

ARCHITECTURAL REVIEW BOARD STAFF REPORT

Project #/Name	ARB-2020-125: Scotts Ivy Exxon Initial Site Plan
Review Type	Initial Site Plan and Preliminary Review of an Architectural Design
Parcel Identification	058A2-00-00-02100
Location	4260 Ivy Rd, on the north side of Rt. 250 approximately 265' east of the Rt. 250 and Ivy Depot Rd. intersection. (See Figure 1).
Zoned	Commercial (C1), Entrance Corridor (EC)
Owner/Applicant	SR&DR LLC/Collins Engineering (Scott Collins)
Magisterial District	Samuel Miller
Proposal	To construct a 3,200-sf addition to an existing service station and to complete associated site improvements on approximately 1.59 acres.
Context	The subject property is comprised of a ca. 1950s service station, a fuel pump canopy/fueling area, and a ca. 1950s residence north of the service station in the heart of the Ivy commercial area. Railroad tracks are located to the north, a residence converted to offices is to the west and commercial uses are to the southwest and west of Owensville Road. Properties zoned Village Residential are to the north and south with a Rural Area zoned property to the east. Beyond the central commercial area, the Entrance Corridor is characterized by wooded frontages. (Fig. 1.)
Visibility	The addition is proposed at the rear of the existing service station, 75' from the right-of-way and approximately 98' from the Rt. 250 edge of pavement. Three sides of the proposed addition, as well as much of the parking areas, will be clearly visible from the EC (Rt. 250).
ARB Meeting Date	January 04, 2021
Staff Contact	Khris Taggart

PROJECT HISTORY

The building, which predates the establishment of the Entrance Corridor, is representative of small-scale mid-20th century service stations. It appears to have been originally built with two overhead bays with the taller western bay added later. The ARB previously reviewed and approved the existing fuel pump canopy and the refacing of the pole-mounted sign for this site. A special use permit for the expansion of the existing use was approved by the Board of Supervisors on August 19, 2020.



Figure 1: Google Image (left) showing project area along the Rt. 250 Entrance Corridor and County GIS map (right) highlighting subject property.

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	RECOMMENDATIONS
	GENERAL GUIDELINES		
	<i>Purpose, Compatibility with significant historic sites and the character of the Entrance Corridor,</i>		
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.	The design of the proposed addition is a utilitarian extension of the existing building. Its south-facing second story is a blank elevation. The side elevations have windows and doors, so they are not completely blank, but the form is generic and there is no architectural detailing that reflects the area's historic architecture. The addition significantly increases the mass of the building. The utilitarian materials - concrete block and corrugated metal – though appropriate to the use and consistent with the west elevation of the existing building (which predates the EC), do not relieve the mass or scale. The light paint color that is proposed emphasizes the blocky character of the addition and will make it stand out in the immediate surroundings. Painting the red brick façade removes a significant tie to the historic architecture of the County. The light paint color, combined with the blue band and red and yellow stripes, transforms the building into trademark architecture, which is not supported by the guidelines and does not contribute to an integrated appearance along the corridor. Using a more muted, earth-tone color could help reduce the visual impact of the addition and its blank upper story. Replacing the blue band and color stripes with architectural detail could improve form, scale and connection to the historic architecture of the area. The metal canopies that are proposed above the existing storefront windows and garage bays are an appropriate addition that helps enhance human scale, but	Provide samples for all materials and colors. Revise the proposal to provide a design that maintains a connection to the historic architecture of the area, that does not use trademark colors as a major design element, and that establishes a cohesive overall design with human scale and minimal blankness.
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	New structures and substantial additions to existing structures should respect the traditions of the architecture of historically significant buildings in the Charlottesville and Albemarle area. Photographs of historic buildings in the area, as well as drawings of architectural features, which provide important examples of this tradition are contained in Appendix A.	trimming the canopies in trademark color stripes is not appropriate.	
4	The examples contained in Appendix A should be used as a guide for building design: the standard of compatibility with the area's historic structures is not intended to impose a rigid design solution for new development. Replication of the design of the important historic sites in the area is neither intended nor desired. The Guideline's standard of compatibility can be met through building scale, materials, and forms which may be embodied in architecture which is contemporary as well as traditional. The Guidelines allow individuality in design to accommodate varying tastes as well as special functional requirements.		
9	Building forms and features, including roofs, windows, doors, materials, colors and textures should be compatible with the forms and features of the significant historic buildings in the area, exemplified by (but not limited to) the buildings described in Appendix A [of the design guidelines]. The standard of compatibility can be met through scale, materials, and forms which may be embodied in architecture which is contemporary as well as traditional. The replication of important historic sites in Albemarle County is not the objective of these guidelines.		

