



**TOWN OF  
DANVILLE**

**Danville Plan Commission  
July 12, 2023  
7:00 PM**

**AGENDA**

- I. **Call Meeting to Order**
  - Pledge of Allegiance
  - Establish Quorum
  - Approve Minutes
  
- II. **Old Business: None**
  
- III. **New Business:**
  - A. **Public Hearing: Hendricks County Work Release Center, a site plan review to construct a modular building, located at 200 East Campus Boulevard, 0.25 acres**  
*(Eric Weflen, ESW Consulting, LLC)*
  
  - B. **Design Review Committee Recommendations: Anthony D. Higbie, 25 West Marion Street, Exterior Renovation**  
*(Staff)*
  
- IV. **Report of Officers, Committees and Staff**
  
- VI. **Adjourn**

**Next Meeting:  
August 9, 2023**

**DANVILLE PLAN COMMISSION**  
**MINUTES**  
**June 14<sup>th</sup>, 2023**  
**7:00 PM**

**Members Present:** Adam Harvey, Loris Thompson, Sue Rempert, Michael Chatham, Barry Lofton, Jill Howard, Nancy Leavitt  
**Members Absent:** None  
**Staff Present:** Lesa Ternet, Tasha Hensley  
**Guests:** Matt Rausch, Kevin Cavanaugh, Eric Wefflen, Ryan Satchell  
**Legal:** Chou-il Lee, Taft Law

A quorum was established, and the meeting was called to order by L. Thompson.

J. Howard made a motion to approve minutes from the May 10<sup>th</sup>, 2023, meeting. S. Rempert seconded the motion, motion passed 7-0.

**Old Business:** None

**New Business:**

**A. Public Hearing: Co-Alliance, for a request to rezone from Residential 2 Central (R2C) to Industrial General (IG), located at 98 West Lincoln Street), 0.93 acres (Ryan Satchell)**

R. Satchell with Co-Alliance stated he wanted to construct an open pole barn to get equipment out of the weather. It was noted in the permit review process that the business was zoned residential. B. Lofton stated that if approved, once the pole barn is constructed there needs to be a concrete apron added at the entrance to the property to keep the recently repaved road from breaking down with heavy trucks entering the site. The meeting was open to the public, with no public comment, and the public hearing was closed. J. Howard made a motion for a favorable recommendation to approve the rezone request. M. Chatham seconded the motion.

**Roll Call Vote:**

S. Rempert – Aye  
N. Leavitt - Aye  
A. Harvey – Aye  
L. Thompson – Aye  
J. Howard - Aye  
M. Chatham - Aye  
B. Lofton – Aye  
Motion Passed 7-0.

**B. Public Hearing: Rhonda Mackey, J. Fuehrer, & Jeffrey & Shelly Fuehrer, C/O Ryan Homes/NVR, Inc., for a request to rezone from General Business (GB) to Planned Unit Development (PUD), located at 407 North County Road 200 East, 37.7 acres (Jerry Kittle, Innovative Engineering & Consulting)**

Matt Rausch with Ryan Homes presented the development proposed for the PUD rezone. B. Lofton asked if Ryan Homes would be willing to make a commitment upon approval to help offset the cost of upgrading the sanitary sewer lines to help serve this project. M. Rausch stated he was willing to work with the town. The meeting was opened to the public, with no public comment, and the meeting was closed to the public. S. Rempert made a favorable recommendation to rezone with the following commitments; 1) 30% open space provision for tree preservation; 2) a density of 3.84 per acre; 3) lighting is to be the responsibility of the developer; 4) landscaping and buffer yard plan; 5) rear yard architectural standards to ensure a varying of appearance; 6), no above ground pools or accessory storage buildings; 7) and commitment to paying an additional sanitary sewer fee of \$1400 per lot prior to issuing a building permit. N. Leavitt seconded the recommendation.

**Roll Call Vote:**

N. Leavitt- Aye  
S. Rempert – Aye  
A. Harvey – Aye  
L. Thompson – Aye  
J. Howard - Aye  
M. Chatham - Aye  
B. Lofton – Aye  
Motion Passed 7-0.

**C. Design Review Committee Recommendations: North Salem State Bank, Michael Rogers, 202 West Main Street, Exterior Renovation (Staff)**

Heath Allen with North Salem State Bank provided an overview of all the updates being proposed. S. Rempert asked if there were any plans for outdoor lighting. H. Allen stated nothing outside of what exists currently. The Design Review Committee gave the project a favorable recommendation. A. Harvey made a motion to approve. S. Rempert seconded the motion. Motion carried 7-0.

**D. Design Review Committee Recommendations: Hendricks County Facilities Department on Behalf of the Hendricks County Board of Commissioners, Michael Rogers, 200 East Campus Boulevard, Exterior Renovation (Staff)**

Kevin Cavanaugh, Facilities Manager with the county discussed the need for additional space at the Work Release Center. The County is seeking approval to place a temporary modular unit to house eight (8) additional occupants until such time that an addition to the existing structure can be done. He stated at this time there is an immediate need. A. Harvey asked how long they felt this band-aid would help. K. Cavanaugh stated that unfortunately, he does not have an answer for that. L. Ternet stated that the Design Review Committee did want the petitioner to return every 5 years for review and had given a favorable recommendation. A. Harvey made a motion to approve; J. Howard seconded the motion. Motion carried 7-0

**Items for Discussion:** None

**Report of Officers, Committees and Staff:** None

With there being no further business, the meeting was adjourned at 8:28 p.m.

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**Loris L. Thompson, President**

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**Barry Lofton, Secretary**

# Meeting Briefing

July 12, 2023

## **Site Plan Approval, Hendricks County Facilities Department on behalf of the Hendricks County Board of Commissioners**

This is a request to approve a site plan review for the construction of a modular building located at 200 East Campus Boulevard. This is a public hearing and will require a vote.

## **Design Review Committee Recommendations, Anthony D. Higbie**

In your packet, you will find an application for the Design Review Committee that received a favorable recommendation on July 5, 2023. This is a request for the replacement of an existing window on an existing structure located at 25 West Marion Street. This will require a vote.

