

ARCHITECTURAL REVIEW BOARD STAFF REPORT

Project #/Name	ARB-2021-117: Overlook Hotel Initial Site Plan
Review Type	Second Review of an Initial Site Plan and Architectural Design
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	February 7, 2022
Staff Contact	Khrist Taggart

PROJECT HISTORY

DATE	APPLICATION/REVIEW TYPE	RESULT
January 6, 2020	ARB2019-148 / Initial Site Plan	The ARB did not recommend approval of the Initial Plan due to development issues arising from the tree conservation area and landscaping easements on the subject property. 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.
November 15, 2021	ARB2021-117 / Initial Site Plan and Preliminary Review of Architecture	The Board’s review of the initial site plan resulted in similar recommendation to the one provided for ARB2019-148. The Board also provided preliminary comments on the architectural design and did not recommend approval of the special exception request to waive the stepback requirement.
January 11, 2022	ZMA2020-13 / Zoning Map Amendment SE2021-16 / Special Exception	The Planning Commission forwarded a recommendation of approval of the rezoning to the Board of Supervisors with two additional recommendations (note: the PC reviewed no architectural designs): 1) Applicant to explore a pedestrian connection between this and the adjacent property; 2) Additional landscaping to be added at the front of the property on Route 250. The Planning Commission also forwarded a recommendation of approval of SE2021-16 to the Board of Supervisors with the recommendation that landscaping of substantial size be added at the front of the property (near Route 250) to mitigate the four-story height of the building.
January 28, 2022	SE2021-16 / Special Exception	Based on the revised architectural renderings dated December 22, 2021 showing a hotel with 3 stories above grade at the Route 250 frontage, Zoning has determined that the special exception to waive the stepback requirement is no longer necessary. Consequently, an ARB recommendation on the special exception is no longer needed.

