DANVILLE VIRGINIA

ARCHITECTURAL REVIEW DESIGN GUIDELINES

DECEMBER 2025

Prepared by HMAH in collaboration with EPR P.C., Inc. and Afton Design Co. for the City of Danville.
Additional photos credits: C. Ryan Dodson, Stefanie E. Jackson, and Shanika S. Williams

City Council of Danville, Virginia adopted this Architectural Review Design Guidelines by Ordinance 2026-02.01 and is effective as of February 3, 2026.

PRESENTED: February 3, 2026
ADOPTED: February 3, 2026

ORDINANCE NO. 2026 – 02. 01

AN ORDINANCE OF THE CITY COUNCIL OF DANVILLE, VIRGINIA ADOPTING AND APPROVING THE CITY OF DANVILLE ARCHITECTURAL REVIEW DESIGN GUIDELINES

WHEREAS, the City of Danville established the Architectural Review Overlay; and

WHEREAS, City Council established an Architectural Review Board to review any improvement, structural or otherwise, to a building or structure which is visible from a public right-of-way or place within the established Architectural Review Overlay; and

WHEREAS the Planning Commission has recommended approval of the adoption of new Architectural Review Design Guidelines for the Architectural Review Overlay of Danville, Virginia

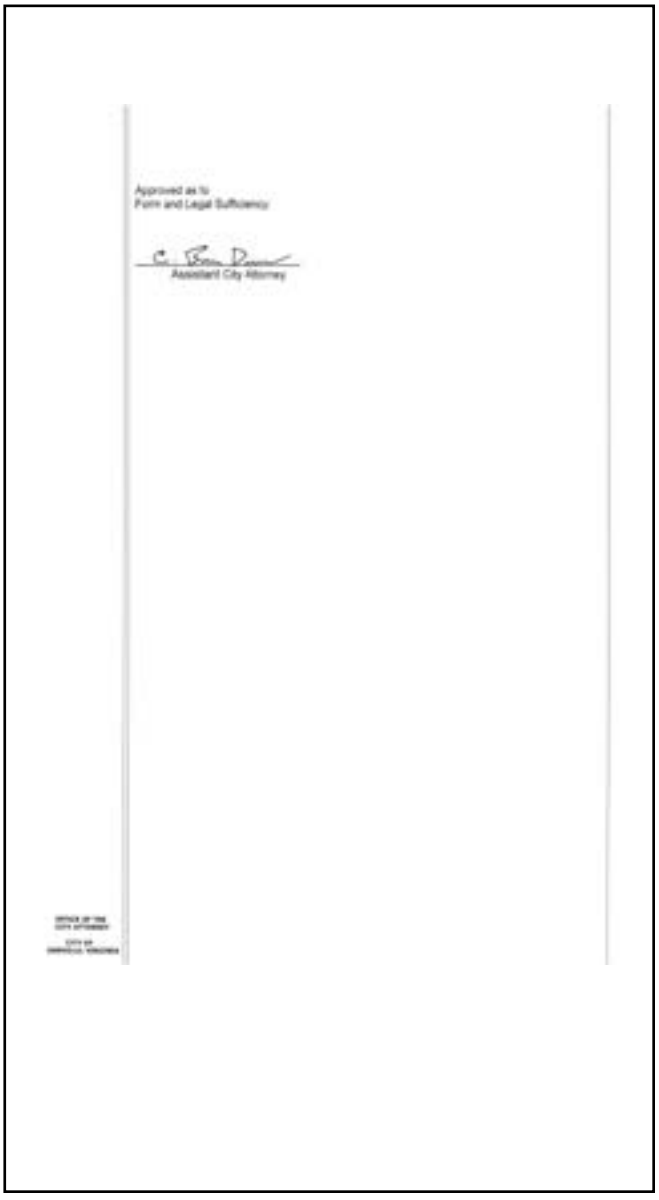
NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia that the Architectural Review Design Guidelines for the Architectural Review Overlay of Danville, Virginia, a copy of which is attached hereto and made a part hereof as if expressly contained herein, are hereby approved and adopted.

Approved:

Mayor

Attest:

City Clerk



Approved as to
Form and Legal Sufficiency

Assistant City Attorney

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ABBREVIATIONS & FORMATTING CONVENTIONS

Abbreviations

ARB	Architectural Review Board
ARO	Architectural Review Overlay
COA	Certificate of Appropriateness
DHR	Virginia Department of Historic Resources
HP-O	HIstoric Preservation Overlay
HVAC	Heating, Ventilation, and Air Conditioning
NMBD	North Main Business District
NPS	National Park Service
NRHP	National Register of Historic Places
OWE	Old West End
RD	River District
RD-O	River District Overlay
SOI	U.S. Secretary of Interior
UDC	Unified Development Code
USBC	Unified Statewide Building Code

Formatting Conventions

Italics	Words that can be found in the Glossary
Text	Hyperlinks

CHAPTER 1

ARCHITECTURAL REVIEW DESIGN GUIDELINES

Introduction

1.1 Purpose of This Document

The City of Danville Architectural Review Design Guidelines (Guidelines) establish design standards and criteria for the Architectural Review Overlay (ARO). The ARO combines two older overlay districts—the Old West End (OWE) and the River District (RD)—and a third recently-established overlay district, called the North Main Business District (NMBD), which corresponds to the commercial corridor of North Danville. The Guidelines are intended to promote high-quality architectural and urban design within these three urban contexts and to encourage a cohesive and attractive environment for the people who live, work, shop, and visit Danville. Prepared in 2025, this document combines and revises the RD Design Guidelines and the OWE Design Guidelines that were last updated by Allison Platt & Associates in 2013 and 2014, respectively. This document also establishes design criteria and standards for the NMBD as a newly formed local historic district.

The Guidelines are a manual intended to assist property and business owners within the ARO to understand best practices in historic preservation. These standards guide property owners and developers in the basic repair and maintenance of existing buildings. They also provide direction for designing compatible new buildings and additions that respect the unique character of each district. In addition, the Guidelines address signage, fences and walls, and accessory structures within the ARO.

The Guidelines establish the design review process and outline the needs and requirements for a Certificate of Appropriateness (COA) application. Furthermore, this document is designed to aid the Architectural Review Board (ARB) and City of Danville Planning Division Staff (Staff) in evaluating COA applications.

Guidelines are not regulations. The Guidelines should be viewed as generally accepted design approaches within the ARO. The standards and criteria in this document are not intended to dictate a specific design or prohibit a particular approach. Rather, the Guidelines aim to thoughtfully modernize and repurpose historic buildings by integrating updated technologies and suitable new materials. They also foster sensitive infill design rather than requiring new buildings to adopt a false historical appearance.

DESIGN GUIDELINES:

- Protect Danville's historic character and districts by providing information on appropriate repair and replacement materials;
- Streamline the COA process by providing clear examples and recommendations;
- Serve as a tool for architects, designers, and contractors in the preliminary design phase to create compatible designs;
- Encourage high-quality, thoughtful, and appropriate development consistent with existing styles;
- Promote consistency in rulings made by the ARB and Staff; and
- Apply only to what is observable from public rights-of-way..

DESIGN GUIDELINES DO NOT:

- Limit growth or development or regulate use density;
- Mandate changes to the interiors of buildings; or
- Pertain to what cannot be seen from public rights-of-way.

1.2 Locally Designated Historic Districts

Virginia Code section 15.2-2306 allows local governments the power to adopt an ordinance to designate an area of known historical or cultural significance. Formerly known as the Historic Preservation Overlay (HP-O), created in 1972, the ARO is a regulatory overlay within the city. The Unified Development Code (UDC) that enacts the ARO also enables the ARB to review zoning updates, site plans, subdivision plats, and building permits within the overlay area and issue COAs when appropriate. The purpose of the ARO is to provide protection against destruction or encroachment upon historic areas, monuments, features, buildings, and structures recognized for their historical significance. This goal aligns with PLANDanville (effective 2025) and Preservation Danville 2023 (effective 2024), which seek to recognize Danville's unique character and promote the conservation and preservation of the City's historic resources and properties.

1.2.1 Architectural Review Board

Virginia Code allows local governments to appoint commissioners to review and administer the standards set forth in this document. Consisting of seven (7) members appointed by City Council, the ARB Commissioners review the potential construction, repair, or demolition of any building, structure, or architectural feature within the ARO. The ARB meets monthly (the second Thursday of every month, as needed) to review the appropriateness of any proposed new contruction and exterior alterations in accordance with Section 1.3.

Figure 1.1. Aerial view of the Dan River, the historical and geographical heart of the Danville community.

1.2.2 City of Danville Planning Division Staff

The ARB is supported by Staff members of the City of Danville's Planning Division. Staff carries out the administrative functions of the ARB, including application review and the preparation of recommendations for ARB action. It is recommended that applicants call Staff for questions or appointments regarding the application and review process prior to submitting an application.

1.2.3 Boundaries

Designated by the National Register of Historic Places (NRHP) in 1973, the Old West End (Danville) Historic District establishes the regulatory OWE boundaries, which encompasses street-fronting parcels on Main and West Main streets between Montague Street to a half-block north of Jefferson Avenue (Map 1.1). The boundaries of the regulatory RD were established in 2011 with the passage of the River District Overlay (RD-O). This overlay district was created as part of the River District Redevelopment Plan. It abuts the OWE to the north and straddles the Dan River, encompassing land on the north side of the City's historic downtown (Map 1.2). The NMBD encompasses the North Main commercial corridor within North Danville, stretching from Riverside Drive to Thomas Street (Map 1.3).

1.2.4 Architectural Overview of the ARO

The ARO is comprised of Old West End, the River District , and the North Main Business District. Their boundaries and descriptions are on the following pages.

MAP 1.1

OLD WEST END HISTORIC DISTRICT

Old West End (OWE)

Period of Significance: 1830-1940

The OWE is predominatly a residential district with both simple houses and larger, fine residences that range from the early 19th century to the early 20th century. The OWE traces its origins to Danville's 19th-century prosperity anchored in tobacco and textile warehousing and manufacturing. Tobacco industrialists built fine homes on Main Street, and development stemmed south, east, and west from this main artery. Because the area developed over the course of a century, the buildings in this district exhibit a range of architectural styles including Federal, Greek Revival, Gothic Revival (also known as Cottage Gothic when applied to residences), Italianate, Richardsonian Romanesque, French Second Empire, Queen Anne, Eastlake (or Stick), Craftsman, Beaux-Arts Classicism, and Colonial Revival. There are even singular examples of eclectic revival styles, such as the Mission/Spanish Revival and the Tudor Revival.

Two of Danville's oldest residences—770 Main Street and 225 Jefferson Avenue—are located within the district. While the OWE predominatly consists of detached, single-family homes, some multi-unit residences and mid- to late-20th-century public and institutional buildings are also present. Many of the institutional buildings are associated with Sovah Health-Danville, which is located at the western end of the district, but churches also contribute significantly to the institutional buildings found throughout the OWE. Main Street, West Main Street, and Jefferson Avenue contain several 19th and 20th century ecclesiastical buildings. At the northeast end of the OWE, the Five Forks community lies at the intersection of Jefferson Avenue and Loyal Street. This area, a budding hub for redevelopment, is made up of a small concentration of commercial buildings nestled within the intersection.

With the exception of 20th-century office buildings, building heights within the OWE are generally limited to three stories, while the majority of residential, institutional, and commercial buildings rise to one to two stories. Building materials range from clapboard and shingle to brick and stone. Stucco and veneer finishes are also common, as well as early- to mid-20th-century applied, synthetic cladding materials, such as asbestos and asphalt shingles or aluminum siding. Building setbacks are consistent, creating a uniform, suburban environment, while several vacant lots contribute to the medium- to low-density appearance of the area.

Figure 1.2. Residential streetscape along Pine Street in the Old West End.

MAP 1.2

RIVER DISTRICT

River District (RD)

Period of Significance: 1875-1943

The River District encompasses a large area of residential, commercial, institutional, office, and industrial buildings and structures. Straddling the Dan River, the RD also includes undeveloped floodplain on the northern bank. The southern portion of the RD encompasses nearly all 25 acres of the NRHP Downtown Danville Historic District just south of the Dan River. Since the 1790s, this area was the core of downtown Danville, serving as the City's central district for commerce and governance. The area is characterized by commercial buildings, financial and government institutions, hotels, and industrial buildings.

The RD also encompasses the northern half of the NRHP-listed Tobacco Warehouse and Residential District. Consisting of nearly 40 blocks of the City's center, this area was primarily developed during the 19th century through the cultivation of Bright Leaf tobacco and textile manufacturing. Its warehouses, factories, and shops reflect Danville's working class and the industrial growth of a rising mill town.

While the RD showcases a variety of architectural styles, Beaux-Arts Classicism is evident in prominent buildings such as the former Hotel Danville and the Municipal Building.

THE RD FAÇADE IMPROVEMENT GRANT PROGRAM

Did you know that the City of Danville Government offers a matching grant program for property owners in the RD? Property owners can apply for grants to cover as much as 50% of project costs (up to $5,000) for rehabilitating the façades of commercial buildings in the RD. Contact Staff for more information.

Figure 1.3. Commerial streetscape along Main Street in the River District.

MAP 1.3

NORTH MAIN BUSINESS DISTRICT

North Main Business District (NMBD)

Period of Significance: ca. 1880 – ca. 1953

Constructed as the Pittsylvania-Franklin Turnpike in 1839, North Main Street serves as the central commercial corridor for North Danville. Before its annexation by the City of Danville in 1896, North Danville was founded as the independent town of "Neapolis" in the mid-1870s. NMBD's oldest commercial and residential buildings line the four blocks of North Main Street between Riverside Drive and Thomas Street. The southern end of the corridor between Henry/Kushner and Church/Meade streets is characterized by vernacular commercial buildings constructed at the end of the 19th century and into the beginning of the 20th century. Many of these one- or two-story brick buildings are attached and sit directly on the street, contributing to an urban feel. The center of the block transitions into a mixed commercial-residential environment, partly characterized by Victorian-era, detached houses. Two-stories in height and constructed in frame, these homes exhibit a vernacular Italianate style that speaks to North Danville's working-class community. The block between Church/Meade and Baugh/Halifax streets exhibits an exclusively commercial character, with one- to three-story brick buildings lining the road. The block between Baugh/Halifax and Thomas streets transitions to a residential corridor, characterized by larger and more elaborate, detached homes constructed of masonry or wood. These early, middle-class residences in North Danville reflect the Queen Anne, Folk Victorian, Classical Revival, and Craftsman styles popular at the turn of the 20th century.

Figure 1.4. A dedicated art and community space at the intersection of North Main and Worsham streets.

Figure 1.5. Vibrant, pole-mounted banners welcome visitors to the NMBD.

Figure 1.6. The Historic North Theater: a towering icon of the North Main Street corridor.

Figure 1.7. Italianate home located in the NMBD near Thomas Street.

1.2.5 National Register of Historic Places (NRHP) Districts

The ARO differs from NRHP districts, as the latter are regulated by the Virginia Department of Historic Resources (DHR) with the National Park Service (NPS) and are purely honorary, with no requirement for review or approval of building or structure alterations. Conversely, the ARO is regulatory. Established and protected by the locality's UDC, the ARO aims to preserve designated landmarks, historic or architectural features, and their surroundings. Areas where the ARO overlaps with NRHP historic districts are subject to architectural review by the ARB.

Portions or the entirety of four (4) historic districts designated on the NRHP lie within the ARO: the entirety of the OWE is the Old West End (Danville) Historic District; the majority of the Downtown Danville Historic District lies within the RD; the northern half of the Tobacco Warehouse and Residential Historic District lies within the RD; and the boundaries of the NMBD and overlaps a portion of the North Danville Historic District.

1.2.5.1 Contributing and Non-Contributing Buildings in NRHP-listed Districts

Establishing a property's contributing or non-contributing status within an NRHP-listed historic district is crucial for determining eligibility for state and federal tax incentives. Only contributing resources within an NRHP district may apply for benefits and assistance. Contributing buildings in an NRHP-listed historic district were built during that district's Period of Significance and contribute to the district's overall architectural character. Non-contributing buildings were either built before or after the Period of Significance or they have lost their architectural integrity and can no longer be considered a resource that contributes to the overall character of a historic district.

For a full list of contributing resources to an NRHP-listed district, see the individual NRHP nominations for each district, available at the DHR website.

Danville has seven (7) National Register of Historic Places (NRHP)-listed historic districts:

- Old West End Historic District (also known as the Danville Historic District) (1973)
- Tobacco Warehouse and Residential District (1982)
- Downtown Danville Historic District (1993)
- Holbrook-Ross Street District (1997)
- North Danville Historic District (2004)
- Mechanicsville Historic District (2014)
- Schoolfield Historic District (2020)

Figure 1.8. Temple Beth Sholom on Sutherlin Avenue in the OWE.

NATIONAL REGISTER OF HISTORIC PLACES (NRHP) DISTRICTS

It is important to know that a property's designation in the NRHP does not impose any design requirements or regulation on property owners unless the owner applies for and accepts tax credits, loans, or other benefits through federal and state programs. Owners of contributing properties in NRHP-listed historic districts are eligible to:

- Apply for federal income tax benefits for approved rehabilitation of income-producing properties;
- Apply for Virginia income tax benefits for approved rehabilitation of income-producing buildings or private residences;
- Apply for federal and state grants and state low-interest loans for historic preservation projects;
- Apply for local real estate tax abatements.

However, properties in an NRHP district that also fall within the ARO are subject to local regulation. Before undertaking work, property owners must obtain a COA from the ARB, after which other approvals and permits on the local and state level must be obtained as appropriate.

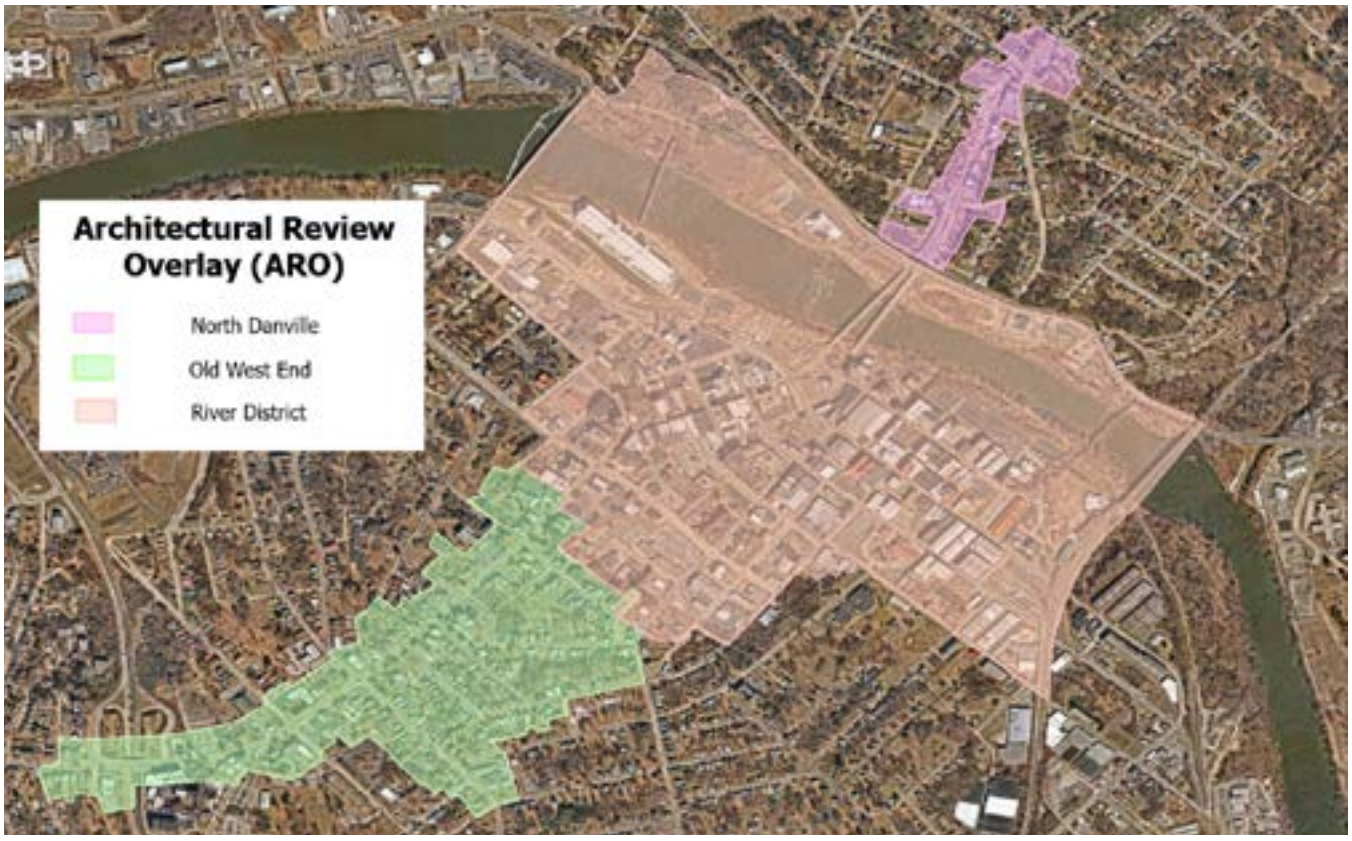

Figure 1.9. The ARO Map, including the Old West End, the River District, and the North Main Business District.

1.3 Certificate of Appropriateness (COA)

Any rezoning, site plan, subdivision plat, or building permit for any parcel within the ARO requires a COA from the ARB. A COA is a formal document approved by the ARB to permit the structural erection, reconstruction, exterior alteration, restoration, demolition, or razing of a structure, or defined feature in the ARO.