# CASE SUMMARY

## *Site Plan Review*

**Case:** 2023-2138  
Kevin Cavanaugh, on behalf of the Hendricks County Board of Commissioners, Petitioner  
Eric Weflen, ESW, Project Engineer

**Request:** Site Plan Approval

**Location:** 200 East Campus Boulevard

**Acreage:** 0.20 acres

**Zoning:** Office District (OD) & Corridor Protection Overlay District (CPOD)

**Staff Summary:**

### **Zoning:**

- This property is the current site for the Hendricks County Work Release Center. The petitioner is requesting to place a temporary modular building on this site to address the need for additional housing for residents. This building will accommodate eight (8) additional occupants until an addition to the existing structure can be accomplished. This use is permitted in the OD zoning district.
- The site is also subject to the design requirements of the Corridor Protection Overlay District. The project representatives met with the Design Review Committee (DRC) on June 7, 2023. The DRC gave a favorable recommendation to the Plan Commission subject to using smart panels to match the existing structure, installation of landscaping, and a follow-up review by the DRC in five (5) years.

### **Utilities:**

- Water will be provided from an existing 6" water main.
- Sanitary sewer connection will be to an existing lateral.

### **Public Streets/Public ROW:**

- No new public streets will be constructed as a result of this project.

### **Stormwater/Drainage:**

- The Town's engineer has reviewed the drainage plans and found them to be sufficient for preliminary approval. Joe Miller's comment letter dated June 23, 2023, is included in your handouts.

**Off-street Parking:**

- Off-street parking spaces exist and will not be affected by this addition.

**Landscaping/Screening:**

- Additional landscape screening has been provided along the southeast portion of the property to screen the modular structure.

**Lighting:**

- There are no changes to the existing lighting plan.

**Pedestrian Circulation:**

- Pedestrian circulation between parking areas and buildings is not affected by this addition.

**Signage:**

- There are no additional signs proposed for this project.

**Additional Comments:**

- The utility contacts on the cover sheet of the plans must be updated to reflect current personnel.
- A pre-construction meeting must be scheduled prior to any construction activities.
- A Certificate of Obligation to Observe must be submitted prior to any construction activities.

Staff recommends approval of the site plan subject to the conditions of the Design Review Committee recommendations and comments in this summary.

**Plan Commission Action on Site Plan:**

*Approve Site Plan*  
*Deny Site Plan*  
*Approve Site Plan with conditions*



# ADVISORY PLAN COMMISSION

49 North Wayne Street | Danville, IN 46122  
317-745-4180 | [www.danvilleindiana.org](http://www.danvilleindiana.org)

Date of Hearing: 7-12-23  
Plan Commission Action: \_\_\_\_\_

**JUN 09 2023**

App. No.: 2023-2138  
Fee: \$1,040.00  
Received By: LT

### APPLICATION FOR APPROVAL (Check all that apply)

- Plat     Replat     Revision     Amendment     Minor Plat     PUD  
 SPR     Rezone     Exempt Subdivision

\* Please fill out the form in its entirety

Name (s) of Owner (s) Hendricks County Facilities Dept. on behalf of Hendricks County Board of Commissioners

Address (s) 355 S. Washington Street, #G20 Danville, IN 46122

Phone (s) 317-745-9236 Email (s) kcavanaugh@co.hendricks.in.us

Owners' Representative (Subdivider, if any) and /or Registered Engineer or Land Surveyor:

Address (s) Eric Weflen/ESW Consulting, LLC 6305 Supreme Court, Pendleton, IN 46064

Phone (s) 317-517-8999 Email (s) eweflen74@gmail.com

I (We) do hereby apply for approval of the following described plat of a subdivision in accordance with the Subdivision Control Ordinance. I (We) am (are) the owner (s) of the real estate included in said subdivision.

Name of Subdivision: \_\_\_\_\_

Address of Subject Property: 200 E Campus Blvd, Danville, IN 46122

Generally described as follows:

Area (in acres): 15.88 (Situa area 0.25 ac) Number of Lots: 1

Existing Zoning District (if applicable to rezone): OD/CPOD

Proposed Zoning District (if applicable to rezone): OD/CPOD

Parcel ID#: 32-11-11-100-003.000-003 Current Zoning District: OD/CPOD

Feet of new streets to be dedicated to the public: 0

Feet of sanitary sewers to be dedicated to the public: 0

Feet of water main to be dedicated to the public: 0

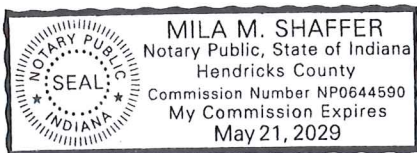
Feet of storm sewer to be dedicated to the public: 0

STATE OF INDIANA )

) SS:

HENDRICKS COUNTY )

The undersigned certifies that the above information is true and correct to the best of his (her) knowledge.



Paul Weddle  
Signature of Owner/Applicant (s)  
Assistant Facilities Manager  
Title of Applicant

Mila M. Shaffer 06/08/2023





853 Columbia Road, Suite 101, Plainfield, IN 46168  
Phone: (317) 707-3700 | Fax: (317) 707-3800

June 23, 2023

Lesa Ternet, Planner  
Town of Danville  
49 N. Wayne St.  
Danville, IN 46122

RE: Hendricks County Work Release – Secondary Storm Review

Dear Ms. Ternet:

I have reviewed the construction plans and drainage report for this project. They appear to meet the intent of the Danville Stormwater Ordinance, and we recommend approval. If you have any further questions, please contact me.

All the best,

A handwritten signature in blue ink that reads "Joseph L. Miller".

Joseph L. Miller, P.E.







**SITE PLAN NOTES:**

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL, COUNTY, AND STATE AGENCIES PRIOR TO STARTING OFF.
2. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN THE LOCAL COPIES OF ALL UTILITY RECORDS AND TO CONDUCT A UTILITY LOCATING SURVEY PRIOR TO STARTING CONSTRUCTION.
3. ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE AND SHALL BE PROTECTED WITH REINFORCED CONCRETE CHANNELS.
4. ALL UTILITIES SHALL BE PROTECTED WITH REINFORCED CONCRETE CHANNELS FOR THE ENTIRE LENGTH OF THE PROJECT.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL, COUNTY, AND STATE AGENCIES PRIOR TO STARTING OFF.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL, COUNTY, AND STATE AGENCIES PRIOR TO STARTING OFF.
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**LEGEND:**

