



FINAL ARB ACTION MEMO MINUTES

Date: August 16, 2021
Time: 1:00 PM
Meeting Room: Virtual Meeting

Members:

Frank Stoner: Absent
Frank Hancock: Present
Fred Missel, Vice-Chair: Absent
Chris Henningsen: Present
Dade Van Der Werf, Chair: Present

Staff:

Khris Taggart
Carolyn Shaffer

CALL TO ORDER

Mr. Van Der Werf called the meeting to order at 1:00 p.m. and established a quorum.

DISCLOSURES

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

a. ARB-2021-76: Galaxie Farm

Location: 192 and 193 Galaxie Farm Lane on the west side of Rt. 20, .3 miles south of the intersection of Mill Creek Drive and Rt. 20.

Proposal: To construct 16 attached townhouses in one group of four units and two groups of six units as part of a larger development including 43 detached residences and associated site improvements on approximately 13.36 acres.

Staff Contact: Khris Taggart

Representative: Scott Collins

Motion: Mr. Hancock moved to approve the consent agenda and forward the recommendations outlined in the staff report for the Initial Site Plan to the Agent for the Site Review Committee, as follows:

- 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 side and rear elevations of the townhouses in lots 18-27 and 54-59 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. Confirm that the fence on the southwest side of the site is to remain. Revise the site plan to show the fence consistently throughout the site plan.
 4. Include the standard mechanical equipment note on the architectural plans.
 5. Revise the plan to provide trees along the south/southwest perimeter of the site to help integrate the development into environment of the corridor. A mix of trees, irregularly spaced, is recommended.
 6. Include with the final site plan a complete landscape plan. Ensure that there are no conflicts between landscaping and utilities.
 7. Include the standard plan health note on the landscape plan.
 8. Revise the plan to indicate retaining wall material, color, manufacturer. A block in a muted, earth-tone color would be appropriate. Samples may be required.
 9. Show the tree protection fencing for the tree buffer throughout the landscaping, grading and, E&S plans.
 10. Revise the plan to indicate the use of earth-tone concrete and stone to better integrate the culverts and rip rap located in the tree buffer into the site.

Mr. Henningsen seconded the motion.

The motion was carried by a vote of 3:0.

Regular Review Items

a. ARB-2021-77: Take 5 Oil Change

Location: On the north side of Route 250 at the intersection of Pantops Corner Way and Route 250

Proposal: To construct a 1,465 sq. ft. building to accommodate a Take 5 vehicle service facility in addition to associated site improvements on approximately .72 acres.

Staff Contact: Khris Taggart

Representative: Kevin Schafer

Khris Taggart summarized the staff report in a PowerPoint presentation. ARB members had no questions for staff. Kevin Schafer shared a presentation that included images of the surrounding context and the architectural drawings and discussed various aspects of the design, including: the use of a masonry base, EIFS body, and a cornice line marked by brake metal horizontal banding and coping trim; the use of a hipped roof clad with standing seam metal on the tower element; the relatively small scaled building further relating to human scale by the use of horizontal band at the header of the overhead bay doors, appropriate amounts of glazing, and a legible and orderly rhythm. Mr. Schafer addressed staff's comments regarding minor revisions and items required for the final site plan submittal and asked the Board for their feedback on staff's comment regarding revising the mix of wall materials. Mr. Henningsen asked if brake metal or EIFS is proposed for the horizontal band below the roof coping. Mr. Schafer clarified that the material would be brake metal that would protrude a couple of inches from the EIFS. Mr. Hancock asked if there was any way to decrease the amount of asphalt in the area between the frontage and the building with increased landscaping. Mr. Shimp stated that while the turning area shown is already short of Take 5's standard distances it may be possible to take a couple feet off, but this may result in tighter spacing for vehicle circulation. Mr. Shimp also stated that there is a fair amount of landscape area currently provided along the frontage but acknowledged that the off-site shrubs need to be shifted onto the site. Mr. Van Der Werf asked if there were any opportunities to add additional landscaping in the planting area between Pantops Corner Way and the interior travelway of the site. Mr. Shimp stated that it may be possible to add planting islands at the northeast and southeast corners of the buildings. Mr. Van Der Werf stated that may be a good way to relieve the expanse of asphalt and create additional screening/buffering of the building. Mr. Van Der Werf also asked if it was possible that the travelway along the east side of the building be switched to run along the west side of the building. Mr. Shimp stated that it could be done but operationally the circulation would run opposite of the natural vehicular flow potentially leading to confusion.