WHEN COAs ARE REQUIRED:

- Major changes to or redevelopment of any property
- Changes to design features visible from public rights-of-way
  - Painting of any previously-unpainted masonry
  - Replacement of historic materials rather than repair
- Removal of windows, storm windows, shutters, canopies, and doors of similar design type, color, or texture, including the addition of window air condition units
- New construction (either additions to existing buildings or new standalone buildings, including accessory structures and fencing)
- Redevelopment of a site or new site design
- Signage

WHEN COAs ARE NOT REQUIRED:

- Interior changes or exterior features not visible from public rights-of-way, including fencing and accessory structures
- Repairs (not replacement) of damaged materials
- Replacement in kind of windows, storm windows, shutters, canopies, and doors of similar design type, color, or texture, including the addition/removal of window air condition units
- Replacement in kind of roofing and siding similar in type, color, and texture
- Repainting previously painted surfaces in the same or similar color, excluding signage
- Landscaping, including the planting of grass, trees, shrubs, or other work that does not require a building permit

A COMPLETE APPLICATION INCLUDES:

- Statement of proposed use and estimated construction time.
- Photographs and maps relating proposed use to the surrounding property and/or the corridor on which it is located.
- Site plan drawings—prepared to meet the City site development plan submission requirements for a preliminary site plan or subdivision plat—and other exhibits showing the location of the existing and proposed building and site improvements, including:
  - Existing property boundaries, building placement, and site configuration.
  - Existing topography and proposed grading.
  - Location of parking, pedestrian access, signage, exterior lighting, fencing, and other site improvements.
  - Relationship to adjacent land uses.
  - Proposed site improvements, including location of parking, access, signage, exterior lighting, fencing, buildings and structures, or other accessary structures.
  - Proposed building color(s) and materials.
  - Relationship of building and site elements to existing and planned corridor development.
  - Relationship of parking, pedestrian facilities, and vehicular accessways to existing and planned corridor development; and
  - Other site plans and subdivision plats as may be required by the City for development approval
- Architectural drawings showing plan view and elevations of new planned construction or renovations, including the original building.
- A landscaping and buffer plan.
- Designs for exterior signing, lighting, and graphics to include description of materials, colors, placement and means of physical support, lettering style, and sign messages.
- Graphic exhibits depicting compliance with other design elements.

1.3.1 Application and Pre-Application Review

Property owners are responsible for determining if their property is within the ARO. To see whether a property lies within the ARO, refer to Maps 1.1-1.3.

Applications should be submitted in the Planning Division office located on the second floor of the Municipal Building. Applications must be submitted two (2) weeks prior to the next scheduled meeting. For more information, call the Planning Division at 434.799.5260. Check the calendar on the City of Danville website for further information on application deadlines and upcoming meeting dates.

The application must be completed in full and copies of the required supporting material must accompany the application. Required supporting information and materials vary depending upon the type of project proposal. Supporting materials to an application may include a construction plan, photographs, and material samples. Applications which are not complete will not be processed and will delay review.

Applicants are strongly encouraged to contact Staff early in the design process to discuss courses of action, design alternatives, and application procedures. The purpose of early consultation is to develop a proposal that is as sensitive to the importance of the historic and architectural resources of the ARO while also trying to meet the needs of the applicant.

1.3.2 Review (Administrative and Board Approvals)

The review period begins when the application is deemed complete. There are two (2) types of ARB review: administrative approval and board approval. Minor undertakings may be reviewed and approved by Staff without going before the ARB at a public meeting. The following types of projects can be approved administratively:

- Repainting previously painted surfaces (note that a request to paint exterior surfaces, particularly masonry, that have not been painted previously must come before the Board);
- Replacing materials in-kind, such as windows, roof cladding, gutters, small areas of siding, doors, trim, and lighting;
- The installation of storm windows, locks, mailboxes, and other equally minor elements;
- Minor landscaping that does not substantially alter the appearance of the property (such as minor plant beds, landscaping improvements, or removal of existing trees endangering a structure); and
- Refacing signs.

All other projects will be reviewed by the Board.


CITY OF DANVILLE
Community Development
Architectural Review Board

ARCHITECTURAL REVIEW BOARD

Figure 1.10. Application for a Certificate of Appropriateness (COA).

WHAT IS THE ARB LOOKING FOR IN A PROPOSAL?

- Compatibility with the property, neighboring properties, and the ARO as a whole in terms of quality, character, and scale;
- Appropriateness of general design (massing and proportion), structural arrangement, building materials, texture, and color;
- Historical and architectural significance of the building, structure, or accessory element and its relationship to the ARO;
- The effect on PLANDanville's goals for tourism, economic development, and land use in and around the designated historic areas and entrance corridors;
- Compatibility with PLANDanville's goals for historic preservation and architectural design review;
- Ability of the owner to put their property to reasonable and beneficial use;
- Adherence to building codes and other local laws and ordinances.

After a complete application is received and processed, Staff will review the proposal for compliance with the Guidelines and prepare a report with their recommendation. The staff report will subsequently be available to the ARB and the applicant. The applicant or their representative is strongly encouraged to attend the public hearing in which their application is reviewed. At this meeting, the applicant or their representative may make a presentation or provide additional documentation regarding the project. The public will also be provided with the opportunity to speak at this meeting. ARB members may question the applicant for additional clarity or acceptable alternatives. Members of the ARB will discuss the application and vote. The Guidelines provided in this document will guide the ARB's decision to vote on the issuance of a COA.

The ARB follows a two-step voting process, as follows:

1. The Board will first vote on whether the project meets the requirements set forth in the Guidelines;

    • A decision may be made by the ARB that the project does meet the Guidelines and that a COA will be issued.

    • A decision may be made by the ARB that the project does not meet the Guidelines.

2. If the Board agrees that the project does not meet the requirements set forth in the Guidelines;

    • A decision may be made by the ARB that the project does not meet the requirements of the Guidelines and the COA is denied.

A COA is valid for one (1) year. If work does not commence within one (1) year of the issuance of the COA, the COA becomes null and void, and the applicant must reapply for a new COA. Doing work that requires a COA without having a COA in hand is a Zoning violation and is subject to penalty.

• A decision may be made by the ARB that the project does not meet the requirements of the Guidelines, but the project will not have an adverse effect on the structure or the ARO and that a COA will be issued.

• A decision may be made by the ARB that the project does not meet the requirements of the Guidelines, but with additional conditions, the project will not have an adverse effect on the structure or the ARO and a conditional COA will be issued.

DENIAL: The ARB seeks to work with applicants to achieve a solution that preserves the historic integrity of the subject property while meeting the goals of the applicant. If the ARB decides the proposed project has major discrepancies, the ARB has the authority to reject the proposal. If the request for a COA is denied by the ARB, a request in substantially the same form shall not be resubmitted within one (1) year of the date of denial.

1.3.3 Demolitions and Razing

The demolition or razing of a historic building or any of its features is antithetical to historic preservation but is necessary at times. Demolition is justifiable when it becomes financially implausible to restore a historic building or historic features of a building. The ARB considers the following in regard to applications to demolish or raze:

- Effect on adjoining historic properties
    - How does the building relate to its setting?
- Significance of age, design, structure, or material, such that it would be difficult or very expensive to replicate.
    - Does the building have architectural merit?
    - What is the building's significance?
    - Is the building rare in style or workmanship?
    - What is the building's condition or integrity?
- The property owner's ability to utilize the structure in a reasonable and beneficial manner.
    - Is the building limited in terms of adaptive reuse?
    - What is the planned new use that cannot fit into the existing material?
- Impact on the Comprehensive Plan's goals for historic preservation and district development.

If a particular building threatens public health, safety, or welfare, the City is permitted to demolish the building without review based on the Uniform Statewide Building Code (USBC).

Virginia statute § 15.2-23.06 outlines the regulations regarding demolition or razing of historical sites and architectural areas. Property owners wishing to demolish or raze their property must:

- Apply to the ARB for such right to demolish historic property in the ARO.
- Provide proof that attempts to sell the property have been made, over an established period of time, and in accordance with the schedule established in § 15.2-23.06, Section 3.
    - If there is an ongoing court case related to the proposal to demolish or raze the property, it shall not hinder the property owner's right to attempt to divest the property.
    - During the period in which the property is offered for sale, the ARB may take steps to preserve, acquire, or relocate the site, object, building, structures, or appurtenant elements subject to demolition or razing.

- If the ARB denies an application to demolish or raze the property, the property owner may appeal the decision with City Council and ultimately the City of Danville Circuit Court (see Section 1.3.4 for more information on the appeal process).

1.3.4 Appeal

If an applicant is not satisfied with the decision of the ARB, the decision can be appealed to Danville City Council. In order to do so, the applicant must:

- File the appeal within 30 calendar days from the date of the ARB decision;
- File the appeal with Staff; and
- The appeal submission must state in writing the reason(s) for the appeal.

City Council may consult with the ARB about the case and its appeal prior to the public hearing. It is incumbent on the ARB to explain how the applicant's proposal did not meet the requirements set forth in the Guidelines or basic preservation principles. City Council remains committed to the importance of historic preservation as a key goal set forth in PLANDanville and Preservation Danville 2023. City Council may affirm, reverse, or modify the ARB's decision and notify the Division Director of Planning/Zoning Administrator of its action.

If an applicant appeals an ARB denial for a COA to the City Council but the ARB's decision is upheld by City Council, the applicant's request in substantially the same form shall not be resubmitted.

Any person aggrieved by the decision of City Council may appeal to the City of Danville Circuit Court, provided that such appeal is filed within 30 calendar days of City Council's decision. The filing of said petition shall stay the decision of City Council pending the outcome of the appeal to the Circuit Court. The filing of such a petition shall not stay the decision of City Council if such decision denies the right to raze or demolish a historic landmark, building, or structure located within the ARO or listed on the City's designated list of historic properties. The Circuit Court may reverse, modify, or affirm the decision of City Council.

Figure 1.11. The 800 block of Green Street in Danville's Old West End.

1.4 Secretary of Interior's Standards

The Secretary of the Interior (SOI) has established Standards for the Treatment of Historic Properties. These standards and guidelines are maintained by the NPS and include four (4) different treatment styles for historic material: Preservation, Rehabilitation, Restoration and Reconstruction. Preservation and Rehabilitation apply to most projects in Danville's ARO and are discussed in more detail in subsequent sections. In particular, the Standards for Rehabilitation are regulatory for any work that applies state and federal historic preservation tax incentives. If a property owner believes a proposed undertaking is better described as a restoration or reconstruction, this document encourages the property owner to consult the respective standards for such treatments.

1.4.1 SOI Standards for Preservation

The SOI Standards for Preservation promotes protection, maintenance, and repair above all other methods, especially replacement. When the objective of a project is to retain an existing building, preservation is the appropriate treatment. This includes preserving not just the original historic materials and features, but also any later changes and additions. The expressed goal of the Standards for Preservation and Guidelines for Preserving Historic Buildings is retention of the building's existing form, features, and materials. Adhering to this goal may consist of maintaining existing materials and features or could involve more extensive repair. There are eight (8) standards in this treatment type:

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the existing in composition, design, color, and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

1.4.2 SOI Standards for Rehabilitation

The SOI Standards for Rehabilitation should be consulted when Preservation is not the appropriate treatment. In Rehabilitation, historic building materials and character-defining features are first protected and maintained as they are in the Preservation treatment. However, greater latitude is given in the Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings to replace extensively deteriorated, damaged, or missing features using either the same material or compatible substitute materials. Of the four (4) treatments, only Rehabilitation allows alterations and the construction of a new addition if such is necessary for a continuing or new use for the historic building. When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular time is not appropriate, Rehabilitation may be considered as a treatment. Prior to undertaking work, a documentation plan for Rehabilitation should be developed. There are 10 standards in this treatment type:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

If a property owner wishes to obtain tax credits for rehabilitation of a property, they should contact the DHR for information on the approval process. A COA and local review is still required if tax credits are being utilized. If a property owner does not plan to apply for tax credits, state review is not required, but these Guidelines still apply.

CHAPTER 2

STANDARDS FOR EXISTING BUILDINGS AND STRUCTURES

Introduction

Maintaining the safety and aesthetics of ARO buildings and structures requires ongoing consideration of their exteriors. As time and natural elements weather buildings, the replacement of deteriorating materials and features with new materials may seem easier, but such actions can result in the loss of architectural integrity. Cumulatively, such actions can negatively impact the character of a historic district.

This section pertains to the maintenance, repair, and alteration of existing historic buildings and structures. It applies to all typologies, including residential, commercial, industrial, and institutional buildings, as well as their accessory structures. The following pages provide guidance on preservation and rehabilitation principles, design recommendations, and prohibited materials. The following general principles apply universally:

1. Identify, preserve, and maintain character-defining features of a building (such as roofs, walls, porches, windows, and architectural features or trim).[1]
    - Inspect exterior features on an annual basis to identify deterioration.
    - Preserve original materials to maintain historical integrity of the building(s) and the ARO.
2. Repair and stabilize deteriorated building components.
    - Repair parts of a building component rather than replacing the entire component.
    - Use in-kind or like materials to mimic the original dimensions, scale, color, texture, detailing, etc.
    - Salvage (consolidate and conserve) historic materials for reuse in the future.
3. Replace deteriorated components only if they are beyond repair with in-kind materials.
    - Use substitute materials only if they are compatible in appearance and design.
    - Use physical or documentary evidence (such as historic photographs) to replace missing components or to create replicas.
4. Use construction methods that will not obscure, damage, or remove character-defining features or exterior walls.
    - Install accessory elements in a manner that does not damage or obscure character-defining features.
    - When in doubt, consult with a historic preservationist or a preservation architect.

[1]For guidance on how to identify character-defining features of a building, see the NPS Preservation Brief 17: Architectural Character—Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character, and NPS Preservation Brief 35: Understanding Old Buildings: The Process of Architectural Investigation.

To assist property owners with routine inspection and maintenance, a sample Building Maintenance Checklist is provided in Appendix A of these Guidelines.

2.1 ARB Review

Review is not required for any interior changes to a property, such as interior painting or changing the interior floor plan. Review is required for all exterior changes that are visible from a public right-of-way. Staff may determine that a project proposal requires full ARB review or that it can be reviewed and approved by Staff. The following list provides an overview of what may be reviewed by Staff (Administrative Review) and what requires full board review (ARB Review).[2] Note that some changes may also require a building permit or UDC clearance by the City of Danville.

ADMINISTRATIVE REVIEW	ARB REVIEW
Removing paint/repainting with new color(s) or finish(es)	Painting walls, foundations, or trim, as deemed necessary by Staff
Repointing exterior masonry surfaces	Painting, staining, or limewashing unpainted masonry on any portion of a building or structure
Repairing or replacing any masonry	Applying sealants, stucco, or other finishes to masonry
Replacing any front-facing siding or trim	Installing new signs and illumination
Refacing existing signage, including replacing illumination	Replacing roofing material with a new material
Repairing/replacing in-kind roofing material	Removing any roof features (such as dormers, chimneys, cupolas, or iron cresting)
Installing/repairing roof vents, chimneys, drainage systems, flashing, or fascia	Removing/replacing drainage elements (such as snow guards, gutters, or downspouts) with new materials or elements
Replacing exterior doors with in-kind material and in a historically appropriate style	Adding/removing features (such as dormers) that alter the roof shape and profile, porch or storefront, awnings, or windows
Replacing broken panes of glass with in-kind glazing	Removing/enclosing any porch or storefront feature
Repairing/caulking/stabilizing windows, as well as installation of new weights	Landscaping, driveways, fencing/hedges, retaining walls that require additional permitting
Installing accessory structures, including play equipment, decks, sheds, or fencing	
Landscaping, driveways, fencing/hedges, or mailboxes	

[2]This list is not exhaustive and is subject to amendment.

2.2 Historic Building Materials

Historic building materials can be divided into four broad categories: masonry, wood, metal, and synthetic. These materials may be used for exterior walls, windows, roofing, foundations, or as applied architectural features and trim.

Most often, wood is used for structural framing members, exterior cladding (clapboard, weatherboard, and shingles), roof cladding, and trim. Masonry is generally used for foundations and exterior walls, but it can also be used as an applied finish, like stucco.

Historic materials in each category include:

MASONRY	• natural stone • brick • concrete • adobe	• mortar • stucco • terra cotta • ceramic
WOOD	• pine • chestnut • hickory	• walnut • tulip poplar • oak
METAL	• wrought iron • cast iron • steel • lead • tin or tinplate • terneplate (lead and tin-coated sheet metal or steel)	• copper • brass • aluminum • zinc • bronze
SYNTHETIC	• artificial or cast stone (Formstone) • asbestos shingles • particle board • glued laminates • porcelain or vitreous enamel	• corrugated galvanized steel • stainless steel • plywood • fiber cement • vinyl

Mortar is a workable paste that binds structural masonry units, such as bricks, stones, and cement or concrete blocks, to form a cohesive wall or structure. Historic mortars were made of lime and an aggregate, such as sand or crushed oyster shell. In the late 19th century, cement mortars (such as Portland cement) became popular. Cement mortars should not be used when repointing the masonry units of older buildings, the historic materials of which require the softness and porosity of lime-based mortars to function properly and age well.

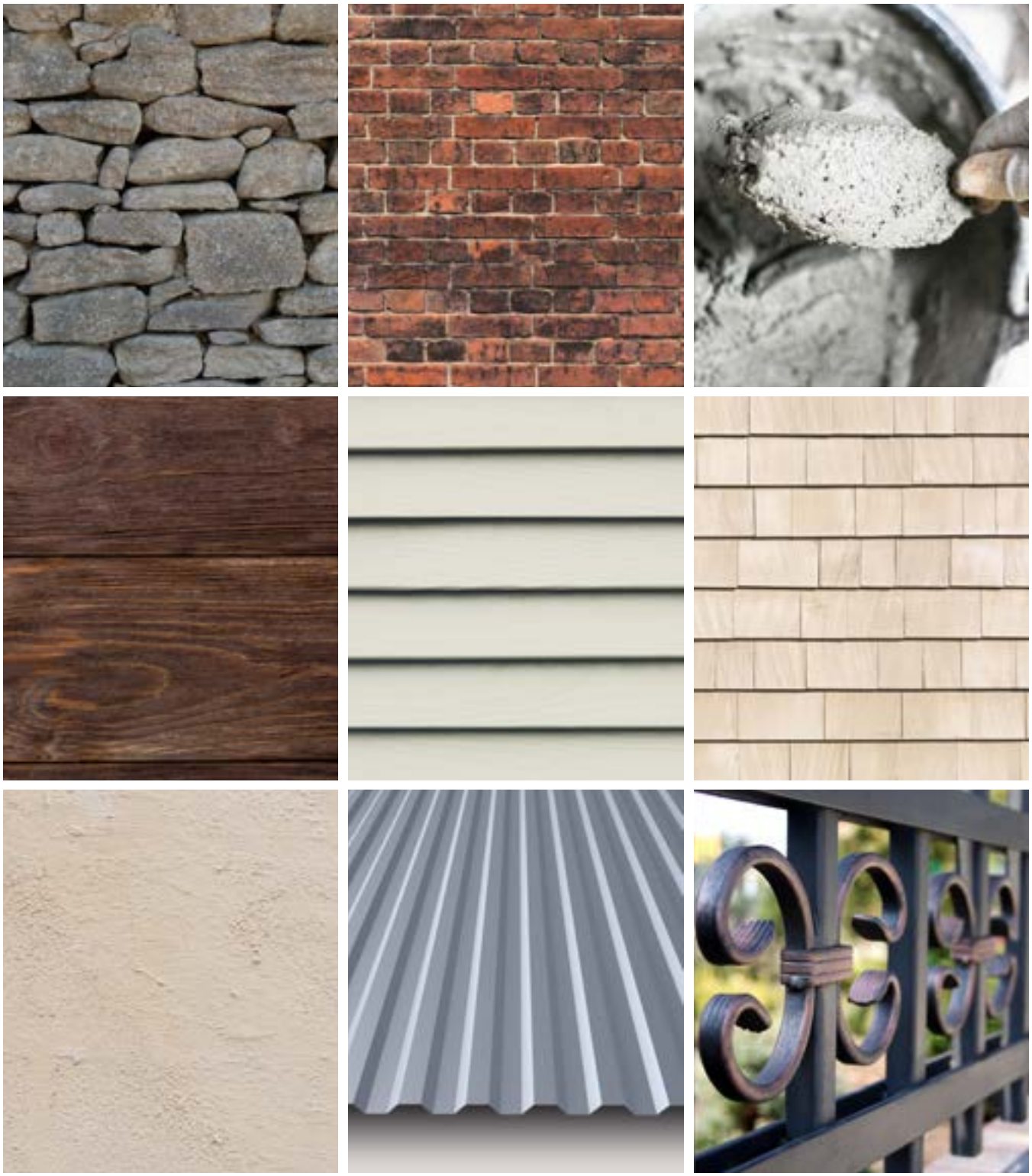

Figure 2.1. Samples of historic building materials, from top left to bottom right: natural stone, brick, mortar, stained wood, wood clapboard, wood shingles, stucco, metal sheeting, and wrought iron.

2.3 Walls, Foundations, Architectural Features, and Trim

Structural walls and foundations are the backbone of any building. Ensuring their upkeep maintains the integrity and longevity of a property. Architectural features and trim are primarily decorative building elements, usually applied to walls rather than an integral part of the structure. Examples include belt courses, corbels, architraves, cornices, sills, lintels, and window and door surrounds. Architraves and cornices may have additional features, such as dentils or modillions. All of these decorative building elements contribute to the appearance of a building and may be considered character-defining features; thereby, their preservation is vital to the stewardship of the property.