- CONCRETE STOP

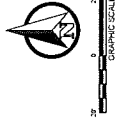
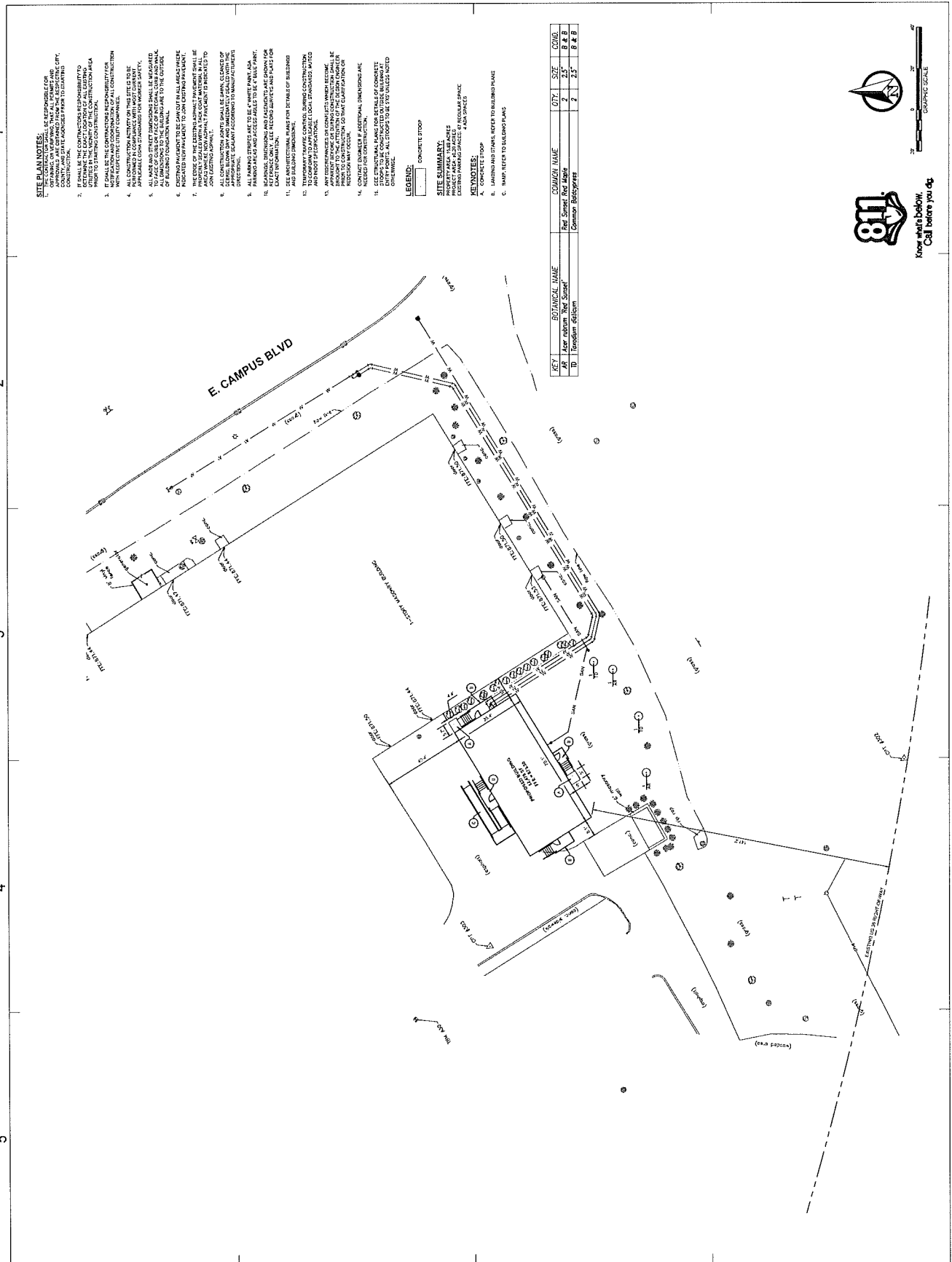
**SITE SUMMARY:**

PROPERTY AREA: 1.56 ACRES  
EXISTING PARKING SPACES: 0  
NEW PARKING SPACES: 0

**KEYNOTES:**

- A. CONCRETE STOP
- B. LAMP AND STAKE, REFER TO BUILDING PLANS

KEY	BOTANICAL NAME	QTY.	SIZE	COND.
AR	Acor rubrum Red Smart	2	2.5"	B & B
TD	Taxodium distichum Common Baldpate	2	2.5"	B & B



1 2 3 4 5  
A B C D

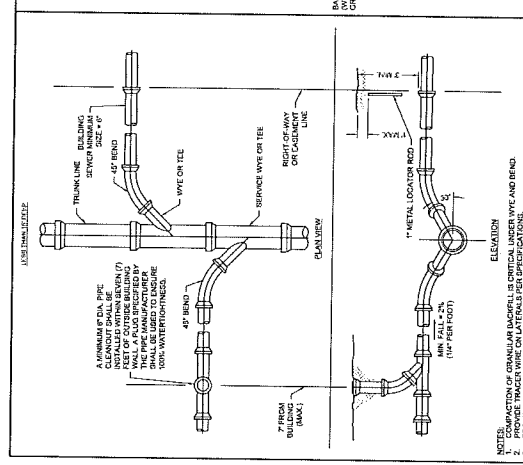
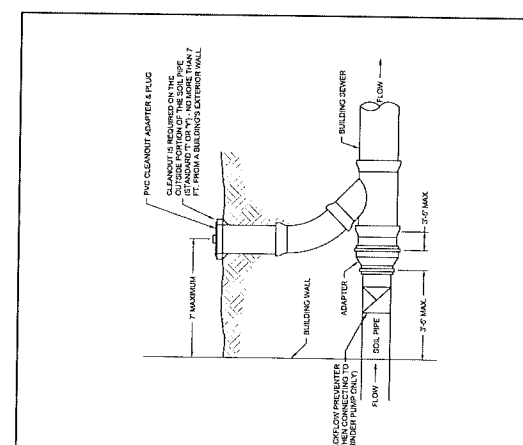




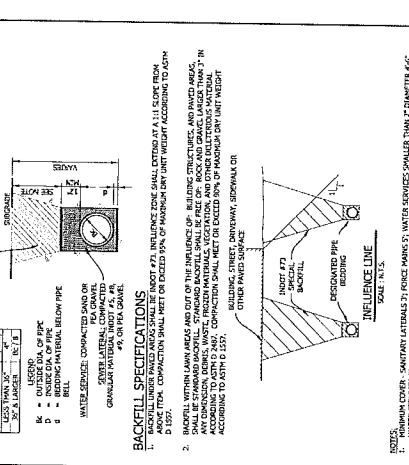
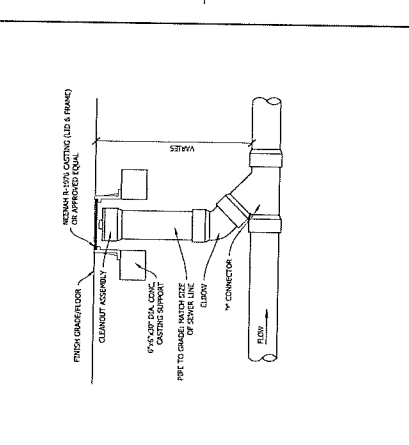
#	Revision	Date
1	Rev. FOR IAC	08.26.23