Mr. Schafer then shared alternative building designs that included additional brick and ask the Board for their feedback on the potential use of thin brick. Mr. Henningsen asked if thin brick were to be used would the corner bricks be full dimensional bricks. Mr. Schafer stated that he would have do some research to confirm. Mr. Henningsen stated that he has no concern with the use of thin brick as long as the corner bricks appear as full dimensional bricks. Mr. Van Der Werf agreed with Mr. Henningsen regarding the use of thin brick and added that it would be more appropriate for the elevations visible from the EC to incorporate an increased amount of brick or be fully brick. Mr. Van Der Werf also added that the elevations not visible from the EC could use EIFS as the primary building material to balance expense. Mr. Hancock also agreed that the use of additional brick in the design would be appropriate.

Mr. Schafer asked the Board for guidance regarding staff's comment on the dumpster enclosure. Mr. Hancock questioned if the height shown (6') for the enclosure was tall enough. Mr. Schafer stated that it could be increased to a more standard 8' tall height. Mr. Hancock stated that exploring opportunities to increase the landscaping to mitigate the expanse of asphalt would be appropriate. Mr. Henningsen stated that the use of brick, even in a non-traditional color is appropriate and that the massing of the building is done well and appropriate for the EC. Mr. Van Der Werf agreed with Mr. Henningsen regard the appropriateness of gray brick and added a contrasting color brick above could help to preserve the strong base along the elevations.

Motion: Mr. Hancock moved to forward the recommendations outlined in the staff report to the Agent for the Site Review Committee, as follows.

- 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 samples for all materials and colors.
 2. Revise the mix of wall materials to make brick the primary building material. Thin brick is acceptable provided that the corners appear as full dimensional brick.
 3. Revise the architectural drawings to include the standard window glass note: *Visible light transmittance (VLT) shall not drop below 40%. Visible light reflectance (VLR) shall not exceed 30%.*
 4. Revise the site plan to provide a dumpster enclosure detail. A material that coordinates with that approved for the main building would be appropriate.
 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.
 6. Provide a complete lighting plan with the final site plan.
 7. Revise the plan to provide trees at 3.5" caliper at the time of planting along the Rt. 250 frontage.
 8. Revise the landscape plan to shift the row of shrubs along the frontage so that it is within the parcel boundaries.
 9. Please note separate sign applications are required for all proposed signs. The following preliminary comments are provided:
 - a. If an illuminated wall sign is desired, external illumination is recommended.
 - b. Provide with the sign applications a sample of the colors proposed for the signs.
 10. Consider adding a landscape island along the east end of the building between the building and adjacent travel lane.
 11. Ensure that the dumpster enclosure wall height exceeds the height of the dumpster.

Mr. Henningsen seconded the motion.

The motion was carried by a vote of 3:0.

WORK SESSIONS

None.

OTHER BUSINESS

a. Minutes Approval: July 19, 2021

Motion: Mr. Henningsen moved for approval of the minutes from the July 19, 2021, ARB meeting.

Mr. Hancock seconded the motion.

The motion was carried by a vote of 3:0.

b. Next ARB Meeting: TUESDAY, SEPTEMBER 7, 2021, 1:00 PM – VIRTUAL MEETING

ADJOURNMENT

The meeting was adjourned at 1:38 p.m. to the next Virtual ARB meeting on TUESDAY, September 7, 2021 at 1:00 p.m.