

ARCHITECTURAL REVIEW BOARD STAFF REPORT

Project #/Name	ARB-2020-104: Ivy Proper Initial Site Plan
Review Type	Initial Site Development Plan
Parcel Identification	058A2-00-00-02000, 058A2-00-00-01400
Location	On the north side of Rt. 250 across from Ivy Depot Lane.
Zoned	Commercial (C1)/Entrance Corridor (EC)
Owner/Applicant	Lenvic LLC/Timmons Group (Clint Shifflett), Building Management Co. (Reid Murphy)
Magisterial District	Samuel Miller
Proposal	To construct a 6,5000-sf office building and associated site improvements on approximately .87 acres.
Context	The subject property is comprised of two vacant parcels in the heart of the Ivy commercial area. Railroad tracks are located to the west, a residence converted to offices and a gas station are to the east and commercial uses are to the south and west of Owensville Road. Properties zoned Village Residential are to the north and southeast. Beyond the central commercial area, the Entrance Corridor is characterized by wooded frontages. (Fig. 1.)
Visibility	The proposed development will have maximum visibility from the Rt. 250 Entrance Corridor.
ARB Meeting Date	November 16, 2020
Staff Contact	Khris Taggart

PROJECT HISTORY

The ARB has reviewed no previous proposals for this site. Pre-application conferences were held on October 28, 2019 and August 10, 2020 to discuss the proposed changes to the site. Special use permit and site development plan applications for the proposed development were submitted to the County on February 18, 2020 and October 5, 2020, respectively, and are under review.