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Drawn By: DKR  
Checked By: DKR  
Date: 06.06.2023

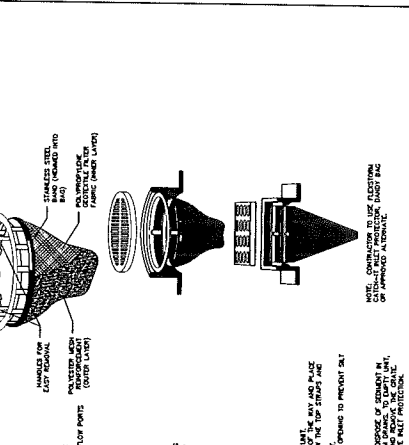
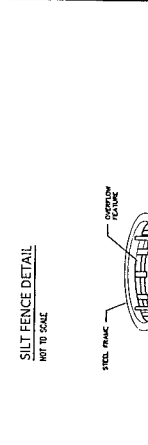
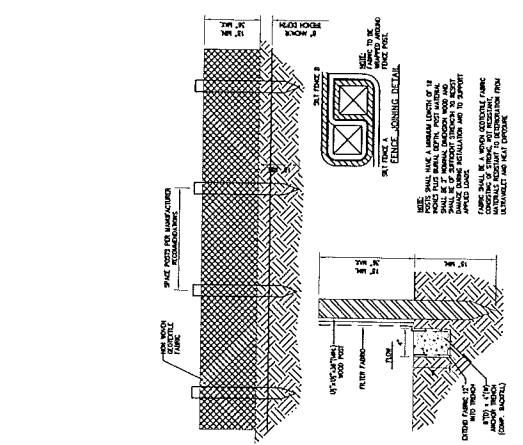
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DETAILS  
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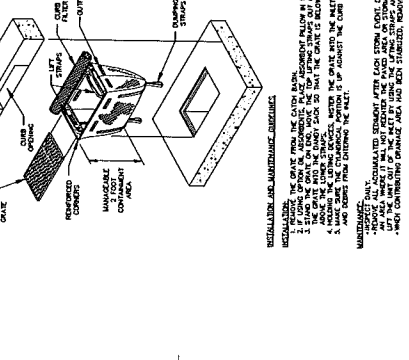
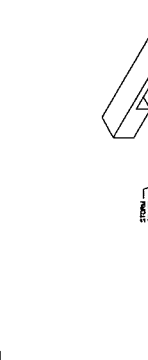
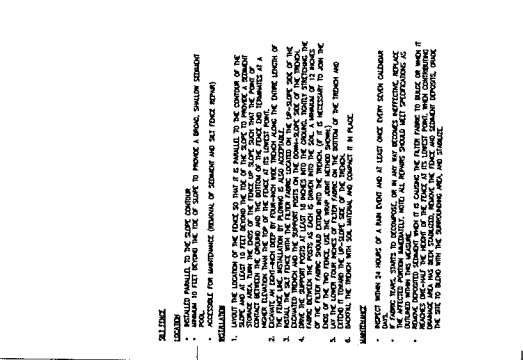
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SAN-08 SHALLOW SERVICE CONNECTION	10/11/22	DKR	DKR
SAN-17 BUILDING ADAPTER & CLEANOUT	10/11/22	DKR	DKR



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NOTES:  
1. PROVIDE CONNECTION OF SANITARY LATERAL TO BUILDING SEWER AND INVERT.  
2. PROVIDE TRACER WIRE ON LATERAL PER SPECIFICATIONS.  
3. PROVIDE WOOD STUDS EXTENDING 2'-0\"/>