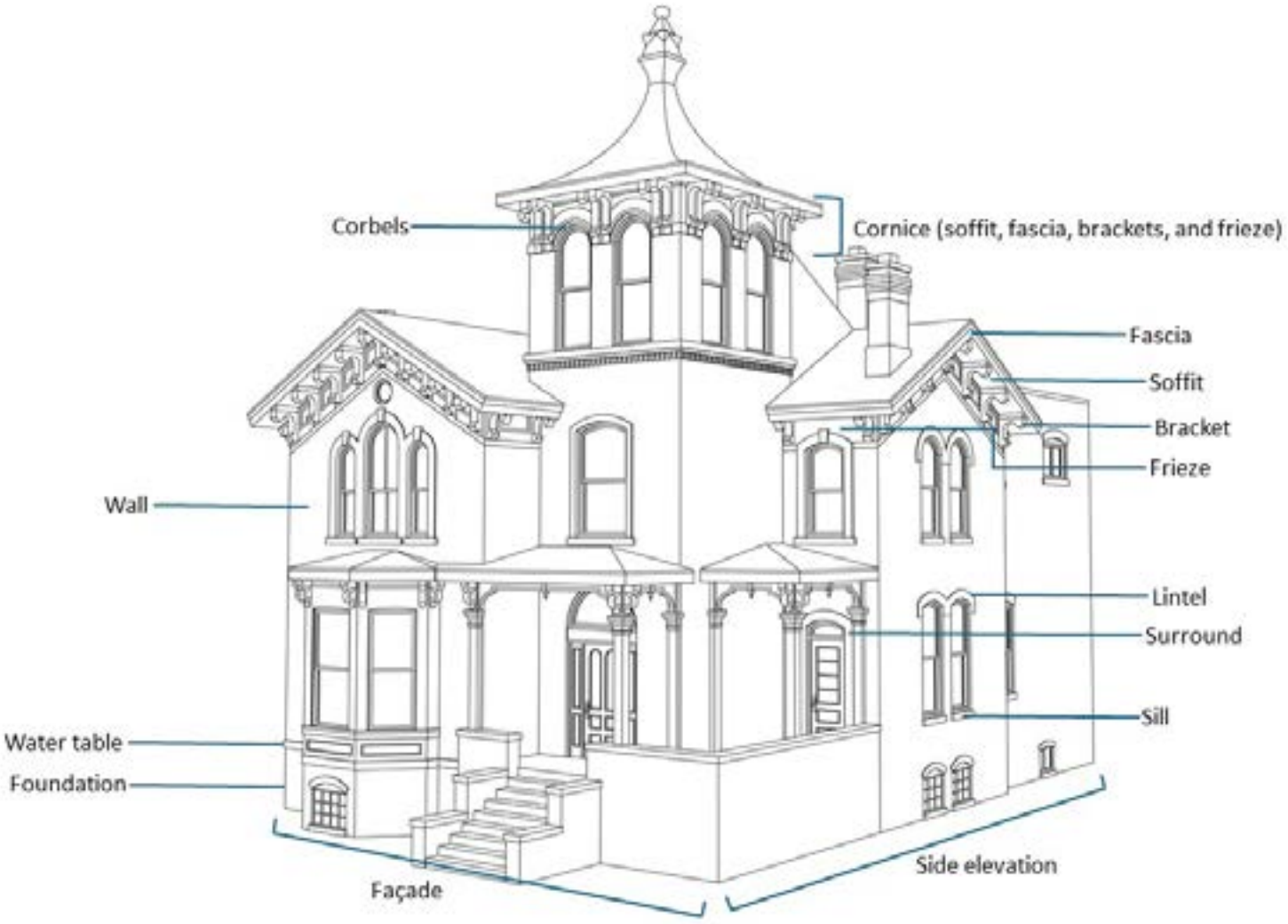

Figure 2.2. An Italianate-style house, showing walls, foundations, architectural features, and trim.

Standards

- Replacement or repair of any siding or exterior cladding requires administrative review and may necessitate ARB review.
- Use of compatible and new material requires review by the ARB.
- 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.
- Architectural features and trim shall be reused or recreated in their original materials, unless otherwise approved by the ARB.
- Do not cover or enclose architectural features, masonry, wood siding, or trim.

Wood Siding

- Replace siding with the same cadence and spacing as the original siding (i.e., a four inch exposure must be retained).
- Carefully consider the type, dimensions, profile, and detailing of replacement siding.

Figure 2.3. Located at 820 Pine Street, this home's gable end showcases meticulous architectural details and a period-appropriate color palette.

Figure 2.4. The W.F. Patton House at 926 Main Street exemplifies historic preservation through varying types of impeccably maintained original masonry.

Masonry

- Stone repairs should match the density and porosity of the original stone or utilize matching genuine stone.
- Match masonry and mortar material type, pattern, joints, color, and texture. Brick and stone replacement should be installed to replicate the appearance of traditional, load-bearing masonry.
    - Replacement bricks must mirror the original in size, color, and texture.
- Repointed mortar joints should match the old joints in color, size, texture, composition, and profile.
    - Only lime-based mortar is appropriate in buildings constructed before the 1920s.
    - Mortar should only be removed using hand tools.
- Do not paint, stain, or otherwise coat masonry buildings if they have not previously been painted, stained, or coated.
- If the composition of the mortar is unknown, proper testing should be administered.

Masonry is absorbent and needs to release moisture to avoid cracking and spalling. Applying sealants, chemicals, or paint interferes with this process, traps moisture, and causes permanent damage. Spalling can also occur when damaged masonry is patched with an inferior or incompatible material, which should be avoided.

2.4 Roofs, Dormers, Drainage Systems, and Chimneys/Flues

While roofs are often the most visually dominant feature on a building, they are also integral features that require continual maintenance. The choice of roofing material is an important consideration when preserving the historic appearance of a building and the ARO. Wood shakes and shingles were common roofing materials used in the early 18th and 19th centuries. By the mid-19th century, standing seam metal roofs became a widely popular alternative to wood and stone. Slate and clay tiles, or terra cotta, became popular in the Victorian era and in architectural revivals. Composite (asphalt) shingles did not become popular until after World War II, while fiberglass, rubber membranes, and imitation slate were late 20th-century inventions.

Figure 2.5. Samples of historic roofing materials, from top left to bottom right: wood shingles, standing-seam metal, slate tiles, terra cotta barrel tiles, asphalt shingles, and rubber membrane for flat roofs.

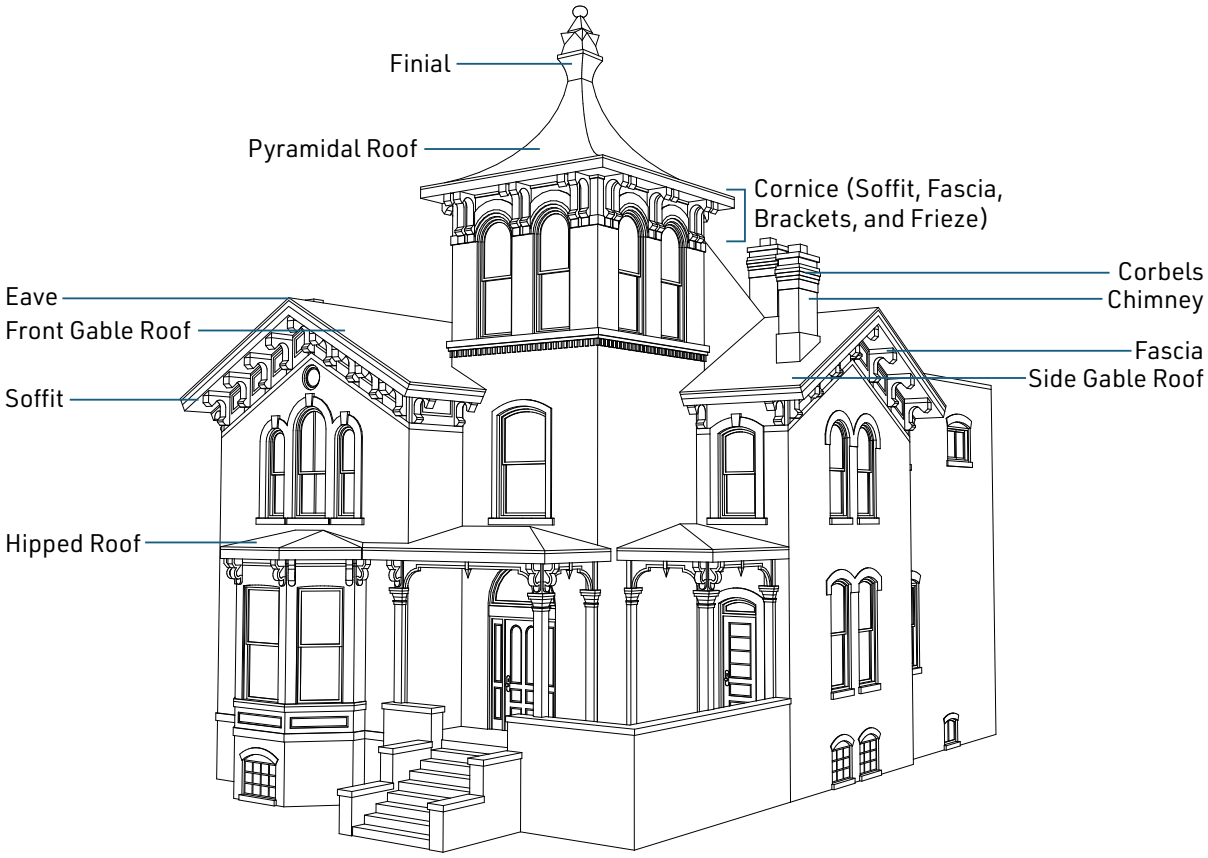

Figure 2.6. An Italianate-style house, showing roofs, chimneys, and architectural features.

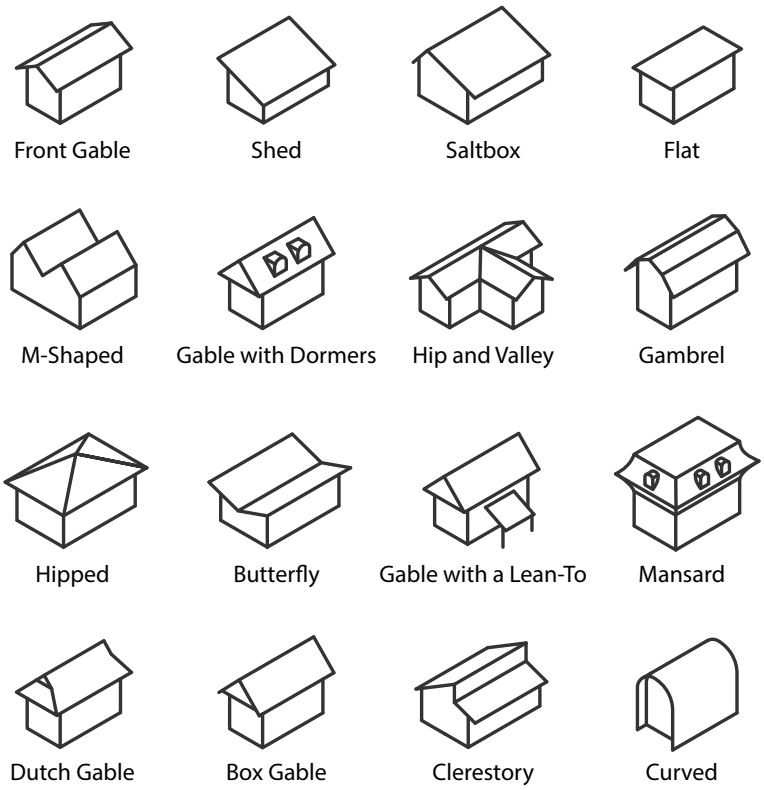

Figure 2.7. Examples of residential roof forms.

Figure 2.8. Late 19th and early 20th-century vernacular commercial buildings typically have flat roofs hidden behind parapets, which are vertical extensions of the façade. This building features a stepped parapet.

Standards

Roofs and Roof Features

- Retain roof pitch and eaves.
- Retain and repair roof accessories, such as chimneys, dormers, and decorative elements (i.e., cresting, snow guards, or finials).
- Retain and repair historic roofing materials, including flashing.
    - Replace, with in-kind materials, any damaged or missing historic materials.
- Roofing materials and color should be appropriate to the period of the building.
- Position any new roof features (e.g., solar panels, skylights, vents, communication equipment, or a chimney) at the rear of the building so that the new features are not visible from the street. If the new features are visible from the street, screening may be required.

Figure 2.9. The Penn-Wyatt House, located at 862 Main Street, is anchored by a central tower, which is surrounded by an intricate roofline of steep gables and a turret to create a dramatic and storied silhouette.

Dormers

- Window sashes in dormers should be operable and should be the same type, style, and material as the other window sashes throughout the building.
- New dormers should match existing windows and dormers in alignment and trim, as well as be centered between existing windows.
- Dormers should be appropriately scaled to the existing structure.
- Do not drastically alter the profile or form of the roof (i.e., removing dormers).

Figure 2.10. Dormers are structural elements, typically with windows, that project above the roof and add living space to the uppermost floor.

Drainage Systems

- Integrated gutters should be repaired rather than replaced.
- Exposed corrugated downspouts are prohibited from sight and must be buried. Extensions at the end of a gutter that rest at the ground level are permissible as long as they are screened from view.
- Wood gutters and downspouts should be painted (or factory finished) to match the trim on the building
- Half-round gutters hang from the roof bracket and should be used if no fascia board exists.
- K-style gutters should be used when there is a pre-existing fascia board and can be mounted to the fascia board by the flat side of the gutter.

Placing incompatible metals together without appropriate separation material can result in galvanic corrosion of the less noble metal.

2.5 Porches, Entries, Storefronts, and Awnings

Porches, porticos, stoops, stairs, handrails, and doors are signature character-defining features of residential structures. In the Colonial era, residences lacked covered entries, but porches became extremely popular in the South starting in the mid-19th century. Typically erected of wood, porches could be a single-story in height or two stories and covered varying degrees of the house façade (described as "half-width," "three-quarters width," and "full-width").

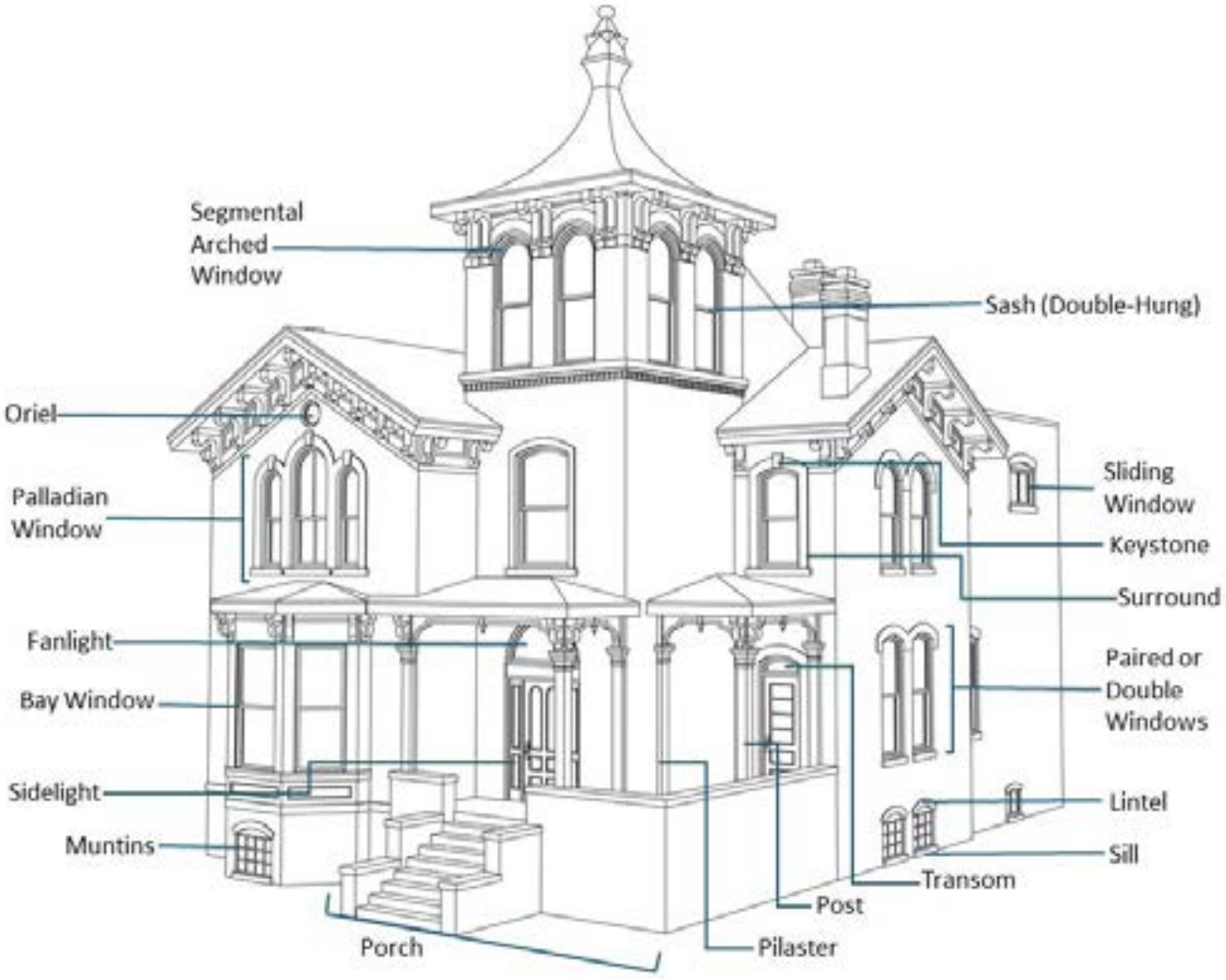

Figure 2.11. An Italianate-style house, showing porch elements and windows.

Storefronts are a counterpart to porches, found on commercial buildings. Often utilizing bay windows that project outwardly from the façade, storefront systems combine three (3) structural elements: an opaque base, the central glazing, and a cornice or cap. Early storefronts were constructed of cast iron, followed by galvanized metal, copper, bronze, and aluminum.

Figure 2.12. This classic commercial storefront system in the NMBD includes a base clad in ceramic tiles, large plate-glass and transom windows in a wood framing system, a recessed entry, and a decorative cornice.

Standards

Porches and Storefronts

- Retain existing porches and storefronts as well as any character-defining features.
  - Maintain proper porch roof pitch and flashing to ensure proper drainage.
  - Prime and paint porch features rather than using unpainted, treated lumber.
  - Original plate glass storefronts should be retained.
- Repair porch features, such as gutters, columns, foundations, roofing, and railings.
- Restore or reproduce porch or storefront structural elements rather than alter the style of the porch/storefront.
- If an element must be replaced, use components that match the existing element in material and design, including dimension, detailing, color, and texture.
- Install porch railings properly by attaching balusters to top and bottom rails rather than directly to the floor framing or skirting.
  - Proper spacing between balusters is determined by historical period of the original structure or Virginia USBC.
- Flooring on porches should be installed perpendicular rather than parallel to the façade.
- The style of the risers should reflect the historical period of the original structure.
- The open foundations of porches must not be enclosed with vinyl or polymer lattice work, such as diamond-patterned lattice.
- Ground-floor storefronts should have a minimum of 60% or more glazed area.
- The metal frames for storefront glazing should be a minimum of two (2) inches wide.
- Storefront security gates, if needed, must be open frillwork, and must be installed on the interior so that they are completely hidden from view when the store is open.
- Tile should be replaced in-kind in material, style, and color

Using skilled professionals and proper techniques reduce the chance of additional damage when maintaining historic structures.

Figure 2.13. The home at 864 Pine Street boasts a decorative Italiante porch and low-slope roof adorned with intricate cornices.

Entrances and Doors

- Replace original doors only if they are deteriorated beyond repair.
- Do not change the size of a door opening.
- Do not fill in transoms and sidelights.
- Only add a transom or sidelight to a door if there is sufficient documented support of their historical existence.
- Exterior doors and surrounding details should be appropriate to the period of the structure.
    - Original detailing (such as sidelights, transoms, pediments, and surrounds) should be retained.
- Decorative door surrounds that are a character-defining feature of a building should not be removed.
- Vestibule additions surrounding original doors and details should not be constructed on the primary elevation of a structure.
- Do not replace exterior residential doors with flat, incompatible doors such as a plywood-faced door or a metal security or fire door.
    - Exterior flush or paneled metal doors are generally not appropriate on residential structures.
    - In certain instances, flush metal doors may be appropriate for basement level entrances on side or rear yards.
    - Exterior flush or paneled metal doors may be appropriate in certain limited circumstances for 20th-century retail, commercial, and industrial buildings.
- Storm doors need administrative review and may necessitate ARB approval
    - The frames of exterior storm doors should be anodized to match the trim color of the building. Unpainted aluminum doors are not appropriate and should be avoided.
- Aluminum storefront doors must be wide-stile; narrow or medium-stile aluminum doors are not appropriate.

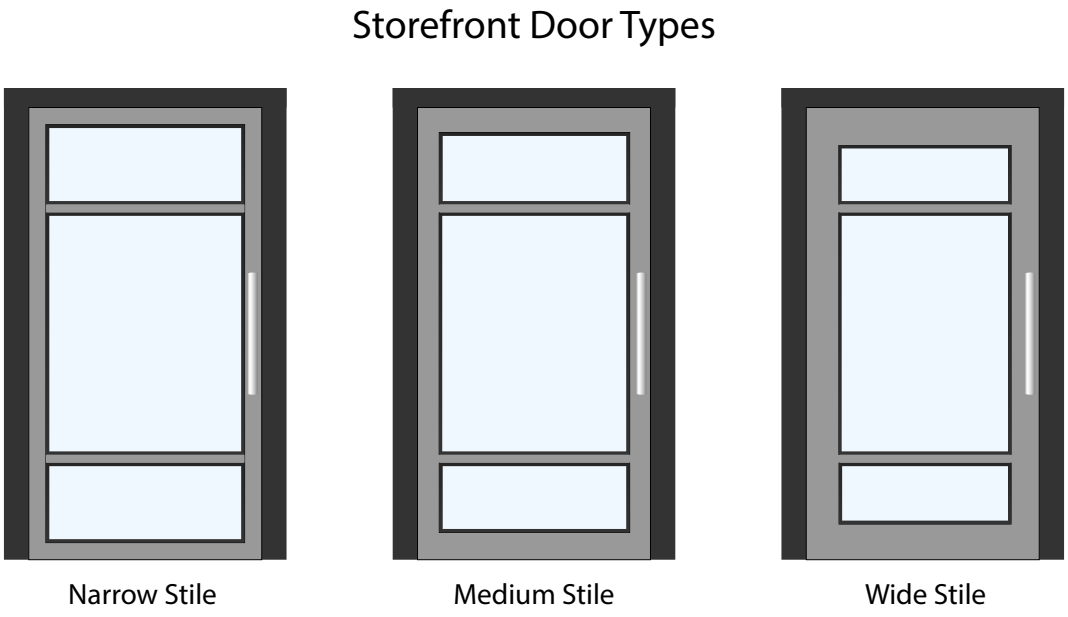

Figure 2.14. Aluminum storefront doors must be wide-stile; narrow or medium-stile aluminum doors are not appropriate.

Figure 2.15. Integrated into the primary façade, the original copper doors flank the present-day entrance of the Municipal Building on Patton Street, retaining a tangible link to the building's historical symmetry.

