

Corridor Protection Overlay District (CPOD) Review Checklist

Property Location: _____

Name of Applicant: _____

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: _____

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: _____

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: _____

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 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: _____

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: _____

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: _____

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
