

ARCHITECTURAL REVIEW BOARD STAFF REPORT

Project #/Name	ARB-2021-117: Overlook Hotel Initial Site Plan
Review Type	Initial Site Plan and Preliminary Review of Architecture
Parcel Identification	07800-00-00-073A7
Location	The south side of Rt. 250 East approximately 250’ west of the Hansen Rd./Rt. 250 intersection (See Figure 1.)
Zoned	Planned Development Mixed Commercial (PDMC), Entrance Corridor (EC)
Owner/Applicant	WS Four LLC/Design Develop LLC (Kevin Schafer)
Magisterial District	Rivanna
Proposal	To construct a four-story hotel in addition to associated site improvements.
Context	The subject property is comprised of a single vacant parcel. Another vacant parcel is adjacent to the west. The area is characterized by a mix of residential and commercial development (Figure 1).
Visibility	The proposed development will be readily visible from the Entrance Corridor.
ARB Meeting Date	November 15, 2021
Staff Contact	Khris Taggart

PROJECT HISTORY

The ARB reviewed ARB2019-148, an initial site plan for the site, on January 6, 2020 and recommended approval of the plan with a condition related to resolving the development issues arising from the tree conservation area and landscaping easements on the subject property (Attach. 5). A subsequent review of ZMA2002-08 revealed that the application plan must be amended to allow the hotel use and to resolve the tree conservation area and landscape easements issues. The applicant is also requesting a special exception to modify the setback requirement. Those requests (ZMA2020-13, SE2021-16) are currently under review.