Awnings

- Awning forms, style, fabric, and color(s) should be appropriate to the historical style of the building to which they are attached.
    - Shed or sloped awnings are appropriate in the ARO.
    - Awnings should be made of a canvas-type fabric. Awnings made from plastic fabric are strongly discouraged. Sunbrella™ fabric is preferred over canvas because of its longer life, resistance to mold, and resistance to fading.
    - Single-color awnings are most appropriate for buildings with extensive façade ornamentation.
    - Striped awnings are most appropriate on buildings with simple, unadorned façades.
- Awnings may not contain advertising without a sign permit.
- Awnings should not overwhelm or obscure the architecture and decorative features of historic buildings.
- Retractable wall-mounted awnings (without legs or supports) are encouraged for commercial buildings. However, care should be taken not to drill unnecessary holes in historic masonry.
- Sun sails located in rear or side yards that are not highly visible from the public right-of-way and that are not permanent are permissible with administrative approval.
- Backlit canopies or awnings are not recommended.

Figure 2.16. Awnings typically adorn commercial buildings, such as the row of canvas awnings in the upper left; the sign awning in the upper right; and the canvas awnings in the lower left. However, both metal and fabric awnings were applied to houses.

2.6 Windows and Shutters

Serving both functional and aesthetic purposes, windows provide ventilation and natural light to a building while also enhancing the visual connection between the interior and exterior. The size, placement, type, and trim of windows are defining aesthetic elements indicative of the age and history of the structure. Window frames were made of wood through the 20th century, but beginning in the late 19th century, metal (steel) window frames emerged as a popular substitute, especially on commercial and industrial buildings. Both the frames and the trim surrounding the window openings are an integral part of the window system.

Figure 2.17. The R.B. Graham House, located at 879 Green Street, features double hung windows, bay windows at the front and side façades, and a stained glass window on the conical tower.

Standards

Windows

- Priority should be given to the retention of original windows on the front façade
- Maintain original window openings and configurations, as windows are character-defining features.
    - Do not enlarge or decrease a window opening.
- Retain original window glass, if possible, as it has architectural qualities that cannot be replicated.
    - Replace single-glazed windows on the façade with single panes. Double-glazed windows may be considered for secondary building walls.
    - Glazing must be clear, non-reflective, and without tint. Reflective and/or tinted glass is not appropriate.
    - Low-E (low-emission) glass is encouraged for energy conservation.
- Replace historic windows only when they are beyond repair.
- New and replacement windows should be appropriate to the historic period of the architectural style of the building.
- Do not paint, or otherwise make opaque, street-level windows.
- Do not replace historic windows with modern windows that do not match the size of the opening, the glazing exposure, or architectural features and profiles.
    - 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.
    - When permitted, double-glazed (insulated) windows must have permanently fixed muntins on both the interior and exterior of the glass, with spacer bars between the glass. These are typically referred to as simulated divided light (SDL) windows
        - Ensuring that spacer bars in between double panes of glass are the same color as the window sash.
    - The exterior of sash muntins must have a putty-glazed profile; the interior of sash muntins may have any profile.
    - The vinyl weatherstrip portion of wood window jambs should be minimally visible.
- New physical security items (bars, screens and so on) are only allowed on the inside of windows, not on the outside, except on building walls not visible from the public right-of-way. Retaining original security items is allowed.
- Window trim should be painted to match the trim color on the building. However, many Victorian buildings have polychromatic trim, in which case painting the window trim a contrasting and accent colors is acceptable.

Figure 2.18. Exterior shutters must be operable and fit the window or door opening.

Shutters

- Retain original shutters to a window or door opening.
- Add shutters to a window or door only when there is sufficient documented evidence to support their historical existence.
    - New window and door shutters should be appropriate to the period of the structure, should be the appropriate size and shape for the opening, and should be hinged and operable.
    - Inoperable shutters will only be allowed if the proportions and placement are exactly as they would be if operable.
- Residential and most commercial window and door shutters should be compatible with the material and style of the window.
    - A composite material that is solid may be considered in ARB review.
    - Window and door shutters on industrial structures may be made of metal in certain instances.
- Window and door shutters should be painted to match or complement the trim color of the building.
- Window and door shutters should not be added to a structure to create a false sense of history.

Skylights

- Skylights should not be located on any roof section facing public rights-of-way.
- Skylights should not disrupt the architectural character of window and/or dormer and chimney spacing.
- Low or flat profile glass skylights are preferred. Round or domed acrylic skylights are strongly discouraged.
- Flashing around skylights should match the color of the roofing material.
- The material of the skylight should be non-reflective but may be tinted bronze or gray depending upon the color of the roofing material.

2.7 Decks, Accessory Structures, and Accessibility Structures

While a porch has a roof covering and is generally located on the front of a building, a deck is an open-air living space generally located on the side or rear of a building. Exterior staircases are usually a second means of egress from the upper floors of structures often required for emergency exits in commercial buildings.

Freestanding accessory structures historically included privies, wells, spring (ice) houses, summer kitchens, tobacco curing barns, carriage houses, smokehouses, dovecotes, and chicken coops. This section pertains to existing accessory structures. For proposed (new) accessory structures, see Chapter 3.

Figure 2.19. When the rear elevations of buildings are visible from public rights-of-way they are subject to ARB review.

Standards

Decks and Roof Decks

- 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.
- Decks should not hide, obscure, or cause the removal of historic architectural details.
- Decks should be made of materials which are compatible with the material and style of the structure.
- Decks should generally be painted or stained the predominant color of the building or trim work.
    - Unpainted or unstained pressure-treated woods are strongly discouraged.

- Use traditional rail assembly details with a top and bottom rail construction, rather than attaching a railing directly to the deck skirt board.
- Use closed risers on any stairs.
- Roof decks should be constructed so that they do not interfere with the historic roofline of a building.
    - Existing building parapets should not be altered for the construction of a roof deck.
- Material should not be used on a roof deck that detracts from the historic architecture of a structure.
- Existing buildings must have the structural capacity to support a rooftop deck. If additional structural capacity is needed, it must be designed by a professional engineer. Consult the Virginia USBC for specific regulations.
- Roof decks require a railing around the perimeter of the deck. Consult the Virginia USBC for specific regulations.

Exterior Staircases

- Exterior staircases should not be located on a principal façade.
- Exterior staircases should be compatible with the material and style of the building.
- Exterior wood staircases must be painted or stained the predominant color of the building or trim work.

Accessory Structures

- All efforts should be made to retain any original accessory structure that has significance to the principal structure.
- Original side-hinged or side-sliding wood doors should be repaired or replaced in kind.
- Garage doors should be appropriate to the architectural character and materials of the garage.
    - Glazing on garage doors must be stylistically appropriate.
        - Flush, paneled, or open metal grate garage doors are inappropriate for residential structures but may be appropriate for 20th-century retail, commercial, and industrial buildings.
    - Garage doors should be painted or stained the predominant color of the building or trim work.

Accessibility Structures

- Require ARB approval, UDC approval, and building permits.
- Place accessibility structures at the rear or side of the structure when possible.
- Accessibility ramps and structures should not hide, obscure, or cause the removal of historic architectural details or alter the form of a building.
- Accessibility ramps and structures should be compatible with the material and style of the building.

2.8 Fences, Hedges, Walls, Gates, and Gardens

Historically front yards were left open, allowing for attractive and unhindered views to and from the street. Fences and walls are often partially transparent and were historically made of various materials that include wood, stone, wrought iron, and brick. In Danville's residential areas, fencing should not exceed 30-48 inches in the front yard, and six (6) feet on side and rear yards. An additional two (2) feet of open fretwork may be added to the top of six (6) foot wood fences on side and rear yards. The ARB does not regulate landscaping, although it is important to maintain lawns, gardens, and paths not only for appearance, but for safety. Lawns and gardens should never overwhelm or detract from the setting of a historic building. Lack of maintenance may result in a violation of City code.

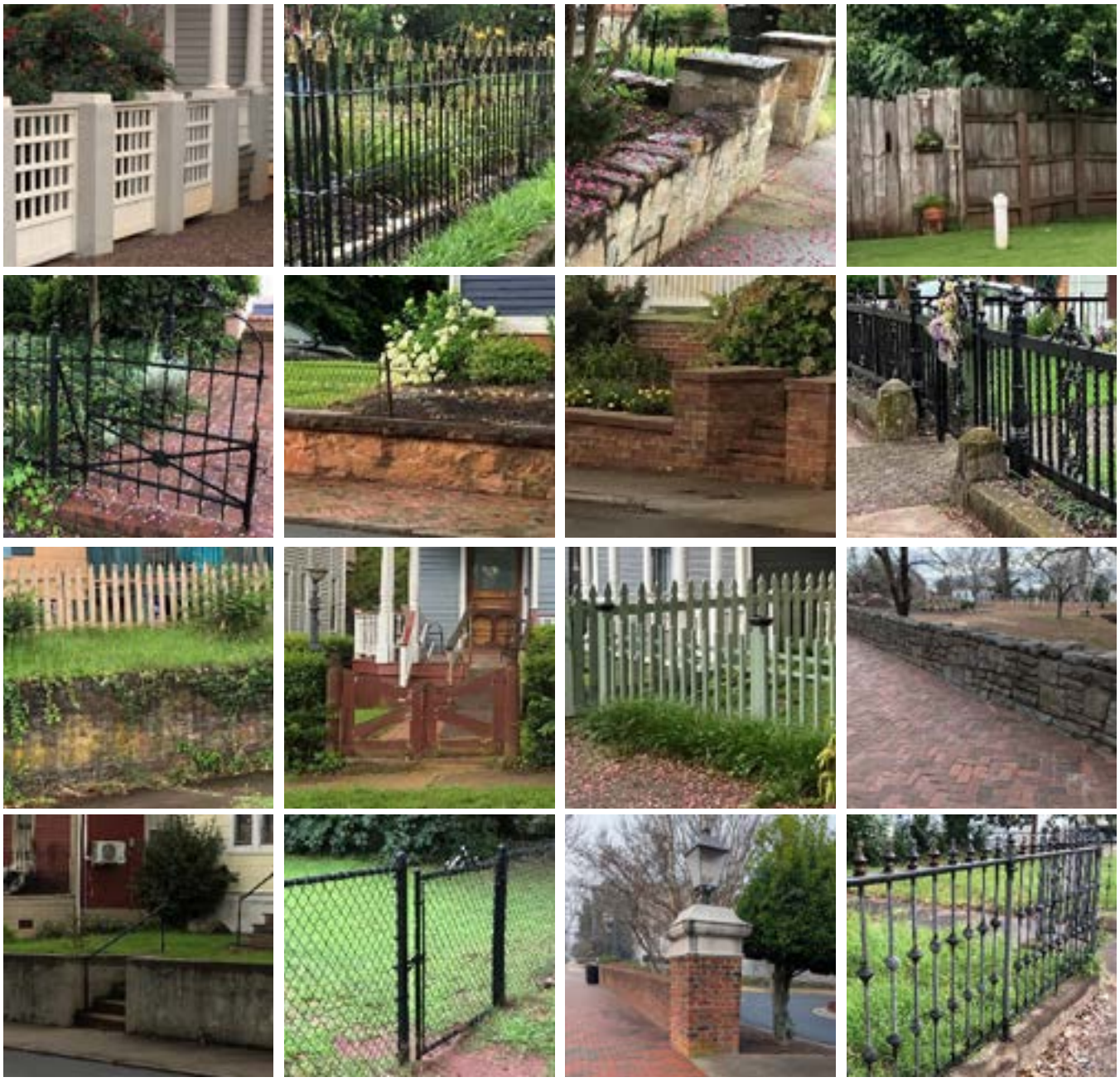

Figure 2.20. Samples of various fences, walls, hedges, and gates in the ARO, constructed of wood, masonry, composite, and landscape materials.

Standards

Fences and Walls

- Fences, walls, and gates should be appropriate in materials, design, and scale to the period and character of the structures they surround.
    - Solid fencing is permitted on side and rear yards.
    - Fencing must adhere to UDC and building code regulations.
- A number of different types of materials are appropriate for fences, walls, and gates throughout the historic districts.
    - Low brick and stone walls are appropriate in front yards.
- Ornamental (wrought) iron or metal fences and gates are appropriate for late-19th and early 20th-century Victorian structures.
    - Any wood lattice should have a rectangular pattern rather than a diamond pattern.
    - Wood fences must be painted or stained to be compatible with the material and style of the principal building.
    - Split rail and other types of fences associated with the rural countryside are not appropriate in the historic districts.
- Although restoration and repair are preferred methods to replacement, a collapsing retaining wall may be replaced with historically compatible materials.
    - Tumbled or "broken face" block or other finishes that appear like natural stone are preferred.
    - Modular concrete is acceptable.
    - Concrete block or poured concrete with flat surfaces is not allowed unless the materials are faced with brick, stone, or stone-patterned concrete modular block units.
- Fence supports should face the subject property (i.e., the property owner erecting the fence).

Figure 2.21. This combination fence in the OWE has a masonry base and wrought iron cresting.

2.9 Equipment, Hardware, and Communications Technology

Adapting historic buildings and structures to modern uses and living requires the installation of various technological equipment and hardware. In general, equipment and technology should be relegated to the side and rear elevation—away from the façade—as well as screened from public view. This section provides standards on the placement and treatment for utilities (such as electric and gas meters); exhaust and supply fans; HVAC units; exterior lighting; security devices; solar panels; and television antennae/ satellite dishes.

Figure 2.22. This Spring Street example serves as a model for screening utilitarian equipment by utilizing high-quality materials that complement the primary architecture.

Standards

- Flat roof-mounted antennas must be on a freestanding tripod set back a minimum of 10 feet from the building face.
    - Satellite antennas on office buildings can often be partially or completely obscured behind a building parapet.
    - Satellite antennas should be mounted as far back from the roof line of a building as possible to reduce visibility and adhere to all UDC regulations.
    - Satellite antennas or dishes should be painted to match the predominant color of the roof to limit visibility from a public way.
    - Locating antennas and related equipment in front yards or façades is prohibited.
- Ground-mounted antennas visible from a public right-of-way require screening with fencing materials or vegetation.
- Small cell facilities must be painted, coated with film, or otherwise shrouded with a color matching the utility pole.

Exhaust and Supply Fans and Vents

- Exhaust and supply fans and vents should not hide, obscure, or cause the removal of historic architectural details.
- Exhaust and supply fans and vents should be located in inconspicuous sections of a building, such as at the rear of a roof or on rear or side elevations.
    - If roof-mounted, locating the equipment behind parapets assists with obscuring views from the street.
- Exhaust and supply fans and vents installed on building walls should be painted the predominant color of the building.
- Roof-mounted exhaust and supply fans and vents should be painted the predominant color of the roofing material.

Exterior Lighting

- Exterior lighting and associated fixtures should not hide, obscure, or cause the removal of historic architectural details.
- 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.
- Utilitarian lighting fixtures on the façades of buildings should be painted or come in a factory-finished color that matches the predominant color of the building.
- The materials of light fixtures should be appropriate to the structure.
- The style of the light fixture should be sympathetic to the age and style of the building.
- Lighting fixtures should be in scale with the existing building.
- Solar-powered, LED, and induction lamps are recommended for their energy efficiency.
- Meet current UDC, building and electrical codes.

HVAC

- Placement of HVAC units must follow current UDC codes.
- HVAC equipment should be minimally visible, ground-mounted condenser units located in side and rear yards.
- Roof-mounted HVAC units are generally discouraged on small-scale structures and the front roofs of buildings because they create visual disruption of the historic streetscape and are difficult to screen effectively. However, roof-mounted HVAC units are permissible on flat-roof commercial and industrial buildings with parapets, but should be located at the rear of the building roof to minimize visibility from primary streets.
- If an HVAC unit is visible, screening is required.
    - For ground-mounted HVAC units, screening is defined as landscaping and fencing.
    - For roof-mounted HVAC units, solid fence (not lattice) screening or parapet walls are required.
    - Vinyl is not an appropriate material for fence screening.
    - The color of the screening should match the surroundings.
        - For ground-mounted units, the screening color may match the color of the adjacent building or be a natural color that blends with the landscape.
        - For roof-mounted units, the screening color may match the roof color or be a lighter color that blends with the sky.
- Window air-conditioning units and wall air conditioning units are discouraged on façades, as they interrupt the unified design of a building facade.

Figure 2.23. Although the placement of a wall air-conditioning unit on the façade is not ideal, the equipment does not obscure any architectural features, has been painted to match the dominant wall color, and is partially obscured by the portico.

Security Devices

- Security devices should cause minimal visual disruption. Signs, decals, and other forms of notice of a security system should not interfere with the architectural characteristics of a building.
- Security devices should be as small as possible while meeting necessary safety requirements.
- Security devices should not destroy the architectural fabric of a building. For example, alphanumeric control panels for security alarm systems should not be placed on exterior façades if they can be located in the interior of a building. If the control panel must be mounted on the exterior, it should be surface-mounted in an inconspicuous location that does not hide, obscure, damage, or remove historic architectural features.
- Metal window bars and grilles should follow the configuration of the window muntins to reduce visual disruption of the facade of a building.
    - Foliated metal window bars and grilles are strongly discouraged.
    - Metal window bars and grilles should either be painted black or the same color as the window muntins to reduce visibility.
- 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.
- For security lights, consideration should be given to the installation of motion detection activation devices to lessen the disruption of intrusive lighting.

Solar Collectors (Panels)

- Locating roof-mounted solar collectors (panels) on the roof-slope of a façade or street-facing elevation is discouraged.
    - Solar panels should be a complementary color and should be designed in a sympathetic manner to reduce the visual disruption of the facade of a building.

Figure 2.24. These solar panels have been placed on the front elevation of the house, are highly visible from the public right-of-way, do not match the color of the roof and thereby do not blend in with their background, and are not screened from view. This placement and treatment is highly discouraged.

2.10 Materials, Finishes, and Forms

	RECOMMENDED MATERIALS	PROHIBITED MATERIALS	MATERIALS REQUIRING REVIEW
WALLS & FOUNDATIONS	• Brick (in an approved range of colors) • Stone (natural) • Cast Stone • Concrete • Adobe • Terra Cotta • Lime-based mortars • Wood (natural)	• Concrete Masonry Units (CMU) • Imitation stone (e.g. Formstone, unless it is original to the building) • Heavily-textured stucco • Synthetic stucco or EIFS • Textured plywood • Reinforced plastics • Composite shingles	• Synthetic stone and stone veneers • Architectural concrete • Lightly-finished stucco • Fiber cement siding (HardiePlank) • Composite wood siding (Fibrex, Resysta, Boral TruExterior Siding, or Everlast) • Thermally-modified wood • Aluminum siding • Portland cement as a mortar
ARCHITECTURAL FEATURES & TRIM	• Brick • Stone (natural) • Concrete • Terra Cotta • Wood (natural) • Wrought iron • Cast iron	• Vinyl siding • Aluminum siding	• Ceramic tile (in appropriate colors) • Laminated wood • Pressure-treated wood • Polymers • MDF • Fabricated millwork • Sheet metal (for parapet coping)
ROOFING	• Wood shingles or shakes • Slate • Clay (Terra cotta) tiles • Metal (copper, sheet iron, tin-plate iron, bronze, ternplate, zinc) • Rubber and single-ply membrane roofing (for flat or low-sloped roofs hidden by parapets only)	• Three-tab composition (asphalt) shingles (on buildings constructed before 1950)	• Three-tab composition (asphalt) shingles (on buildings constructed after 1950) • Architectural-grade composition shingles • Synthetic slate shingles • Engineered molded shingles • Cement or concrete tiles • Lead-coated copper • Terne-coated steel • Aluminum or zinc-coated steel • Copper-coated steel • EPDM (Commercial Only) • TPO (Commercial Only)

	RECOMMENDED MATERIALS	PROHIBITED MATERIALS	MATERIALS REQUIRING REVIEW
GUTTERS & DOWNSPOUTS	• Wood • Tin • Copper	• Vinyl • Corrugated pipe • Galvanized steel	• Aluminum
DORMERS	• Wood (shingles or siding) • Slate shingles	• Standing seam metal	• Fiber cement siding (such as HardiePlank) • Composite wood siding (such as Fibrex, Resysta, Boral TruExterior Siding, or Everlast) • Thermally-modified wood • Composite shingles • Aluminum siding
CHIMNEYS & FLUES	• Brick • Stone • Metal		• Pre-fabricated metal (primarily for residential buildings)
WINDOWS	• Wood • Clear glass	• Plastic and Plastic-clad • Vinyl (hollow) and Vinyl-clad • Snap-in muntins • Reflective or tinted glass • Mirrored or opaque glass	• Aluminum-clad wood • Wood composite • Fiberglass • Metal • Glass block • Textured, faceted, or stained (colored) glass • Double-glazing on façades where single-glazing exists
SHUTTERS	• Wood	• Vinyl • Aluminum	• Metal • A composite material that is solid-through-the-core, is millable, and has a smooth finish
SKYLIGHTS	• Non-reflective glass	• Reflective glass	
PORCHES & PORTICOS	• Wood • Brick • Stone • Stucco • Metal (wrought iron, cast iron)	• Vinyl siding • Aluminum siding	• Synthetic stone and stone veneers (only when it was used historically and is being replaced in kind) • Fiber cement siding • Azek (polymers) • Composite wood siding (Fibrex, Resysta, Boral TruExterior Siding, or Everlast) • Thermally-modified wood

	RECOMMENDED MATERIALS	PROHIBITED MATERIALS	MATERIALS REQUIRING REVIEW
DOORS (PEDESTRIAN)	• Wood	• Vinyl • Vinyl-clad wood • Plywood-faced	• Metal
STOOPS, STEPS, & HANDRAILS	• Brick • Stone • Concrete • Wood • Wrought iron	• Metal (plumbing) pipes	
STOREFRONTS	• Wood • Metal (cast iron, copper, bronze, aluminum)		
AWNINGS & CANOPIES	• Canvas	• Plastic fabric	• Metal
DECKS & ROOF DECKS	• Wood (painted or stained) • Metal	• Unpainted pressure treated wood	• Composite materials (such as Trex)
EXTERIOR STAIRS	• Wood (painted or stained) • Metal (iron)		• Circular/spiral stairs
ACCESSORY STRUCTURES	• Wood • Masonry	• Vinyl • Plastic	• Pressed steel • Composite material with a smooth finish
ACCESSBILITY STRUCTURES	• Wood • Metal	• Unpainted pressure-treated wood • Plastic • Vinyl	• Composite material that is millable, solid-through-the-core, and paintable
FENCE & GARDEN WALLS	• Wood (painted or stained) • Brick • Stone • Metal (wrought iron) • Modular concrete (for retaining walls only)	• Unpainted pressure treated wood • Unpainted redwood • Rough cedar • Mass-produced wood stockade fencing • Chain link metal • Welded wire • PVC • Fiberglass • Concrete, poured or block • Electrical fencing • Razor wire • Split Rail • Ranch Style Rail • Diamond/Diagonal lattice	• Aluminum picket • Composite materials • Vinyl • Tumbled or "broken face" block • Concrete or concrete block faced in brick, stone, or stone-patterned concrete modular block units

CHAPTER 3

STANDARDS FOR NEW CONSTRUCTION

Introduction

The ARO encompasses residential, commercial, industrial, and institutional areas that have vacant parcels that could be developed in future. Often called "infill," new construction in urban areas primarily refers to freestanding buildings, such as new houses, churches, or commercial structures. However, in this document, new construction also refers to additions to historic buildings or structures. Additionally, new construction also refers to accessory structures, such as a new detached garage, guest cottage, or outbuilding.