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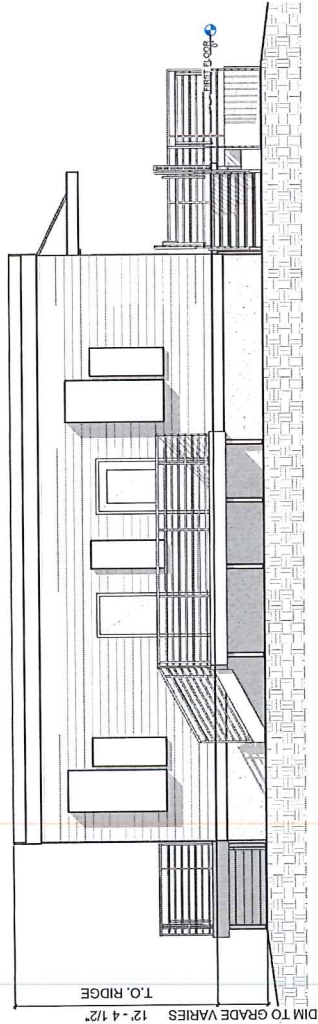
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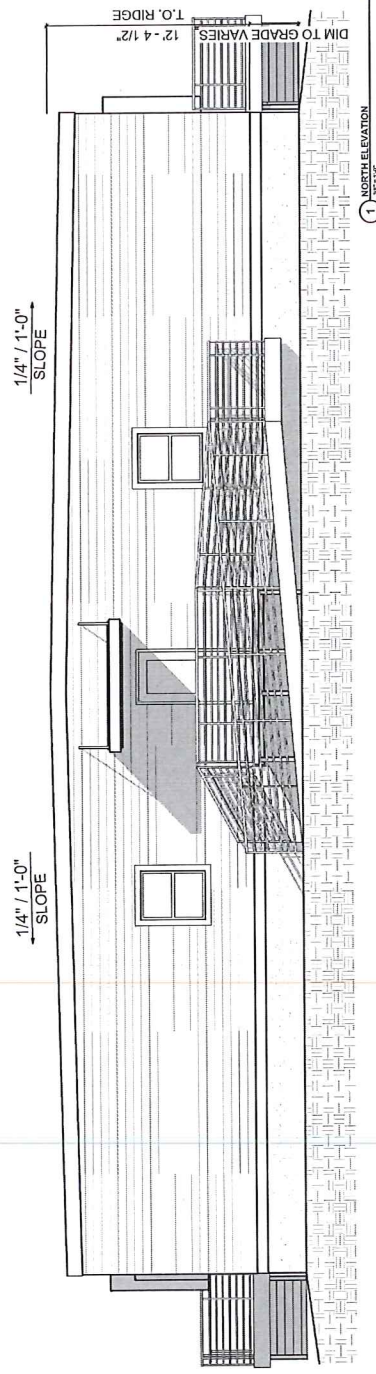
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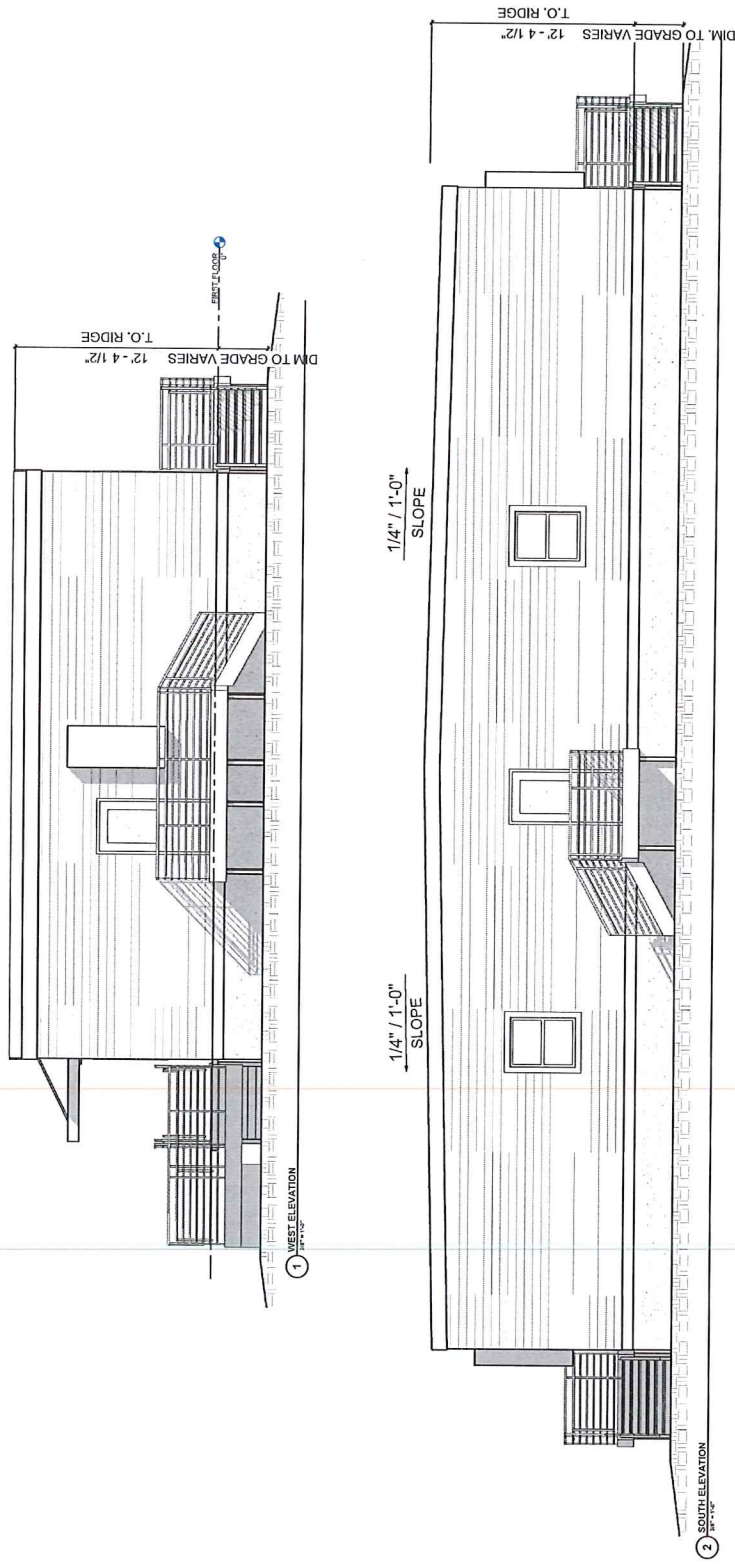
4 EAST ELEVATION  
1/4" = 1'-0"



1 NORTH ELEVATION  
1/4" = 1'-0"

**HENDRICKS COUNTY COMMUNITY CORRECTIONS**  
**BUILDING ELEVATIONS**  
 05/19/2023





**HENDRICKS COUNTY COMMUNITY CORRECTIONS**  
**BUILDING ELEVATIONS**  
 05/19/2023





**SITE LOCATION MAP**

# Application for CPOD Design Review

### APPLICANT INFORMATION

JUN 20 2023

Name of Applicant: ANTHONY D. HIGBIE  
 Mailing Address: 6141 WALKABOUT WAY BROWNSBURG, IN 46112  
 Phone: 317-979-2822 Email: tonyhigbie@gmail.com  
 Property Owner(s) ANTHONY D. HIGBIE  
 Mailing Address: Same as above  
 Phone: 317-979-2822 Email: Same as above  
 Project Engineer/Architect: Anthony D. Higbie P.S.  
 Address: 6141 Walkabout Way Brownsburg, IN 46112  
 Phone: 317-979-2822 Email: tonyhigbie@gmail.com

### PROJECT INFORMATION

Location of Project: 25 West Marion Street Danville, IN. 46122  
 Existing Use of Property: Land Surveying Office Current Zoning: Primary CB District  
 Proposed Use of Property: Same Acreage: 0.03 Acs  
 Type of Activity: New Construction  Exterior Renovation Window Sign Door (Front)  
 Est. Project Cost: \$2500 + Est. Start Date: End of July if can't be fixed

#### Documents to be included with application (1 original and 1 electronic):

- Building elevations of all elevations new and/or altered NA
- Color samples
- Photos of adjacent structures
- Signage and/or lighting NA
- List of work to be completed in numerical order
- Letter of Intent describing in detail the scope of work to be performed

Signature of Applicant: Anthony D. Higbie P.S. Date: 6/19/2023

### APPLICATION FEES

Residential	\$50
Residential accessory >150 sq ft	\$25
Commercial	\$150
Commercial accessory	\$100
Sign	\$50

Fee paid: 150.00 Received by: Jana Junt Date: 6-20-2023

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**Anthony Higbie**

25 West Marion Street  
Danville, IN 46122

19th June 2023

**JUN 20 2023**

**COPD Design Review Committee**

49 Wayne Street  
Danville, IN 46122

To whom it may concern,

The scope of this proposed project is to replace the existing window on the east side of my office building located at 25 West Marion Street in the town of Danville, Indiana.

