was acknowledged before me this 27 day of MAY, 2026 by Erik O. Chambers

Nastassia Nicole Jackson
Notary Public

Registration No.: 00285155

Expires: 10-31-30



427 Patton St. | Danville, Virginia 24541 | 434.799.5260 | DanvilleVA.gov

DANVILLE, VA

EWA

Owner's Signature
(if not applicant)

5-27-26

Date

Commonwealth of Virginia

City of Danville

The foregoing instrument was acknowledged before me this 27 day of
May, 2026 by ERIK D. CHAMBERS

Nastassia Nicole Jackson
Notary Public

Registration No.: 00285155

Expires: 10-31-30



ARCHITECTURAL REVIEW BOARD PROPOSAL

130–132 SOUTH RIDGE ST.

EXTERIOR REHABILITATION & ADAPTIVE REUSE

DANVILLE RIVER DISTRICT, VIRGINIA | CHAMBERS LOFTS PROJECT

PROJECT OVERVIEW



CHAMBERS LOFTS

ADAPTIVE REUSE INTO CHAMBERS LOFTS RESIDENTIAL







HISTORICAL & BRANDING SIGNS

CHAMBERS LOFTS PLAQUE

Positioned on the brick pier between the main residential and commercial entrances as shown in the [image.png](#) rendering.

Features a low-profile, dark metal backdrop with an elegant gold-anodized or bronze-etched logo and text reading:
CHAMBERS LOFTS | RIVER DISTRICT | DANVILLE, VA.

"FLT" PEDIMENT SYMBOL & BUILDING NAME

The classical white pediment crowning the brick facade features the letters "**FLT**" (Friendship, Love, and Truth) within decorative circles, honoring the building's historic origin as an Independent Order of Odd Fellows Lodge. This pediment, along with its circular louver detail and "Odd Fellows Building" name, will be cleaned, repaired, and structurally preserved to safeguard its historic registry importance.

SECTION 1: STOREFRONT DOORS

-  **Standard Storefront Doors:** Furnish and install two premium 36" commercial-grade storefront doors equipped with a robust 10" bottom rail, panic devices, and sleek exterior pull handles.
-  **High-Security Hardware:** Integrated high-security mortise locks with deadlatches and medium-duty surface-mounted door closers to maximize safety and long-term utility.
-  **Integrated Sidelights:** To be installed in the existing prepared opening, utilizing four total sidelights (two on each side of the doors) to optimize natural daylighting.
-  **Performance Glazing:** Fully glazed with 1" insulated glass (1/4" clear over 1/4" grey-tinted) to offer modern thermal performance and UV protection while maintaining an appropriate, historic exterior aesthetic.

SECTION 2: FRAMING & INFILL

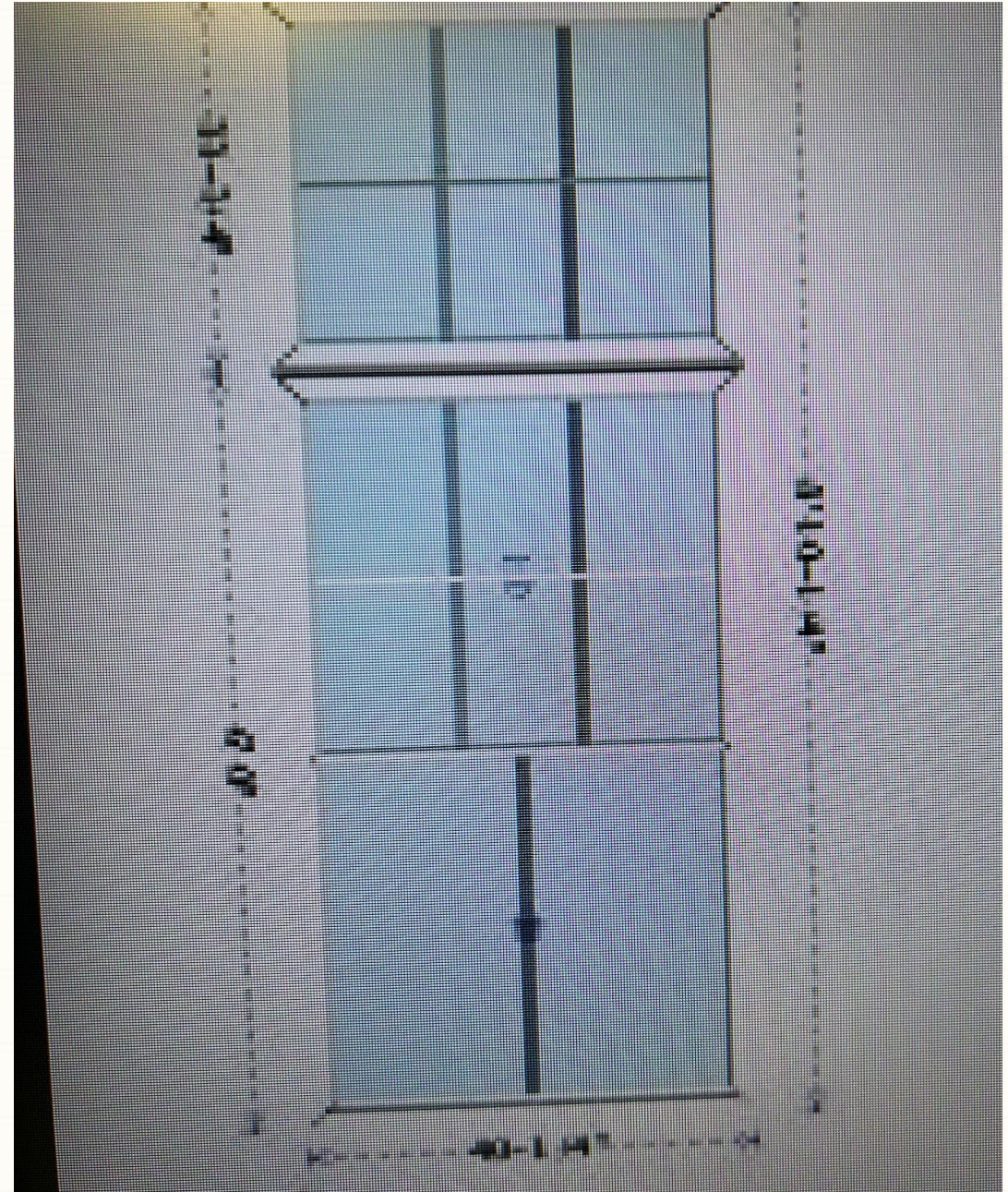
SYSTEM COMPONENT	TECHNICAL SPECIFICATIONS	GLAZING DETAILS	COMPLIANCE & CODE
System Type	Storefront Frame System (4 Equal Sections)	1" Insulated Glass System	Fully Compliant with ARB Guidelines
Opening Size	Approx. 144" Width x 60" Height	1/4" Clear over 1/4" Grey-Tinted	Structural wind-load engineered
Frame Finish	Anodized Dark Bronze/Black (Matches image.png)	Tempered where required by building code	Fits existing masonry openings cleanly
Bulkhead & Trim	Metal panel bulkheads mounted below framing	High-efficiency thermal barrier glass	Honors commercial character of River District

UPPER LEVEL WINDOWS

7' 6" Vertical Profile: Upper level windows are 7 feet 6 inches tall. Manufacturer structural limitations show that single-piece structures cannot withstand standard regional wind loads at this dimension. Windows will be constructed out of vinyl with grids on the outside of the window.

 **Transom Integration:** As detailed in the schematic [image_2.png](#), a top-level transom horizontal frame has been added to provide wind resistance. Side, rear, and lower windows will feature this layout.

 **Front Wood Frame Search:** Front upper windows are preferred to be wood to meet strict ARB aesthetics. We are exploring custom capable wood framing models to withstand these extreme physical metrics.



EXTERIOR FINISHES & PAINTING

WOOD PRESERVATION & PREP

All existing exterior wood elements—including the detailed pediment trim, dentil moldings, brackets, and window surrounds—will be carefully cleaned, repaired, and structurally primed.

This scope ensures the structural integrity of historical timber details is maintained and protected from moisture penetration.

COLOR CONTINUITY

To guarantee an efficient, predictable, and simple ARB approval process, all restored timber elements will be repainted the exact same white color as the existing facade.

This historical continuity maintains the classical silhouette visible in the [image.png](#) rendering, minimizing changes to the public-facing facade.

LIGHTING & SECURITY SYSTEMS



SCONCE LIGHTING

Four matte-black architectural sconces (rendered in [image.png](#)) provide clean vertical light paths to safely illuminate entries and historic masonry without creating excessive light pollution.



SECURITY INFRASTRUCTURE

Compact, high-resolution dark security cameras will be discretely surface-mounted to the outer masonry lines, preserving the historic streetscape aesthetic while ensuring robust safety metrics.

MECHANICALS & REAR AMENITIES

HVAC INTEGRATION & COVERS

Left Elevation: Left-side exterior HVAC units will be fitted with low-profile, custom-fabricated protective covers finished to match the brick palette.

Rear Ground Units: Ground-level HVAC systems located at the rear of the property will be 100% screened from public view using an ARB-compliant privacy fence.

REAR PATIO & PORCH

A new, robust **concrete patio porch structure with sleek metal railings** will be constructed at the rear of the building. This provides a dedicated, highly secure, and aesthetically pleasing main entrance for the upper-level residential apartments. Constructing this patio out of concrete with metal railings ensures premium historic durability while perfectly separating commercial foot traffic from residential traffic.



ARB REVIEW OF CHAMBERS LOFTS

130-132 South Ridge St. Façade Rehabilitation Proposal



For Questions or Submission Revisions:

Erik Chambers; 434.429.0480; echambers@evestingllc.com



F L T

ODD FELLOWS BUILDING

Spa

P
PARKING

P



ODD FELLOWS BUILDING





FLT

ODD FELLOWS BUILDING

Halal Meat Store
LAMB BEEF GOAT

PAKISTANI
MID-EASTERN
INDIAN

Hand-Dipped Ice Cream
BANANA SPLIT HOT FUDGE SUNDAE

SOUTH RIDGE GROCERY
INTERNATIONAL FOOD MARKET

RIVER DISTRICT

P-15
NO PARKING

From: [Erik Chambers](#)
To: [Jackson, Stefanie E.](#)
Subject: Fwd: 130 S. Ridge St. Proposal
Date: Friday, June 26, 2026 5:26:44 PM
Attachments: [D4EC766F-EDDF-4EF6-9A8B-F65FDBF948F8.png](#)

CAUTION: This is an external email. Do not click links or open attachments unless you're sure it's safe. When in doubt, click the Phish Alert Button.