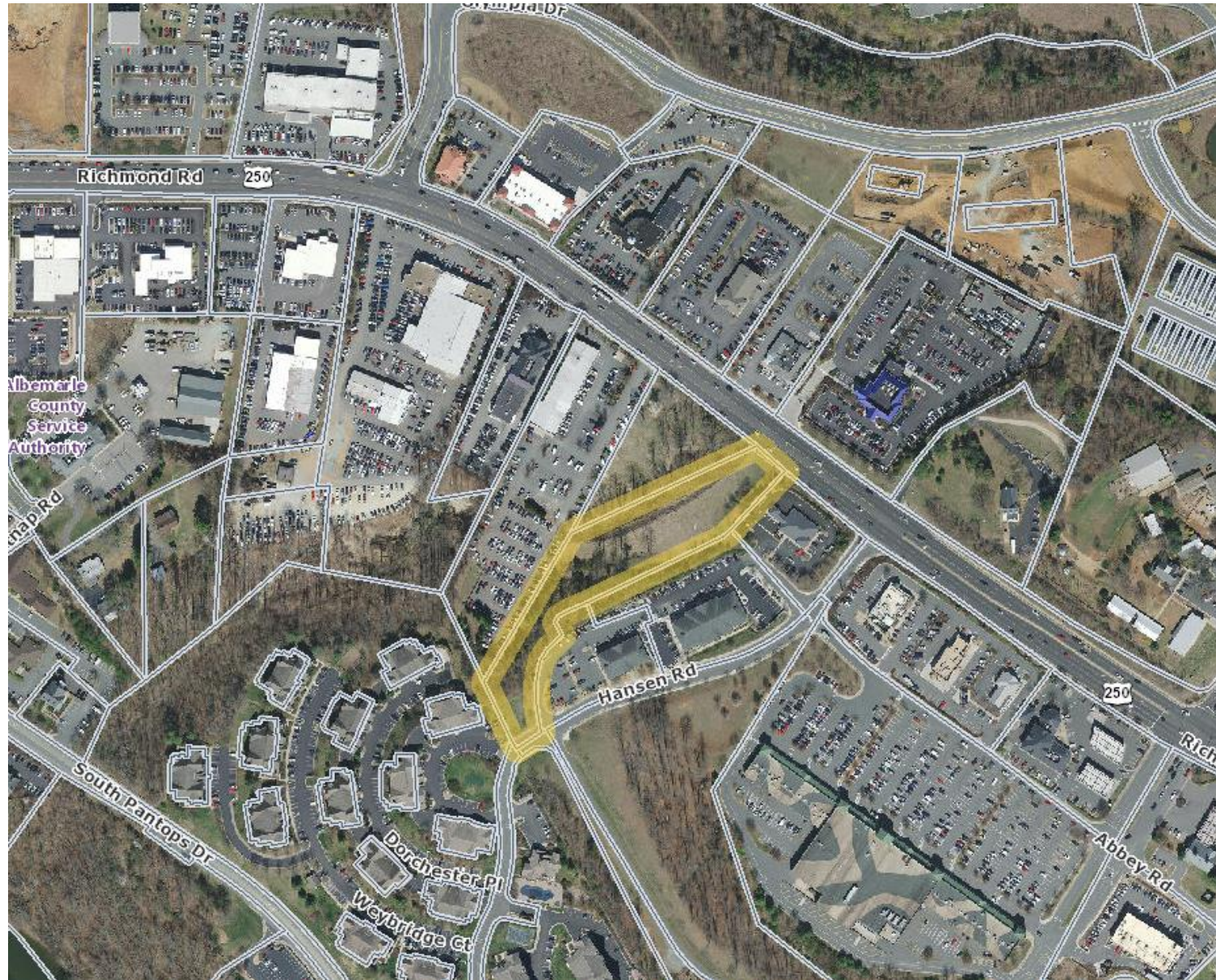


Figure 1: County GIS map highlighting subject property.

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	ISSUES	RECOMMENDATIONS
	GENERAL GUIDELINES		
	<i>Purpose, Compatibility with 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.	This portion of the Rt. 250 Entrance Corridor includes a mixture of small- and large-scale commercial and service buildings of varying styles and forms that largely use brick as the primary building material. The brick along the base of the building is a tie to a traditional building material in the county and the articulation along the front of the building helps to break up the mass of building. However, the overall design does not have a strong connection to the historic architecture of the area.	Adjust the placement, height, materials and detailing of the tower elements to achieve a more cohesive overall appearance for the building.
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.	The flat-roofed tower elements present at the ends of the building detract from a cohesive overall appearance. The height, placement, detailing, and roof form of these elements do not have a comfortable relationship with the main building, resulting in a disjointed appearance that is further highlighted on the EC side by the Hardie siding insert. Likely added to relieve blankness, the insert emphasizes the lack of coordination and detail. Adjusting the placement, height, materials, and detailing of the tower elements could result in a more cohesive appearance.	Staff do not recommend approval of eliminating the stepback requirement. An alternate design that does not include a stepback but establishes a cohesive overall appearance for the building can be considered.
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.		
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.	In this zoning district, this 4-story building requires a 15’ stepback above the third story on the street-facing elevation. The applicant has requested a Special Exception to eliminate this requirement. Incorporating a stepback on the EC elevation would reduce the mass of the tower element and provide an opportunity to revise the building design to achieve a more cohesive whole.	
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.		
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.		
10	Buildings should relate to their site and the surrounding context of buildings.		
12	Architecture proposed within the Entrance Corridor should use forms, shapes, scale, and materials to create a cohesive whole.		
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.	As viewed from the EC, the brick base will help create a sense of human scale on site, but the end tower has a monumental character.	
14	Arcades, colonnades, or other architectural connecting devices should be used to unify groups of buildings within a development.	A single building is proposed, so a connecting device is not necessary.	None.
15	Trademark buildings and related features should be modified to meet the requirements of the Guidelines.	Sheet 8 of the architectural plans illustrates a variety of WoodSpring Suites buildings constructed throughout the country. Though materials and colors vary, and end elevations exhibit alternate treatments, the design of the core of the building is consistent in most of the examples and in the design proposed for Albemarle.	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 for final review.</i>	The line drawings include an outdated window glass note.	Revise the architectural drawings to include the standard window glass note.
	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.	A note on the architectural submission states that 132 Packaged Terminal Air Conditioners (PTAC) are the only mechanical equipment on site. These project from the exterior wall resulting in vents that will be readily visible from the EC. Similar vents on other ARB-approved hotels have typically been flush with the surrounding wall and matching it in color.	Revise the installation of the PTACs to allow for flush mounting with the exterior wall.
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.	A dumpster pad is shown towards the rear of the site. The dumpster enclosure details show a thin brick that matches one of the materials used in the building design.	
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 appears on sheet C1.	None.
	Lighting		
	<i>General Guidelines</i>		
22	Light should be contained on the site and not spill over onto adjacent properties or streets.	Lighting spills over to adjacent properties but spillover does not exceed ordinance requirements.	None.
23	Light should be shielded, recessed or flush-mounted to eliminate glare. All fixtures with lamps emitting 3000 lumens or more must be full cutoff fixtures.	The photometric plan shows fixtures that are full cutoff and lighting levels (19.9 fc) below the Guideline’s maximum.	None.
24	Light levels exceeding 30 footcandles are not appropriate for display lots in the Entrance Corridors. Lower light levels will apply to most other uses in the Entrance Corridors.		
25	Light should have the appearance of white light with a warm soft glow; however, a consistent appearance throughout a site or development is required. Consequently, if existing lamps that emit non-white light are to remain, new lamps may be required to match them.	The color temperature for the proposed fixtures has been noted on the lighting plan as warm white (3000K).	None.
26	Dark brown, dark bronze, or black are appropriate colors for free-standing pole mounted light fixtures in the Entrance Corridors.	The color of the lighting fixtures has been indicated on the plans as black. The mounting height of the pole fixture has been indicated on the plans as 20’. However, it is unclear if bases are proposed.	Include a note on the lighting plan indicating that the 20’ maximum height of the pole-mounted light fixtures includes any base.
27	The height and scale of freestanding, pole-mounted light fixtures should be compatible with the height and scale of the buildings and the sites they are illuminating, and with the use of the site. Typically, the height of freestanding pole-mounted light fixtures in the Entrance Corridors should not exceed 20 feet, including the base. Fixtures that exceed 20 feet in height will typically require additional screening to achieve an appropriate appearance from the Entrance Corridor.		
28	In determining the appropriateness of lighting fixtures for the Entrance Corridors, the individual context of the site will be taken into consideration on a case-by-case basis.		
29	The following note should be included on the lighting plan: “Each outdoor luminaire equipped with a lamp that emits 3,000 or more initial lumens shall be a full cutoff luminaire and shall be arranged or shielded to reflect light away from adjoining residential districts and away from adjacent roads. The spillover of lighting from luminaires onto public roads and property in residential or rural areas zoning districts shall not exceed one half footcandle.”	The standard lighting note is on the site plan.	None.
30-31	<i>Guidelines for the Use of Decorative Landscape Lighting</i>	No decorative lighting is proposed.	None.
	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.	Due to the narrowness of the frontage along the EC, a standard row of large shade/ornamental trees is not feasible. The plan shows a group of two large shade trees and ornamental trees on both sides of the entrance drive to the site. The perspective renderings confirm that the proposed retaining walls will have a significant visual	Revise the landscape plan to provide additional plantings along the base of the retaining walls visible from the EC to achieve a more appropriate appearance.