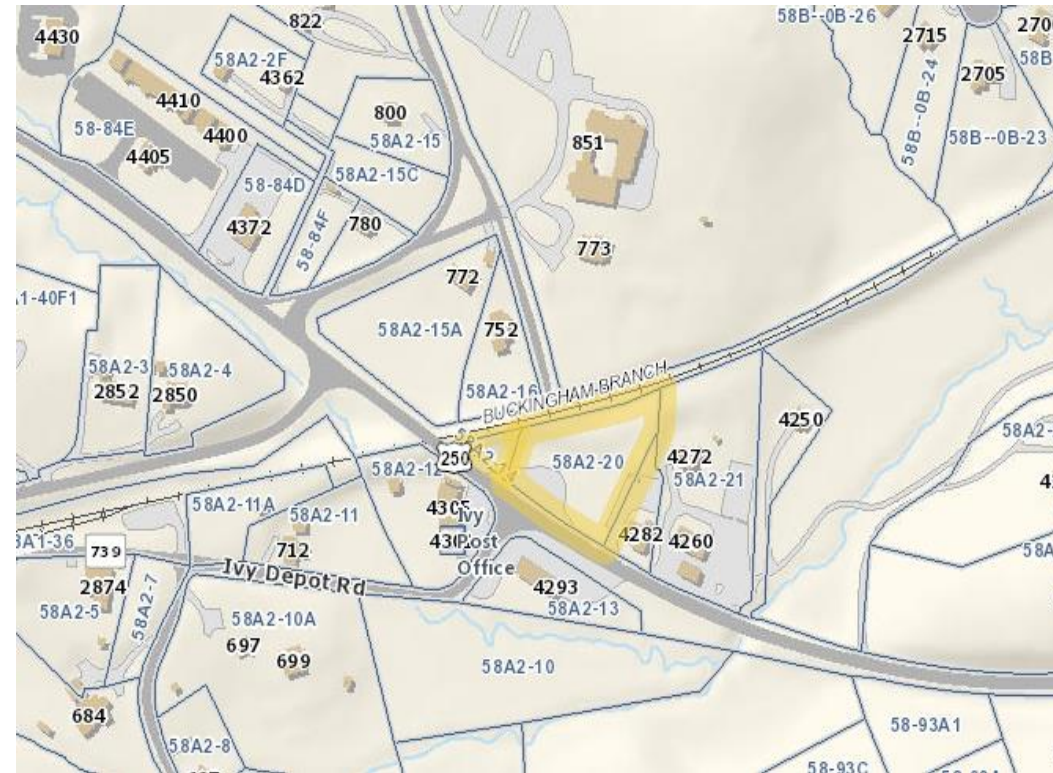
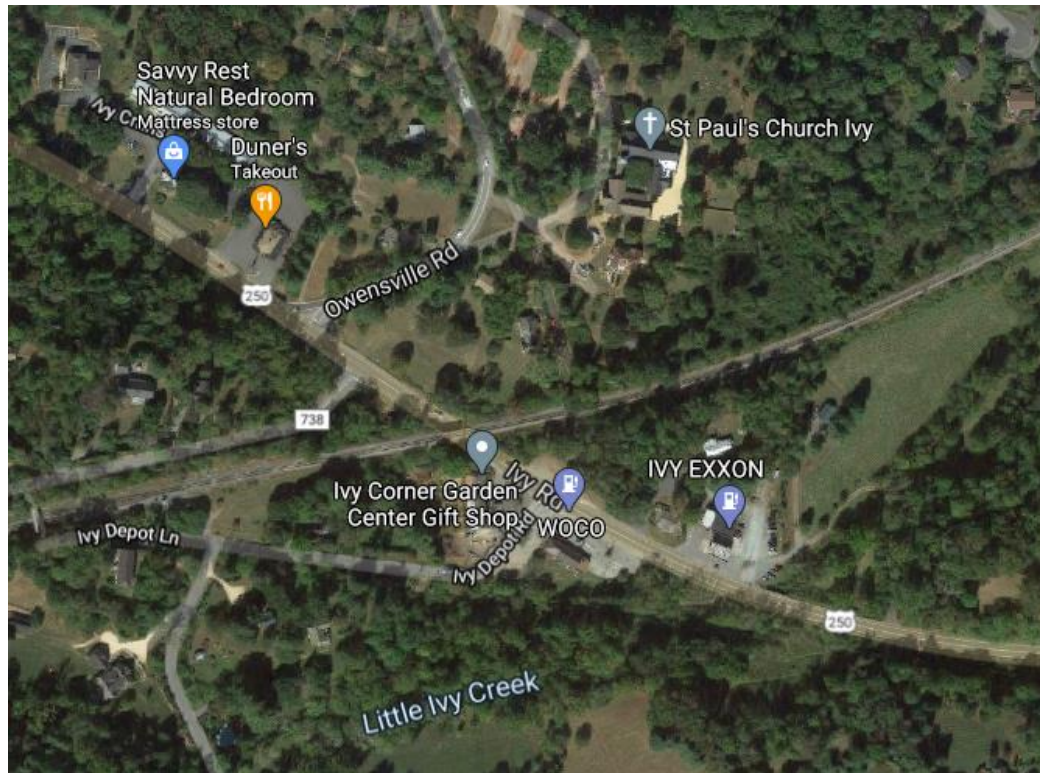


Figure 1: Google Image (left) showing project area along the Entrance Corridor and County GIS map (right) highlighting subject property.



Figure 2: Street view of the proposed site and the office building and gas station to the east.

ANALYSIS

Gray highlight = means the guideline can’t be reviewed at initial site plan stage, but recommendations can be provided for final

Yellow highlight = means the guideline can only be reviewed for location/configuration at the initial plan stage

Regular text = means the guideline can be reviewed at initial plan stage, can be made a condition of initial plan approval, and can be the basis for denial