The location is also known as part of Lot 7 in Block 28 in the original town of Danville, Indiana.

The existing window I want to replace is a double window with a mull that is approximately a 68" rectangle.

This existing window is enclosed with brick and trim on each side and a stone window sill on the bottom which sits on top of the brick.

The new window will be a picture window square which will be approximately 68" on each side with matching trim and color to the windows on the west window.

My front door has a problem closing. This should be fixable with a new bottom closer. If not, I will replace the door to be like my existing door.

Sincerely,

*Anthony M. Higbie P.S.*

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# Corridor Protection Overlay District (CPOD) Review Checklist

Property Location: 25 West Marion Street Dandville, IA 46122

Name of Applicant: Anthony Higbie

Design Review Committee Meeting Date: \_\_\_\_\_

## DEVELOPMENT STANDARDS

### Architecture (pg 97)

New construction conforms to the following architectural style:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> American Four Square | <input type="checkbox"/> Gothic Revival | <input type="checkbox"/> Renaissance Revival  |
| <input type="checkbox"/> Bungalow             | <input type="checkbox"/> Greek Revival  | <input type="checkbox"/> Roman Classicism     |
| <input type="checkbox"/> Colonial Revival     | <input type="checkbox"/> Italianate     | <input type="checkbox"/> Romanesque Revival   |
| <input type="checkbox"/> Eastern Stick        | <input type="checkbox"/> Neoclassical   | <input type="checkbox"/> Second Empire        |
| <input type="checkbox"/> Federal              | <input type="checkbox"/> Prairie        | <input type="checkbox"/> Tudor Revival        |
| <input type="checkbox"/> Georgian             | <input type="checkbox"/> Queen Anne     | <input type="checkbox"/> Victorian Gothic     |
|   |   | <input type="checkbox"/> Victorian Vernacular |

- Exterior renovation of existing building conforms in style and context with the existing building's architecture.
- New construction style compatible with the intent of the CPOD.

Comments: I am replacing an old Double Window with a mull. The New Window will be a picture window with Trim and color to match The Remaining Exterior.

### Building Orientation (pg 98)

- The primary structure faces the front of the lot on which it is located.
- The structure is located in the CB-P District and is set to the prevailing streetwall.
- The structure is located in the CB-S District and is no *closer* to the front lot line than the adjacent primary structure that is closest to the front lot line. The location of the primary structure is no *further* from the lot line than the adjacent primary structure that is farthest from the front lot line. In any case, the structure is not set back from the front lot line more than 5 feet.
- The structure is not in a CB-P or CB-S District and is setback according to the setback requirements listed for that district.
- This is an existing structure. The building orientation is not being altered.
- There are no loading docks, overhead service doors, or trash collection bins placed on or adjacent to any façade which faces a public street.

Comments: \_\_\_\_\_

**Large Building Elevations (pg 98)**

The front elevation of large structures must be divided into smaller areas or planes. If the front elevation of the structure is more than 750 square feet in area, the elevation must be divided into distinct planes of 750 square feet or less. For the purpose of this standard, areas of wall that are entirely separated from other wall areas by a projection, such as a porch or a roof over a porch, are also individual building wall planes. This division is accomplished by the following:

- A porch, a dormer that is at least 4 feet wide, or a balcony that is at least 2 feet deep and is accessible from an interior room.
- A bay window extending at least 2 feet.
- A recessed section of the façade at least 2 feet deep and at least 6 feet long.
- The front elevation does not exceed 750 sq. ft. in area.
- This is an existing structure.

Comments: \_\_\_\_\_

**Building Height (pg 99)**

- The maximum height of the primary structure does not exceed 50 feet.
- The structure is in the CB-P District and the minimum height of the primary structure is at least 26 feet.
- The structure is not in the CB-P District and the minimum height of the primary structure is at least 16 feet.
- This is an existing structure. The height is not being altered.

Comments: *My Building has a Mansard Roof which Continues Along Kevin Hinkley Law Firm*

**Main Entrance (pg 99)**

Non-residential

- The main entrance to the structure faces Main Street. On corner lots the main entrance may face either Main Street or be oriented to the corner.
- If the front entrance has an awning, it is made of professional-grade fabric or canvas.
- If the front entrance has a canopy, the design is architecturally integrated, is shaped to fit the opening, and is without back lighting.
- If the front porch or covered balcony at a main entrance provides columns as corner supports, the columns are consistent with the architectural style of the primary structure.
- All openings between the porch floor and the ground are covered with a solid material or lattice.

Residential

- The main entrance to the structure faces Main Street. On corner lots the main entrance may face either Main Street or be oriented to the corner.
- There is a front porch surrounding the main entrance that faces a street. If the porch projects out from the building, it must have a roof. If the roof of a required porch is developed as a deck or balcony, it may be flat.
- OR**
- There is a covered balcony over the main entrance that faces a street. The floor of the covered balcony must be no more than 15 feet above grade, and must be accessible from the interior space of the building.

- If the front entrance has an awning, it is made of professional-grade fabric or canvas.
- If the front entrance has a canopy, the design is architecturally integrated, is shaped to fit the opening, and is without back lighting.
- If the front porch or covered balcony at a main entrance provides columns as corner supports, the columns are consistent with the architectural style of the primary structure.
- All openings between the porch floor and the ground are covered with a solid material or lattice.

Non-residential or Residential

- This is an existing structure. The main entrance is not being altered.

Comments: \_\_\_\_\_

**Reinforcing the Corner (pg 100)**

On sites within the CB-P and CB-S Districts, all of the following requirements have been met:

- The primary structure meets the average front setback of adjacent buildings, but is not more than 10 feet from the edge of the right-of-way.
- The highest point of the building's street-facing elevation is within 25 feet of the corner.
- The main entrance is on a street-facing wall and either at the corner, or within 25 feet of the corner.
- There is no parking within 40 feet of the corner.
- This is an existing structure. The footprint is not being altered.

Comments: \_\_\_\_\_

**Exterior Finish Materials (pg 100)**

On all building facades, at least 80% of the structure's exterior is finished using the following:

- Quarried stone
- Cultured stone
- Brick
- Wood siding
- Composite lap siding\*
- Architectural concrete

On all building facades, no more than 20% of the structure's exterior is finished using the following materials:

- Metal
- Wood shakes
- Stucco (EIFS)
- Exterior color is appropriate to the architectural style and compatible with adjacent buildings.
- Another building material is proposed but must be approved by the Committee.
- This is an existing structure. Exterior alterations or renovations are consistent with the existing façade finish.

