



CITY OF DANVILLE

Community Development Division of Planning and Zoning

RIVER DISTRICT DESIGN COMMISSION CERTIFICATE OF APPROPRIATENESS APPLICATION

The Danville City Council appoints the River District Design Commission (RDDC) to administer the River District Design Guidelines. The RDDC reviews building and site alterations within the District and issues a Certificate of Appropriateness (COA) if the alterations meet Design Guideline standards. Work on buildings and sites within the River District cannot begin until the RDDC issues a COA and the applicant receives all other required permits and approvals.

Please reference Design Guidelines Section 1.3 for Commission information and Section 1.7 for COA procedures

PLANNING DIVISION PROVIDED INFORMATION

Application #: _____ RDDC Meeting Date: _____
Date Received: _____ Received By: _____
Parcel ID: _____ Address: _____
Additional Information: _____

APPLICANT PROVIDED INFORMATION

1. Please completely answer all application questions.
2. The property owner(s) or an authorized representative must sign the application.
3. A complete application along with drawings, photos, plans or sketches of your proposed improvements, including dimensions, is important for the RDDC to quickly and accurately act on your application. Please attach all additional materials.

Property Location: _____
Applicant: _____
Applicant's Address: _____
Applicant's Phone Number: _____
Applicant's Email: _____

Proposed Improvement:

☐ Alteration ☐ Addition ☐ Rehabilitation ☐ New Construction ☐ Sign

Describe Proposed Request: _____

Are you aware of the federal and state tax credits for potential reimbursement or credit of substantial rehabilitation project expenses? ☐ Yes ☐ No

Would you like more information about these programs? ☐ Yes ☐ No

_____	_____	_____	_____
Applicant’s Signature	Date	Property Owner’s Signature (if not applicant)	Date

All buildings, structures, or improvements visible from a public right-of-way and in the River District must not be located, constructed, reconstructed, altered, or repaired without a Certificate of Appropriateness. The RDDC meets on the second Thursday of each month at 4:00 PM in the Municipal Building’s fourth floor City Council Conference Room. Submit questions or applications to the Planning Division, Municipal Building, 427 Patton Street, Room 207, Danville, VA 24541, call us at (434)-799-5260.