REF	GUIDELINE	ISSUE	RECOMMENDATION
	GENERAL GUIDELINES		
	Purpose		
1	The goal of the regulation of the design of development within the designated Entrance Corridors is to ensure that new development within the corridors reflects the traditional architecture of the area. Therefore, it is the purpose of ARB review and of these Guidelines, that proposed development within the designated Entrance Corridors reflect elements of design characteristic of the significant historical landmarks, buildings, and structures of the Charlottesville and Albemarle area, and to promote orderly and attractive development within these corridors. Applicants should note that replication of historic structures is neither required nor desired.	Architectural designs were not provided with the initial plan. The maximum allowable building height here is 65’. This would not be compatible with nearby development, but early designs showed a single story building. The sidewalk layout suggests that the front of the building will face the interior of the site (north). The south side of the building must be designed to appear as a fully designed facade. In addition, because both side elevations will be visible from the EC street, they must be designed to eliminate blankness and achieve appropriate form, scale, etc.	Provide architectural designs with the next submittal. Note that the EC-facing elevation of the building must have the appearance of a fully designed facade and the side elevations must be designed to eliminate blankness and achieve appropriate form, scale, etc.
2	Visitors to the significant historical sites in the Charlottesville and Albemarle area experience these sites as ensembles of buildings, land, and vegetation. In order to accomplish the integration of buildings, land, and vegetation characteristic of these sites, the Guidelines require attention to four primary factors: compatibility with significant historic sites in the area; the character of the Entrance Corridor; site development and layout; and landscaping.		
3-5, 9-16	Compatibility with significant historic sites , compatibility with character of the Entrance Corridor, structure design		
	Accessory structures and equipment		
17	Accessory structures and equipment should be integrated into the overall plan of development and shall, to the extent possible, be compatible with the building designs used on the site.	No accessory structures are proposed in this development. The location(s) of mechanical equipment is not labeled on the plan.	Show the location of mechanical equipment (building and ground mounted) on the site and architectural plans and show how it will be screened from the EC.
18	The following should be located to eliminate visibility from the Entrance Corridor street. If, after appropriate siting, these features will still have a negative visual impact on the Entrance Corridor street, screening should be provided to eliminate visibility. a.	The site plan shows a dumpster pad and enclosure that will be visible from the EC. Proposed materials should coordinate and be compatible with the building.	Provide a detail of the dumpster enclosure in the site plan. Specify materials that are coordinated and compatible with the building.

	Loading areas, b. Service areas, c. Refuse areas, d. Storage areas, e. Mechanical equipment, f. Above-ground utilities, and g. Chain link fence, barbed wire, razor wire, and similar security fencing devices.		
19	Screening devices should be compatible with the design of the buildings and surrounding natural vegetation and may consist of: a. Walls, b. Plantings, and c. Fencing.		
21	The following note should be added to the site plan and the architectural plan: “Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.”	The note is present of the site plan. Architectural drawings have not been submitted at this time.	Include the standard mechanical equipment note on the architectural plans.
22-31	Lighting	A lighting plan has not been provided with the initial plan.	Provide a lighting plan with the next submittal.
	Landscaping		
7	The requirements of the Guidelines regarding landscaping are intended to reflect the landscaping characteristic of many of the area’s significant historic sites which is characterized by large shade trees and lawns. Landscaping should promote visual order within the Entrance Corridor and help to integrate buildings into the existing environment of the corridor.	The proposed frontage landscaping appears to be large shade trees with ornamental trees interspersed. The surrounding context of landscaping along this corridor is largely characterized by more natural and informal planting arrangements. The proposed planting, while more formal in nature, is more suited to the commercial uses in the immediate area and helps to integrate the building into the surrounding landscape. The proposed tree species and sizes have not been provided at this time.	Provide a complete plant schedule with the next submittal.
8	Continuity within the Entrance Corridor should be obtained by planting different types of plant materials that share similar characteristics. Such common elements allow for more flexibility in the design of structures because common landscape features will help to harmonize the appearance of development as seen from the street upon which the Corridor is centered.	The existing conditions plan shows an overhead power line crossing Rt. 250 into the property. A note on the plan states it will be relocated; however, a proposed location is not shown on the plans. An easement associated with the relocated line could limit planting area.	Provide confirmation that easements will not conflict with the proposed/required landscaping.
32	Landscaping along the frontage of Entrance Corridor streets should include the following: a. Large shade trees should be planted parallel to the Entrance Corridor Street. Such trees should be at least 3½ inches caliper (measured 6 inches above the ground) and should be of a plant species common to the area. Such trees should be located at least every 35 feet on center. b. Flowering ornamental trees of a species common to the area should be interspersed among the trees required by the preceding paragraph. The ornamental trees need not alternate one for one with the large shade trees. They may be planted among the large shade trees in a less regular spacing pattern.		