*\*Where horizontal siding is used, it is shiplap or clapboard siding composed of boards with a reveal of 3 to 6 inches. Vinyl or aluminum siding that is in clapboard or shiplap pattern may be used where the boards in the pattern are 6 inches or less in width.*

Comments: \_\_\_\_\_



**Foundation Material (pg 101)**

- Plain concrete block or exposed concrete is being used as foundation material since the foundation material is not revealed more than 1 foot above the finished grade level adjacent to the foundation wall.
- This is an existing structure. No new foundation is being added.

Comments: \_\_\_\_\_

**Foundation Landscaping (pg 103)**

For any non-residential use, all street-facing elevations must have landscaping along their foundation. The landscaped area may be along the outer edge of a porch instead of the foundation. This landscaping requirement does not apply to portions of the building façade that provide access to the building for pedestrians or vehicles. The foundation landscaping must meet the following standards:

- The landscaping plants comply with the list provided in Appendix C.
- The landscaped area is at least 3 feet wide.
- There is at least one (1) three-gallon shrub for every three (3) lineal feet of foundation AND ground cover plants will fully cover the remainder of the landscaped area.
- This is an existing non-residential structure. No new foundation is being created.

Comments: \_\_\_\_\_

**Distinct Ground Floor (pg 101)**

- The ground floor of the primary structure is visually distinct from upper stories. This distinction is provided by the following:
  - a cornice above the ground level,
  - an arcade,
  - a portico, or
  - changes in building material or texture.
- This is a single story structure.
- This is an existing structure. The existing ground floor distinction is not being altered.

Comments: I am replacing a double window which has a mull with a <sup>(old)</sup> picture window.

**Windows (pg 101)**

- This is a new non-residential structure in a commercial district. At least 60% of the street-facing ground level façade is comprised of windows. The windows are:
  - Either square or vertical and are at least as tall as they are is wide.
  - Horizontal window openings have been created by two or more vertical windows grouped together to provide a horizontal opening and they are either all the same size, or no more than two sizes are used.
- This is a non-residential renovation and windows are being replaced with ones that match the existing windows.\*
- This is a residential structure and at least 15% of the area of the street-facing façade is comprised of windows.
- This is an existing structure. Existing windows are not being altered.

\*Where applicable, the Committee may approve replacement windows that do not match.  
Comments: I am altering a double window with a picture. Size will be the same

**Trim and Historic Details (pg 102)**

- Trim marks all building roof lines, porches, windows, and doors on all elevations.
- The trim is at least 3-1/2 inches wide.
- Historic details are being retained or replicated.\*
- This structure is constructed with a masonry exterior and is exempt from this standard.

\*Where applicable, the Committee may approve replacement materials that do not match.

Comments: \_\_\_\_\_

**Roofs (pg 102)**

This structure has:

- A sloped roof with a pitch that is no flatter than 4/12 and no steeper than 12/12
- OR**
- A roof with a pitch of less than 4/12 and has a cornice that meets the following:
  - Contains a two-part cornice. The top part of the cornice projects at least six inches from the face of the building and is at least 2 inches further from the face of the building than the bottom part of the cornice; **AND**
  - The height of the cornice is based on the height of the building as follows:
    - This building is 16 feet in height and has a cornice at least 12 inches high.
    - This building is more than 16 feet but less than 26 feet and has a cornice at least 18 inches high.
    - This building is 26 feet or more and has a cornice at least 24 inches high.
- This is an existing structure. The roof is not being altered.

Comments: \_\_\_\_\_

**Roof Eaves (pg 103)**

- Roof eaves on all elevations project from the building wall at least 12 inches for every 12 feet of building height.
- This structure is located in the CB-P District and is exempt from this standard.
- This is an existing structure. The eaves are not being altered.

Comments: \_\_\_\_\_

**Exterior Stairs and Fire Escapes (pg 103)**

- Exterior stairs, other than those leading to a main entrance, are at least 40 feet from all streets.
- This structure is not located in the CB-P District and the fire escapes are at least 40 feet from all streets.
- This is an existing structure. The exterior stairs and/or fire escapes are not being altered.

Comments: No stairs or Fire Escapes

**Parking Lot Location (pg 106)**

For parking areas which include 15 or more parking spaces:

- If located in the CB-P or CB-S District, no parking lot is placed between the primary structure and the abutting public street.
- If located in any other district, no more than 10% of the parking spaces provided are placed between the front façade of the primary structure and the abutting public street.
- The parking area contains less than 15 spaces.
- The existing parking area is not being altered.

Comments: \_\_\_\_\_

**Parking Area Landscaping (pg 103)**

- Landscape screening is provided around the perimeter of all parking areas which include 15 or more parking spaces.
- The landscaping plants comply with the list provided in Appendix C.
- The screening is located within 5 feet of the edge of the parking area
- The screening is at least 4 feet in height for at least 75% of the perimeter or the parking area.
- The screening consists of either a row of evergreen shrubs or a combination of mounding, ground covers and shrubs.
  - If only shrubs are used, they measure a minimum of 24 inches in height from ground level at the time of planting and are placed 5 feet on center.
  - If landscape mounding is used, it undulates between the heights of 2 and 4 feet from ground level and the following requirements must be met:
    - Shrubs are planted on the mound at a ratio of one shrub for every 5 horizontal feet of mounding, **AND**
    - Shrubs measure a minimum of 18 inches in height from ground level at the time of planting and are placed in an irregular, natural pattern.
- The parking area is less than 15 spaces.
- This is an existing structure. No additional parking is being created.

Comments: \_\_\_\_\_

**Pedestrian Walkways/Sidewalks (pg 106)**

- Pedestrian sidewalks are provided across the front of all lots, connecting the lot, the primary structure, and parking areas to each other and with adjacent properties.
- Sidewalks are provided along the full length of all facades which include a customer entrance and/or are adjacent to a parking area.
- Walkways are concrete and are a minimum of 4 feet in width.
- Walkways parallel to parking lots and interior drives are separated from such areas by a curbed landscaped area measuring a minimum of 5 feet in width.
- Walkways passing through vehicle use areas are of a paving material different from that of the vehicle use area.
- Except for the CB-P District, walkways along the facades of the primary structure are separated from the building by a landscape area which is a minimum of 5 feet in width.

- For each 100 square feet of hard-surface area between the building and the street lot line at least one of the following amenities is provided:
  - a bench or other seating;
  - a fountain; or
  - a landscape planter or similar feature.
  - This structure is in the CB-P District and is exempt from this requirement.
- This is an existing structure with existing sidewalks.