See email below from Clearview Glass Company.

Erik D. Chambers
E.P.M.
434-429-0480
echambers@evestingllc.com

----- Forwarded message -----

From: Clearview Glass Company LLC <clearviewglass.ws@gmail.com>
Date: Fri, Jun 26, 2026 at 5:06 PM
Subject: Re: 130 S. Ridge St. Proposal
To: Erik Chambers <echambers@evestingllc.com>

I was informed that the windows require a transom because of their overall height. One of the primary reasons is that, without a transom, the operable sash would be too heavy to remain open. I was also told there are wind load requirements that apply to windows of this size and type. I can check with the manufacturer on Monday to see if they can provide documentation explaining these requirements in writing.

Unfortunately, we do not have a supplier that manufactures wood windows.

I also wanted to let you know that this week was extremely busy as we worked to complete several projects before the weekend. Because of that, I wasn't able to meet with you to review the remaining storefront that needs to be removed.

However, I have already informed Liz in our office about your request, and we will have a crew available early next week to meet with you, provide a quote, and discuss a plan for the removal.

Will that schedule work for you?

Edgar Ramirez
Clearview Glass and Tinting, LLC
Phone: 434.792.1221
Fax: 434.792.1226

On Fri, Jun 26, 2026 at 9:02 AM Erik Chambers <echambers@evestingllc.com> wrote:

Good morning Edgar,

Hope all is well. Do you have anything from your window vendor stating the reason for the transom. Also if the front four windows can be made out wood or wood like materials?

Thanks,

Erik D. Chambers
E.P.M.
434-429-0480
echambers@evestingllc.com

On Wed, Jun 17, 2026 at 5:13 PM Erik Chambers <echambers@evestingllc.com> wrote:

Sounds good, thank you.

Erik D. Chambers
E.P.M.
434-429-0480
echambers@evestingllc.com

On Wed, Jun 17, 2026 at 4:59 PM Clearview Glass Company LLC
<clearviewglass.ws@gmail.com> wrote:

I will be in touch soon to schedule.

Edgar Ramirez
Clearview Glass and Tinting, LLC
Phone: 434.792.1221
Fax: 434.792.1226

On Wed, Jun 17, 2026 at 4:09 PM Erik Chambers <echambers@evestingllc.com> wrote:

Yes, the transom is acceptable as long as the window opening stays the same height. They asked about having the four front windows made out of wood. I told them I was against wood windows due to maintenance and structural issues. Vinyl windows is what I prefer.

I have to go back to the board on July 9th with a material list and a rendering.

Also can schedule to have the remaining store front glass removed?

Thank you,

Erik D. Chambers
E.P.M.

434-429-0480

echambers@evestingllc.com

On Wed, Jun 17, 2026 at 3:18 PM Clearview Glass Company LLC

<clearviewglass.ws@gmail.com> wrote:

Vinyl. If aluminum is preferred, then we can accommodate that also. Please note aluminum windows are more expensive. Did you ever get an answer from the design committee regarding adding a transom to the windows?

Edgar Ramirez

Clearview Glass and Tinting, LLC

Phone: 434.792.1221

Fax: 434.792.1226

On Tue, Jun 16, 2026 at 4:31 PM Erik Chambers <echambers@evestingllc.com> wrote:

Good Afternoon,

Hope all is well. What materials will the upper level windows be constructed of?

I have attached a rendering of the building, for an idea of how the front for the building will look.

Thank you,



Erik D. Chambers
E.P.M.

434-429-0480
echambers@evestingllc.com

On Wed, Jun 10, 2026 at 6:15 AM Erik Chambers <echambers@evestingllc.com> wrote:

Good Morning,

Hope all is well. I go in front of the ARB meeting tomorrow for approval. I will update you when finished.

Thank you

Erik D. Chambers
E.P.M.
434-429-0480
echambers@evestingllc.com

On Thu, Apr 16, 2026 at 11:47 AM Erik Chambers
<echambers@evestingllc.com> wrote:

Good Afternoon,

I have received the proposal for 130 S. Ridge St.

Thanks,

Erik D. Chambers
E.P.M.
434-429-0480
echambers@evestingllc.com

On Thu, Apr 16, 2026 at 11:42 AM Clearview Glass Company LLC
<clearviewglass.ws@gmail.com> wrote:

Mr. Chambers,

Thank you for allowing Clearview Glass & Tinting the opportunity to quote your storefront and replacement window project located at [**130 South Ridge Street, Danville, VA 24541**](#). Per your request, please review the proposal below.

Clearview Glass & Tinting proposes to furnish and install two sections of storefront, finished in anodized bronze.

Section 1

We propose to furnish and install one standard 36" storefront door featuring:

- 10" high bottom rail

- Panic device
- Exterior pull handle
- High-security mortise lock with deadlatch
- Medium-duty surface-mounted door closer
- Door sweep

The door will be installed in the existing opening (prepared by others) and will include two sidelights on each side (four total sidelights).

All storefront framing and doors will be glazed with 1" insulated glass (1/4" clear over 1/4" grey tinted). Glass will be tempered where required by code.

Section 2

We propose to furnish and install a storefront frame system consisting of four equal sections to infill an opening approximately **144" (W) x 60" (H)**.

The framing will be glazed with 1" insulated glass (1/4" clear over 1/4" grey tinted). Glass will be tempered where required by code.

Total Project Cost

The total for this project, including all materials, freight, sales tax, and labor, is:

\$12,873.99

Please note this quote is valid for **60 days** due to ongoing material price increases. Our current lead time for receipt and installation of the storefront is approximately **4–6 weeks**.

If you have any questions or concerns, please feel free to contact me at your convenience. We look forward to the opportunity to work with you.

Best regards,
Edgar Ramirez
Clearview Glass & Tinting

**United States Department of the Interior
National Park Service**

**National Register of Historic Places
Continuation Sheet**

Section number 10 Page 79

**Downtown Danville Historic District
Danville, Va.**

VERBAL BOUNDARY DESCRIPTION

The boundaries of the Downtown Danville Historic District are portrayed on the accompanying 1:200-scale map entitled "Downtown Danville Historic District," based on City of Danville tax maps. Essentially, the boundaries follow property lines and streets to enclose an area of roughly 25 acres.

BOUNDARY JUSTIFICATION

The main criterion for the inclusion of historic (pre-1944) resources in the Downtown Danville Historic District is the role those resources played in the commercial and civic life of Danville's downtown. A secondary qualifying concern is the architectural character and integrity of those resources and their immediate surroundings. Consequently, an effort has been made to include blocks of contiguous commercial and civic buildings that are clustered along Main Street (the principal commercial corridor) and intersecting streets, and also more isolated, outlying buildings of outstanding architectural quality or historic importance. The outcome is a four-armed form with Main Street as the spine and arms extending along North Union Street to include the notable group of early commercial buildings on the 200 block of that street; along South Union Street to include the 1927 Municipal Building at 418 Patton Street; along North Floyd Street to include a complex of nineteenth-century tobacco factories, the 1916 Southern Aid Building, and the 1935 City Market; and along South Floyd Street to include the 1917 Chesapeake & Potomac Telephone Company. The 300 block (north side) of Main Street--the last block of contiguous historic buildings as one heads downhill towards the Dan River--anchors the east end of the district. The west end of the district is anchored by the 1932 Danville Post Office. The 300 (south side) and 500 (north side) blocks of Main Street have been omitted from the district owing to the presence of large modern buildings and extensive parking lots.

Several buildings that are adjacent to the district but have been excluded deserve comment. On the 100 block (west side) of South Ridge Street is the historic Odd Fellows Building. This building would have been included in the district with other buildings associated with prominent civic organizations, but as an altered single building surrounded by parking lots and a busy thoroughfare, it was felt that inclusion could not be justified. On the 600 block (north side) of High Street are High Street Baptist Church and a row of worker housing that have been excluded. Although these buildings are of sufficient architectural interest and integrity, their exclusion is justified by their historic functions, which do not fit the commercial, civic, and industrial themes of the district. These buildings may constitute part of another, principally residential, historic district extending to the north of the Downtown Danville Historic District.

STAFF REPORT

DATE: July 9, 2026
TO: Architectural Review Board
FROM: Renee Burton, Division Director of Planning
RE: Certificate of Appropriateness PZ26-00379, filed by the Industrial Development Authority of Danville, to install a monument sign with uplighting at Parcel 21344 (420 Memorial Drive).

SUMMARY

Certificate of Appropriateness PZ26-00379, filed by the Industrial Development Authority of Danville, to install a monument sign with uplighting at Parcel 21344 (420 Memorial Drive). Known locally as the "White Mill," 420 Memorial Drive was originally Dan River Mill No. 8 under the Dan River Fabrics umbrella. The building was constructed in 1920 and remained in operation until the 1990s. The structure features a Gothic Revival architectural style with five stories and stands as one of the only remaining Dan River Fabrics' warehouses from the era. Through collaborative partnerships between the City of Danville and community members, the mill's monumental redevelopment was completed in 2025 as a mixed-use complex. It now houses City offices, including those of Parks and Recreation and Economic Development and Tourism, as well as the offices of Dewberry and other local businesses. The former warehouse also features 150 apartments, of which 32 are reserved for families earning up to 80% of area median incomes.

The applicant is requesting permission to install a monument sign within the Memorial Drive right-of-way to feature the building's new identity, **Dan River Falls**. The sign will be constructed from painted aluminum with a Versa-Lok standard block base, using cohesive colors and shapes that align with the redeveloped mill's aesthetic. Tenant businesses will be listed below the main branding. The sign will be illuminated from below using two floodlights—one positioned on each side, approximately 8 feet from the sign face. Each fixture will be a 25-watt LED (3,500 lumens).

On April 7, 2026, City Council approved a waiver of maximum sign area for the subject parcel with letters of support from the City Manager. A right-of-way use agreement is currently in the drafting phase. The waiver allows a ground sign installation with no more than 125 square feet of advertising message area.

ARDG EXCERPTS

Chapter 5 — Sign Guidelines

5.2 General Design Principles

- Buildings with multiple business and retail tenants should have a sign plan providing coordinated graphics, materials, colors, and placement. Creating a coordinated sign plan for new, multiple retail spaces at the time of site development is encouraged.
- Freestanding Signs — Recommended Materials: Brick, stone, metal

5.5 Freestanding Signs

- Materials used in both the sign and support structures should complement the building being served by the sign.
- Per the UDC, a landscaped planting area shall be provided around the base of any freestanding or detached sign. The planting area shall contain an amount equal to the area of the sign, be a minimum of four (4) feet in width, be protected from vehicular encroachment, and be landscaped with a combination of low-growing shrubs and ground covers (other than grass), including at least four (4) shrubs. The landscape treatment shall be designed and maintained to not exceed a height of three (3) feet above the grade.