	c. In situations where appropriate, a three or four board fence or low stone wall, typical of the area, should align the frontage of the Entrance Corridor street. d. An area of sufficient width to accommodate the foregoing plantings and fencing should be reserved parallel to the Entrance Corridor street, and exclusive of road right-of-way and utility easements.		
33	Landscaping along interior roads: a. Large trees should be planted parallel to all interior roads. Such trees should be at least 2½ inches caliper (measured six inches above the ground) and should be of a plant species common to the area. Such trees should be located at least every 40 feet on center.	There are no interior roads in this site plan.	None.
34	Landscaping along interior pedestrian ways: a. Medium trees should be planted parallel to all interior pedestrian ways. Such trees should be at least 2½ inches caliper (measured six inches above the ground) and should be of a species common to the area. Such trees should be located at least every 25 feet on center.	Other than the walkway shown along the rear and eastern side of the building, no interior pedestrian pathways are proposed.	None.
35	Landscaping of parking areas: a. Large trees should align the perimeter of parking areas, located 40 feet on center. Trees should be planted in the interior of parking areas at the rate of one tree for every 10 parking spaces provided and should be evenly distributed throughout the interior of the parking area. b. Trees required by the preceding paragraph should measure 2½ inches caliper (measured six inches above the ground); should be evenly spaced; and should be of a species common to the area. Such trees should be planted in planters or medians sufficiently large to maintain the health of the tree and shall be protected by curbing. c. Shrubs should be provided as necessary to minimize the parking area's impact on Entrance Corridor streets. Shrubs should measure 24 inches in height.	Landscaping is shown along the eastern perimeter of the parking area, though species and sizes are not identified. The plants are shown off-site, with insufficient distance provided for the required large trees between the curb and the adjacent building at the north end of the parking row, and there is a conflict with a pipe at the south end. Additional coordination is needed to ensure the required landscaping can be planted. No landscaping is shown along the northern or western perimeter of the parking area. Retaining walls are shown in those locations, some of which will be visible from the EC street. Planting area is available west of the parking lot. Wooded area to remain is shown north of the parking lot. Shrubs at the base of the northern wall would be appropriate to integrate the walls into the site.	Provide a complete plant schedule with the next submittal. Adjust the site layout to provide sufficient planting area for large shade trees along the eastern perimeter of the parking lot. Submit a construction/landscape easement for any parking or landscaping that are proposed off-site. Provide trees at the west end of the parking lot and shrubs at the base of the northern retaining wall.

