



FINAL ARB ACTION MEMO/MINUTES

Date: January 18, 2022

Time: 1:00 PM

Meeting Room: Virtual Meeting

Members:

Frank Stoner: Present

Frank Hancock: Present

Fred Missel, Vice-Chair: Absent - Resigned

Chris Henningsen: Present

Dade Van Der Werf, Chair: Present

Staff:

Margaret Maliszewski

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

Mr. Henningsen said he would need to recuse himself from the Ivy Exxon work session.

ANNUAL MEETING:

a. Chairperson and Vice Chairperson: Election

Mr. Van Der Werf nominated Mr. Henningsen for Chairperson.

Mr. Hancock seconded the motion.

There were no additional nominations.

The motion to elect Mr. Henningsen for Chairperson passed by a vote of 4:0.

Mr. Henningsen assumed his role as chairperson.

Mr. Van Der Werf nominated Mr. Hancock for Vice-Chairperson.

Mr. Henningsen seconded the nomination.

There were no additional nominations.

The motion to elect Mr. Hancock for Vice-Chairperson passed by a vote of 4:0.

c. 2022 Meeting Schedule: Adopt

Mr. Henningsen asked if any Board member wanted to change the standard meeting day and time. No Board member wanted to make a change.

Mr. Van Der Werf motioned to adopt the Meeting Schedule as proposed.
Mr. Stoner seconded the motion.
The motion passed by a vote of 4:0.

d. Rules of Procedure: Adopt

Mr. Henningsen asked if any Board member wanted to make a change to the Rules of Procedure.
No Board member wanted to make a change.

Mr. Stoner motioned to adopt the rules of procedure with no revisions.
Mr. Van Der Werf seconded the motion.
The motion passed by a vote of 4:0.

PUBLIC COMMENT: None.

CONSENT AGENDA:

a. ARB-2021-137: Stonefield Town Center Block C2-1 (TMP: 061W00300019A0 portion)

Location: The site is situated approximately 475 feet north of Hydraulic Road and approximately 830 feet west of Seminole Trail (Route 29), within The Shops at Stonefield town center. The Hyatt Place hotel lies to the immediate west, across District Avenue, and various restaurants and retail businesses lie to the south and east, along Bond Street. The lot has been cleared and graded and is currently vacant.

Proposal: To construct a seven-story (maximum 90 feet tall) apartment building encompassing 36,400 square feet and consisting of a two-story parking garage and five stories of apartments on an undeveloped, 1.04-acre portion of this parcel.

Staff Contact: Khris Taggart
Representative for Project: John Beirne

Motion: Mr. Van Der Werf moved to forward the recommendations outlined in the ARB2021-137 Stonefield Town Center Block C2-1 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:
 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.
- 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 upper portions of the building elevations must be designed to eliminate blankness and achieve appropriate form, scale, etc.
 2. Provide a roof plan that shows the dimensions of all proposed rooftop mechanical equipment and show rooftop mechanical equipment on the architectural elevations.

- Show how all visibility of mechanical equipment from the Entrance Corridors will be eliminated.
3. Provide the standard mechanical equipment note on the architectural drawings: Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.
 4. Provide a lighting plan for review. The plan should include all proposed architectural (wall- and ground mounted) lighting. Reinstalled streetlights must match the previous approval.
 5. Provide the standard lighting note on the lighting plan.
 6. If planting is added, provide plant species that are native to the region from the approved plant list.
 7. If planting is added, 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.
 8. Revise the site plan to show limits of work.
 9. Provide adequate tree protection fencing on site plans for future review.

Mr. Stoner seconded the motion.

The motion was carried by a vote of 4:0.

REGULAR REVIEW ITEMS: None

WORK SESSIONS:

a. ARB2021-40 Scotts Ivy Exxon Final Site Plan (TMP: 058A2-00-00-02100)

Location: 4260 Ivy Road

Proposal: To construct a 3,200-sf addition to an existing service station and to complete associated site improvements on approximately 1.59 acres.

Staff Contact: Khris Taggart

Representative for Project: Scott Collins, Mark Kestner

Mr. Henningsen recused himself from the discussion.

Khris Taggart made a brief presentation, updating the ARB on the status of the project and showing slides of the previous and revised designs. Mr. Stoner asked for clarification on the colors of gray illustrated in the slides. Mark Kestner represented the applicant and answered the question, noting that the color change corresponded to a change in materials from CMU to metal. He noted that the revisions made had resolved the color scheme and branding issues. Mr. Stoner stated that the revisions were a huge improvement and thanked the applicant for taking the time to make the changes. Mr. Van Der Werf and Mr. Hancock agreed. Scott Ramm, the applicant, noted that he was in attendance.

Motion: Mr. Stoner moved for approval of the revised architectural design as illustrated in the drawings presented at the meeting, eliminating condition #1 from the May 18, 2021 action letter.

Mr. Hancock seconded the motion.

The motion was carried by a vote of 3:0. (Henningsen recused.)

OTHER BUSINESS

a. Minutes Approval: December 20, 2021

Motion: Mr. Hancock moved for approval of the minutes from the December 20, 2021, ARB meeting.

Mr. Stoner seconded the motion.

The motion was carried by a vote of 4:0.

b. Next ARB Meeting: February 7, 2022 1:00 PM – VIRTUAL MEETING

Mr. Stoner asked about the timing of filling Mr. Missel's position. Staff replied that the clerk was aware of the opening and it had been posted on-line.

Mr. Stoner asked if two ARB members could constitute a quorum for the review of an application if the other two members had to recuse themselves due to conflicts of interest (and the fifth seat on the board was empty). Staff replied that they would provide an answer after consulting with the County Attorney's office.

ADJOURNMENT

The meeting was adjourned at 1:00 p.m. to the next virtual ARB meeting on February 7, 2022 at 1:00 p.m.