



FINAL ARB ACTION MEMO

Date: December 6, 2021
Time: 1:00 PM
Meeting Room: Virtual Meeting

Members:

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

Staff:

Margaret Maliszewski
Khris Taggart
Carolyn Shaffer

CALL TO ORDER

Mr. Missel called the meeting to order at 1:03 p.m. and established a quorum.

DISCLOSURES: None.

PUBLIC COMMENT: None.

CONSENT AGENDA: None.

WORK SESSIONS: None.

Regular Review Items

Due to technical difficulties, the second agenda item was reviewed first.

a. ARB-2021-131: Discount Tire Final Site Plan

Location: 1638 Seminole Trail

Proposal: To demolish an existing fast-food restaurant building to construct a 7,680 sq. ft. building to accommodate a Discount Tire vehicle service facility in addition to associated site improvements on approximately 1.32 acres.

Staff Contact: Khris Taggart
Representative: Ryan Yauger

Motion: Mr. Hancock moved to approve the Certificate of Appropriateness for ARB-2021-131: Discount Tire Final Site Plan with the conditions listed in the staff report, amended as follows:

1. Provide a sample of the corrugated metal siding for review.
2. Revise the architectural drawing to indicate the proposed block size for the masonry.
3. Align the storefront heights on the EC elevation with those on the south side, adding a canopy to the middle bay of the EC elevation.
4. Revise the plant trellises to extend down the elevation to the to match the form of the bay doors along the south elevation. Remove the trellis closest to the EC street.
5. 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%.*
6. Consider revising the site plan to relocate the electrical switch cabinet to eliminate visibility from the EC. Alternatively add a wing wall and paint the cabinet to match the building. Add a note to the site plan to identify the cabinet.
7. Revise the elevation drawings to show the roof-mounted mechanical equipment to confirm that it will be screened from view of the EC.
8. Add the standard mechanical equipment note to the architectural drawing: "Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated."
9. Revise the lighting plan to indicate the fixture color for the pole-mounted lighting.
10. Consider revising the plan to provide additional planting area along the Rt. 29 frontage to accommodate required frontage trees free of utilities. Note that this will likely require the elimination of some parking spaces in the 8-space parking row adjacent to the Rt. 29 frontage. Alternatively, locate larger trees further into the planting area towards the building and one in the parking area, eliminating one parking space.
11. Revise the site plan set to consistently show the existing water line as being removed.
12. Revise the deciduous landscaping along the northern perimeter of the site to evergreens.
13. Revise the site plan set to show the planting beds and plants proposed for the trellises.
14. Revise the plan to indicate the color of the retaining wall sample that has been submitted.
15. Please note separate sign applications are required for all proposed signs. The following comments provided with the initial review still apply:
 - a. Revise the wall signs to use either face illumination or halo illumination.
 - b. Revise the sign proposed on the south elevation so that it has a more coordinated appearance. This can be done by reducing the size of the sign and/or changing the layout to a single line of text.
 - c. The background of any cabinet signs proposed will be required to have an opaque background if internally illuminated.
 - d. Include the size of the existing freestanding sign on the sign drawings. If the sign is taller than 12' and larger than 32 square feet, the proposal must include a 25% reduction in height and area until the height reaches 12' and area reaches 32 sf.

Mr. Henningsen seconded the motion.

The motion was carried by a vote of 4:0. (Van Der Werf absent)

b. ARB-2021-126: Chipotle

Location: 109 Community Street in the Hollymead Town Center, on the west side of Rt. 29 North, between the Pet Smart and Target stores

Proposal: To replace a vacant restaurant building with a new structure to house a Chipotle restaurant.

Staff Contact: Margaret Maliszewski

Representative: Carter Baum

Motion: Mr. Henningsen moved to forward the recommendations outlined in the ARB2021-126: Chipotle staff report to the Agent for the Site Review Committee, as follows:

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:

- 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 with no conditions.
- Regarding recommendations on the plan as it relates to the guidelines: None.
- c. Regarding conditions to be satisfied prior to issuance of a grading permit:
 1. 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.
- d. 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. Reduce the height of the EIFS band or otherwise revise the building design to provide less of a top-heavy appearance for the upper wall.
 2. Provide additional information to clarify the appearance of the metal tubes on the drive-thru window elevation.
 3. Revise the plans and elevations to show the locations of building- and ground-mounted equipment and to show how it will be screened.
 4. Note on the site plan that the extension of the screen wall will match the design of the existing wall.
 5. Revise the screen wall elevation to show the existing windows.
 6. Add the standard mechanical equipment note to the site and architectural drawings: "Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated."
 7. Revise the lighting plan using an LLF of 1.0. Ensure that light is contained on the site and does not spill over onto adjacent streets.
 8. Revise the color temperature of the light fixtures to 3000K.
 9. Revise the lighting plan to indicate a bronze finish for light fixtures and poles.
 10. Add the standard lighting note to the 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."
 11. Include a demolition plan in the site plan set. Identify all plants that are proposed to be removed.
 12. Revise the plan to clearly indicate that all frontage landscaping approved with previous approvals is to remain.
 13. Add the standard plant health note to the 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."

14. 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.
15. Wall signs visible from the EC street must meet the design criteria outlined in the approved Comprehensive Sign Plan for the Hollymead Town Center Area B. Individual letters with red faces are required for proposed wall signs.

Mr. Stoner seconded the motion.

The motion was carried by a vote of 4:0. (Van Der Werf absent)

OTHER BUSINESS

a. Minutes Approval: November 15, 2021

Motion: Mr. Stoner moved for approval of the minutes from the November 15, 2021, ARB meeting.

Mr. Hancock seconded the motion.

The motion was carried by a vote of 4:0. (Van Der Werf absent)

b. Next ARB Meeting: MONDAY, DECEMBER 20, 2021, 1:00 PM – VIRTUAL MEETING

- c. Announcements:** Staff reminded the ARB members that the first meeting in January is the ARB's annual meeting at which the meeting schedule is established for the year and the chair and vice-chair are elected. Staff confirmed that ARB members did not want to change their regular meeting time. Staff also reminded the ARB that they should contact staff if they would like to arrange to view physical material samples for any particular project.

ADJOURNMENT

The meeting was adjourned at 2:19 p.m. to the next Virtual ARB meeting on Monday, December 20, 2021 at 1:00 p.m.