RECOMMENDATION

Planning staff recommends approval of Certificate of Appropriateness PZ26-00379, filed by the Industrial Development Authority of Danville, to install a monument sign with uplighting at Parcel 21344 (420 Memorial Drive) with the condition that landscaping is installed in compliance with the UDC.

ATTACHMENTS

1. 420 Memorial Dr_ARB Application



CITY OF DANVILLE

Community Development Architectural Review Board

ARCHITECTURAL REVIEW BOARD CERTIFICATE OF APPROPRIATENESS APPLICATION

CODE Danville Article 2.Q. Section 3.a.: Certificate of Appropriateness required. 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, sign, fence, wall, light fixture, accessory building, pavement, grading, site improvement, significant landscaping feature, or other appurtenant element in an ARO unless and until such building or site element has been approved by the Architectural Review Board (ARB) through the issuance of a Certificate of Appropriateness as set forth in § 41.8.F. Certificate of Appropriateness.

The application shall be submitted to the Director of Planning/Zoning Administrator and shall be accompanied by the filing fee of \$26.00

PLANNING DIVISION PROVIDED INFORMATION

Application #: P224-00379 ARB Meeting Date: 07/09/20
Date Received: 06/25/2020 Received By: SEJ
Parcel ID: 21344 Zoning District: PD
Additional Information: _____

APPLICANT PROVIDED INFORMATION

Applicant: Industrial Development Authority of Danville
Applicant's Address: [REDACTED]
Applicant's Phone Number: [REDACTED]
Applicant's E-mail: [REDACTED]

ZONING ORDINANCE ARB APPLICATION STANDARDS

Article 8.F. Section 5.a.: In consideration of a complete application, the Division Director of Planning/ Zoning Administrator and the Architectural Review Board may require any or all of the following information and any other materials as may be deemed necessary for their review.

1. Statement of proposed use and user.
2. Statement of estimated construction time.

DANVILLE, VA

3. Photographs and maps relating proposed use to the surrounding property and/or the corridor on which it is located.
4. Site Plan drawings, prepared to meet the City site development plan submission requirements for a Preliminary Site Plan or Preliminary Subdivision Plat, and other exhibits showing the location of the existing and proposed building and site improvements, including:
 - A. Existing property boundaries, building placement and site configuration;
 - B. Existing topography and proposed grading;
 - C. Location of parking, pedestrian access, signage, exterior lighting, fencing and other site improvements;
 - D. Relationship to adjacent land uses;
 - E. Proposed site improvements, including location of parking, access, signage, exterior lighting, fencing, buildings and structures and other appurtenant elements;
 - F. Proposed building color and materials;
 - G. Relationship of building and site elements to existing and planned corridor development;
 - H. Relationship of parking, pedestrian facilities, and vehicular accessways to existing and planned corridor development; and
 - I. Other site plans and Subdivision Plats as may be required by Danville for development approval.
5. Architectural drawings showing plan view and elevations of new planned construction or renovations, including drawings of original building.
6. A landscaping and buffer plan.
7. 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.
8. Graphic exhibits depicting compliance with other design elements.

Property Location (address/ID#): 420 Memorial Drive in the ROW, Parcel 21322

Proposed Improvement: ☐ Alteration ☐ Addition ☐ Rehabilitation ☐ New Construction ☒ Sign
Improvement Description: Identification signage to be placed in the right of way at the entrance to the commercial end fo Dan River Falls. The directory will guide the public to tenants occupying the commercial spaces within the building.

Are you aware of the federal and state tax credits for potential reimbursement or credit of substantial rehabilitation project expenses?

☒ Yes ☐ No

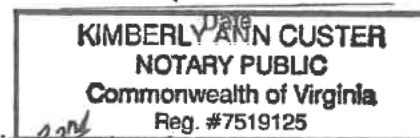
Would you like more information about these programs?

☐ Yes ☒ No

T Neal Morris
Applicant Signature

Commonwealth of Virginia
City of Danville

The foregoing instrument was acknowledged before me this 22nd day of June, 2026 by T Neal Morris



Kimberly Ann Custer
Notary Public

Registration No.: 7519125

Expires: 11/30/2028

Tenant Identification Signage for Dan River Falls Commercial Space

Description of Proposed Use

The purpose of this application is to request approval for the design of tenant identification signage within the right of way adjacent to the Dan River Falls commercial space. The signage is necessary to clearly identify the tenants occupying the commercial units and to facilitate wayfinding for citizens, visitors, and patrons.

Signage Location and Design Features

The subject parcel is located within the TWC Tobacco Warehouse Commercial Zone and is adjacent to property owned by the Industrial Development Authority, which supports the installation of the proposed signage. Placement within the public right-of-way will provide clear visibility and convenient identification for the property.

The proposed sign will be strategically positioned in a prominent location within the right-of-way to maximize visibility and effectively identify tenants within the commercial complex. The design has been developed to complement the surrounding architectural character while remaining fully compliant with all applicable municipal regulations, including a maximum sign area of 125 square feet, a maximum height of 30 feet, and up to 150 square feet of architectural elements. The Tenant signs 15.5" x 48" will be made of painted aluminum with standoffs.

The color palette will align with the existing finishes on the residential portion of the Dan River Falls development to ensure visual continuity from the roadway. Additionally, the sign will incorporate a design accent that echoes the upper portion of the existing Dan River Falls hexagon shape used for the residential signage. While maintaining this cohesive design, the proposed sign will remain distinct in order to clearly differentiate the commercial components from the residential areas.

The color palette will match the colors used on residential signage for a cohesive look.

PRIMARY



HEX #226181
R34 G97 B129
CMYK M57 Y32 K11
PMS 7699 C



HEX #D5BEAE
R213 G190 B174
CMYK M24 Y29 K0
PMS 7590 C

Linen

HEX #F7F0EB
R247 G240 B235
CMYK M4 Y5 K0
PMS 7604 C

SECONDARY



HEX #002940
R0 G41 B64
CMYK M78 Y48 K51
PMS 547 C



HEX #A1918B
R161 G145 B136
CMYK M39 Y43 K3
PMS 7530 C

Landscaping and flood lights will also be installed. One flood light will be installed on each side of the sign.