5	It is also an important objective of the Guidelines to establish a pattern of compatible architectural characteristics throughout the Entrance Corridor in order to achieve unity and coherence. Building designs should demonstrate sensitivity to other nearby structures within the Entrance Corridor. Where a designated corridor is substantially developed, these Guidelines require striking a careful balance between harmonizing new development with the existing character of the corridor and achieving compatibility with the significant historic sites in the area.		
10	Buildings should relate to their site and the surrounding context of buildings.		
13	Any appearance of “blankness” resulting from building design should be relieved using design detail or vegetation, or both.		
11	The overall design of buildings should have human scale. Scale should be integral to the building and site design.		
12	Architecture proposed within the Entrance Corridor should use forms, shapes, scale, and materials to create a cohesive whole.		
15	Trademark buildings and related features should be modified to meet the requirements of the Guidelines.		
14	Arcades, colonnades, or other architectural connecting devices should be used to unify groups of buildings within a development.	An addition connected to the rear of the existing building is proposed, so a connecting device is not necessary.	None.
16	Window glass in the Entrance Corridors should not be highly tinted or highly reflective. Window glass in the Entrance Corridors should meet the following criteria: <i>Visible light transmittance (VLT) shall not drop below 40%. Visible light reflectance (VLR) shall not exceed 30%. Specifications on the proposed window glass should be submitted with the application</i>	Specifications on the proposed glass have been provided and meet the EC Guidelines. The window glass note has been provided on the drawings.	None.

	<i>for final review.</i>		
	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.	The site and architectural drawings are not consistent regarding dumpster location and design. Materials and colors coordinated with those approved for the building would be appropriate. It is not clear from the drawings where the building- and/or ground-mounted equipment is located. Vending machines are currently located in an open-fronted structure near the southeast corner of the building. This condition is currently proposed to remain as is. The visual impacts of this structure could be reduced by rotating it so that its closed end faces the street and by painting it a muted, earth-tone color that coordinates with the building.	Coordinate the appearance and location of the dumpster screen in both the site plan and color renderings. Provide street level views looking east and west from Rt. 250 with and without landscaping illustrating as much of the site as possible.
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. 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.	The site and architectural drawings are not consistent regarding dumpster location and design. Materials and colors coordinated with those approved for the building would be appropriate. It is not clear from the drawings where the building- and/or ground-mounted equipment is located. Vending machines are currently located in an open-fronted structure near the southeast corner of the building. This condition is currently proposed to remain as is. The visual impacts of this structure could be reduced by rotating it so that its closed end faces the street and by painting it a muted, earth-tone color that coordinates with the building.	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. If the location is inside the building, note this on the plans. If located on the rooftop, provide a roof plan showing equipment locations, and show the equipment locations and heights on the elevation drawings.
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.		Coordinate the color of the vending machine enclosure with the approved building color. Consider rotating the vending machine enclosure

			so that the closed end faces the street.
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 on both the site and architectural plans.	None.
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.	Proposed landscaping is included in the site development plan. The proposed planting island along the frontage helps to provide space for frontage landscaping to soften the appearance of the existing fuel pump canopy/fueling area and integrate the site into the surrounding area. Portions of the existing paved area along the frontage (south and east of the existing fuel pump canopy) are being removed to provide planting islands. Shade trees with interspersed ornamentals and a row of shrubs are shown along the frontage in these planting islands. While the spacing exceeds 35’ where the existing entrances are located, the required number of large trees are proposed.	None.
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.		

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	Other than the walkway shown along the rear and eastern side of the building, no interior pedestrian pathways are proposed.	None.

	be located at least every 25 feet on center.		
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.	There are 29 parking spaces proposed for the site. This requires three interior trees; however, only 2 interior trees are proposed, and they do not meet the 2.5" caliper requirement. Along the eastern perimeter of the site, the landscape plan shows a combination of large deciduous and evergreen trees and shrubs. Along the western perimeter of the site large deciduous and evergreen trees are also proposed. The existing shrubs at the southwest corner of the site contribute to a disorganized appearance. Removing them and providing additional trees consistent with the rest of the proposal would result in a more coordinated appearance. New shrubs might be required where existing utilities conflict with trees.	Revise the landscape plan to add one additional interior tree. Revise the landscape plan to show all interior trees at 2.5" caliper at time of planting. Revise the landscape plan to provide additional trees and shrubs consistent with the rest of the proposal at the southwest corner of the site.
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.	No planting areas are provided along the front elevation of the existing building, but its appearance does not require "softening". A dogwood is shown in a planting island near the northeast corner of the building.	None.
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</i>	The proposed plants are on the recommended species list.	None.