36	Landscaping of buildings and other structures: a. Trees or other vegetation should be planted along the front of long buildings as necessary to soften the appearance of exterior walls. The spacing, size, and type of such trees or vegetation should be determined by the length, height, and blankness of such walls. b. Shrubs should be used to integrate the site, buildings, and other structures; dumpsters, accessory buildings and structures; “drive thru” windows; service areas; and signs. Shrubs should measure at least 24 inches in height.	The building is set back approximately 11.2’ to 15.4’ from the property line along Rt. 250. Consequently, the EC frontage trees will be planted fairly close to the building. When architectural designs are provided with the next submittal, the need for additional landscaping along the building can be assessed.	None at this time.
37	Plant species: a. Plant species required should be as approved by the Staff based upon but not limited to the <i>Generic Landscape Plan Recommended Species List</i> and <i>Native Plants for Virginia Landscapes (Appendix D)</i>.	Plant species have not been identified in this submittal.	Provide a complete plant schedule with the next submittal.
38	Plant health: The following note should be added to the landscape plan: “All site plantings of trees and shrubs shall be allowed to reach, and be maintained at, mature height; the topping of trees is prohibited. Shrubs and trees shall be pruned minimally and only to support the overall health of the plant.”	A complete landscape plan has not been provided at this time.	Add the standard landscaping note to the landscape plan.
	Development pattern		
	Site development and layout		
6	Site development should be sensitive to the existing natural landscape and should contribute to the creation of an organized development plan. This may be accomplished, to the extent practical, by preserving the trees and rolling terrain typical of the area; planting new trees along streets and pedestrian ways and choosing species that reflect native forest elements; insuring that any grading will blend into the surrounding topography thereby creating a continuous landscape; preserving, to the extent practical, existing significant river and stream valleys which may be located on the site and integrating these features into the design of surrounding development; and limiting the building mass and height to a scale that does not	There are existing trees on the subject property; however, no existing tree lines are shown on the existing conditions plan.	Show existing trees on the existing conditions plan.

	overpower the natural settings of the site, or the Entrance Corridor.		
39	The relationship of buildings and other structures to the Entrance Corridor street and to other development within the corridor should be as follows: a. An organized pattern of roads, service lanes, bike paths, and pedestrian walks should guide the layout of the site. b. In general, buildings fronting the Entrance Corridor street should be parallel to the street. Building groupings should be arranged to parallel the Entrance Corridor street. c. Provisions should be made for connections to adjacent pedestrian and vehicular circulation systems. d. Open spaces should be tied into surrounding areas to provide continuity within the Entrance Corridor. e. If significant natural features exist on the site (including creek valleys, steep slopes, significant trees or rock outcroppings), to the extent practical, then such natural features should be reflected in the site layout. If the provisions of Section 32.5.2.n of the <i>Albemarle County Zoning Ordinance</i> apply, then improvements required by that section should be located so as to maximize the use of existing features in screening such improvements from Entrance Corridor streets. f. The placement of structures on the site should respect existing views and vistas on and around the site.	The site is accessed from Rt 250. The travelway and parking areas have an organized pattern. The proposed office building is situated parallel to the EC. The sidewalk layout suggests that the front of the building will face the interior of the site (north), the south side of the building must be designed to appear as a fully designed facade. In addition, because both side elevations will be visible from the EC street, they must be designed to eliminate blankness and achieve appropriate form, scale, etc. There are no existing pedestrian ways along this frontage. The parking area is proposed to be connected to the adjacent parking area to east. The site is wooded and most of the wooded area will be removed to accommodate the development. Views around the site are not expected to be negatively impacted.	See #1.
	Site Grading		

40	Site grading should maintain the basic relationship of the site to surrounding conditions by limiting the use of retaining walls and by shaping the terrain through the use of smooth, rounded land forms that blend with the existing terrain. Steep cut or fill sections are generally unacceptable. Proposed contours on the grading plan shall be rounded with a ten-foot minimum radius where they meet the adjacent condition. Final grading should achieve a natural, rather than engineered, appearance. Retaining walls 6 feet in height and taller, when necessary, shall be terraced and planted to blend with the landscape.	There is a very gentle slope across the front of the property. Existing topography is much steeper at the north end of the site and along the railroad. Significant grading is required to establish the parking area, as evidenced by the proposed retaining walls on the northern perimeter and western corner of the parking lot, and at the northwest corner of the building. Much of the parking lot walls will be screened by the building, but the walls will be visible from the EC across the entrance into the site. Wall heights do not exceed 6' and materials have not been identified. Shrubs at the base of the visible walls would help integrate them into the site.	Indicate retaining wall material(s) and color(s) on the plan. A physical sample may be necessary for review. Provide landscaping at the base of the visible retaining walls to integrate them into the site.
41	No grading, trenching, or tunneling should occur within the drip line of any trees or other existing features designated for preservation in the final Certificate of Appropriateness. Adequate tree protection fencing should be shown on, and coordinated throughout, the grading, landscaping and erosion and sediment control plans.	The SUP concept plan shows a tree line to remain. This will need to be coordinated throughout the site plan set.	Coordinate the tree line that is to remain throughout the site plan.
42	Areas designated for preservation in the final Certificate of Appropriateness should be clearly delineated and protected on the site prior to any grading activity on the site. This protection should remain in place until completion of the development of the site.		
43	Preservation areas should be protected from storage or movement of heavy equipment within this area.		
20	Surface runoff structures and detention ponds should be designed to fit into the natural topography to avoid the need for screening. When visible from the Entrance Corridor street, these features must be fully integrated into the landscape. They should not have the appearance of engineered features.	There are no above-ground stormwater features proposed.	None.
44	Natural drainage patterns (or to the extent required, new drainage patterns) should be incorporated into the finished site to the extent possible.		