Size = 25 Watt LED Flood Selectable Wattage 15W-25W-35W

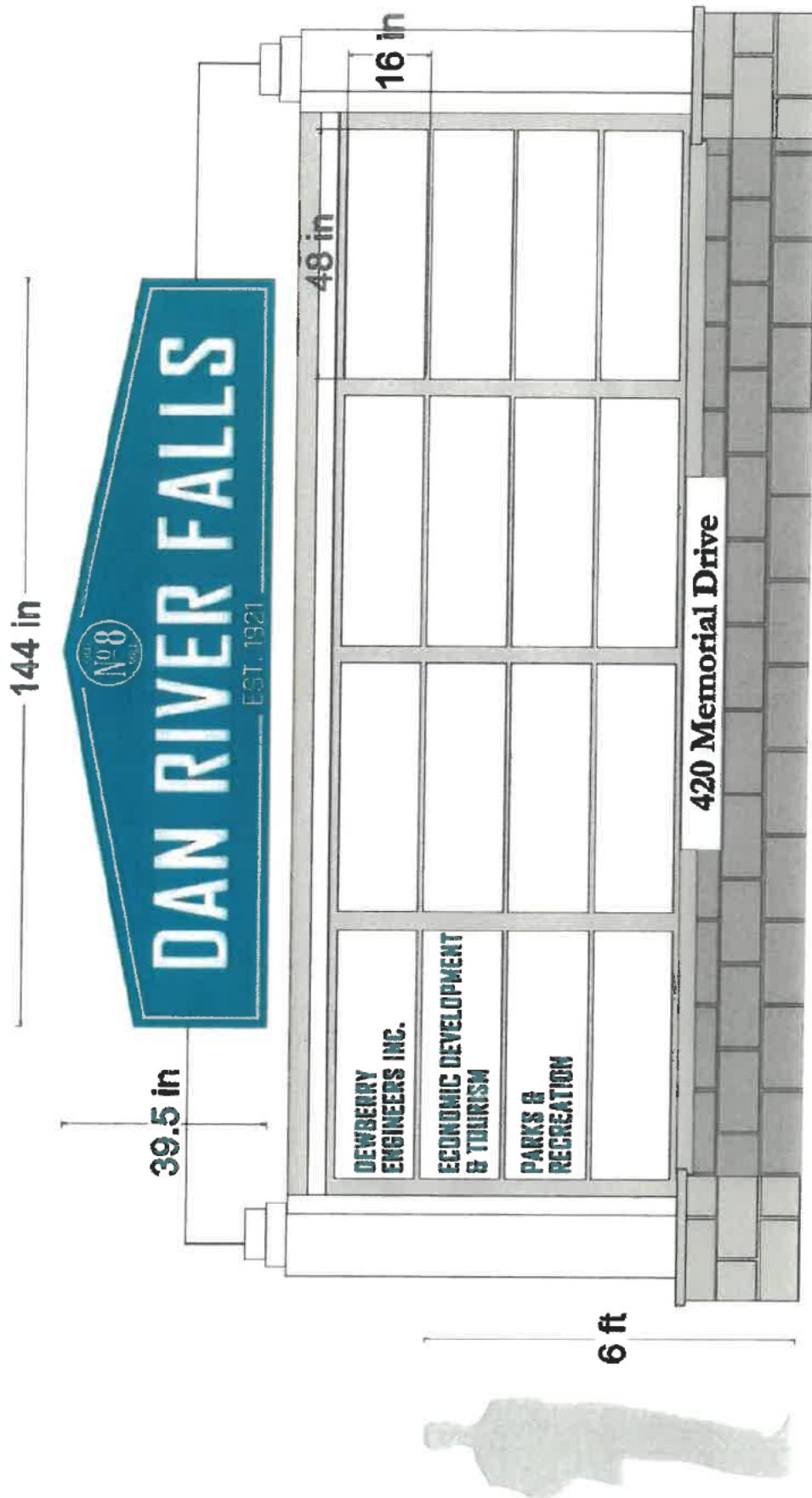
Distance= 8 Feet from the sign face

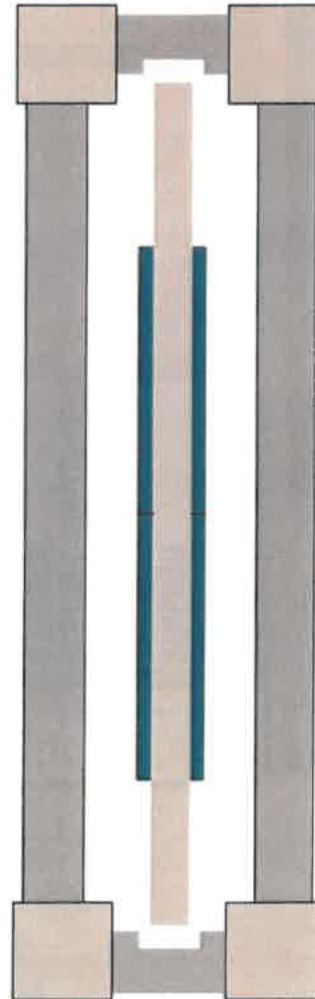
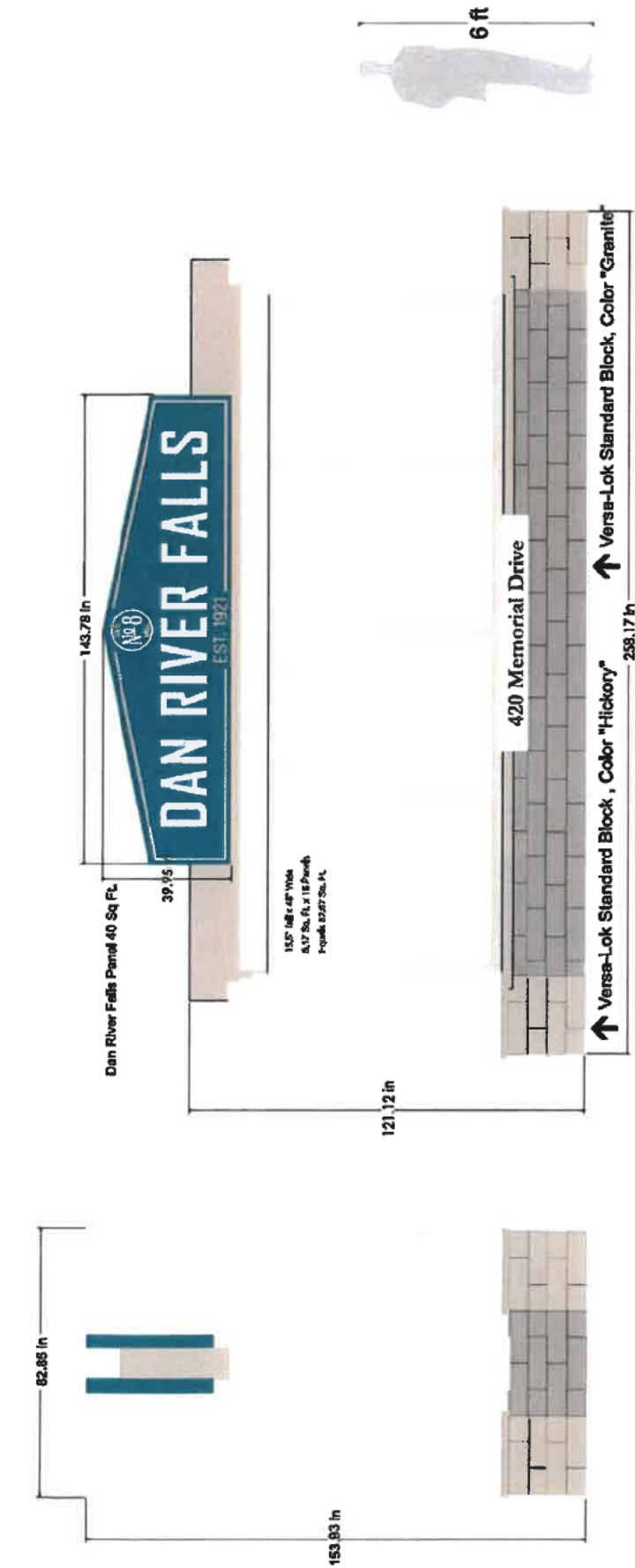
Kelvin= 4000 Can be adjusted to 3000-4000-5000

Lumens= 3500

Also looking at small accent lights on the outside of the columns details TBD







PRIMARY



HEX #225181
R34 G97 B129
C89 M57 Y22 K11



HEX #D8DEAE
R213 G190 B174
C16 M24 Y23 K0

Linen

HEX #F7F0E8
R247 G240 B235
C2 M4 Y5 K0

SECONDARY



HEX #002940
R0 G41 B64
C100 M78 Y48 K51



HEX #A9188
R161 G145 B136
C38 M29 Y43 K3

STAFF REPORT

DATE: July 9, 2026
TO: Architectural Review Board
FROM: Renee Burton, Division Director of Planning
RE: Certificate of Appropriateness PZ26-00387, filed by the Danville Museum of Fine Arts and History, to install a LOVE sign and a historical highway marker at Parcel 26418 (975 Main Street).

SUMMARY

Certificate of Appropriateness PZ26-00387, filed by the Danville Museum of Fine Arts and History, to install a LOVE sign and a historical highway marker at Parcel 26418 (975 Main Street). Designed by F. B. Clopton in the mid 1800s, the Sutherlin Mansion was the first of its kind in the City of Danville, featuring extravagant size and opulent detail of the Italian Villa-style. The mansion's namesake, Major William T. Sutherlin was a renowned alderman, mayor, banker, tobacconist, and entrepreneur. Prior to housing the DMFAH, beginning in 1971, the building also served as the Danville Public Library in the late 1920s.

The applicant requests approval to install a 50-square-foot wooden "LOVE" sign on the property's front lawn. The proposed installation is scheduled ahead of the annual Art on the Lawn event (September 26–27), where attending children will be invited to paint the untreated wood. The application does not specify a removal date or timeline for the structure.

Secondly, the applicant requests approval for the installation of a historical highway marker on the front lawn of the property. The VA Department of Historic Resources marker will commemorate the segregation history and significant Civil Rights events surrounding the Sutherlin Mansion. The proposed sign will be placed next to the walkway on Main Street, directly in line with the existing historical highway marker. Planning staff has concerns about the busyness of this location. Given the expanse of this parcel and high visibility from multiple right-of-ways, Planning staff recommends relocating the marker to the rear entrance or along Sutherlin Avenue. The marker has not received approval at this time. The application will be submitted to VDHR after the review of the ARB.

ARDG EXCERPTS

Chapter 4 — Site Design

4.3 Minor Landscaping, Screening, and Boundary Structures

- Opportunities should be identified for the incorporation of historic and cultural interpretation and public art works into public open space, particularly in conjunction with improvements to adjacent public or private space.

Chapter 5 — Sign Guidelines

- Within the historic context of the ARO, the size, placement, and design of signs are important considerations and are subject to ARB approval and a COA.

RECOMMENDATION

Planning staff recommends approval of Certificate of Appropriateness PZ26-00387, filed by the Danville Museum of Fine Arts and History, to install a LOVE sign and a historical highway marker at Parcel 26418 (975 Main Street), with the following conditions:

1. The historical highway marker be placed along either Sutherlin Avenue or Magraders Alley; and
2. Removal of the LOVE sign within 6 months of installation.

ATTACHMENTS

1. 975 Main St ARB Application
2. 975 Main St ARB Application Letter



CITY OF DANVILLE

Community Development Architectural Review Board

ARCHITECTURAL REVIEW BOARD CERTIFICATE OF APPROPRIATENESS APPLICATION

CODE Danville Article 2.Q. Section 3.a.: Certificate of Appropriateness required. 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, sign, fence, wall, light fixture, accessory building, pavement, grading, site improvement, significant landscaping feature, or other appurtenant element in an ARO unless and until such building or site element has been approved by the Architectural Review Board (ARB) through the issuance of a Certificate of Appropriateness as set forth in § 41.8.F. Certificate of Appropriateness.

The application shall be submitted to the Director of Planning/Zoning Administrator and shall be accompanied by the filing fee of \$26.00

PLANNING DIVISION PROVIDED INFORMATION

Application #: P226-00387 ARB Meeting Date: 07/09/26
Date Received: 06/24/26 Received By: RB
Parcel ID: 26418 Zoning District: RD
Additional Information: _____

APPLICANT PROVIDED INFORMATION

Applicant: Sonja Ingram
Applicant's Address: _____
Applicant's Phone Number: _____
Applicant's E-mail: _____

ZONING ORDINANCE ARB APPLICATION STANDARDS

Article 8.F. Section 5.a.: In consideration of a complete application, the Division Director of Planning/ Zoning Administrator and the Architectural Review Board may require any or all of the following information and any other materials as may be deemed necessary for their review.

1. Statement of proposed use and user.
2. Statement of estimated construction time.

#1 LOVE sign

DANVILLE, VA

3. Photographs and maps relating proposed use to the surrounding property and/or the corridor on which it is located.
4. Site Plan drawings, prepared to meet the City site development plan submission requirements for a Preliminary Site Plan or Preliminary Subdivision Plat, and other exhibits showing the location of the existing and proposed building and site improvements, including:
 - A. Existing property boundaries, building placement and site configuration;
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 - C. Location of parking, pedestrian access, signage, exterior lighting, fencing and other site improvements;
 - D. Relationship to adjacent land uses;
 - E. Proposed site improvements, including location of parking, access, signage, exterior lighting, fencing, buildings and structures and other appurtenant elements;
 - F. Proposed building color and materials;
 - G. Relationship of building and site elements to existing and planned corridor development;
 - H. Relationship of parking, pedestrian facilities, and vehicular accessways to existing and planned corridor development; and
 - I. Other site plans and Subdivision Plats as may be required by Danville for development approval.
5. Architectural drawings showing plan view and elevations of new planned construction or renovations, including drawings of original building.
6. A landscaping and buffer plan.
7. 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.
8. Graphic exhibits depicting compliance with other design elements.

Property Location (address/ID#): 975 Main Street, Danville, VA 24541

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

Improvement Description: To install a temporary VA Tourism "LOVE" sign

on the front lawn of the Sutherlin Mansion for Art on the Lawn, the museum's annual art event.

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

Suzanne L. Jefferson
Applicant Signature

June 23, 2026
Date

Commonwealth of Virginia

City of Danville

The foregoing instrument was acknowledged before me this 23 day of

June, 2026 by Suzanne L. Jefferson

Suzanne L. Jefferson
Notary Public

Registration No.: 786654

Expires: July 31, 2028

SUZANNE L. JEFFERSON
Notary Public
Commonwealth of Virginia
Reg. 786654
My Commission Expires 7-31-2028





3. State Highway MARKER

DANVILLE, VA

3. Photographs and maps relating proposed use to the surrounding property and/or the corridor on which it is located.
4. Site Plan drawings, prepared to meet the City site development plan submission requirements for a Preliminary Site Plan or Preliminary Subdivision Plat, and other exhibits showing the location of the existing and proposed building and site improvements, including:
 - A. Existing property boundaries, building placement and site configuration;
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6. A landscaping and buffer plan.
7. 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.
8. Graphic exhibits depicting compliance with other design elements.