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.	impact on the EC. More coordination among the retaining walls and plantings will be important for integrating this development into the EC.	
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.	No interior roads are present in this site.	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.	A sidewalk runs from Rt. 250 to and around the building. The frontage trees double as interior pedestrian way trees near the entrance to the site. A retaining wall runs along a portion of the sidewalk near the site entrance. The height is not noted on the plan, but the renderings show the wall at about 5' tall. A mixture of large shade and ornamental trees is shown at the top of this wall, but no landscaping is provided at the base. Medium trees along the base of this wall would help to mitigate its appearance as viewed from the EC.	Revise the landscape plan to provide adequate planting area between the retaining wall and the walkway along the 12-space parking row. Provide medium trees, 2½ caliper at planting, at 25' on center, in this planting area. Revise the site plan to include the height of the retaining wall located just east of the site entrance.
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 trees along the west side of the parking area exceed the spacing requirement in several locations the rear of the site has no perimeter trees, and the extent of retaining walls and their proximity to the parking lot limits planting area. The site layout was not designed to	Provide large perimeter parking lot trees, 2½" caliper at planting, at 40' on center.

	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.	meet the landscaping requirements. There are 119 parking spaces. This requires 12 interior parking area trees. Currently there are 8 interior trees proposed, so 4 additional trees are needed to meet the requirement. Meeting the parking area landscaping guidelines is particularly important here due to the significant visual impacts resulting from the size of the building and the extensive retaining walls.	Revise the landscape plan to provide 4 additional trees to meet the interior parking area landscaping requirements.
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.	There is currently no landscaping shown along the perimeter of the building on the landscaping plan. Trees along the front of the building could help to further break up the long elevation visible from the EC.	Revise the landscape plan to provide trees along the front of the building.
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>.	The proposed plants are on the recommended species list but three types of evergreens are proposed for the total quantity of shrubs. This lack of diversity does not support a healthy landscape.	Consider increasing the variety of evergreen shrubs for increased plant health.
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 plant health note is present on the plan.	None.
	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 overpower the natural settings of the site, or the Entrance Corridor.	There are existing trees towards the rear of the subject property; however, no existing tree lines are shown on the existing conditions plan. There are three easements on the subject parcel - a tree conservation area and two landscaping easements. The landscape easement along the western perimeter of the site and the tree conservation easement towards the middle of the site will be removed if the rezoning amendment is approved. The landscape easement along the southeastern portion of the site was the result of the requirement to mitigate the visual impacts of the adjacent drive-thru and related travelways to the east (SunTrust Bank). The boundaries of this easement are shown throughout the site plan. However, existing	Show existing landscaping on the existing conditions plan. Identify landscaping to be removed. Provide landscaping to compensate for removed landscaping required to mitigate visual impacts of the bank site.