Whether it is an addition to an existing building or an entirely new structure, new construction should be compatible with its streetscape in terms of both architectural style and form. In order to ensure that the design of new buildings and additions is sensitive to and compatible with the historic setting, the designer must understand the visual qualities that give the property or the neighborhood its character. Building type, materials, scale (height and massing), roof forms, fenestration patterns, entrances, and setbacks are qualities that should be studied in the surrounding built environment before undertaking new design. No single architectural style is the correct style for new construction in the ARO. Overarching guidance is that new construction—even if designed in a contemporary style—be respectful of the design vocabulary of the existing historic structures and buildings in the immediate surroundings. It is not best preservation practice to replicate historic material, or to design new buildings to inaccurately appear as if they were built at an earlier time or mimic false history. An addition to an historic building should be clearly distinguishable from the original building while a new building should embody the era in which it is built, not simulate the past. Modern infill design should take historic material and forms into consideration so that the result is harmonious within its setting. As a general rule, new buildings and additions to existing buildings shall not by their style, size, location, or other characteristics, detract from, overwhelm, or otherwise intrude upon historic buildings which are found on the same street.

Fundamentally, all new construction must meet UDC regulations for the zone in which the new construction is proposed.

Figure 3.1. This mid-20th-century infill respects the older houses on the street in its scale and form while not mimicking historic styles.

These guidelines should be understood as a representation of best practices and generally accepted approaches to contemporary design in historic districts. The guidelines do not dictate form or appearance, although UDC regulations will determine qualities such as setbacks, heights, and floor-to-area (FAR) ratio. These guidelines do not intend to prohibit any particular design approach or quell the creativity of a designer. Rather, they provide a framework and examples to assist designers with creating compatible infill within historic settings.

The construction of additions to existing buildings or new, standalone buildings in the ARO that are visible from a public right-of-way require ARB review and approval. There are no administrative approvals for new construction.

Figure 3.2. Located adjacent to the River District on Cabel Street, these townhomes offer high-quality infill development featuring premium masonry accents on the facades.

3.1 General Design Principles

The following guidance is a synopsis of the Secretary of the Interior's (SOI) Standards for the Treatment of Historic Properties on New Exterior Additions to Historic Buildings and Related New Construction:

RECOMMENDED	NOT RECOMMENDED
Construct a new addition on a secondary or non-character-defining elevation (such as a side or rear elevation) and limit its size and scale in relationship to the historic building.	Construct additions/buildings too close to the existing structure so that it negatively impacts the character, site, or setting. Construct a new addition or a new building that is as large as or larger than the historic building to which it is being attached or associated, so that the new addition or new building visually overwhelms the historic building.
Construct a new addition so that it results in the least possible loss of historic material or does not obscure, damage, or destroy character-defining features.	
Design new construction on a historic site or in a historic setting that is compatible but differentiated from the historic building or buildings. Use the same or similar forms, materials, and color ranges of the historic building when designing new construction.	Duplicate the exact form, material, style, and detailing of the historic building in new construction so that the new work appears to be historic.
Ensure that the addition is stylistically appropriate for the historic building type (e.g., residential, commercial, or institutional).	Design a new addition that is significantly different, and thus incompatible, with the historic building.
Design a compatible rooftop addition for a multi-story building, if it is required for a new use, which is set back at least one full bay from the primary elevation (façade) as well as other visible elevations so that the addition is inconspicuous when viewed from surrounding streets.	
Limit a rooftop addition to one story in height in order to minimize its visibility and its impact on the historic character of the buildings, its site, setting, or district.	
When practical, use site features or land formations, such as trees or sloping terrain, to help minimize the new construction and its impact on the historic building and property.	
Place elevators or stairways in secondary or non-character-defining interior spaces of a historic building rather than constructing a new addition.	

3.2 Siting, Placement, and Orientation

When designing new additions or buildings within the ARO, it's important to consider both the siting of new construction on a parcel and its relationship to the street. Every building—whether a residence, a church, or a store—has front, side, and rear yards that separate the building walls from its property lines. These yards, also known as setbacks, must adhere to the regulations set forth by the City of Danville UDC.

Standards

- Determine new construction location by referring to UDC and building code regulations pertaining to setback requirements.
    - Consider the lot's size, shape, configuration, and its context.
    - Check UDC regulations for the parcel to be developed. Front, side, and rear yard setbacks should reflect the prevailing pattern in the immediate vicinity of the proposed addition or new building.
    - The rhythm of existing spacing (or lack thereof) between buildings along the street should be maintained.
- New additions to historic buildings should be secondary and subordinate to the principal building.
    - Place the new addition on a side or rear elevation of the principal building so that it minimizes the visual impact on the primary building.
    - If the new addition is sited near the historic building's façade, step it back from the façade's wall plane (a minimum of 12 inches) to create a visual distinction between the two buildings.
    - Avoid covering, destroying, or removing character-defining features on the historic structure to accommodate new construction.
- For both new buildings and new additions, façades should be oriented to the street.
    - Corner buildings should be oriented towards the address street.
    - The front entrance to residential buildings should not be changed by an addition and should be readily apparent from the right-of-way.
    - The existing rhythm and scale of the streetscape should not be altered by an addition.

Figure 3.3. Nestled between Green and Colquhoun streets, Doyle Thomas Park enhances the Five Forks area with its community center, splash pad, and versatile outdoor spaces.

3.3 Scale and Height

Considerations of building scale and height when designing new, compatible construction in a historic setting is paramount. Scale refers to the building's height, width, and depth, or the overall size of a building in comparison with its built environment. Related to scale is the concept of proportion, or the relative size of a building's components. Lastly, while the height of a building is generally emphasized as a key design element, a building's width is just as important in sensitive design.

Figure 3.4. Compatible infill should respect the scale and height of surrounding historic buildings. In this illustration, the new building in the center is several stories taller than the adjacent buildings, impacting the scale of the streetscape.

Standards

- Refer to the City of Danville UDC for specific zoning regulations.
- Consider the scale, mass, forms, and heights of existing buildings when undertaking design work to ensure compatibility with adjacent historic buildings.
    - Respect the height of other buildings on the block by not varying the height of a new building by more than 20% of the height of adjacent buildings.
    - Make the width of the new building similar to that of existing buildings on the block. This will maintain the rhythm of the spacing between buildings.
        - This can be achieved by changes in material, articulation of the wall surfaces, changes in fenestration patterns, varying roof heights, and physical breaks, vertical as well as horizontal, within the massing.
    - Use a foundation height that is similar to that of surrounding buildings. A foundation that is too high or too low can make a new building appear out of scale.
- Make an addition smaller and simpler than the existing building.
    - An addition should never overwhelm the original, primary building, or neighboring buildings.
- Build an addition lower in height and narrower in width than the existing building.
    - Always keep the roof of the addition (or any parts thereof) below that of the main building.
- Building elements should be proportional to each other as well as the overall scale of the new construction.

3.4 Form, Massing, and Articulation

To articulate a façade means to provide visual variety to what would otherwise be a monolithic wall with smaller elements that are relatable to the scale of components on nearby buildings. Articulation can be achieved through form, material, or the use of building elements. When architects speak about rhythm, they mean a repeating or alternating pattern of elements (such as windows) that create a sense of visual movement and order. Related to rhythm is symmetry, which is the equal and balanced distribution and arrangement of components along an axis, or a mirroring of building elements.

FORM

The prevailing shape of a building, such as a cube

MASSING

The enclosed space itself or a building's exterior form

ARTICULATION

The design of a building's exterior by carefully arranging and detailing elements like windows, doors, indentations, and materials to create visual interest, define its form, and connect it to its surroundings

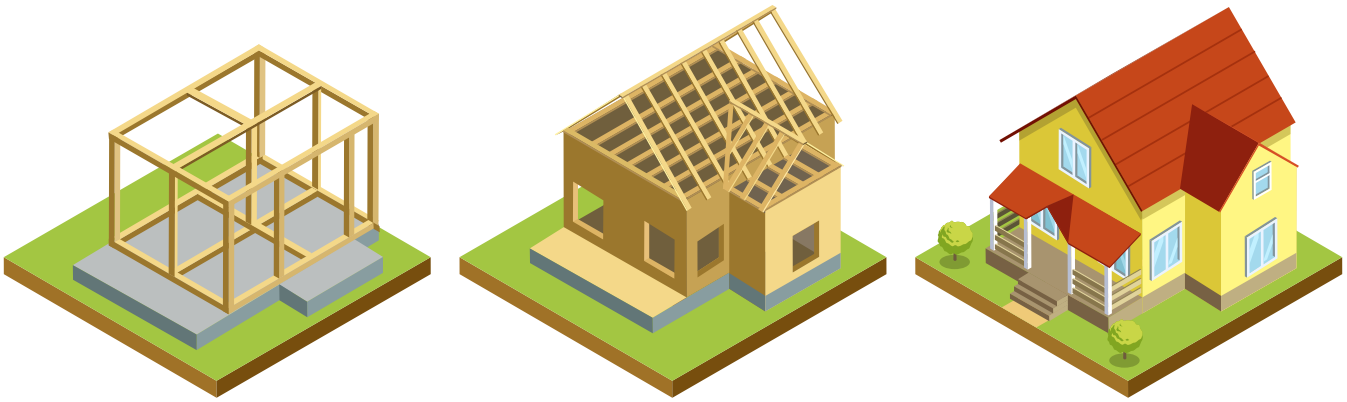

Figure 3.5. Form is the basic shape of the building, like the image on the left. Massing can be additive, as seen in the middle, in which other volumes are added to the basic form to create an enclosed, complex space. Articulation is the design of a building's exterior with elements and features that provide visual interest and define its form.

Standards

- Form and massing of new construction should generally reflect the building forms and massing prevalent on the street.
- Roof forms should reflect the average roof forms expressed on the street.
- With an addition, complement the roof form of the existing building.
    - An addition's roof form does not need to match the original, but the roof pitch should be similar to that of the existing building and proportional to the size of the addition.
- Consider small building modules that provide variation in wall setbacks and roof form.
    - Consider incorporating a simple, recessed, small-scale hyphen (or connection).
- Articulate a façade by studying the rhythm and symmetry of existing buildings on the street.
    - Use varying building forms and repeated patterns.
    - Distinguish an addition from the original building by setting it back from the wall plane of the historic building.
    - Use window and door openings to break up large spaces and provide interest.
    - Side and rear walls which face open areas should be designed with as much attention to detail as the primary façade.
- Architectural detailing such as cornices, lintels, arches, and chimneys should express the traditional quality and quantity of architectural detailing found on neighboring historic structures.
    - Visual interest can be introduced by contrasting materials or features, such as horizontal bands.
    - Enliven the building composition with details and material or color contrast on cornices.
    - Use complementary architectural features in the design of a new building similar to those in the neighborhood, such as a front porch, window patterns, or similar exterior materials.
- In office and mixed-use buildings the ground floor should be articulated differently from the stories above.
    - Differentiate floors by using different materials, adding details to the ground floor wall surface, varying the color or pattern of the material, or some combinations of these techniques.

Figure 3.6. The home at 124 Broad Street in the Old West End portrays complex massing and detailed articulation to make an interesting façade.

3.5 Windows and Entrances

The placement and number of windows, entrances, and other building elements is supreme in creating compatible new construction. On new additions to historic buildings, the fenestration pattern should be compatible with the existing structure but may also be used to differentiate between old and new construction.

FENESTRATION

The number and arrangement of windows and doors on a building

Standards

Windows and Transparency

- Single- or double-hung windows are most appropriate in new residential buildings.
  - Residential windows should be taller than they are wide (i.e., the emphasis should be vertical).
  - Casement and fixed windows must be reviewed by the ARB.
  - True divided lights or exterior grilles are required.
  - Interior grilles alone or grilles set between the panes of double glazing are not appropriate.
  - Wood, wood-clad in prefinished metal, and aluminum windows are appropriate for new construction. All other materials must be reviewed by the ARB.
- Commercial, office, and residential buildings have guidelines for the percentage of transparency on the ground floor as well as upper floors:
  - For commercial buildings, at least 60% transparency is required on the ground floor (i.e., storefronts should be 60% or more glazed) and 25% on upper levels.
    - The metal framing for storefront glazing should be a minimum of two (2) inches wide.
    - Storefront security grates, if needed, must be open frillwork rather than solid; must be installed on the interior; and must be hidden from view when store is open.
  - For office or residential buildings, 25% transparency is required on every level, but welcoming entries and lobbies with a larger percentage of transparency is recommended.
  - Transom windows are encouraged, as they allow for natural light to penetrate deeply into a building. Transoms can also be a decorative feature.
- Openings (such as windows) can be emphasized through the use of lintels and sills of contrasting materials or of different masonry coursing.
- For additions, use windows of a similar size, rhythm, and alignment found on the main building.

Doors and Entrances

- Pedestrian doors in new residences should be appropriate to their use in style and scale.
  - Unadorned flat doors (plywood-faced) or crossbuck-type doors are inappropriate.
- Per aluminum storefront doors, only the "wide stile" is appropriate.
  - "Narrow" or "medium" stile aluminum doors should not be used.
- For additions, base the alignment, rhythm, and size of the door opening(s) on those of the historic building.
- For residential new construction, consider the use of porches and traditional details.

Shutters and Awnings

- Shutters are typically only appropriate on residential buildings.
  - If shutters are employed on new construction, they should be operable and should be appropriately sized for the window opening.
- Shutters should not be used on commercial or other large-scale buildings, except medium-density residential with review and approval.
  - Shutters for commercial buildings will be considered in ARB review.
- Awnings and canopies are typically appropriate for commercial buildings (i.e., storefronts) but may be considered for residential and industrial buildings by ARB review.
  - The use of awnings can shade large glass areas and allow for the introduction of appropriate colors to enliven the pedestrian experience.
  - Canvas awnings are recommended, either fixed or retractable.
  - Vinyl awnings and metal canopies require ARB review.
  - Sunbrella™ fabric is preferred for its longer life and resistance to mold and fading.
  - Backlit awnings and canopies are not permitted.

Figure 3.7. River District Social seamlessly blends modern landscaping and appropriate signage with the building's historic architecture, preserving the original shutters and window openings.

3.6 Accessory Structures and Parking Garages

As Danville continues to develop, enclosed, multi-story parking garage structures will be needed. Parking garages are often unattractive, utilitarian structures, but that does not need to be the case. Sensitive and well-designed parking garages utilize materials, proportions, and building elements similar to the surrounding buildings so that they may fit gracefully into historic settings.

Figure 3.8. The Acree's Garage is a former warehouse that has been innovatively adapted as a covered parking structure.

Figure 3.9. The Danville Transit Center located near the corner of North Union and Spring Streets features an open parking area with the added appeal of a mural.

Standards

- Detached garages and sheds are required to be constructed at the rear of the property.
- Attached garages should be connected in a manner that has minimal impact on the existing building.
    - For attached garages, position doors on the side elevation, if possible, so that they are not visible from the street.
- When adding a garage to a historic house, use single-width garage doors that are architecturally compatible with the style of the historic house. Use a complementary roof pitch, details, and materials to fit with the style of the existing house.
    - Use detailing and exterior materials that complement the main building.
- Minimize driveway pavement (i.e., use pavement strips or permeable surfaces) by limiting its width.
- Use alley access, if available.
- Parking garages with façades on principle streets within the ARO are discouraged.
    - The preferred arrangement is for pedestrian buildings to front principal streets.
    - Parking garages accessed from side or parallel streets are preferred.
    - If possible, ground-floor storefronts integrated into parking garages that face principal streets are recommended.
- Parking garages should not be constructed with uninterrupted expanses of wall area.
    - Vertical rather than horizontal proportions are encouraged.
    - The vertical walls of parking garages should not be constructed of poured concrete or concrete panels but should complement the predominant materials of nearby buildings.
    - Windows or openings should be aligned horizontally, even if the floor behind is a ramp.
- Ramps should not be located on the principal street side of garages if possible. The preferred location is on the interior of the garage structure or the inside edge facing the back of nearby buildings
    - Circular ramps attached to a garage are discouraged.

Figure 3.10. The attached garage is located at the rear of the property, with access provided by a secondary street in the OWE.

3.7 Equipment, Hardware, and Communications Technology

Modern building systems and technological conveniences make everyday life and work easier and more pleasant. However, the equipment that makes these conveniences possible can create substantial visual clutter. Television antennae, satellite dishes, solar panels, and HVAC systems are just some examples of equipment and communications technology that are frequently required in contemporary buildings.

Standards

- All communications technology (such as antennae) should be as small as possible and located so as not to be visible from the public rights-of-way.
- Communication and mechanical equipment is not allowed in front yards or affixed to building façades.
- Communication and mechanical equipment should be located on the roof of a multi-story building or at the rear of buildings if ground-mounted.
    - Parapets and roof slopes help obscure rooftop equipment. Existing parapets and roof slopes should be utilized advantageously to obscure new rooftop equipment.
- If ground-mounted equipment is located on a side elevation, then it must be screened from view on the public rights-of-way.
    - Screening may take the form of fencing or, if ground-mounted, vegetation.
    - Recommended materials for screening fencing are wood and composition materials.
    - Vinyl is a prohibited material for fencing screening.
    - Fencing screening should be opaque, not open lattice work.
    - Roof-mounted fencing should be painted to match the color of the roofing material or a light color to match the sky.

Figure 3.11. The installation of equipment and hardware to a building can negatively impact its profile and appearance. The security camera mounted to the parapet on this Patton Street building is barely visible from the right-of-way.

3.8 Materials

In historic districts, the use of traditional materials—brick, stone, natural wood, and various metal elements—are encouraged and appropriate. As new materials emerge, the ARB will review their suitability within the historic setting of the ARO.

Standards

- The character and materials used in new construction within the ARO should be compatible with the historic buildings within the district.
    - In many cases, the use of traditional materials is the best practice to ensure compatibility and harmony with historic fabric.
    - High-quality, traditional materials create a transition from the historic district to outlying areas, and thereby form a gateway from outlying areas to the downtown.
    - For additions, use similar materials that complement and enhance those on the existing building. Match roof materials, as appropriate.
    - Choose colors that complement the existing building.
- To create a differentiation between an existing building and an addition as well as between new buildings and old, different traditional materials can be utilized.
    - For example, a wood addition would be appropriate for an existing brick residential structure.
    - In addition, changes in the same building material can be used to create differentiation. For example, a slight change in the brick color or size could differentiate an addition from an existing building.

Figure 3.12. Located near the southern edge of the River District, Paths utilizes traditional masonry to harmonize with the historic architecture of Main Street.

	RECOMMENDED MATERIALS	PROHIBITED MATERIALS	MATERIALS REQUIRING REVIEW
CONSTRUCTION MATERIALS & EXTERIOR CLADDING	• Brick (not to be painted) • Brick veneer • Natural Wood • Stone • Cast Stone • Light Stucco Finish	• Heavily textured stucco • Modular concrete block • Imitation stone texturing (Formstone) • Wood or synthetic hakes, shingles, or clapboard siding (except in upper stories of medium-density housing)	• HardiePlank • Trespa panels • Terra cotta tiles/panels • Ceramic tiles/panels • Metal panels • Metal Composite Material • Split-face concrete masonry • Precast concrete • Synthetic stone and veneer • Vinyl siding • Aluminum siding
TRIM, ACCENT, OR WALL SYSTEM MATERIALS	• Wood • Stone veneer • Metal (aluminum) framing (for commercial storefronts and curtain walls only) • Cast iron • Wrought iron • Sheet metal (for standing-seam roofs and parapet coping)		• Fabricated millwork (Fiberglass or structural foam) • Ceramic tile
ROOFING MATERIALS	• Standing-seam metal • Slate or synthetic slate • Architectural-grade composition shingles • Membrane (built-up, single-ply) on low slopes or areas obscured by parapets only	• Composition shingles • Three-tab composition (asphalt) shingles • Imitation wood shakes	
WINDOW FRAME MATERIALS	• Wood • Wood-clad in prefinished metal • Aluminum		• Steel • Vinyl
GLAZING MATERIALS	• Clear glass • Textured, faceted, or stained glass (accent only)	• Mirrored or opaque glass	• Glass block
AWNINGS	• Fabric (cloth) • Fixed or retractable	• Backlit canopies or awnings	• Metal • Vinyl

CHAPTER 4

SITE DESIGN

Introduction

In addition to architectural design, these Guidelines strive to promote high-quality, urban site design within the ARO to foster a cohesive and attractive environment. General urban design principles to guide site design in the ARO include:

1. Identifying the architectural character of the immediate neighborhood and designing in such a way that new site design and construction maintains and reinforces the historic character.
    - Respecting Danville's rich architectural legacy by responding to historic styles, proportions, forms, and materials when designing new construction.
    - Aligning the building's façade with the street.
    - Avoiding blank and monolithic façades at the street level to invite pedestrian traffic and to provide an enhanced appearance.
    - Using high-quality building materials.
    - Articulating larger buildings for visual interest.
2. Creating pedestrian-oriented and attractive rights-of-way, streetscapes, and public spaces.
    - Giving priority to pedestrians by creating an attractive and walkable environment.
    - Providing continuous sidewalks and pedestrian crosswalk striping throughout each neighborhood.
    - Separating pedestrian, bicycle, and vehicular passages.
    - Planning to bury utilities underground.
    - Creating safe and well-lit pedestrian connections between parking areas and sidewalks.
    - Encouraging the integration of public seating areas, parks, or plazas in a streetscape site design.
    - Installing additional sidewalks, crosswalks, and accessible ramps as needed.
    - Establishing a cohesive street tree system for both shade and beauty.
3. Encouraging mixed uses.
4. Avoiding suburban or rural land-use patterns and encouraging density where appropriate to the historic setting.
5. Unifying the ARO's various neighborhoods through common public-space design elements.
    - Consistently using similar materials, street furniture, signage, and lighting fixtures to create visual cohesiveness.
    - Considering a comprehensive system of signage to orient and inform visitors. Wayfinding signage should clearly identify the neighborhood within the ARO.
6. Identifying and enhancing gateways and view corridors in the ARO.