Property Location (address/ID#): 975 Main Street

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

Improvement Description: To install a state historical marker on the lawn of the museum to identify

and document the Civil Rights history that occurred at the Sutherlin Mansion. The

Marker application has been written and is waiting for ARB approval before being

sent to the Dept of Historic Resources for review and approval.

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

Soraya Ingram
Applicant Signature

June 23, 2026
Date

Commonwealth of Virginia

City of Danville

The foregoing instrument was acknowledged before me this 23 day of

June, 2026 by Soraya A. Ingram

Suzanne L. Jefferson
Notary Public

Registration No.: 7866854

Expires: July 31, 2028

SUZANNE L. JEFFERSON
Notary Public
Commonwealth of Virginia
Reg. 7866854
My Commission Expires 7-31-2028





DEPARTMENT OF HISTORIC RESOURCES

2801 Kensington Avenue, Richmond, Virginia 23221

Telephone: (804) 367-2323 Fax: (804) 367-2391

**Application to Propose Placement of a New
Virginia Historical Highway Marker**

Before completing this application, please read the information below explaining the procedures and criteria for the marker program. Please note that not all applications will be approved.

You may submit this application and accompanying material via email to Jennifer Loux, Highway Marker Program Manager, at Jennifer.Loux@dhr.virginia.gov. If you would prefer to submit a hard copy of your application, please send it to:

Dr. Jennifer R. Loux
Department of Historic Resources
2801 Kensington Avenue
Richmond, VA 23221

Incomplete applications will not be considered. Applications *must* be accompanied by photocopies of source material (or links to online material). All submitted materials become the property of the Department of Historic Resources (DHR).

If you have questions, please contact Jennifer Loux at (804) 482-6089 or Jennifer.Loux@dhr.virginia.gov.

Purpose of the Marker Program

The Virginia historical highway marker program documents facts, persons, events, and places prominently identified with the history of the nation, state, or region. The Department of Historic Resources' purpose in erecting markers is to educate the public about Virginia's history, not to honor, memorialize, or commemorate persons, events, or places. Because highway markers are not honorific in nature, they do not serve the same purpose as monuments, statues, memorial plaques, or war memorials.

Application Procedures

The Virginia Board of Historic Resources (BHR), the body responsible for approving highway markers, convenes in March, June, September, and December. The Highway Marker Program will accept applications from the public four times per year, in advance of each quarterly meeting.

Using the criteria outlined below, a committee of DHR staff members will identify the highest-scoring marker proposals from the pool received at each deadline. At least five topics will be selected. Staff will then present the list of selected topics to the BHR for official approval at its next meeting, approximately seven weeks after the application deadline. At the subsequent meeting of the BHR, three months later, staff will present the final texts of the markers for Board approval. Any applicant whose project is not selected will be eligible to apply again in the future, but *applications will not automatically be carried over to future board cycles*.

Our deadlines for completed applications to be received are the following dates at 11:59 pm. Extensions cannot be granted, so please plan ahead.

February 1: The BHR will approve the selection of topics from this pool of applicants at its March meeting; the BHR will consider the texts of these markers at its June meeting.

May 1: The BHR will approve the selection of topics from this pool of applicants at its June meeting; the BHR will consider the texts of these markers at its September meeting.

August 1: The BHR will approve the selection of topics from this pool of applicants at its September meeting; the BHR will consider the texts of these markers at its December meeting.

October 20: The BHR will approve the selection of topics from this pool of applicants at its December meeting; the BHR will consider the texts of these markers at its March meeting.

Proposed marker topics will be evaluated based on the following criteria:

25 points	Has potential to educate the public
25 points	Fills a gap in the historical marker program in order to address a topic that the program has not extensively covered
20 points	Addresses the history of a community that has been marginalized or underrepresented
20 points	Reflects a breadth of historical significance that extends beyond the locality, preferably demonstrating statewide or national significance
10 points	Contributes to a more equitable geographic distribution of markers

When developing a marker proposal, please keep in mind:

- State historical markers are not erected to *honor* or *celebrate* people, places, or events. If you are primarily seeking to honor someone or something, a state marker is not the proper venue.
- Our mission is to educate the public, and markers are intended to present historically accurate information in as objective a fashion as possible. Therefore, texts will not editorialize or assign value judgments. Additionally, we cannot leave out factual information that is important, even if it may be considered upsetting or unpleasant.
- Topics must demonstrate a regional, statewide, or national level of significance. Subjects of primarily local importance are not eligible for state highway markers. State markers will emphasize their topics' connections with broader trends in history.
- Please consider whether there is anyone with whom you should consult or partner when preparing your application. For example, if you are applying for a marker about an individual who has living children or grandchildren, have you invited them to be part of the project? If you are applying for a marker about a school you did not attend, have you contacted the alumni association?
- Marker proposals will not advance to the Board of Historic Resources when it is impossible to authenticate or verify the information to the satisfaction of DHR staff. Photocopies of the documents that support your proposed marker text are a crucial part of the application package. We need to see *how you know* what you know about your topic.
- Buildings, historic districts, archaeological sites, cemeteries, etc., listed on the Virginia Landmarks Register and/or the National Register of Historic Places do not automatically qualify for highway markers. Each application will be evaluated on its own merits.
- A house of worship may qualify for a state historical marker if it: (1) was founded in the colonial period, (2) was founded by African Americans in the Emancipation/Reconstruction era, (3) was the first of a denomination in a locality, or (4) presents significant architectural qualities. Most other houses of worship would more appropriately be noted on a local marker.
- Please submit your application with the understanding that DHR staff will edit your proposed marker text in consultation with you.
- If the application is approved, the applicant will be charged for the manufacture of the sign panel and, in some cases, the post on which the sign is mounted. The price is set by Sewah Studios, the marker manufacturer, and is approximately \$3,000. For localities outside VDOT's jurisdiction, there is a \$415 charge for the post on which the marker is installed.
- We want you to succeed! We strive to tell Virginia's story, and we appreciate your role in telling it. If you have any questions, please don't hesitate to contact Jennifer Loux at Jennifer.Loux@dhr.virginia.gov or 804-482-6089. We look forward to working with you.

Here, for your reference, are criteria established by the BHR for the Marker Program:

Marker Criteria

(Approved by the Board of Historic Resources, 8 December 1993; revised 17 March 2016 and 13 December 2018)

The state historical highway marker program documents facts, persons, events, and places prominently identified with the history of the nation, state, or region. The text for each proposed marker shall be reviewed and edited by the manager of the marker program and the staff of the Department of Historic Resources and, with the location, shall be approved by the Board of Historic Resources.

No marker shall be erected to commemorate a living person.

In order for an historic event to be eligible for a marker, the event must have occurred at least fifty years ago. Likewise, a place or person must have attained its significance at least fifty years ago, although there are exceptions if the event, place, or person is of extraordinary historical significance.

The size and shape of the state marker shall be that presently in use. Only the following shall appear on the marker: the seal of Virginia; identification code; title; text; name of the Department of Historic Resources; and the year the marker was approved.

Markers shall be erected in safe locations, at or close to the places being described, and where they will be visible to the public. When a marker is to be placed in a Virginia Department of Transportation (VDOT) right-of-way, VDOT shall approve the site and install and maintain the marker. When a marker is to be placed in a locality's right-of-way, the local public works department shall approve the site and install and maintain the marker.

How to Develop and Submit a Marker Application

1. Research and Write a Proposed Marker Text

Research the topic by consulting primary and secondary sources. Primary sources are materials produced at the time of the historical event in question (such as letters, school board minutes, wills, deeds, newspaper articles, etc.), while secondary sources include articles or books written later. DHR places a higher value on primary sources. It is often helpful to seek assistance from local and regional historical associations and libraries when conducting your research. **You must photocopy your sources and submit them to DHR with your application.**

Propose a draft marker text of about 100-120 words, following the “Highway Marker Writing Style” (see Appendix 1 near the end of this packet). The text must demonstrate that the topic rises above the local level of significance.

Unless there is sufficient documentary evidence to establish authenticity without question, no “firsts” or other superlative terms will be used. As markers are designed to last for decades, please also avoid making observations in the text about current conditions of buildings or land.

2. Suggest a Suitable Marker Location

The site you suggest should be in the public right-of-way. Please provide either a street address or a description such as “U.S. Rte. 11, 0.2 miles south of Virginia Rte. 270.” Mark the location on a street or highway map and submit it with the application.

If the marker text refers to a specific physical property, we ask that you provide the property owner's contact information and signature on page 13 of this application.

Please see step 6 below for more information about the site-selection process.

BE SURE TO NOTE: If your proposed site lies within the corporate limits of an independent city or town, or on a secondary road in Arlington County or Henrico County, see Appendix 2 at the end of this packet. You will need to obtain a letter indicating the locality's willingness to install and maintain the marker, and submit that letter to us with your marker application. For all other counties and localities, VDOT is responsible for approving sites and erecting markers; you do not need to obtain a letter indicating pre-approval from VDOT.

3. Submit Your Application Packet to DHR for Review

Approximately seven weeks after the application deadline for the quarter in which you apply, DHR staff will inform you whether your proposed marker topic has been selected to move forward in the process. If your application was not selected, you may apply again in the future.

4. Work with DHR in Revising or Refining the Marker Text

If your application is selected to move forward toward official approval, DHR staff will work with you to finalize the text that will appear on the marker. Staff will conduct additional research if necessary and will edit the text for accuracy, clarity, brevity, thoroughness, and educational value. Staff will then send the text to the Marker Editorial Committee, a group of outside scholars. If the committee accepts the text, DHR staff will present it to the Board of Historic Resources for official approval.

5. Await the Final Decision of the Board of Historic Resources

DHR will notify you of the date and time of the quarterly board meeting at which the marker text will be presented. The meeting is open to the public, and you are welcome to attend. After the meeting, DHR will send you a copy of the board-approved text. The board has final authority regarding the topics and content of all state markers.

6. Meet with the Virginia Department of Transportation or Local Public Works Department

If a marker is to be placed in VDOT's right-of-way, DHR will notify VDOT and ask that a traffic engineer meet with you to review the proposed site. VDOT is responsible for approving the site and may select another location if it concludes that your choice is incompatible with traffic safety.