		landscaping within the easement is not shown on the existing conditions plan.	
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, which has a sidewalk. The travelway and parking areas have an organized pattern. The proposed building is not situated parallel to the EC and it is set back approximately 180’ from the right-of-way. This deep setback is not consistent with adjacent properties. However, the parcel has a very narrow frontage and an odd overall shape. These factors limit options for developing the site with a single building. No pedestrian or vehicular connections to Abbey Road are proposed. Towards the rear of the site there is an existing wooded area, but it is not shown on the existing conditions plan. Views around the site are not expected to be negatively impacted.	Show existing wooded area on the existing conditions plan.
	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 landforms 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.	The proposed development relies on significant grading and extensive use of retaining walls. On the west side of the site wall heights are primarily 6’ at the north end and 10’ at the south end. Alternating rows of inkberry holly and Northern bayberry, 24” in height at planting, are shown at the base of these walls (consistently at the north end of the site, less so at the south). These are slow- to moderate-growing shrubs, 5’ to 15’ at maturity. The bayberry is semi-evergreen. Given these factors, visual impacts from the walls may not be fully mitigated. Trees mixed in with the shrubs would be best to mitigate the appearance of three tiers of 6’- and 10’-tall walls, but the 3’ planting area between walls is insufficient to accommodate trees. There appears to be some limited planting area available at the base of the lowest tier near where the parcel line turns to the east. There is another retaining wall just east of the site entrance, running parallel to the parking lot. A mixture of large shade and ornamental trees are shown at the top of this wall, but no landscaping is provided at the southern end of the base. Medium trees, as	Revise the landscape plan to mitigate the visual impacts of the terraced retaining walls. Indicate retaining wall material(s) and color(s) on the plan. A physical sample may be necessary for review. Revise the landscape plan to provide medium trees and shrubs at the base of the retaining wall along the 12-space parking row. Revise the landscape schedule to accurately reflect proposed species and quantities. Maintain all landscaping and retaining walls on site or provide off-site

		mentioned in Guideline #34, and shrubs along the base of this wall could help to mitigate its appearance from the EC. Tiered retaining walls are proposed along the east side of the site adjacent to the hotel, extending southward and curving around the north end of the building. The walls at the north end contribute to the service appearance of the EC-facing elevation. It is not clear how visible these walls will be from the EC. A retaining wall is also proposed along the north end of the west side of the building. This wall may not have significant visual impact on the street but it contributes, with the wall at the east side of the site entrance and the walls curving around the north elevation, to a focus on engineered site elements near the EC. Revisions to better integrate landscaping with the walls in this area would be appropriate. A perspective showing these walls in a single view would be helpful. Some plant symbols are drawn on top of retaining walls, quantities shown in the planting schedule do not reflect what is shown on the landscape plan, and a plant symbol on the plan is not reflected in the schedule. The submittal notes stone cut segmented block for the retaining walls and the renderings show a block color that is light in nature. Due to the significant visual impact of the retaining walls, a darker earth-tone would be more appropriate. Material and color samples may be needed. Portions of the retaining walls on the west side of the site extend onto the adjacent parcel. Note that guardrails will be required for some of the retaining walls although they are not shown in the renderings. Standard utilitarian guardrails will not be appropriate. A detail is need in the site plan.	landscape, grading, and construction easements. Provide a perspective view that shows the retaining wall east of the site entrance with those at the north end of the building. Add trees at the base of the lowest retaining wall on the west side of the site where planting area is available. Revise the site plan to include details on the guardrails for the retaining walls. Standard utilitarian guardrails will not be appropriate.
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.	There are existing trees towards the rear of the site, but no existing tree lines are shown on the existing conditions plan. The landscape plan shows a tree line that is to remain, but no tree protection fencing is shown on the plans.	Show existing trees on the existing conditions plan. Show areas designated for preservation, if any, on 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.		Maintain grading outside the driplines of trees to remain. Show tree protection fencing on, and coordinated throughout, the grading, landscaping, and erosion and sediment control plans.
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.	The stormwater features are proposed underground.	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 yellow-green color shown for a portion of the letters and graphic appear very intense and may not be appropriate for the EC. Color samples will be needed for review.	Please note separate sign applications are required for all proposed signs. Provide with the sign applications physical samples of the colors proposed for the signs.