	<i>Landscapes (Appendix D).</i>		
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.”	The note is present on the plan.	None.
	Development pattern		
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 overpower the natural settings of the site, or the Entrance Corridor.	The site is accessed from Rt. 250. The travelway and parking have an organized pattern. The existing building is set back from the road parallel to the EC street. The proposed addition maintains the layout/form of the existing building. There are no existing pedestrian ways along this portion of Route 250. A portion of the site where the addition and expanded paved area is proposed is wooded and will be removed to accommodate the development. Views around the site are not expected to be negatively impacted.	See #1.
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.		
	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	The existing site grading is not being significantly altered.	None.

	feet in height and taller, when necessary, shall be terraced and planted to blend with the landscape.		
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 landscape plan shows a tree line towards the rear of the site along the north, east, and west perimeter that is to remain. Tree protection fencing is shown on the landscape plan. This will need to be coordinated throughout the site plan set.	Show the tree protection fencing consistently throughout the landscaping, grading, and E&S plans.
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.	A stormwater feature is proposed adjacent to the parking on the eastern side of the site. A mixture of trees and shrubs is proposed between the facility and the parking spaces. Off-site wooded area limits some of the visibility of this portion of the site.	None.
44	Natural drainage patterns (or to the extent required, new drainage patterns) should be incorporated into the finished site to the extent possible.		

	Signs	Signage is reviewed and approved by separate submission. However, the following preliminary comments are provided. The ARB may require that the color and scale of standard templates for trademarks, service marks, corporate logos and graphics be modified. The color renderings appear to show a long cabinet style sign added to the south elevation of the existing building. This style of sign is not appropriate for a wall sign in the Entrance Corridors.	Sign applications are required for all proposed signs. Limit wall signs to individual letter signs.
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SUMMARY OF RECOMMENDATIONS

Staff recommends the following as the primary points of discussion:

1. The design of the additional and the proposed materials.
2. Painting the red brick of the existing building.
3. Adding trademark colors to the existing building and addition.
4. The landscaping along the western perimeter of the site and the interior parking area.
5. The signage shown on the south elevation of the building.

Regarding the Initial Site Plan:

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:
 1. 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 samples for all materials and colors.

2. Revise the proposal to provide a design that maintains a connection to the historic architecture of the area, that does not use trademark colors as a major design element, and that establishes a cohesive overall design with human scale and minimal blankness.
3. Coordinate the appearance and location of the dumpster screen in both the site plan and color renderings.
4. Provide street level views looking east and west from Rt. 250 with and without landscaping illustrating as much of the site as possible.
5. 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. If the location is inside the building, note this on the plans. If located on the rooftop, provide a roof plan showing equipment locations, and show the equipment locations and heights on the elevation drawings.
6. Coordinate the color of the vending machine enclosure with the approved building color.
7. Consider rotating the vending machine enclosure so that the closed end faces the street.
8. Provide a lighting plan with the next submittal.
9. Revise the landscape plan to add one additional interior parking tree.
10. Revise the landscape plan to show all interior parking trees at 2.5" caliper at time of planting.
11. Revise the landscape plan to provide additional trees and shrubs consistent with the rest of the proposal at the southwest corner of the site.
12. Show the tree protection fencing consistently throughout the landscaping, grading, and E&S plans.
13. Sign applications are required for all proposed signs.
14. Limit wall signs to individual letter signs.

TABLE A

This report is based on the following submittal items:

Site Plan		
1	Cover	11/16/2020
2	Existing Conditions & Demolition Plan	11/16/2020
3	Site Plan	11/16/2020
4	Grading & Drainage Plan	11/16/2020
5	Landscape Plan	11/16/2020
6	Notes & Details	11/16/2020
Architectural Drawings		
ARB.01	Cover Sheet	12/20/2020
ARB.02	Existing Site Views	12/20/2020
ARB.03	First Floor Plan	12/20/2020
ARB.04	Second Floor Plan	12/20/2020
ARB.05	Roof Plan	12/20/2020

ARB.06	Front (Route 250) Elevation	12/20/2020
ARB.07	Left (West) Side Elevation	12/20/2020
ARB.08	Right (East) Side Elevation	12/20/2020
ARB.09	Rear Elevation	12/20/2020
ARB.10	Proposed Materials	12/20/2020
ARB.11	Elevated Entrance from across Rt. 250 (View Looking Northeast into the Site)	12/20/2020
ARB.12	Aerial View of Property (View Looking North into the Site)	12/20/2020
ARB.13	Aerial View of Bay Entrances and Vehicle Storage (View from the Rear of the Site Looking Southwest)	12/20/2020
ARB.14	New Entrance from across Rt. 250 (View Looking Southeast into the Site)	12/20/2020
ARB.15	Elevated View of the Side Parking Lot (View Looking West into the Site)	12/20/2020
ARB.16	Entrance Approach from Rt. 250 East	12/20/2020
ARB.17	Entrance Approach from Rt. 250 West Top of Hill	12/20/2020

ATTACHMENTS

1. [Scotts Ivy Exxon Initial Site Plan](#)
2. [Scotts Ivy Exxon Architectural Drawings](#)