GATEWAYS AND VIEW CORRIDORS

Streets or sites that funnel and welcome visitors to a city. For example, the landscaped and designed intersection of Main Street and Riverside Drive at the double bridge crossing the Dan River acts as physical gateway within the ARO.

Figure 4.1. The Gateway at Main Street and Riverside Drive, concentrated on the bridge that crosses the Dan River from North Danville to Downtown, is marked with decorative lampposts, a large freestanding sign, and landscaping that all combine to announce a transition.

Any new development or redevelopment of a parcel or lot within the ARO is subject to ARB review and requires a COA. A zoning clearance and building permits may also be required.

REQUIRED IN A SITE PLAN SUBMISSION

Entire Site Plans. A professionally prepared, measured site plan of any major site work for new construction or significant renovation to existing sites must be approved by the ARB and then by the relevant City agencies.

Partial Site Plans. City Staff will determine the designation for partial site plans as either major or minor. Major changes might include such elements as reconfigured parking, or the addition of retaining walls, freestanding walls and/or fences. These must be approved first by the ARB and then by other agencies as appropriate. Minor changes might include new planting beds, minor landscaping improvements, or removal of existing trees endangering a structure. These may be approved at Staff level.

4.1 Building Orientation and Setbacks

A building's orientation, frontage, and setbacks are important components of design and contribute to the character of the overall public space. The rhythm of buildings along a street creates a well-defined edge, or "streetwall," that frames the streets and ancillary open spaces. A building frontage is the extent to which the building's streetwall responds to the street-facing property line and corresponding setbacks. The streetwall provides a sense of spatial definition that creates a coherent urban environment; it reinforces a sense of place while also making for a pleasant, comfortable, and safe pedestrian environment. Although maintaining a continual streetwall is important, larger-scale developments should avoid a monolithic façade without relief through the use of articulation. Large frontages should have building breaks, front yards, setbacks, plazas, or courtyards to create a variety of landscaping and building forms that provide visual interest.

Figure 4.2. The consistent rhythm, scale, and zero-setback of the North Union Street buildings establish a defined streetwall, framing the corridor for both pedestrians and drivers.

Figure 4.3. The Danville Science Center comprises two distinct structures: a modern addition on the right that mirrors the original building's setback and masonry (on the left), linked by a contemporary glass corridor to bridge the two styles.

Standards

Orientation and Entries

- The front of a building should face the principal street.
- For a corner building, it is crucial that both street-facing walls contribute to the overall aesthetic appeal of the streetscape while maintaining a principal point of entry on the primary street. Buildings with multiple entries should prioritize a main entrance on the primary street.
    - If a building has a rear public entry, it should be attractive and cohesive with the design of the building.
    - Interior or exterior passageways that connect main and rear entries on primary streets are encouraged.

Figure 4.4. The former Hotel Danville in the River District was designed to engage both Main and North Floyd streets.

Setbacks and Frontage

- All setbacks and frontage must align with the UDC.
- The building should maintain the existing pattern of setbacks along the block with landscaped areas encouraged.
    - Landscaped areas may include walkways from the public sidewalk to the main entrance of the building.
- Buildings on corner lots should not encroach on the public rights-of-way or diminish the vision clearance for cars and pedestrians rounding the corner in any way.
- Where a new building cannot maintain the existing setback pattern, landscape elements such as fences, walls, or plants should be used to complement the existing streetwall.

4.2 Parking, Driveways, and Curb Cuts

Parking location and design are important components to creating an attractive and pedestrian-friendly streetscape. As a rule, parking should be placed at the rear of a site or parcel and visually concealed from a public right-of-way either by the building or by additional screening.

Standards

Parking

- Parking must meet all requirements of the UDC.
- Parking should be placed at the rear of a site and appropriately screened.
    - Vehicular access from the rear or from side streets is encouraged in both residential and commercial site design.
    - Parking in any other location will be subject to ARB review and approval.
- Incorporating first level or below-grade parking is encouraged in multi-story developments.
    - At-grade parking should be placed behind commercial spaces on the ground floor and screened appropriately so as not to be entirely visible at street level.
    - Parking garage entrances should be minimized and located on secondary streets.
- Pedestrian access from parking areas to commercial, mixed-use, or multi-unit residential buildings must be well marked and well lit.
- When possible, parking should be shared by several or all the businesses on the block.
- New parking facilities are required to include parking spaces dedicated to electric vehicles.

EV Charging Stations

- Should be minimally visible and located in the side or rear yard.
- Cannot exceed 48 inches to operable handle.
- All conduits should be painted to match the adjacent structure.
- The number of charging stations cannot exceed the number of allowed parking spaces. All EV charging stations must be located completely on the subject property and comply with zoning setback requirements.

Driveways and Curb Cuts

- Wherever possible, driveways should be consolidated within a property or combined to provide access to two (2) or more adjacent properties.
- Driveways accessed from side streets, alleys, or the rear of the property are encouraged.
- Driveways that cross public sidewalks must be designed to maximize pedestrian safety.
- Driveway aprons for parking and alley access should be poured-in-place concrete.
    - Historic driveway aprons and driveway materials should be retained, repaired, or replaced in-kind.
- New curb cuts should be minimized and historic stone curbing should be retained.
    - Damaged stone curbing should be restored rather than replaced.
    - Granite curbing is preferred to concrete curbing.

Figure 4.5. Historic driveways, driveway aprons, and curb materials should be preserved in place, repaired, or replaced in-kind.

Drive-through Windows

- Drive-through windows for all businesses should be located at the rear or side of the building and screened from public rights-of-way.
- Drive-through configurations should be designed to maximize pedestrian safety.
- All drive-through configurations must be reviewed and approved by the ARB and meet relevant City codes.

4.3 Minor Landscaping, Screening, and Boundary Structures

Landscaping can be used to soften building edges and obscure the visibility of necessary functions. For all new developments, landscaping installation must follow the UDC. A maintenance plan should be created to ensure required landscaping is preserved in perpetuity.

Figure 4.6. The landscaping, including the decorative and transparent fencing, soften the edge of the property line, creating a pleasant transition between the public right-of-way and private property while also invigorating the streetscape.

Standards

- Repair or restore historic fences and retaining walls with in-kind materials.
- New retaining walls should harmonize with the setting and the architectural character of the street.
    - Brick-faced, concrete block walls, wherein the color of the brick complements the color of brick in nearby buildings, are encouraged.
    - For taller retaining walls, segmental concrete retaining wall systems are acceptable.
    - Split-face block is also acceptable.
    - Unfaced concrete block and poured-in-place concrete is not appropriate.
- Fencing height should adhere to the UDC.
    - An additional two (2) feet of open lattice work may be added to the top of a six (6) foot wood fence on side and rear yards.
    - Supports have to face the property owner erecting the fence.
    - Solid fencing taller than four (4) feet is not permitted in front yards but may be considered in side yards behind the façade of the main building.
- Low masonry walls are appropriate for front yards, not to exceed four (4) feet in height.
- Double, staggered rows of approved hedge material in a minimum five (5) foot planting bed is considered an appropriate screening solution.
    - Height guidelines apply to hedges.
- Masonry piers and low foundation walls with metal pickets are appropriate for parking or landscaped areas but not for storage areas.
- Metal picket fencing with or without masonry piers or foundations walls are appropriate for garden and parking areas.

Figure 4.7. Surrounding the Grove Street Cemetery, this masonry fence is the appropriate height and style for the ARO.

4.4 Streetscapes and Public Space

Sidewalks and road verge are public spaces owned and maintained by the City of Danville. Landscaping and upkeep of these areas are the responsibility of Public Works in combination with the City's Community Development department.

Figure 4.8. The River District continues to evolve with the addition of a pocket park on South Union Street, turning challenging, unbuildable areas into welcoming public spaces.

Standards

Open Space

- Open spaces should be designed for their intended function.
  - Plazas should be designed with adequate amounts of hardscape, electrical, and water connections to accommodate public gatherings.
  - Large green spaces and parks should minimize hardscape areas that will detract from their intended appearance of native vegetation, lawn areas, and trees.
  - Paved and green surfaces in both pedestrian-only and shared pedestrian/vehicular areas must be designed to withstand their intended loads.
- Retaining unobstructed views of natural features (e.g. the Dan River) should be a priority in site design and redevelopment.
- New parking spaces should be sited so that they are visible from the street to ensure safety.
  - Park boundaries should be delineated with low walls or hedges (30-36 inches maximum).
  - A taller fence is permissible if it is open and transparent (such as iron or aluminum pickets).

Figure 4.9. The entry corridor to North Main Street is enhanced by a colorful mural that draws tourists attention to the growing North Main Business District.

Public Art

Danville has expressed a commitment to public art through such initiatives as the Danville Art Trail. The Danville Arts and Culture Plan strives to further foster public art initiatives in the City, and the Main Street corridor, the River District, and the Old West End have been proposed as cultural districts within this master plan. Tangible public art can range from outdoor sculpture to murals, which are large graphic compositions painted on the exterior surfaces of buildings that do not contain any commercial messages or references.

- Al fresco wall murals may be appropriate within the commercial contexts of the ARO but require ARB approval.
- Murals are a purely decorative form of public art; if they advertise a business, they are considered signs and sign regulations apply (see Chapter 5.0).
- 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.

Figure 4.10. Featuring a train, railway workers, and doves, the Old 97 mural not only enlivens the streetscape but comemorates the historical crash of 1903 near Danville.

Figure 4.11. Some historic sidewalk materials and patterns found in the ARO include brick laid in a common bond pattern or a herringbone pattern, concrete scored in a diamond pattern. Tobacco leaves can also be found in OWE sidewalks.

Pedestrian Access, Sidewalks, and Landscape Buffers

- Historic sidewalk material in the ARO should be restored or replaced with in-kind material when possible.
- New sidewalk paving should consider traditional materials and historic patterning to create a cohesive visual connection to the older sections.
    - Historic sidewalk patterns in the ARO include brick herringbone, cobblestone, and stone diamonds. Paved areas between the right-of-way and the building façade should use complementary materials.
- Accent pavers can be used to emphasize the entrance or other significant areas in the streetscape.
    - Materials should be compatible with the type and color of the surrounding material.
- Large expanses of concrete without details, scoring patterns, or brick/stone banding are prohibited.
- Edge treatments are recommended where the sidewalks meet grass or planting areas.
    - Acceptable edge treatments include precast concrete, tree planter curbs, brick edges, or edges constructed of compatible pavers.
    - Landscape timbers are discouraged edge treatments.
- Road verge is reserved for trees, lights, and other furniture on all streets in the ARO.
- Replacement light fixtures should echo elements of those used historically in Danville.
- Street trees should be planted and/or replaced where they are missing for streetscape and environmental benefits.
    - The selection of tree wells or landscape buffers should mimic the predominant context of the street.
    - The placement of trees should consider the growth pattern and mature size of the selected trees and the effect of canopy spread on pedestrian traffic, views of and from adjacent buildings, conflicts with the buildings themselves, and light dispersion from streetlights.
    - Priority should be given to southern Virginia native species plant selections.

    - Careful consideration should be given to the production cycle of street tree varieties (e.g. falling chestnuts are not ideal for public rights-of-way or off-street parking areas). Refer to the UDC for further direction.
    - Use tree grates rather than curbs to maximize sidewalk access.
- The placements of trees, lights, and other elements should be coordinated with the placement of off-street parking spaces to minimize barrier to passenger loading and unloading.

Figure 4.12. Street trees provide shade to pedestrians and to off-street parking spaces while also adding beauty to the streetscape.

Outdoor Display, Planters, and Street Furniture

- Display items in the public right-of-way are permissible with approval by the ARB and the City.
    - All display items must be kept neat and clean at all times.
- All permanent items to be placed in the public right-of-way must be approved in advance of implementation.
- For streets wider than 10 feet, an area of four (4) feet from the front building wall will be allowed for display, temporary signage (such as sandwich boards), landscaping, or benches.
- The color of trash receptacles should match the color of nearby street furniture, such as benches or light fixtures.
- Bicycle racks of galvanized or stainless steel are preferred over painted metal.
- Plant materials do not require approval, but planters must have plants in them (i.e., maintained in good condition) or be removed from the sidewalk.
    - Triple strand rope of one (1) inch minimum diameter can be used with metal stanchions or to connect planters. The rope may be synthetic or of natural materials.
    - Rope enclosures less than one (1) inch in diameter are not permitted.
    - Planters with narrow bases that can be easily tipped or that would be difficult to detect by the visually impaired are not permitted.
    - Cloth stretched on frames is not a permissible planter.
    - Fluorescent colors are prohibited.

Figure 4.13. Planters and street furniture create an aesthetic streetscape and invite pedestrians to pause. Street furniture, such as the bench and trash receptacle, should be placed close to a building wall or sidewalk edge so as not to impede traffic, and their colors and materials should match in accordance with the River District Redevelopment Plan.

Outdoor Dining in the Public Right-of-Way

- Tree grates are recommended for all street trees where outdoor dining is permitted.
- On streets 10 feet wide or less, a minimum four (4) foot wide corridor adjacent to the road verge must remain clear for pedestrian traffic flow. The remaining public right-of-way, plus whatever setbacks that the building offers, may be used for sidewalk dining, as determined by the Zoning Administrator and Public Works.
- On streets 10 feet or wider, a minimum five (5) foot wide corridor adjacent to the road verge must remain clear for pedestrian traffic flow. The remaining public right-of-way, plus whatever setbacks that the building offers, may be used for sidewalk dining, as determined by the Zoning Administrator and Public Works.
- Outdoor dining enclosures must be at least three (3) feet high.
    - Leading edge barriers are required that are perpendicular to the sidewalk.
    - According to Virginia State code, unless alcohol is served, front edge barriers are optional.
    - Openings for access to all doorways must be at least 40 inches wide.
    - All railings must be at least 50% open to allow visibility to and from the street.
    - Bases of enclosures should be circular or rectangular flat metal.
    - Permanently affixed enclosures are not permitted.
    - Domed metal bases are not permitted.
- Chairs and tables of metal (aluminum, steel, or wrought iron), wood, other natural materials (e.g. wicker or rattan), or metal frames with natural, wood, or plastic parts (e.g. resin woven wicker) are acceptable for outdoor dining furniture. Tables with metal, stone, or resin tops are also allowed.
    - All furniture within a section of outdoor dining must match in style.
    - Colors should be natural or dark colors.
        - White is not allowed.
        - Fluorescent colors are not allowed.

- Market-type umbrellas made of outdoor fabric with metal stands are acceptable.
  - Umbrellas should be compact in size and square is preferred over round.
  - Umbrellas should be made of a canvas type fabric. Umbrellas made from plastic fabric are strongly discouraged. Sunbrella™ fabric is preferred over canvas because of its longer life, resistance to mold, and resistance to fading.
  - Plain colors rather than stripes are preferred.
  - No logos or writing is permitted on the umbrella fabric.
- Outdoor lighting may be approved by ARB review.
  - Lighting affixed to the building or overhead lighting is preferred.
  - Open flames (e.g. candles) are not allowed.
- All other furniture (such as warming tables or bus tables) is not permitted.
- No covering or decking is allowed to encroach upon or cover the public sidewalk.
- All standards apply equally to public-facing private dining areas.

Figure 4.14. With outdoor dining in the public right-of-way, a four (4) foot corridor must be kept open for pedestrian traffic. Outdoor dining furniture should be high quality and should match in color and material.

Outdoor Dining on Private Property

- Outdoor dining areas can be located on decks, side yards, or frontages of buildings that are set back from the public right-of-way.
- Railings, decks, outdoor lighting, ramps, and safety items must conform to all City and State building, safety, and accessibility codes as well as the UDC.
- Please refer to building codes to ensure that clearance from public rights-of-way to all doorways is met.
- Outdoor dining areas located on side yards or rear yards may be fenced for security and screened for privacy.
    - Fencing similar to that specified in the sidewalk dining guidelines may be used, but fencing on private property may be permanently anchored.
    - Security fencing on side and rear yards may be up to six (6) feet in height and may be either solid or transparent.
        - Masonry walls are acceptable.
        - Metal pickets, grilles, or vertical lattice are acceptable.
        - A combination, in which 30-36 inches is solid material and the remainder is open, is also acceptable.
- Gates in solid privacy fences or walls should be constructed of open materials, such as metal prickets (wrought iron).
- Outdoor dining located in the front must be set back from the sidewalk and must have perimeter fencing that meets the requirements for sidewalk dining.
    - Paving in private dining adjacent to sidewalks should complement the sidewalk.
- Outdoor dining located on decks must adhere to all zoning and building codes for the City and state.
    - Materials that permit visibility may be utilized.
        - Horizontal or vertical steel cables or Plexiglas panels are acceptable deck railing options.
    - Deck dining may be accessible through the structure, from the street, or both.
- For furniture in side and rear yards and on decks, the requirements are more flexible, with picnic tables, umbrellas with logos, service areas, hostess stations, and bars allowed as deemed appropriate by the ARB and the City.
- Garden structures, sculptures, fountains, fireplaces, and other outdoor elements may be appropriate in outdoor dining areas but are subject to ARB review.

4.5 Service, Storage, and Loading Areas

Accessory structures and equipment should be integrated into a development plan. This section refers to loading areas, service areas, refuse areas, storage areas, and mechanical equipment.

Figure 4.15. The Spring Street access points for First National Bank demonstrates how functional spaces can be aesthetically integrated into public streetscapes.

Standards

- Service areas should be relegated to the rear of the site and obscured from public view by the principal structure.
- Access to service areas should be from side streets or the rear of the property.
- All service areas, including vehicular storage areas, loading areas, trash receptacles, commercial dumpsters, and mechanical equipment, must be located behind the principle structure and screened from public view.
    - Enclosures must be high enough to completely obscure views of the service area from the street and from the ground floors of neighboring buildings while also adhering to height regulations within these Guidelines and the UDC.
- In high-density areas, dumpsters should be consolidated to serve several businesses if possible.
- Enclosures should be constructed of materials similar to, but not replicating, the materials of the main building, or of approved masonry or wood fencing.
- Enclosure gates should be wood or solid metal.
- Hedges may also be an appropriate screening solution, if the landscaping is of sufficient height and density (i.e., opaqueness) to sufficiently block public views.

4.6 Lighting and Utilities

Standards

Lighting

- Refer to the UDC for standards of illumination.
- Streetlights should be placed to avoid conflict with street trees and should not be located within the sidewalk (i.e., public rights-of-way) but rather be placed in the adjacent landscape buffers and aligned with street trees.
- Consideration of adequate lighting should be given for pedestrian paths, bicycle trails, and parks to maximize safety and comfort.
- All streetlights should be designed to minimize light spillover and adhere to all zoning and building code requirements.
- Light should have the appearance of white light with a warm, soft glow and with a consistent appearance.
    - If existing lamps that emit non-white light are retained, new lamps that are introduced into the sequence will be required to match the illumination color and the power/light emittance of the old.
- Dark brown, dark bronze, or black are appropriate colors for free-standing pole-mounted light fixtures in the ARO.
    - The height and scale of freestanding, pole-mounted light fixtures should be compatible with the height and scale of the buildings and the sites they are illuminating, as well as with the use of the site.
    - The height of freestanding pole-mounted light fixtures in the ARO should not exceed 20 feet.

Figure 4.16. Street lights come in various contemporary and historical designs, but dark brown, dark bronze, or black are appropriate colors for free-standing, pole-mounted light fixtures in the ARO.

Utilities

- Developers and property owners are encouraged to work together to achieve a greater extent of under-grounding of utilities through coordinated design.
- Prioritize energy efficiency and green building practices to reduce the overall carbon footprint of a new/redeveloped site.
- No transformers are allowed in the public right-of-way.
- Transformers shall be concealed from the public right-of-way with adequate screening such as evergreen plantings, an enclosure, or within the building.
    - New construction should provide space for pad mounted, indoor, or underground transformers within the building footprint.
    - If this is not possible, pad-mounted transformers should be located adjacent to an alley or at the rear of the property.
    - If placement at the rear of the property is not feasible, transformers should be located behind the front building line (i.e. not between the building and the public right-of-way) and should be screened from the right-of-way by evergreen plantings or an opaque enclosure, with an opaque gate.
    - If placement behind the front building line is not feasible, and on vacant lots, transformers must be screened from the right-of way by evergreen plantings or an opaque enclosure, with an opaque gate.
- Utility locations should be selected to avoid conflict with street trees.

Figure 4.17. Transformers and their concrete pads should be relegated behind buildings and structures, preferably on rear or side elevations of buildings. If that is not possible, transformers and similar utilities equipment should be screened from view from the public right-of-way with an opaque enclosure (such as fencing) or with adequate landscaping.