SUMMARY OF RECOMMENDATIONS

Staff recommends the following as the primary points of discussion:

1. Proposed building forms and distribution of materials.
2. Orientation of the proposed building from the Entrance Corridor.
3. The extent of retaining walls; the degree of mitigation provided by proposed landscaping.
4. Combined impact of the significant amount of retaining walls and the reduced number of interior and perimeter parking lot trees.

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

Regarding the Special Exception Request:

Staff does not recommend approval of eliminating the stepback requirement. An alternate design that does not include a stepback but establishes a cohesive overall appearance for the building can be considered.

- 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:
 - Resolve the development issues arising from the tree conservation and landscaping easements on the subject property.

- Regarding recommendations on the plan as it relates to the guidelines: None.
- Regarding conditions to be satisfied prior to issuance of a grading permit:
 - Maintain grading outside the driplines of trees to remain. Show tree protection fencing on, and coordinated throughout, the grading, landscaping, and erosion and sediment control plans.
- 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. Adjust the placement, height, materials and detailing of the tower elements to achieve a more cohesive overall appearance for the building.
 2. Revise the architectural drawings to include the standard window glass note.
 3. Revise the installation of the PTACs to allow for flush mounting with the exterior wall.
 4. Include a note on the lighting plan indicating that the 20' maximum height of the pole-mounted light fixtures includes any base.
 5. Revise the landscape plan to provide additional plantings along the base of the retaining walls visible from the EC to achieve a more appropriate appearance.
 6. Revise the landscape plan to provide adequate planting area between the retaining wall and the walkway along the 12-space parking row. Provide medium trees, 2½ caliper at planting, at 25' on center, in this planting area.
 7. Revise the site plan to include the height of the retaining wall located just east of the site entrance.
 8. Provide large perimeter parking lot trees, 2½" caliper at planting, at 40' on center.
 9. Revise the landscape plan to provide 4 additional trees to meet the interior parking area landscaping requirements.
 10. Revise the landscape plan to provide trees along the front of the building.
 11. Consider increasing the variety of evergreen shrubs for increased plant health.
 12. Show existing landscaping on the existing conditions plan. Identify landscaping to be removed.
 13. Provide landscaping to compensate for removed landscaping required to mitigate visual impacts of the bank site.
 14. Show existing wooded area on the existing conditions plan.
 15. Revise the landscape plan to mitigate the visual impacts of the terraced retaining walls.
 16. Indicate retaining wall material(s) and color(s) on the plan. A physical sample may be necessary for review.
 17. Revise the landscape plan to provide medium trees and shrubs at the base of the retaining wall along the 12-space parking row.
 18. Revise the landscape schedule to accurately reflect proposed species and quantities.
 19. Maintain all landscaping and retaining walls on site or provide off-site landscape, grading, and construction easements.
 20. Provide a perspective view that shows the retaining wall east of the site entrance with those at the north end of the building.
 21. Add trees at the base of the lowest retaining wall on the west side of the site where planting area is available.
 22. Revise the site plan to include details on the guardrails for the retaining walls. Standard utilitarian guardrails will not be appropriate.
 23. Show existing trees on the existing conditions plan.
 24. Show areas designated for preservation, if any, on the site plan. Maintain grading outside the driplines of trees to remain. Show tree protection fencing on, and coordinated throughout, the grading, landscaping, and erosion and sediment control plans.
 25. Please note separate sign applications are required for all proposed signs. Provide with the sign applications physical samples of the colors proposed for the signs.

ATTACHMENTS

- Attach. 1: ARB2021-117: [Overlook Hotel Initial Site Plan](#)
- Attach. 2: ARB2021-117: [Overlook Hotel ARB Preliminary Submission Package](#)
- Attach. 3: ARB2021-117: [Overlook Hotel Elevation Drawings](#)
- Attach. 4: ARB2019-148: [Overlook Hotel Initial Site Plan ARB Meeting Materials \(January 6, 2020\)](#)