SUMMARY OF RECOMMENDATIONS

Staff recommends the following as the primary points of discussion:

1. Landscaping along the eastern perimeter of the parking area.
2. Retaining walls: potential visibility, treatment.

Staff recommends that the ARB forward the following recommendations to the Agent for the Site Review Committee:

- Regarding requirements to satisfy the design guidelines as per § 18-30.6.4c(2), (3) and (5) and recommended conditions of initial plan approval:
 - Prior to Initial Plan approval the following items shall be resolved to the satisfaction of the ARB: None. The ARB recommends approval of the Initial Plan without conditions.
- Regarding recommendations on the plan as it relates to the guidelines: None.
- Regarding conditions to be satisfied prior to issuance of a grading permit: None

- Regarding the final site plan submittal:

A Certificate of Appropriateness is required prior to final site plan approval. The following items and all items on the ARB Final Site Plan Checklist must be addressed:

1. Provide architectural designs with the next submittal. Note that the EC-facing elevation of the building must have the appearance of a fully designed facade and the side elevations must be designed to eliminate blankness and achieve appropriate form, scale, etc.
2. Show the location of mechanical equipment (building and ground mounted) on the site and architectural plans and show how it will be screened from the EC.
3. Provide a detail of the dumpster enclosure in the site plan. Specify materials that are coordinated and compatible with the building.
4. Include the standard mechanical equipment note on the architectural plans: “Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.”
5. Provide a lighting plan with the next submittal.
6. Provide a complete plant schedule with the next submittal.
7. Provide confirmation that easements will not conflict with the proposed/required landscaping.
8. Adjust the site layout to provide sufficient planting area for large shade trees along the eastern perimeter of the parking lot.
9. Submit a construction/landscape easement for any parking or landscaping that are proposed off-site.
10. Provide trees at the west end of the parking lot and shrubs at the base of the northern retaining wall.
11. Add the standard landscaping note to the landscape plan: “All site plantings of trees and shrubs shall be allowed to reach, and be maintained at, mature height; the topping of trees is prohibited. Shrubs and trees shall be pruned minimally and only to support the overall health of the plant.”
12. Show existing trees on the existing conditions plan.
13. Indicate retaining wall material(s) and color(s) on the plan. A physical sample may be necessary for review.
14. Provide landscaping at the base of the visible retaining walls to integrate them into the site.
15. Coordinate the tree line that is to remain throughout the site plan.

TABLE A

This report is based on the following submittal items:

C0.0	Cover	10/02/2020
C1.0	Notes and Details	10/02/2020
C1.1	Notes and Details	10/02/2020
C2.0	Existing Conditions	10/02/2020
C4.0	Sight Distance Profiles	10/02/2020
C5.0	Grading Plan	10/02/2020
C6.0	Conceptual SWM Plan	10/02/2020
C7.0	Stormwater Profiles	10/02/2020

ATTACHMENTS

1. [Ivy Proper Initial Site Plan](#)