4.7 Materials

	RECOMMENDED MATERIALS	PROHIBITED MATERIALS	MATERIALS REQUIRING REVIEW
CURBING	• Granite • Concrete		
DRIVEWAY APRONS	• Poured-in-place concrete		
RETAINING WALLS AND MASONRY FOUNDATION WALLS	• Brick • Stone • Tumbled or broken face block (i.e., finishes that appear like natural stone)	• Unfaced concrete block • Poured-in-place concrete (unless faced with brick, stone, or stone-patterned concrete blocks • Wirecut or other modern bricks with sharp edges	• Architectural precast concrete • Concrete block faced in brick • Split-face block • Modular concrete or segmental concrete retaining Wall systems • Stucco finish
FENCES	• Wood • Wrought iron	• Chain link • PVC • Welded, razor, or barbed wire • Unfinished pipe railings • Unfinished concrete block (painted or unpainted) • Split rail, stockade, or other fences common to rural areas • Prefabricated wood	• Aluminum picket • Composite materials (e.g. Trex)
STREET-SCAPES AND PUBLIC SPACES	• Brick • Stone • Concrete pavers • Poured-in-place concrete		
PLANTERS	• Wood • Concrete • Architectural Concrete • Terra Cotta	• Plastic • Resin • Fluorescent colors	
BENCHES	• Iron • Wood • Architectural concrete	• Plastic • Resin • Fluorescent colors	• Other metals

	RECOMMENDED MATERIALS	PROHIBITED MATERIALS	MATERIALS REQUIRING REVIEW
OUTDOOR DINING ENCLOSURES	• Wrought iron • Aluminum • Steel • Painted or stained wood	• Plastic • Concrete or wood bases for enclosures	
OUTDOOR DINING FURNITURE	• Wrought iron • Aluminum • Steel • Wood • Wicker • Rattan • Metal frames with wood or plastic seats and backs (e.g. resin woven wicker) • Stone or resin table tops • Sunbrella™ or canvas for umbrellas	• Plastic-molded • The color white • Fluorescent colors	
SERVICE AREA SCREENING WALLS AND FENCES	• Brick • Split-face block • Stucco finish • Wood	• Chain link • PVC • Welded, razor, or barbed wire	

CHAPTER 5

SIGN GUIDELINES

Introduction

Signs and awnings are prominent visual elements of the streetscape in commercial and institutional areas of the ARO, although signs can also be found in residential, civic, and industrial areas. When used as directional guidance, signs should blend in with the historic architecture of the ARO. Signs with inappropriate massing, scale, and design are a distraction from the architectural integrity of the district. Figure 5.1 illustrates the varying sign types on Main Street in the River District, including a blade sign, a hanging sign, and a window sign. Institutional signs are integrated throughout the streetscape, ranging from seasonal utility pole banners and a standard speed limit indicated, to a way-finding sign. By maintaining a visual balance, these signs contribute to a cohesive streetscape without competing with the buildings' architectural features.

Figure 5.1. Signs may take several forms.

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. Foremost, sign permits are required for the erection of any permanent or temporary sign within the City of Danville. Building and electrical permits may also be necessary. Article 5 of the UDC provides definitions of various sign forms and specific regulations for erection of a sign in the City. The standards and guidelines outlined in this chapter are meant to supplement and modify the UDC as they relate specifically to the architectural context of the ARO.

Per Article 5 of the UDC, a sign is any alphanumeric writing, pictorial presentation, illustration or decoration, emblem, device, symbol or trademark, flag, banner, pennant, or any other device, figure, or character which is employed to announce, direct attention to, identify, or make known, and which is visible from a public street or sidewalk or area of exterior public congregation.

5.1 ARB Review Levels

These levels are applicable in most cases, but note that during the administrative review process, Staff may determine that a project proposal requires ARB review.[1]

NO ARB REVIEW	ADMINISTRATIVE REVIEW	ARB REVEIW
National, state, or municipal flags (see Article 5 of the Zoning Code for more information on flags and flagpoles)	Refacing existing and previously approved signs or awning signs	All new signs
Political campaign signs	Replacing existing lighting for previously approved illuminated signs	Neon signs (although neon signs in a window are prohibited)
Updating the content of an approved sandwich board	Digital signs	New lighting for signs
Window decals measuring less than 36 square inches	Temporary sign installation	Changes to grandfathered, non-conforming signs
		The removal of any historic sign or marquee

SIGN COA APPLICATION REQUIREMENTS:

- A measured and rendered drawing of the sign design, including all logos and graphics;
- The dimensions of the sign and its base;
- Proposed materials and colors;
- Method of attachment, including all proposed wall brackets;
- Method of illumination and the number of lumens emitted;
- Specifications regarding location on the building or site;
- Fabric samples showing proposed colors for awning signs.

[1]This list is not exhaustive and is subject to amendment.

5.2 General Design Principles

Standards

- Signs should be compatible with the historic building or structure.
- When installing a sign, the applicant must consider the sign area as defined by the UDC.
- All new and replacement signs should be designed, fabricated, and installed by professionals.
- Signs should avoid repetitious and undue wording.
- Generally, only one sign per business is appropriate.
    - 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.
- Existing, historical signs of any type should be preserved and/or restored whenever possible.
    - Existing, non-conforming signs may be grandfathered, but any changes to existing signs and any replacement signs must meet these guidelines.
- Neon signs may be allowed with ARB review and approval, however, neon signs inside a window are not permitted.
- Digital signs may be allowed with ARB review and approval.
- Highly reflective metallic signs are not permitted in the ARO.
- Standard corporate logos are permitted, but modifications of a corporate logo's standard size (scale) and color(s) may be required by ARB upon review.
    - When used, trademarks, service marks, corporate logos and/or graphics should be incorporated as an integral part of the overall sign.

Figure 5.2. This painted River City Systems Inc. sign elegantly incorporates the company's logo.

Placement

- The placement of signs on a building should be considered carefully.
  - Evaluation of appropriate placement may be influenced by the design of the building's walls, window locations, parapets, or other architectural features.
  - Signs should not detract from the architectural character-defining features of historic buildings or structures.
  - Architectural features should not be removed or altered to permit the installation of a sign.

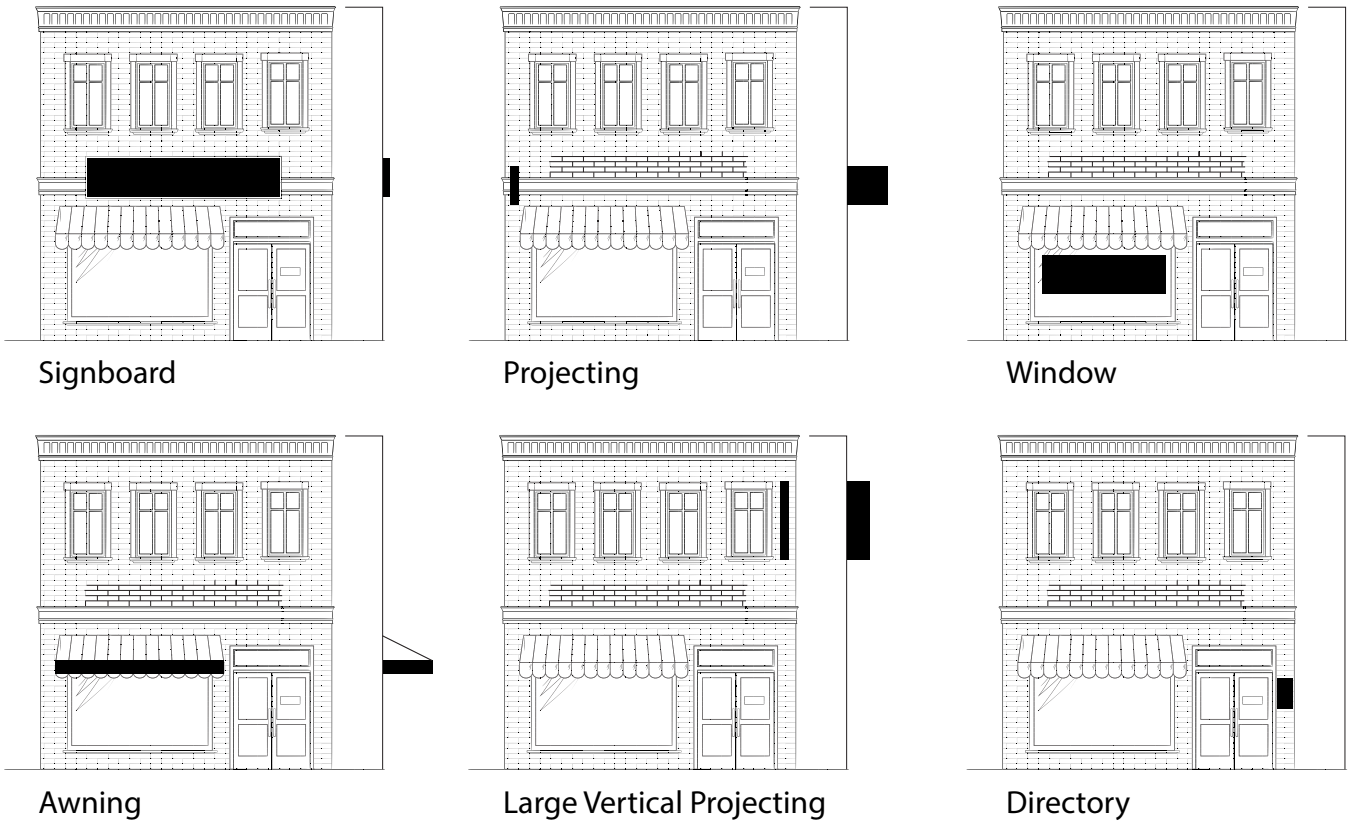

Figure 5.3. Appropriate placement of commercial signage.

Size and Scale

- Signs in the ARO may not exceed the size, height, or setback requirements as outlined in Article 5 of the UDC.
- Wall signs should not be under- or over-scaled to the proportions of the building on which it will be mounted.
  - Do not use new over-scaled or internally lit signs on a historic building unless there is a historic precedent for them.
  - Do not use other types of signs that obscure (or otherwise damage or destroy) character-defining features of a historic storefront or a historic building.

- Graphics and lettering should be in proportion to the sign and the building for visual clarity and overall balance.
    - Proportion of lettering includes font and typeface.
    - Signs should have no more than three (3) typefaces.
    - Additional typefaces may be approved by the ARB if they contribute to a balanced, legible, unified sign design.

Materials and Colors

- Materials used in both the sign and support structures should complement the building being served by the sign.
- Colors should be harmonious with each other and with other elements on site, both when viewed in daylight and at night, whether the signs are externally or internally lit.
    - Fluorescent and neon colors are prohibited.
- Colors should be limited to a maximum of three (3) per sign.
    - Black and white are counted as colors.
    - Additional colors may be approved if they contribute to a balanced and unified sign design.

Figure 5.4. The colors of this painted Riverfront Real Estate sign complement the building materials and the colors of the building's trim.

	RECOMMENDED MATERIALS	PROHIBITED MATERIALS	MATERIALS REQUIRING REVIEW
FREESTANDING SIGNS	• Wood (painted or stained) • Brick • Stone • Metal (bronze, antique bronze, aluminum, stainless steel, or painted cast iron) • Glass	• Plastic • Highly reflective metal	• Acrylic panels • Architectural foam • MDF with edge banding • Neon • Digital (LED)
WALL SIGNS	• Wood • Metal (bronze, antique bronze, aluminum, stainless steel, or painted cast iron)	• Plastic • Plywood • Highly reflective metal	• Acrylic panels • Architectural foam • MDF with edge banding • Neon • Digital (LED) • Gold leaf (paint)
AWNING AND BANNER SIGNS	• Fabric (cloth) • Canvas • Sunbrella™	• Plastic	• Vinyl

5.3 Awning and Canopy Signs

Fixed and retractable awnings and canopies often contain signage. Marquees, which are canopy structures integrated into a building wall, were typical forms of canopy signs in historic urban theaters.

Standards

- Historic marquees, awnings, or canopies that act as sign bands should be preserved and restored when possible.
- Previously approved signs and awnings, or awnings with signage, may be replaced with new signs in the same size (or less) and material following administrative review.
- Lettering or graphics on an awning or canvas should be printed.
    - Lettering height is limited to four (4) inches.
- Fabric awnings with a vinyl coating or other waterproofing treatment that extend the life of the fabric are encouraged.
    - Canvas fabric awnings are encouraged, but Sunbrella™ fabric is preferred over canvas because of its longer life, resistance to mold, and resistance to fading.
    - Vinyl awnings must be reviewed by the ARB.
    - Plastic supports are not recommended.
    - It should be considered that darker colors tend to fade more quickly than medium and light tones in fabric.
- Metal canopies that do not obscure character defining features may be appropriate.
- Back-lit awnings are not permitted.

Figure 5.5. The Historic North Theater features a marquee from which a three-dimensional, vertical sign extends upward.

5.4 Banner Signs

Made of fabric, banner signs are flat, wall-mounted or freestanding signs that are typically temporary solutions. They are most often used to announce special events or distinguish districts within the ARO.

Figure 5.6. The Danville Museum of Fine Arts and History makes use of a graphic banner sign for temporary exhibits.

Standards

- Banners should not obscure character-defining architectural features of a historic building or structure.
- Banner size is determined by the available banner arms but must be approved by ARB review.
- Banner signs must be affixed at all four corners, at top and bottom, to the wall plane.
    - Rings, rather than banner arms, are permitted for the bottom edge of banner signs.
    - "Breakaway" banner arms are encouraged to help prevent excessive wind loads.
    - Banner signs not properly affixed to withstand wind conditions will be considered a Zoning violation.
- Fabric is an appropriate banner sign material.
    - Sunbrella™ fabric and nylon are potentially suitable for banner signs.
    - Vinyl may be approved with ARB review.
    - The use of streamers or highly reflective metallic colors or materials is prohibited.
- Smaller banner signs affixed to light poles (i.e., streetlights) may be allowed with Administrative review.

5.5 Freestanding Signs

Freestanding signs are most appropriate for buildings which are set well back from the street and have no other means of appropriate signage. A freestanding sign is supported by one or more columns, uprights, posts, or braces that are permanently fixed in or upon the ground. They are, by definition, not attached to any building.

Within the category of freestanding signs are pole signs and monument signs. Sandwich board signs are a subcategory of freestanding signs. These A-frame signs are removable and their content changeable; they are typically placed in the public right-of-way outside a commercial business during operating hours only.

Figure 5.7. Various free-standing signs found throughout the ARO.

Standards

- Large billboards and reader boards are generally prohibited in the ARO.
- The size and shape of a freestanding sign should be compatible with the building it serves. Refer to the UDC for size regulations.
- Sandwich board signs may not exceed 10 square feet per sign face and may not be taller than four (4) feet in height.
- Monument signs are preferred.
    - The structure of a monument sign shall not over-scale or overwhelm the actual signage.
- Materials used in both the sign and support structures should be complementary to each other and the building or site.
    - Base materials that match the primary building materials are preferred.
- 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.
    - Landscaping for monument and pole signs should be designed to shield ground-mounted lighting.

Figure 5.8. The base of this monument sign has been nicely landscaped with low-lying evergreen and perennial shrubs.

5.6 Projecting Signs

Projecting signs are two-sided signs that extend from and are perpendicular to a building wall plane. Blade signs typically extend directly from the wall plane, without the use of a bracket. Hanging signs are suspended from a straight arm bracket that are mounted perpendicular to the face of the building. The UDC mandates projecting signs extend between one (1) and four (4) feet from a building wall.

Figure 5.9. This legacy sign remains mounted to a straight-arm bracket above Links Coffee House, serving as a nostalgic nod to the area's storied past.

Figure 5.10. Headhunters Barber Salon on North Union Street showcases a wall-mounted projecting sign with internal illumination.

Standards

- No more than one (1) projecting sign is permitted per business.
- The size of a projecting sign in the ARO is limited to four (4) square feet per side, or eight (8) square feet total on a two-sided projecting sign.
- Projecting signs and their brackets cannot project more than four (4) feet from the building wall, more than four (4) feet into the public right-of-way, or within one (1) foot of the street curb line.
- Projecting signs must be mounted high enough to provide pedestrian clearance.
    - The bottom of a projecting sign may have a clearance of no less than ten (10) feet from the sidewalk or public right-of-way.
- Neon or internally illuminated projecting signs are prohibited.
- Projecting signs should be placed on the first or second stories of a building.
    - Requests to install projecting signs on upper stories will be reviewed by the ARB.
- Where feasible, new projecting signs should be hung from existing sign brackets previously approved by the ARB.

5.7 Wall Signs

A wall sign is one that is attached to a wall or painted or inscribed on a wall or on a flat, vertical surface on a structure. Unlike a projecting sign, a wall sign projects less than one (1) foot from a building wall. Wall signs can be defined in various ways, including a flat sign board; an individual, pin-mounted letter sign; a channel letter sign mounted to a raceway; a directory sign; or a painted sign. Painted signs differ from murals in that they advertise a commercial business or product. By contrast, murals, as works of art, do not contain any commercial messages or references.

Figure 5.11. This readapted apartment building on Lynn Street has a hand-painted sign applied directly its original masonry, preserving the building's industrial character.

Standards

- Refer to the UDC for regulations on the sizes of wall signs.
    - More square footage and/or signs on more than one face of a building may be allowed per ARB review and approval.
    - Flat wall signs should not exceed four (4) inches in depth.
    - The size of a wall sign shall be coordinated with the size of the architectural element on which it is placed. The sign should not overcrowd the architectural element, the wall, or the sign area.
- Cabinet signs are prohibited in the ARO.

A cabinet sign, also known as a box or a light box sign, is a type of sign that features a box-like structure with a translucent face and an internal light source. This design allows the sign to be illuminated from within, making it highly visible, especially at night. The sign face can be made of various materials, including plastic, acrylic, or vinyl, and can display text, symbols, or full-color graphics.

- Wood or metal sign boards with attached, raised dimensional lettering, with engraved lettering, or with painted/silk-screened lettering are recommended.
- Flat wall signs may be mounted to a sign band or frieze board or to a flat surface on the building wall above the first floor but below second-story windows or cornice.
    - Wall signs shall be integrated with the architecture of the building and the placement of such signs should not obscure architectural features or details, including but not limited to cornices, windows, columns, pilasters and paneling.
    - Flat wall signs may not cover a historic transom window, which is a fixed or operable, horizontal glazing above a door or window.
- Pin-mounted, individual letter signs must not be mounted directly to a building wall but must be mounted to a frieze board or sign band integrated into or affixed to the building wall.
    - The number of holes drilled into masonry or wood structural walls for the installation of signage should be minimal.
    - On masonry buildings, signs and brackets should be anchored through the mortar joints rather than directly into the masonry unit (brick) itself.
        - Upon removal of signage and hardware, the tenant and/or business owner, in consultation with Staff, shall appropriately repair any damage caused by the sign.
    - Pin-mounted letters should be affixed to the frieze board or sign band so that the fastening hardware is not visible.
    - Halo lighting for pin-mounted letters requires ARB review.

Figure 5.12. The Danville River District sign above Bridge Street utilizes the historic pedestrian bridge once used to move between warehouses that shape the RD.

Figure 5.13. Utilizing appropriate hues, the channel-letter signage for 'The Brick' on Main Street is mounted on a raceway affixed to the masonry, demonstrating a clean and professional presentation.

- Channel lettering (mounted on a raceway or individual letters) is preferred.
  - The color of raceways should match the wall color.
- Painted signs require ARB approval.
  - Painted signs may be painted on a signboard or directly onto masonry walls.
- Directory signs must be limited to eight (8) square feet for commercial buildings.
  - Directory signs up to 16 square feet may be permitted with ARB review and approval.

5.8 Wayfinding Signs

Effective wayfinding signage plays a vital role in the overall strategy to attract people to a city or area and then to guide them seamlessly to points of interest, attractions, retail offerings, and restaurants. Wayfinding signage involves many different levels, including interstate or main road vehicular signs, secondary/approach vehicular signs, trailblazer signs, pedestrian level signs, gateway signs, and directory signs.

Standards

- Wayfinding signs should be designed, fabricated, and installed by professionals.
- Wayfinding signs located on public rights-of-way have strict codes relating to setbacks, content, and colors used. Refer to all pertinent state and local legislation before designing wayfinding signs.

Figure 5.14. Wayfinding signs include this green directory sign as well as the banner sign, both affixed to the lamp post. The United Way sign is an example of a projecting blade sign.

5.9 Window Signs

A window sign is painted onto or physically affixed to (the inside) of a building window, such as storefront windows but also including windows on upper stories or in the glazing of doors. Any sign placed in an interior but within three (3) feet of window and which can be clearly seen from a public right-of-way is considered a wall sign and is similarly subject to ARB review. Window signs must be limited to 20% of the total glass area in which the signs are placed.

Figure 5.15. Several examples of window signs and notices can be seen in this commercial strorefront in the River District.

Standards

- Window signs should not obscure the interior view of a retail establishment.
    - Windows should not be painted, inappropriately tinted, or otherwise made opaque.
- Decal-type lettering or etching is recommended for window signs.
- Lettering should be no more than six (6) inches in height for storefront window displays.
- Lettering should be no more than four (4) inches in height for upper-story window or door glazing displays.
- Window signs may cover no more than 20% of the total glass in which the signs are placed.

5.10 Lighting

Standards

- Cabinet signs are prohibited in the ARO.
- External illumination is preferred as it allows consistency with the daytime image of the sign.
- Appropriate external Illumination includes shielded incandescent or LED lights that do not create glare.
    - Targeted external illumination is recommended.
        - Lighting should be aimed so as not to project illumination beyond the sign.
    - Gooseneck external lighting fixtures or halo illumination require ARB review.
        - Gooseneck lighting fixtures should be finished in antique bronze or matte black.
    - Exposed light sources that form the body of a sign (such as, but not limited to, exposed or bare neon) are not appropriate for the ARO.
    - The color (or warmth) of the light emitted from all external light sources shall only be white. All other colors are prohibited.
- Ground-mounted spotlights are permitted for freestanding signs.
    - Landscaping for freestanding signs should be designed to shield ground-mounted lighting so that it is not visible from any adjacent property or public right-of-way.
- Halo illumination for pin letters require ARB review.
- For internally illuminated signs, individual channel letters with translucent faces are the preferred type.
    - Channel letters shall be constructed such that no light spills outward from the top, bottom, sides, or back.
    - If back-lit (halo-lit), the faces and returns of channel letters shall be opaque.
- Per Article 5 of the UDC, externally illuminated signs shall be illuminated only by a steady, stationary, light source directed only at the sign without causing glare for motorists and pedestrians or illumination spill over on neighboring properties. Internally illuminated signs shall be illuminated only by a steady, stationary, light source internal to the sign without causing glare for motorists and pedestrians or illumination spill over on neighboring properties.
    - Blinking and running lights are prohibited.

GLOSSARY

ARCHITECTURAL TERMS

ACCESSORY STRUCTURE: a smaller, secondary structure or building on a property that serves a purpose incidental to the main, principal structure. Examples include detached garages, storage sheds, gazebos, and boathouses located on the same property as the principal building.

ALTERATION: the act of making something different through modification.