If a marker is to be placed outside VDOT's jurisdiction (that is, within the boundaries of an independent town or city, or on a secondary road in Arlington or Henrico County), you will work with the locality's public works department to secure site approval for the marker. For a list of towns and cities that maintain their own roadways, please see Appendix 2 to this application.

Please take great care when finalizing the marker's location with VDOT or the local public works department. Make sure all members of the sponsoring group who wish to provide input are present. Discuss whether the sign panel will be parallel or perpendicular to the roadway. Once the site is agreed upon and the marker is installed, the marker cannot be relocated.

Criteria for Marker Placement:

Safety

It is expected that travelers will need to pull off the road to read the marker, and then reenter the highway; they must be able to do so conveniently and safely. Markers must be placed so that they do not block drivers' lines of sight when making turns or create traffic hazards when travelers stop to read the marker.

Markers also must be placed where they are least likely to be struck by motor vehicles or otherwise endanger motorists. Curves, industrial or commercial intersections, congested areas, and similar hazardous places will be avoided.

Accessibility

Ideally, the marker should be placed as close as possible to the site it describes. Sometimes, however, because of traffic conditions, the remoteness of the site, or other reasons, the marker must be placed some distance away. The marker should be placed in a safe but relatively high-traffic area. Given the choice between a secondary road and a primary road, the marker will be placed on a primary road if both locations are equally safe. Markers are not permitted on interstate or other limited access highways, except in safety rest areas or at welcome centers.

Cost efficiency

It is more cost effective to place the marker at an existing turnout or wide shoulder than it is to construct a new one. VDOT will not construct a pull-off area to accommodate a new marker. In some cases, this consideration may result in a marker's placement at a site other than the one requested by the sponsor.

Placement on private property

State markers are usually placed in VDOT rights-of-way or on public property in independent localities. Under special circumstances they may be placed on private property.

7. Pay for the Manufacture of the Marker

DHR will order the marker from the foundry, Sewah Studios, after the site has been approved. The foundry will bill the sponsoring organization directly at the time the marker is shipped to VDOT or to the local public works department. The price is set by Sewah Studios, the marker manufacturer, and is approximately \$3,000. Some applicants for markers in independent localities may be required to pay an additional \$415 for the post on which the marker will be mounted. The foundry accepts checks or money orders in payment.

VDOT will cover the cost of installing a marker in its right of way, including the cost of the post. In rare cases, funding for installation may not be immediately available, and the project may be delayed.

In certain localities outside VDOT's right of way, the sponsor may be responsible for covering the expenses associated with installing a marker.

The marker is the property of the Commonwealth of Virginia. The name of the sponsoring individual or organization cannot be included on the marker. The marker is silver-painted cast aluminum with black uppercase and lowercase letters and is approximately 42 by 40 inches. The same text appears on each side of the marker.

8. Hold an Unveiling Ceremony

The schedule for ordering and manufacturing markers is determined by various factors including the workload of DHR, VDOT, local public works departments, and Sewah Studios. **Please do not set a date for a ceremony** until the marker is delivered. DHR will try to send a representative to the ceremony to extend congratulations and to make brief remarks about the marker program. DHR, in consultation with you, will send out a press release to local media announcing the marker ceremony.

**Virginia Department of Historic Resources
Historical Highway Marker Required Information**

This form is designed to provide the Virginia Department of Historic Resources with the data necessary to evaluate a potential marker topic.

Proposed Title for Marker:

Civil Rights Protest at Danville Public Library

Address or Description of Proposed Marker Site:

**Danville Museum of Fine Arts and History
975 Main St.
Danville, VA 24541**

Please also attach a **map** showing the proposed location for the marker.

City or County where proposed marker would be located: If the marker is to be placed in a town or city, please see Appendix 2 to this application form.

Danville, Virginia

Would the marker be placed at the actual historic site it describes? If not, why not? If the marker site and the historic site are different, please be sure to indicate each one on the map submitted as part of the application package.

Yes, the marker would be on the front lawn of the museum property.

How far away (e.g., yards, miles) is the historic site from the proposed marker site (if applicable)?

The marker is proposed to be approximately 119 feet north of the Sutherlin Mansion in the front lawn/yard of the museum property.

Is the proposed marker associated with a “mitigation” agreement stemming from a federal 106 environmental review project? If so, please provide details about who is involved with the project and the appropriate project codes.

No

Proposed Text for the Marker: What information do you think should appear on the marker? Please propose a draft text of about 100-120 words that highlights the most significant facets of the topic. The text should make it clear that the subject is significant beyond its locality.

If your proposed topic is selected to advance toward official approval, please note that changes to the submitted text are likely to be made by DHR staff, the Marker Editorial Committee, and/or members of the Board of Historic Resources so that the final text conforms to the marker program's criteria and writing style. Examples of recently approved texts are available from DHR upon request.

In addition to submitting your proposed text in this application packet, **please also send an email containing your text** to Jennifer Loux at Jennifer.Loux@dhr.virginia.gov. The text should be in a format that is possible for DHR staff to cut and paste into a Word document, allowing us to create an electronic file for the application. Please do not write your text in capital letters.

Proposed Marker Text:

On April 2, 1960, inspired by the Greensboro and Petersburg sit-ins, a group of Black students staged a protest against segregation at Danville's public library in the Sutherlin Mansion . The mansion, known as the "Last Capitol of the Confederacy, had operated as a Whites-only library since 1928. The action directly challenged the mansion's role as a symbol of segregation and provoked intense backlash: crosses were burned, student's names were published, and newspapers denounced the demonstration as "an invasion of the Confederate Memorial Mansion." On April 11, the city closed all libraries rather than integrate. That September, after the NAACP filed suit on behalf of the students, a federal court ordered Danville's libraries to be reopened on an integrated basis. While full desegregation of the city's public facilities required another decade of struggle, the library sit-in marked a turning point, laying the groundwork for Danville's 1963 civil rights movement.

Bibliographical Sources Consulted. A minimum of three sources is required, but please do not limit yourself to three if you have additional material that will help us learn more about your subject. Our approval process includes a word-by-word fact check, and we will be looking at the documents very carefully. Please photocopy and submit all sources, or provide web addresses for sources that are online; applications submitted without these photocopies or web links will not be considered. Below, please list all documents, books, and articles you have consulted. You may use extra sheets if necessary.

***See Attachment for sources**



City of Danville
THIRTIETH ANNIVERSARY

List View Map View

Sale Date From Sale Date To Sale Price From Sale Price To Land Use State Use Code Default Advanced Search

Swipe Tool Select Parcels Print PDF Bookmarks



Sponsor Information (The foundry will send the invoice for the marker to the address provided below.)

Organization: **Danville Museum of Fine Arts and History**
Name: **Danville Museum**
Address: **975 Main St.**
City, State, Zip Code: **Danville, VA 24541**
Email address: **sonja@danvillemuseum.org**
Daytime telephone and area code: **434-793-5644**
Signature: _____
Date: _____

By signing this agreement you confirm that you have funding to pay for a state historical highway marker. The price is set by Sewah Studios and is approximately \$3,000 for the sign panel. The post on which the marker would be installed—which is necessary only for markers installed in localities outside VDOT’s jurisdiction—is \$415. In certain situations the sponsor could be responsible for expenses associated with installing a marker. The marker is and will remain the property of the Commonwealth of Virginia.

• • Signature required for processing all applications. • •

If the applicant is an organization, please provide the name and title of the contact person who will work with DHR to finalize the marker text.

Contact Name: **Sonja Ingram**
Title: **Executive Director, Danville Museum of Fine Arts and History**
Email address: **sonja@danvillemuseum.org**
Daytime telephone and area code: **434-770-1209**

Author's Information

(If the author of the proposed marker text is different from the sponsor, please provide that person's contact information here.)

Organization: Same as the sponsor

Name: _____

Address: _____

City, State, Zip Code: _____

Email address: _____

Daytime telephone
and area code: _____

NOTE: If the marker text refers to a specific physical property, the Department of Historic Resources needs the property owner's information and signature prior to reviewing the proposal, even if the marker would be installed in the public right-of-way. Please provide the same below:

Owner: Danville City Government

Firm: _____

Address: 427 Patton Street

City, State, Zip Code: Danville, VA 24541

Email address: klarking@danvilleva.gov

Daytime telephone
and area code: 434-799-5100

Owner Signature _____

Date: _____

Notification

In the following space, please provide the contact information for the local County Administrator or City Manager. If your topic is selected, DHR will send a courtesy notification to this individual before the Board of Historic Resources meets to consider the final text.

Name:	Ken Larking
Position/Title:	City Manager
Locality:	Danville
Address:	427 Patton Street
City, State, Zip Code:	Danville, VA 24541
Email address:	klarking@danvilleva.gov
Daytime telephone and area code:	434-799-5100

Appendix 1

Highway Marker Writing Style

To ensure stylistic consistency among state markers, DHR staff will revise and edit draft texts. The goal is to provide as much accurate and interesting information as possible in a limited space. Sponsors can assist us by following these suggestions when writing their drafts.

- Aim for about 100-120 words, but it is better to be a little too long rather than too short in the first draft. Please be aware that a marker's final text must not exceed 700 characters (this includes letters, punctuation marks, and spaces).
- Spell out numbers less than 10; otherwise, use Arabic numerals (one, two, etc., but 10, 237, 10,000, etc.).
- Do not use honorary titles such as Mr. and Mrs. Do include and abbreviate occupational titles and ranks (the Rev., Col., Maj. Gen., Dr., etc.) the first time a person's name appears. On subsequent use, give only the person's last name.
- Use military style for dates; abbreviate months (7 Dec. 1941).
- Do not use commas before or after Jr., Sr., II, etc. (e.g. James Brown Jr. was secretary of the board).
- On Civil War subjects, write "Civil War," not "War Between the States." For military personnel, give the individual's rank at the time of the event being discussed on the marker.
- On Seven Years' War subjects, write "Seven Years' War," not "French and Indian War."
- On first use, give a person's full name as he or she used it or as it is best known (e.g. Alexander Graham Bell; Maggie L. Walker), but on subsequent use give only the last name.

For advice on writing concisely and vigorously, refer to *The Elements of Style* by William Strunk Jr. and E. B. White. DHR uses the 17th edition of *The Chicago Manual of Style* as its authority on copy style.

Appendix 2

If you are applying for a marker to be placed in one of the following localities, your application *must* be accompanied by a signed letter from the local government stating that the locality agrees to install and maintain the marker on its public land.

If you have questions, please contact Jennifer Loux at Jennifer.Loux@dhr.virginia.gov.