Comments: \_\_\_\_\_

**Street Trees (pg 104)**

- One (1) tree is planted in the area between the sidewalk and the street for each 30 feet of street frontage on any street.
- The location of the street trees is limited and the Committee may approve alternate tree locations.

Comments: Existing Trees

**Outdoor Storage/Docks/Mechanical Equipment/Waste Containers (pg 104)**

- All outdoor storage of finished products, all trash and recycling containers, all truck docks, and all mechanical equipment is completely enclosed or screened using the following standards:
  - The enclosure(s) is a fence or walls constructed of the same materials as the primary structure.
  - The enclosure does not exceed 8 feet in height.
  - No stored products or waste containers or materials exceed the height of the enclosure.
  - An opaque wooden gate, painted consistent with the main color of the primary structure is provided at all access points to the enclosed area.
  - Mechanical equipment located on the roof is screened on all sides by a parapet or other building feature based on an elevation view of the building.
  - Mechanical equipment located on the ground is screened on all sides by the building, walls, or fences using a material or color which is compatible with the primary building or an evergreen hedge which is not less than the height of the mechanical equipment at the time of planting.
  - No enclosure created for the storage of waste materials is located within 20 feet of any public street right-of-way, public sidewalk, or internal pedestrian way.
  - Truck docks are screened from view from all public areas, including parking lots and adjacent public streets. The screening enclosure consists of a fence or wall constructed of the same material as the exterior of the primary structure.
- There is no outdoor storage of unfinished products or supplies provided on this property.

Comments: \_\_\_\_\_

**Gas Stations, Gas Island Canopies and Related Facilities (pg 105)**

- All structures on the site (such as kiosks, car wash buildings, gas pump islands, etc) are architecturally consistent with the primary structure.
- All building elevations are architecturally detailed to avoid the appearance of the "back of the building" and contribute a positive presence to the streetscape.
- Gas island canopies are built of the same high quality materials as the convenience store or kiosk associated with the gas island. These structures create architectural harmony with the primary structure on the site.
- Gas island canopy structural columns are covered with the same architectural materials as the primary structure.
- Gas station canopies have flush-mounted or shielded canopy fixtures.
- The existing canopy and/or related structures are not being altered.
- This project is not a gas station facility.

Comments: \_\_\_\_\_

**Fencing (pg 105)**

The following type of fence is provided for this project:

- Masonry wall
- Ornamental iron
- Wood or vinyl
- Live hedge
- The fence complies with the requirements of Section 4.8 and Section 12.8 of the Danville Zoning Ordinance.
- There is no fence being constructed on this site.
- The existing fence is not being altered.

Comments: \_\_\_\_\_

**Lighting (pg 105)**

Lighting on each lot shall be designed to reduce light pollution while providing the minimum light necessary for security and safe pedestrian and vehicle traffic movements.

- Exterior lighting is limited to those areas needed for safety and security purposes only.
- All outdoor lighting limits light spillage onto adjacent property to no more than one (1) footcandle through the use of light fixture shielding, location, height, and aim.
- All lighting fixtures have 90-degree cutoff luminaries (shielded down lighting).
- If a structure is illuminated, all fixtures are designed to wash the façade of the building in light rather than providing a spot or floodlight effect.
- Light poles in parking areas are round and do not exceed 20 feet in height.
- Sidewalks have 90-degree cutoff luminaries (shielded down lighting). Bollard-style lighting is preferred adjacent to pedestrian walkways.
- No additional lighting is proposed for this project.

Comments: \_\_\_\_\_

**Signs (pg 107)**

In addition to the sign regulations described in Section 12 of the Danville Zoning Ordinance, the following regulations apply:

- The following type of sign(s) are provided for this project:
  - Wall sign
  - Monument or ground sign
  - Projecting or blade sign
  - Awning or canopy sign
- All signs are architecturally integrated with their surroundings in terms of size, shape, color, texture, and lighting so that they are complementary to the overall design of the project.
- When applicable, sign themes are designed so that all signs within a strip-style development are comprised of one single sign type (i.e. cabinet type, channel letters, projecting, etc.) for each commercial use.
- Sign is constructed of materials that match or are compatible with the principal materials of the primary structures and landscaping on the property.
- Monument or ground sign does not exceed five (5) feet in height.
- Sign area of monument or ground sign in the CB-P or CB-S zoning districts with frontage on Main Street is equal to 1/2 sq ft of signage per each ft of linear building frontage, but does not exceed 32 sq ft.
- Monument or ground sign is setback a minimum of one (1) foot from the road right-of-way and does not inhibit vision clearance.
- If sign is located in the CB-P or CB-S zoning district, it is not internally illuminated.
- In all other districts, illuminated signs comply with Section 12.5.C of the Danville Zoning Ordinance.
- Projecting signs do not project more than thirty-six (36) inches from the wall surface upon which they are mounted and the bottom edge of the sign is at least nine (9) feet from grade.
- No signage is located on roof top screening or roof top equipment penthouses, above the roof line, or on sloped roofs.
- A landscaped area is provided around the entire base of all monument or ground signs:
  - For CB-P and CB-S districts, the landscaped area is one-half (1/2) square foot in area for every one (1) square foot of sign area.
  - For all other districts, the landscaped area is one (1) square foot in area for every one (1) square foot of sign area.
- Non-residential directional signs do not exceed three (3) feet in height and three (3) square feet in area for each sign. All directional signs are used for directional indications and address identification purposes only and are not used for business advertising purposes.
- This is a residential use. No signage is proposed for this project.
- The existing signage is not being altered.

Comments: \_\_\_\_\_

**Design Review Committee Recommendation**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# WINDOW COLOR SAMPLES

JUN 20 2023

CANVAS



WHITE



This color  
is close  
to existing →

ORDINANCE 14-001  
IT SHALL BE UNLAWFUL  
FOR ANY PERSON TO MOVE  
RE-PARK OR OTHERWISE  
RELOCATE A MOTOR VEHICLE  
TO THE SAME POSITION OR  
ANOTHER POSITION ON THE  
SAME SIDE OF THE STREET  
WITHIN THE SAME BLOCK  
WITHIN THE DOWNTOWN  
TRAFFIC AREA FOR TWO (2)  
OR MORE CONSECUTIVE  
TWO (2) HOUR PERIODS

25 W. MARION ST.

Anthony D. Higbie, L.S.

RENT

JUN 20 2023