ARCHITECTRUAL FEATURE: a significant or characteristic part of a building or structure that contributes to its design, beauty, or character. These elements can be either functional (like a door) or primarily decorative, used to enhance the visual appeal and distinctiveness of the building. See Character Defining Features.

ARCHITRAVE: a main beam resting across the tops of columns, specifically the lower third entablature. See Entablature.

ARTICULATION: a concept that refers to the process of clearly defining a part of a building to emphasize that part's relationship to the whole, or the relationship between new construction and neighboring, older buildings. To design the building's exterior by carefully arranging and detailing elements like windows, doors, indents, and materials to create visual interest, define its form, and connect it to its surroundings.

AWNING: a sheet of canvas or other material stretched on a frame and used to keep the sun or rain off a storefront, window, doorway, or deck.

BALUSTER: the upright elements supporting a handrail.

BALUSTRADE: the whole assembly of railing, including the top rail, balusters, and bottom rail.

BANNER SIGNS: a piece of cloth, plastic or other flexible material on which words, letter, figures, colors, designs, or symbols are inscribed or affixed for the purposes of advertisement, identification, display, or direction and which is suspended for display, typically from buildings or poles on a temporary or short term basis.

BELT COURSE: a horizontal "belt" formed by a projecting course (or courses) in a masonry wall, for decorative purposes. Can be the same material as the building wall or applied. Belt courses typically separate stories, such as between first and second or second and third.

BLADE SIGN: a type of projecting sign that is mounted perpendicularly to a building's façade and extends outward to be visible from the street or sidewalk. Blade signs do not use straight arm brackets, which distinguishes them from Hanging Signs.

BRACKET: a projecting structural or decorative element (often L-shaped) that attaches to a wall to support a vertical load, strengthen an angle, or serve as an ornamental feature for a shelf, beam, or roof overhang. Traditionally made of materials like wood, stone, metal, or terra cotta.

BULKHEAD: the opaque wall portion beneath a glazed storefront window that supports one or more display windows.

CABINET SIGN: also known as a box or a light box sign, a type of sign that features a box-like structure with a translucent face and an internal light source. This design allows the sign to be illuminated from within, making it highly visible, especially at night. The sign face can be made of various materials, including plastic, acrylic, or vinyl, and can display text, symbols, or full-color graphics.

CAPITAL: the uppermost part of a column or pilaster, typically embellished with classical ornament. There are five orders, from least to most ornate: Tuscan, Doric, Ionic, Corinthian, and Composite.

CHARACTER DEFINING FEATURES: the visual aspects and physical features that define the appearance of a historic building, including its materials, craftsmanship, decorative details, spaces, form, and the surrounding site and environment (or setting).

CHIMNEY: typically built of masonry or metal, a vertical ventilation structure incorporated into a building and enclosing a flue or flues that carry off smoke from a fireplace or hearth.

CLAPBOARD: different from weatherboard, clapboard is short lengths of split wood boards used as overlapping siding.

COLUMN: a cylindrical (round) vertical support that consists of a base, a shaft, and a capital. The shafts can be plain or fluted (textured with grooves).

COMPATIBLE: something that is harmonious with, appropriate for, and does not significantly harm, overshadow, or interfere with the existing character and integrity of a historic property.

COMPONENT: a part or element of a larger whole.

COPING: a protective cap or top of a brick wall or chimney that protects the masonry below from water penetration. Coping can be metal or concrete.

CORBEL/CORBELLING: a corbel is an architectural feature typically made of brick, wood, terra cotta, or stone that projects from a wall and supports a cornice or an arch. Corbelling is a series of such brackets that project beyond the face of a wall.

CORNICE: decorated trim at the top of a building, where the wall meets the roof line. See Entablature.

CRESTING: an ornamental edging or railing on the ridge of a roof or on top of a wall or screen.

CUPOLA: a small dome, typically with a circular or polygonal base; that projects from the roof line.

DECK: an open, flat, outdoor platform that extends from the house and is elevated above the ground. It serves as an additional living space. Decks are typically constructed of wood or composite materials.

DENTILS: small, closely-spaced blocks (typically of wood) projecting from a wall and associated with a cornice. The name is derived from their visual appearance that mimics rows of teeth.

DORMER: structural element (typically holding a window) that projects above the roof and adds living space to the uppermost floor. Typically found on steeply-pitched gable or Mansard roof forms.

DRAINAGE SYSTEM: a network of channels, pipes, and other structures (such as gutters, downspouts, etc.) designed to collect and remove excess water from a building or area in order to prevent damage.

EAVE: the overhang of a roof that projects beyond the wall and protects it from weather.

ELEVATION: the line drawing of a building wall, such as in architectural or construction drawing sets, but also used refers to a building wall that is not the façade. For example, side and rear building walls may be referred to as the "side elevation" or (depending on the direction they face) the "north elevation."

ENTABLATURE: a Classical assemblage of horizontal moldings between a column and a roof. Entablatures have three components: the architrave, at the bottom, which is a simple support beam; the frieze, or the central band; which is often decorated but can also be plain; and the cornice, at the top, which is a series of moldings directly below the roof that projects from the edge of the frieze.

EXTERIOR: the outer surface or structure.

FAÇADE: the front wall of a building. Typically facing a street or where the main entrance is located. See Frontage.

FASCIA: a plain and wide horizontal band between the cornice and the roof of a building.

FENESTRATION: the number and arrangement of windows and doors on a wall. Also called openings.

FLASHING: a continuous piece of metal or other material installed at an angle or at a joint to prevent water seepage.

FORM: the prevailing shape of a building, such as a cube.

FOUNDATION: the lowest load-bearing part of a building, often below grade (ground level).

FREESTANDING SIGN: a sign that is supported by one or more columns, uprights, posts, or braces that are permanently fixed in or upon the ground; not attached to any building. See Pole Signs and Monument Signs.

FRIEZE: the wide central section of the entablature. See Entablature.

FRONTAGE: the extent to which the building's streetwall responds to the street-facing property line and corresponding setbacks. See Streetwall.

GABLE: the triangular, upper part of a wall formed by a pitched roof. Also applied to roof forms, such as side-gable or front-gable.

GLAZING: the glass in a window. Single-glazing refers to a single pane of thick glass. Double-glazing is two panes of glass separated by a later of gas. See Pane.

GRILLES: a decorative feature applied to glazing to simulate Muntins. Grilles do not hold individual Panes of glass like muntins do, and are not structural. When applied between double glazing, they are known as Grilles Between Glass (GBG) or "sandwich muntins."

HANGING SIGN: a type of projecting sign that is suspended from a straight arm bracket and is generally mounted perpendicular to the building façade.

ILLUMINATION: the act of lighting something internally or externally using an artificial light source to enhance the object's visibility or readability (such as a sign).

INFILL (DEVELOPMENT): a building or buildings recently constructed on unused and underutilized lands within existing development patterns, typically but not exclusively in urban areas.

INSERT (POCKET-STYLE) WINDOW REPLACEMENT: the installation of a new window sash and frame into the existing frame, which results in a smaller glazed area and wider trim.

INTEGRITY: a building's authenticity, conveying its significance through its historic physical characteristics (or character defining features), including through design, materials, and craftsmanship.

LIMEWASHING: a traditional, decorative finish used on both exterior and interior surfaces created by a solution of lime mixed with water.

LINTEL: a horizontal block that spans between two supports. For doors and windows, the support at the top of the openings.

LOW EMISSIVITY (LOW-E) GLASS: glazing which has a coating that minimizes the amount of ultraviolet (UV) light that can pass through the window glass without compromising the amount of visible light transmitted.

LUMENS: a measurement of light emittance, specifically the total amount of visible light emitted from a single light source in all directions.

MAINTENANCE: the application of a preservation treatment to a historic resource, including housekeeping and routine, cyclical work that mitigates the wear and deterioration of the historic material without altering the appearance of the resource.

MARQUEE: a permanent structure, awning, or canopy that projects beyond a building wall at an entrance to a building or extending along and projecting beyond the building's wall. It is generally designed and constructed to provide protection against the weather.

MASONRY: the craft of building a structure with brick, stone, or similar material, including mortar and plaster. Also refers to these materials.

MASSING: the enclosed space within a building or a building's exterior form. Sometimes referred to as a building envelope.

MODILLION: an ornate bracket, usually found as part of a cornice or underneath a cornice.

MONUMENT SIGN: a freestanding sign that is mounted to the ground on a contiguous base; not attached to any building.

MORTAR: a workable paste that binds structural masonry units, such as bricks, stones, and cement or concrete blocks, together to form a cohesive wall or structure. Historic mortars were based on lime and an aggregate, such as sand or crushed oyster shell. In the late 19th century, cement mortars (such as Portland cement) became popular.

MORTAR JOINT: the space between individual masonry units that are filled with mortar to create a bond, structural integrity, and aesthetic appeal. Joints have profiles, which are shaped by tools before the mortar hardens to influence the masonry unit's ability to resist water and increase sustainability. The joint affects the overall appearance of the masonry wall, and profiles can include concave, V-shaped, raked, flush, struck, weather, extruded, beaded, and grapevine.

MULLION: a vertical shaft between two window panes that provides structural support.

MUNTIN: strips of wood (typically) or metal that both separate and hold the panes of glass within a window sash. Often conflated with the term GRILLE, but muntins are structural whereas grilles are applied decoration.

MURAL: a painting or other work of art executed directly on a building wall that does not contain any commercial messages or references.

PAINTED SIGN: a type of wall sign that is painted directly to a building face and advertises a commercial business or product.

PANE (OR LIGHT): typically rectangular or square pieces of glass that are held in place by muntins in a window sash. The number of panes can also be referred to as "lights." For example, a window with six panes of glass in one sash would have six lights.

PARAPET: the portion of a building wall that extends above the roof line. Typically found on buildings with flat roofs.

PEDIMENT: a triangular (gable) roof form supported by columns, typically found on porches and porticos. Pediments can also be found as decorative elements above doors and windows.

PILASTER: a half-column, either semi-circular or squared, engaged (attached) to the wall; not freestanding like a column.

POLE SIGN: A freestanding sign supported by one or more cylindrical poles that are placed in the ground.

PORT COCHERE: a roofed structure with no walls that extends from a building entrance over an adjacent driveway. The name literally translates to "car port," and it is a shelter for those accessing or exiting vehicles.

PORTICO: a small, covered entrance to a building, typically the width of a stoop. The structure consists of a roof (often topped by a pediment) supported by columns. Not to be confused with a porch, which provides more living space.

PROTECTION: the least degree of intervention; preparatory work. Protection includes the maintenance of historic materials and features as well as ensuring that the property is protected before and during preservation work. Stabilization is an act of protection. Examples include installing storm windows to protect historic window sashes or coating historic metal with a rust-inhibiting paint.

RACEWAY (FOR SIGNS): a rectangular structure (often made of aluminum) that serves as a mounting base for channel letters or other sign components. It houses all the wiring and electrical components of the sign, allowing for a cleaner installation on the building façade by minimizing the number of penetrations (anchors) needed through the wall.

RAFTER: a wood beam that supports the roof system, often exposed beneath the eave in traditional buildings.

REFACING (A SIGN): the process of updating or replacing visual elements of an existing sign while keeping the underlying structure (including dimensions and form) intact.

REPAIR: the act of addressing deferred maintenance. Examples include fixing a leaking roof or replacing a broken window pane.

REPLACEMENT: the act of substituting historic materials and features that are either deteriorating or missing with new, compatible materials and features. Examples include replacing exterior wooden features with synthetic wooden features or replacing historic wooden sash windows with compatible synthetic windows.

REPLACEMENT IN-KIND: the act of substituting historic materials and features that are either deteriorating or missing with new materials and features that closely match the original in design, color, texture, and (where possible) materials. Examples include patching dry-rotted clapboard with new wood that matches the old or replacing deteriorating or broken bricks with bricks that match the original in color, texture, and size.

REPOINT: to repair and/or replace deteriorated mortar joints in masonry construction.

RESTORATION: the act of returning a building or structure to a former condition.

RHYTHM: a repeating or alternating pattern of elements (such as windows) that create a sense of visual movement and order.

RISER: the vertical element in a stair, or the vertical space between one step and another.

ROAD VERGE: a strip of land alongside a road that is typically covered in grass, plants, or other vegetation. It can be found between the roadbed and a sidewalk, a curb, or a property line.

ROOF: a structure forming the upper covering of a building. It protects the building from rain, snow, wind, sunlight, and extreme temperatures.

SANDWICH BOARD SIGNS: A-frame signs that are removable and their content changeable. They are typically placed in the public right-of-way outside a commercial business during operating hours only.

SASH: the wood frame of a window in which glass panes between muntins are set. Sashes can be single, double, or triple, depending on the size of the opening. Sashes are operable and move up and down.

SASH KIT REPLACEMENT: the replacement of the window sash panel(s) without removing the existing frame.

SCALE: a building's height, width, and depth, or the overall size of a building in comparison with its built environment.

SETBACK: the minimum distance which a building or other structure must be set back from a street or a road, a river or a stream, a shore or a flood plain, or any regulated space.

SIDELIGHTS: fixed, vertical glazing, typically narrow panes, flanking a door or large window.

SIDING: cladding material for the outside of the building.

SIGN: any alphanumeric writing, pictorial presentation, illustration or decoration, emblem, device, symbol or trademark, flag, banner, pennant, or any other device, figure or character which is employed to announce, direct attention to, identify, or make known, and which is visible from a public street or sidewalk or area of exterior public congregation.

SIGN AREA: the entire area within a single continuous perimeter, and a single plane, composed of a square, circle, rectangle, or other geometric figure that encloses the extreme limits of the sign's message background and trim, and including all letters, figures, graphics, or other elements of the sign.

SILL: the horizontal element at the base of a door or window.

SIMULATED DIVIDED LIGHT (SDL): permanently fixed grilles on both the interior and the exterior of the glass, with spacer bars between the glass.

SKIRT BOARD: the horizontal trim board that lies between a floor and a supporting vertical wall. It covers the joint where the two meet, such as an interior baseboard.

SKYLIGHT: a light-permitting structure or window, usually made of transparent or translucent glass or plexiglass, in a roof.

SOFFIT: the flat underside of a roof overhand, or eave.

SOLDIER COURSE: a row of bricks set upright, or vertically, used as decoration (often as a belt course or in lieu of a sill above a window).

SPALLING: the deterioration of brick, stone, or concrete due to freezing and thawing, which results in pieces of the masonry chipping and breaking off.

SPANDREL: the triangular, ornamental space between the curves of two arches and the lintel.

STEP-BACK: an architectural design concept that is typically applied to the upper-story of a multi-story development, requiring that any portion of a building above a certain height is further pushed-in, or back from the street, towards the center of the property line.

STILE: vertical parts on both sides of a door that extend the full height of the door.

STOREFRONT SYSTEM: a non-load-bearing wall typically less than 10 feet high, containing large, plate-glass windows, vertical framing members, panels, and doors. It usually serves as a retail or commercial business entrance and display windows.

STORM WINDOW: a window mounted on either the inside or outside of the main glass window that provides more insulation and reduces air movement (leakage) in and out of the original windows.

STREETSCAPE: the overall visual appearance and character of a street, encompassing all the elements within the public right-of-way and often extending to adjacent private properties.

STREETWALL: the continuous building frontages on a block that provide a sense of spatial definition, thereby creating a coherent urban environment. A streetwall reinforces a sense of place while also making for a pleasant, comfortable and safe pedestrian environment.

STRUCTURAL WALL: a load-bearing wall that provides structural support for the building by carrying and transferring the weight of upper floors and the roof to the foundation. Also known as a framing system, structural walls are not visible; they are typically finished with plaster, drywall, or similar materials on the interior and clad with exterior materials, such as brick or wood siding.

STUCCO: a fine plaster, finished either textured or smooth, used as a coating for wall surfaces or for molded architectural features.

SURROUND: the framework and associated trim (typically wood) around a window or door.

SYMMETRY: the equal and balanced distribution and arrangement of components along an axis, or a mirroring of building elements.

TRANSOM: fixed or operable, horizontal glazing above a door or window.

TRANSPARENCY: the quality of allowing light to pass through so that objects behind may be visible.

TREAD: the flat, horizontal plane of a stair.

TRIM: decorative and functional moldings applied to a building's interior or exterior, serving to enhance aesthetics, conceal joints between surfaces, and provide protection from wear. Common examples include baseboards, window casings, and crown molding.

TRUE DIVIDED LIGHT (TDL): multiple panes of glass physically separated by muntins. Opposite of Simulated Divided Light (SDL).

VERNACULAR: a descriptive term encapsulating architecture that reflects construction materials and techniques that exhibit an evolution over time that reflects, environmental, cultural, technological, economic, and historic contexts. Often used to describe buildings not designed in a monumental, high-style or that cannot be described by a named architectural style.

VESTIBULE: an antechamber, small hall or lobby, appended to the outer entrance of a building.

WALL SIGN: a sign that is attached to, painted on, inscribed upon, or deriving its major support from a building wall and that projects less than twelve (12) inches from the wall.

WAYFINDING SIGNAGE: a system of strategically placed visual cues (such as signs, maps, and other design elements) designed to help people navigate and orient themselves within a physical space. It essentially guides individuals from one point to another within a complex environment, ensuring they can find their desired destinations efficiently and safely. Wayfinding signage encompasses interstate or main road vehicular signs' secondary/approach vehicular signs, trailblazer signs, pedestrian level signs, gateway signs, and directory signs.

WEATHERBOARD: smooth, sawn wood boards used as siding, sometimes with a beaded edge. They can be set to overlap or can be flush, with beaded joints between boards.

WINDOW SIGN: a flat sign that is painted onto or physically affixed to (the inside) of a building window, such as storefront windows.

APPENDIX A

BUILDING MAINTENANCE CHECKLIST

Date _____

	AREA	WHAT TO INSPECT
☐	Roof and gutters	Inspect for loose materials, water leaks, and damage
☐	Chimneys and flashing	Inspect for loose materials, water leaks, and damage
☐	Exterior walls and foundations	Inspect for loose materials, cracks, damage, peeling paint, etc.
☐	Architectural features and trim	Inspect for loose materials, damage, peeling paint, etc.
☐	Porches and stairs	Inspect painted surfaces, flooring, supports, and stairs for deterioration
☐	Storefronts	Inspect painted surfaces, window glazing, signage, and any awnings for deterioration or damage
☐	Windows, shutters, and doors	Inspect window sashes and panes of glass for cracks or damage and replace broken glazing. Inspect caulking (sealed and aligned joints) and caulk gaps as needed. Inspect wooden trim (surrounds, lintels, trim) for damage.
☐	Structures	Inspect structures, such as garden walls or fences, for deterioration or damage

APPENDIX B

GUIDANCE ON THE ARB REVIEW PROCESS

Property owners who submit applications to the Architectural Review Board desire prompt and fair responses to their requests. The ARB is comprised of appointed individuals with varying professional backgrounds, viewpoints, and levels of experience serving on public boards and commissions. This appendix aims to provide guidance to ARB members on how to make their judgements consistent, balanced, and evidence-based.

1. Understand your purpose. Per the enabling legislation that forms an architectural review board, the ARB's purpose is to review, interpret, and enforce architectural standards and policies as written in the municipality's design guidelines. Some property owners may not understand the review process they are undergoing or the purpose of the ARB. Dedicate a brief amount of time at each hearing to explain and define the ARB's purpose and role. This summary not only helps those attending the meeting but refocuses ARB members' purpose at each meeting. Ideally, any statements made at the beginning of the meeting, as with motions, should originate with the board Chair.
    - All ARB members should be familiar with the ARB by-laws, which are formally adopted and made a part of the UDC. The ARB by-laws provide clear, written governance policies to ensure consistent operation.
    - Prior to their first hearing, new ARB members should be trained in the legislation that enables the ARB, how code differs from guidelines, and how to use Robert's Rules of Order to structure and run a public meeting.
2. Consultation. A property owner may have a complicated request that he/she wishes to talk about before a hearing. Property owners should be encouraged to consult ARB Staff in pre-application meetings. If ARB members are contacted directly by applicants, they can speak with them about the project prior to a hearing. However, they must disclose this conversation at the very beginning of the hearing, before the project is opened to discussion. Conversations between applicant and ARB members must adhere to the Sunshine Law.
3. Prepare. If Planning Division Staff has created a staff report on a proposal with recommendations, ARB members must be sure to carefully read the report and accompanying materials in advance of the hearing date. If ARB members have questions about the staff report(s) or any recommendations therein, they should seek to consult with Staff in advance of the hearing.
4. Discuss and adjudicate. After Staff has presented a proposal to the ARB and the applicant has been given the opportunity to speak on behalf of his/her proposal, the Chair should encourage all members of the ARB to discuss the proposal's merits. If issues with the proposal are raised, they should be noted. Discussion should lead to adjudication, which is the process of deciding whether a proposal meets or does not meet the Guidelines and Zoning Ordinance, and whether a COA should be awarded, awarded with modifications, or denied.
5. Back it up with evidence. When adjudicating an application, ARB members must always refer to the

Guidelines and the Zoning Ordinance to justify their decisions. Decisions cannot be made arbitrarily based on feeling or even on past experience, but must be based on what is written or agreed upon through discussion in the public meeting. Any decision, but particularly a denial, should hold up under scrutiny or appeal, and it can only do that if it complies with written code and guidelines. The Chair should ask for a motion to be seconded, and then a vote is taken and recorded.

6. Provide a roadmap. If an ARB member or the board by consensus asks the applicant to make revisions to his/her proposal, then the ARB should provide guidance on what revisions they wish to see and why these revisions are necessary based on the evidence noted above.

ARB members are also encouraged to inform the standards and policies set forth in the Guidelines with the support and input of Staff.

Other ways in which the ARB and Staff can encourage consistency and compliance is to:

- Hold regularly scheduled meetings (monthly, bimonthly, or quarterly) to which all members consistently attend, and to post these meeting dates, times, and locations on the City of Danville website;
- Ensure that any ad-hoc meetings are advertised thoroughly and well in advance so as to make the public aware of an irregularly schedule meeting;
- Publish meeting agendas and staff reports on-line at least one week in advance of a hearing;
- Become familiar with past ARB decisions and actions so as to be consistent with previous boards;
- Make decisions that take the property owners' needs and limitations into account while upholding the Guidelines and Zoning Ordinance;
- Make decisions that align with the historic preservation goals and initiatives of the Preservation Plan, PLANDanville, the UDC, and these Guidelines.