Towns

Abingdon	Chincoteague	Leesburg	Smithfield
Altavista	Christiansburg	Luray	South Boston
Ashland	Clifton Forge	Marion	South Hill
Bedford	Culpeper	Narrows	Strasburg
Berryville	Dumfries	Orange	Tazewell
Big Stone Gap	Elkton	Pearisburg	Vienna
Blacksburg	Farmville	Pulaski	Vinton
Blackstone	Front Royal	Purcellville	Warrenton
Bluefield	Grottoes	Richlands	Wise
Bridgewater	Herndon	Rocky Mount	Woodstock
Chase City	Lebanon	Saltville	Wytheville

Counties

Arlington Co. and Henrico Co. (secondary roads only; call 804-482-6089 for further details)

Cities

Alexandria	Fairfax	Manassas	Roanoke
Bristol	Falls Church	Manassas Park	Salem
Buena Vista	Franklin	Martinsville	Staunton
Charlottesville	Fredericksburg	Newport News	Waynesboro
Chesapeake	Galax	Norfolk***	Williamsburg
Colonial Heights	Hampton	Norton	Winchester
Covington	Harrisonburg	Poquoson	
Danville	Hopewell	Portsmouth	
Emporia	Lexington	Radford	

For markers in Lynchburg, Petersburg, Richmond (city), Suffolk, or Virginia Beach, you do not need to submit a letter from the local government. DHR has an agreement for marker installation with these localities.

***To apply for a marker in Norfolk, you must receive special pre-approval from the City. You may contact them at historicalmarker@norfolk.gov to begin this process.

IS YOUR APPLICATION COMPLETE? Please make sure you...

- Review Appendix 2 to determine whether your application needs to be accompanied by a signed letter from a local official.
- Include copies of your documents/sources that verify the information that would appear on the marker.
- Submit a map indicating the proposed location of the marker.
- Provide the sponsor's signature on page 12.
- Send in your proposed marker text in the body of an email (or in an attached Word document—not pdf) to Jennifer.Loux@dhr.virginia.gov.

Bibliographical Sources Consulted. A minimum of three sources is required, but please do not limit yourself to three if you have additional material that will help us learn more about your subject. Our approval process includes a word-by-word fact check, and we will be looking at the documents very carefully. Please photocopy and submit all sources, or provide web addresses for sources that are online; applications submitted without these photocopies or web links will not be considered. Below, please list all documents, books, and articles you have consulted. You may use extra sheets if necessary.

Source #1

Author Emma Edmunds, Robert Williams

Title Danville Stories: Segregation to Civil Rights
https://www.vcdh.virginia.edu/cslk/danville/bio_williams.html

Publisher Virginia Center for Digital History

Publisher's location
[City and State] Charlottesville, VA

Date of publication March 25, 2008

Source #2

Author No byline listed

Title Foundation Leases Home For Segregated Library

Publisher The Guide Publishing Co. Inc.

Publisher's location
[City and State] Norfolk, VA

Date of publication July 2, 1960

Source #3

Author No byline listed, Newspaper Editorial

Title An Invasion of Community Quiet

Publisher Register Publishing Co. Inc.

Publisher's location
[City and State] Danville, VA

Date of publication April 4, 1960

Source #4

Author	Jaime Huaman
Title	Greensboro Four
Publisher	NCPedia https://www.ncpedia.org/greensboro-sit-ins
Publisher's location [City and State]	Raleigh, NC
Date of publication	2010

Source #5

Author	No byline listed
Title	Young Negroes Invade Library, Bringing About Early Closure
Publisher	Register Publishing Co. Inc.
Publisher's location [City and State]	Danville, VA
Date of publication	April 2, 1960

Source #6

Author	No byline listed, Newspaper Editorial
Title	Legality Clashes With Reality
Publisher	Register Publishing Co. Inc.
Publisher's location [City and State]	Danville, VA
Date of publication	April 3 1960

Source #7

Author	Chalmers Mebane Jr.
Title	The Beginning of the Civil Rights Movement in Danville, Virginia https://issuu.com/showcasemagazine/docs/emergewinter12web
Publisher	Andrew Brooks Media Group
Publisher's location [City and State]	Danville, VA
Date of publication	Winter 2012

Source #8

Author	Emily Cochran
Title	Southside Virginia Civil Rights History: 1960 Danville Library Sit-In (Pt. 1) https://emilymartincochran.com/2022/04/02/southside-virginia-civil-rights-history-1960-danville-library-sit-in-pt-1/
Publisher	Personal blog of Emily Cochran, Ph.D student
Publisher's location [City and State]	Rome, GA
Date of publication	April 2, 2022

Source #9

Author	Ruth Jenkins
Title	A Library Where You Can't Read
Publisher	The Murphy family
Publisher's location [City and State]	Baltimore Afro-American
Date of publication	Oct. 8, 1960

Source #10

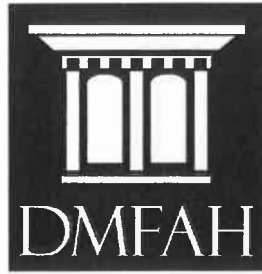
Author	Stephen Cresswell
Title	The Last Days of Jim Crow in Southern Libraries https://www.jstor.org/stable/25548457
Publisher	University of Texas
Publisher's location [City and State]	Austin, TX
Date of publication	Fall 1996

Source #11

Author	Editors at History.com
Title	Greensboro Sit-In https://www.history.com/articles/the-greensboro-sit-in
Publisher	A&E Television Network
Publisher's location [City and State]	New York, NY
Date of publication	Feb. 4, 2010

Source #12

Author	Val Rae Christensen
Title	Blog on Sutherlin Mansion
Publisher	
Publisher's location [City and State]	Danville, VA
Date of publication	January 2025



June 22, 2026

Dear Ms. Burton,

This application concerns 3 different items at the Danville Museum of Fine Arts and History.

1. LOVE Sign: Installing a temporary LOVE sign for Art on the Lawn.

The Art on the Lawn committee intended to have a traveling LOVE sign from VA Tourism's LOVE Works Program, however, VTC does not have any available on the days of Art on the Lawn. They encouraged us to build our own sign. Many other organizations build their own LOVE signs.

The plan is to build wood letters approximately 2.5 feet in width and 4-5 feet in height. The proposed sign would be installed on the front lawn before Art on the Lawn, which is September 26-27, 2026, and would stay up until spring 2027. The plan is to allow children at Art on the Lawn to paint the letters with supervision.

2. BANNERS: Installing banners at different locations

Installing banners at the 2 corners of the DMFAH property along Main Street, on the two abandoned flagpoles in the front yard, and on the rear of the museum building.

Corners- The corners already have poles in which to tie the banners. Temporary banners are installed a various times during the year at the corners to announce upcoming events such as Art on the Lawn.

Flagpoles- The flagpoles used to have a VA state flag and the US flag, but the city has not put them up in over a year. They would be used for temporary Vertical banners to accompany the corner banners to announce upcoming events such as Art on the Lawn. If approved, we would work with Powers Signs to get the proper device to attach the banners.

Rear of Museum- The area on the rear of the museum has a framed-out area that was installed at some time in the past for the purpose of a banner. This banner would be a constant banner with the museum's logo and name.

3. Installing a VA Dept of Historic Resources historical highway marker

DMFAH has completed the application for a Virginia Highway Marker to be placed on the front lawn of the museum. The marker documents the Segregation history and Civil Rights history of the Sutherlin Mansion.

Feel free to contact me if you have any questions. Thank you and I look forward to hearing from you.

Sincerely,

A handwritten signature in dark ink, appearing to read "Sonja Ingram", written in a cursive style.

Sonja Ingram

Executive Director

Danville Museum of Fine Arts and History

975 Main Street

Danville, VA 24541

434-793-5644

www.danvillemuseum.org

sonja@danvillemuseum.org

ARCHITECTURAL REVIEW BOARD

JUNE 11, 2026

Members Present

Robert Stowe
Adam Jones
Christopher Betts
Jamie Cahill
Jackson Weller
Lauren Smith

Members Absent

Staff

Cynthia Lester
Shanika Williams
Jonah Williams
Stefanie Jackson
Ryan Dodson

ITEMS FOR PUBLIC HEARING

1. *Certificate of Appropriateness request PZ26-00583, filed by Justin Williams for the installation of a new roof at Parcel 20119 (507 Holbrook Avenue).*

Mr. Jones opened the Public Hearing.

Mr. Williams stated. I'm looking to rehab this property; this is the only house on that side going up to Main Street in this type of condition. I know Danville is trying to revitalize the city and I don't want it to fall into the ground and an orange sticker is placed on it. I'm trying to do everything I can to bring the property back to life.

Mr. Jones stated. The house was built in the 1900's very classy and there was a lot of history in that home. Is there a reason you chose a 29-gauge instead of a 24-gauge?

Mr. Williams stated. No, the company I usually go through this is what they had, but I can contact them if that is going to be an issue moving forward given the Planning Commission recommendation, not sure if they have it or not but I will look into it. Planning Commission recommendation research what is the difference between the two gauges.

Mr. Weller stated. The 29-gauge thickness of the sheet metal is more for sheds not great for residential it will buckle and have ripples in it, 26-gauge is ok, but 24-gauge is much better.

Mr. Williams stated. So, what is the process moving forward.

Ms. Jackson stated. The board can put the conditions of the 24-gauge.

Mr. Williams stated. Is there a time frame on this while I refinance property and a renovation loan, paint interior and exterior roof. Is there a time frame once you all approve this, to finish project?

Ms. Jackson stated. The Certificate of Appropriateness is good for one year.

Mr. Jones closed the Public Hearing.

Mr. Stowe made a motion to issue a Certificate of Appropriateness for PZ26-00583 with condition that roofing is 24-gauge or lower. Ms. Cahill seconded the motion. The motion was approved by a 6-0 vote.

- 2. Certificate of Appropriateness request PZ26-00327, filed by Garrett Shifflett to approve the previously installed address sign at Parcel 21670 (553 Lynn Street).*

Mr. Jones opened the Public Hearing.

Mr. Bunn stated. I am here on behalf of Mr. Shifflett.

Mr. Jones stated. Is there any reason why the numbers are so large.

Mr. Bunn stated. I did not order the signs but based on what I think, they are about that distant from the window and design.

Mr. Jones stated. 618 Craighead you all as well, it about the size of a laptop and 411 is yellow with no obstruction.

Mr. Bunn stated. Yes.

Mr. Jones stated. What would be your visionary to take it down or make them smaller or allow a waiver of sign size or apply for a Variance to exceed the allowed sign square footage in this zoning classification.

Mr. Bunn stated. We would prefer option three just because they are up but that may not be what you all see fit. The fire department was very pleased with the size.

Mr. Jones closed the Public Hearing.

Mr. Weller stated. I have a concern they have been cited two other times for other properties; I have a hard time retroactively approving something they knew you were supposed to go before the board to get approval.

If they could scale down the size that would be great. It is already up there and that's where I am conflicted it is going to be a big expense for the owner to reduce the size or take it down but at the same time he knew he was to come before the board he had done this before.

Mr. Stowe stated. I chose the second option.

Mr. Betts stated. I agree with the second option.

Mr. Bunn stated. Thank you all for your concerns and I don't disagree, a lot of people were involved in this one, things moved very quickly. There was an internal miscommunication as to who was handling what.

Mr. Jones stated. One of the resolutions was to remove the sign from the northwest side by only keeping one. How do you feel about that?

Mr. Bunn stated. When the second option would be to remove one and not go smaller.

Ms. Cahill stated. I prefer the first option.

Mr. Stowe stated. I am inspired to deny it and let them choose

Mr. Jones stated. Our goal is to adhere to the guidelines; the financial burden is not our responsibility. The building looks fantastic, the numbers are very large and there is no obstruction like trees, the numbers are very visible.

My recommendation would be to remove them or make them smaller or remove one of them. My first option is to make them smaller.

Mr. Stowe stated. Do we have the option to stipulate that or is it just a denial that neither of those criteria meets the guidelines.

Mr. Dodson stated. Do either of the recommendations apply with the guidelines.

Ms. Jackson stated. The recommendations that were given have more to do with the sign code since the characters are so large they exceed just an address sign, or an address of a building it is now a sign. It may be best to make a motion with recommendations for the two.

Mr. Stowe made a motion to deny a Certificate of Appropriateness for PZ26-00327, with condition that both signs are removed and replaced with smaller signs within 32 square foot allowance. Mr. Weller seconded the motion. The motion was approved by a 6-0 vote.

3. Certificate of Appropriateness request PZ26-00349, filed by Christian Simmons to install a wall sign at Parcel 24279 (601 Craghead Street).

Mr. Jones opened the Public Hearing.

Mr. Simmons stated. I applied for this sign a couple of months ago I was going to paint it at first, but we would have to treat and paint the walls, and I don't have the time so that is the reason for the metal sign.

Mr. Jones stated. Just for clarity the metal sign has no lighting or anything behind the sign, just flat metal.

Mr. Simmons stated. Yes, just flat metal.

Mr. Jones closed the Public Hearing.

Mr. Stowe made a motion to approve Certificate of Appropriateness for PZ25-00349. Ms. Smith second the motion. The motion was approved by a 6-0 vote.

- 4. Certificate of Appropriateness request PZ26-00352 filed by EC Holding, LLC to replace the window and doors, to install exterior lighting and security devices, repair exterior wood and install mechanical units at Parcel 20531 (130 and 132 South Ridge Street).*

Mr. Jones opened the Public Hearing.

Mr. Chambers stated. There will be two stories, 8-unit apartment, five upstairs and three downstairs with a secured entry door on the left, the right door is just a facade. I have to reduce something inside and outside to keep this project on track. I have covers for the AC units, one on the back and side sitting on a concrete pad.

Mr. Jones stated. How far along are you in this project.

Mr. Chambers stated. Interior wise upstairs framing and getting ready to go downstairs, sprinklers done and will come back to the exterior.

Mr. Jones stated. Can you elaborate on the type of replacement windows.

Mr. Chambers stated. Two sections with sprinklers going in.

Mr. Jones stated. I really like what you are doing, that is going to be a very nice apartment complex, but what I would like to see is a rendering to show us the plan and the end goal, the material used to better understand the direction the project is going.

Mr. Chambers stated. I was looking for approval before I did all the rendering so I would have a better idea of what I can and cannot use.

Mr. Jones stated. The windows need to replicate what's currently there, if it is three over three or a three over two maintaining the historic look of the building.

Mr. Chambers stated. The windows are about 7 ½ to 8 ft tall and they would not withstand the wind rating now if they built something like that has a transom in it. They want to make sure the wood will hold up to the wind load and I haven't heard back from them. Engineer says the ones I submitted are good for the wind rating window that big.

Mr. Jones stated. The window need not be enlarger or decrease the size of the ones that were previously there.

Mr. Chambers stated. I will keep them the same size. A foot and a half have to be transom, and the rest will be a regular window.

Ms. Cahill stated. So, you are not changing the masonry opening size just adjusting the window themselves?

Mr. Chambers stated. Yes, the window will be the same size, but opening will be smaller.

Mr. Jones stated. To the back of the building, you are building a deck.

Mr. Chambers stated. There will be a concrete slab between the two back doors.

Mr. Jones stated. Do you plan to have pressure treated lumber on the railing.

Mr. Chambers stated. No, metal railing I don't want wood so I will have to come back and treat.

Mr. Jones stated. I would just like to see a rendering of what his vision is, I think the material we could nail that down.

Ms. Cahill stated. I am struggling so much because we have so little detail in front of us, so I think a rendering or drawing of the elevations, ideal of what's actually changing and what the plan is going forward I think that would really help as well.

Mr. Chambers stated. Nothing much is changing in front is that wall going across instead of being 2 feet be 4 ft with that type of double pane glass.

Mr. Jones stated. What do you plan to do with the awning.

Mr. Chambers stated. There is no awning.

Ms. Cahill stated. Is the wall that is there now brick.

Mr. Chambers stated. It is wood and it is rotten and falling apart so we will be taking it all down.

Ms. Cahill stated. Under the window there is wood.

Mr. Chambers stated Yes, there is a little piece of concrete to keep water out.

Ms. Cahill stated. We are talking about what material you want to replace the wind fall with.

Mr. Chambers stated. Yes.

Ms. Cahill stated. The building is mostly brick.

Ms. Chambers stated. Wood and there are metal panels that I don't want to paint every year.

Mr. Jones stated. I think we should table this for more detail and information on the project schematic, rendering and material being used.

Mr. Chambers stated. They want to mount the AC unit and get paid.

Mr. Jones closed the Public Hearing

Mr. Stowe made a motion to approve Certificate of Appropriateness for PZ26-00352 for the HVAC and table remaining requests, applicant is to return 7/19/26 with further details and renderings. Mr. Weller seconded the motion. The motion was approved by a 6-0 vote.

5. *Certificate of Appropriateness request PZ26-00353 filed by Robin Denise Verdi requesting improvements to a historic retaining wall on Parcel 25876 (138 Sutherlin Avenue).*

Mr. Jones opened the Public Hearing.

Ms. Verdi stated. I was trying to improve the front level of the yard because it had sloped down so far that every time, I tried to place some on it, it was falling into the street. I was looking at my neighbor, and she had that wall built, and I thought this would be a solution and look good with the rest of the neighborhood. So, I had that installed and I misread the information and I found out it had to get approved. It is in and I had the mulch delivered yesterday.

Mr. Jones stated. I think you did a good job.

Mr. Jones closed the Public Hearing.

Mr. Weller made a motion to approve Certificate of Appropriateness for PZ26-00353. Mr. Stowe seconded the motion. The motion was approved by a 6-0 vote.

6. *Certificate of Appropriateness request PZ26-00354 filed by Mark Williard for the final design and material approval of the front facade restoration at Parcel 20310 (211 & 215 North Union Street).*

Mr. Jones opened the Public Hearing.

Ms. Fredrick stated. What we wanted to get to is the final design so we could start the structure and move forward with the exact windows sizes.

Mr. Jones stated.

Ms. Fredrick stated. The thing we touched on the last time was the right number of windows in the upstairs offices; this is a good compromise for them wanting them to feel great.

Mr. Jones closed the Public Hearing

Mr. Jones stated. We could have both of the options based upon historical windows having space between them versus on top of each other in that middle area there.

Mr. Weller made a motion to issue a Certificate of Appropriateness for PZ26-00354 with design concept option (A). Ms. Smith seconded the motion. The motion was approved by a 6-0 vote.

7. *Certificate of Appropriateness request PZ26-00362, filed by City of Danville to install a fence at Parcel 26488 (641 Spring Street).*

Mr. Jones opened the Public Hearing.

Mr. Hall stated. I am the Project Manager with the City of Danville Parks and Recreation. The fence will be used for the main maintenance shop, it houses City equipment and secures the area in the back. Currently everything is housed in the building trucks, trailers, all the equipment is inside the building. This will allow them to utilize the area at the back of the building to store equipment.

Mr. Jones stated. Do you have a rendering of the fencing.

Mr. Dodson stated. Is the Ballou Park fountain still back there.

Mr. Hall stated. Yes. It sits back, the white door on the side it sits behind that.

Mr. Jones stated. The fence is going to be 8 feet.

Mr. Hall stated. Yes, I am willing to work on the fence height.

Ms. Jackson stated. UDC regulates fences to 6 feet tall.

Mr. Hall stated. Traditional landscaping and screening but the location running through parking lot with asphalt look out of place. A similar more decorative chain link fence black vinyl coat fence.

Mr. Jones closed the Public Hearing.

Mr. Weller made a motion that the COA request does not meet the guidelines to issue a Certificate of Appropriateness for PZ26-00362. Ms. Cahill seconded the motion. The motion was approved by a 6-0 vote. Mr. Weller made a motion to approve the fence at a maximum of 6' tall. Ms. Smith seconded the motion. The motion was approved by a 6-0 vote.

8. Certificate of Appropriateness request PZ26-00361, filed by City of Danville to install a fence at Parcel 26468 (511 Patton Street).

Mr. Jones opened the Public Hearing.

Mr. Hill stated. I am the Project Manager of Park and Recreation. It meets all the guidelines for security after hours.

Mr. Jones closed the Public Hearing.

Mr. Weller made a motion to approve Certificate of Appropriateness for PZ26-00361. Mr. Stowe seconded the motion. The motion was approved by a 6-0 vote.

E. APPROVAL OF MINUTES FROM MAY 14, 2026

May 14, 2026, minutes were approved by a unanimous vote without correction.

F. STAFF UPDATES

- Jonah Williams was introduced as the new Associate Planner for the City.
- Members were informed of Miguel Castillo joining the board in July.
- Members were informed of the latest Local Historical Marker Program guidelines update. A draft will most likely be presented at the July 9, 2026, meeting.
- ARB Bylaws were reviewed. Motion to approved as submitted by Mr. Jones; Seconded by Mr. Weller. Approved 6-0.

With no further business, the meeting adjourned at 11:10 a.m.

Approved By: _____