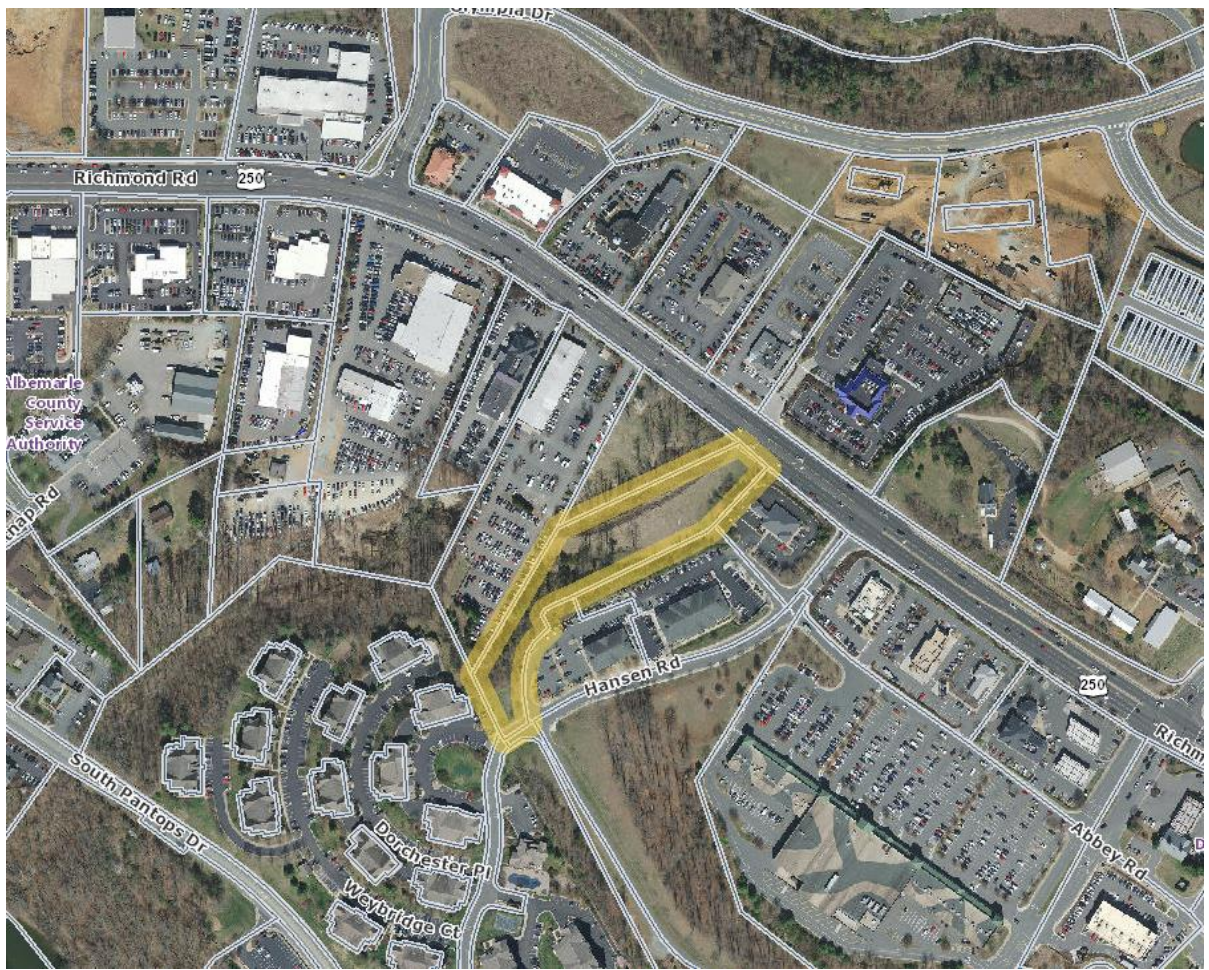


Figure 1: County GIS map highlighting subject property.

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

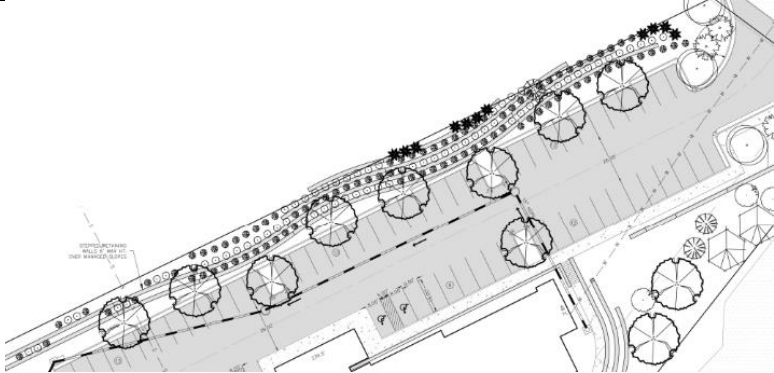
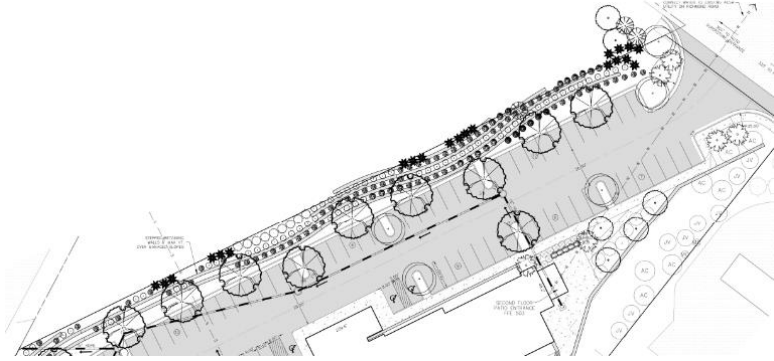
REF	GUIDELINE	RECOMMENDATIONS 11/15/2021	ISSUES 2/7/2022	RECOMMENDATIONS 2/7/2022
	GENERAL GUIDELINES			
	<i>Purpose, Compatibility with the character of the Entrance Corridor</i>			
1	The goal of the regulation of the design of development within the designated Entrance Corridors is to ensure that new 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.	Revise the architectural design to make the northern tower address the EC street and possibly further conceal the eastern retaining walls. Adjust the placement, height, materials and detailing of the tower elements to achieve a more cohesive overall appearance for the building. The ARB does not recommend approval of eliminating the setback requirement; however, an alternate design that does not include a setback but establishes a cohesive overall appearance for the building can be considered.	The building has been revised to achieve a more coordinated design and a more appropriate appearance for the EC. The two bays of windows and canopy over a new patio on the northern tower provide a face to the EC and improve the scale of the form. Greater coordination throughout the building design is provided by: brick used at the ends, center and intermediate bays; brick across the base; and dark metal for cornices, center roof, and end and center canopies. The mass of the building is broken down by a switch from hipped roofs to flat roofs with cornices and bays of alternating heights and materials. However, material samples have not been provided for review yet. Human scale as seen from the street is enhanced by alternating materials, brick detailing, and the canopies. The grading in the area surrounding the end tower has also been revised to give the appearance, as viewed from the EC, of a three-story building. As indicated in the History section above, the special exception to eliminate the setback requirement is no longer need. Significant revisions to building design and form were made to address the setback issue, but they were also needed to establish an appropriate appearance for the EC, regardless of setback requirements. The revisions made to the design of the tower, combined with the revised grading, sufficiently establish building design and scale that are appropriate for the EC.	Provide samples for all material and colors with the final site plan submittal.
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			

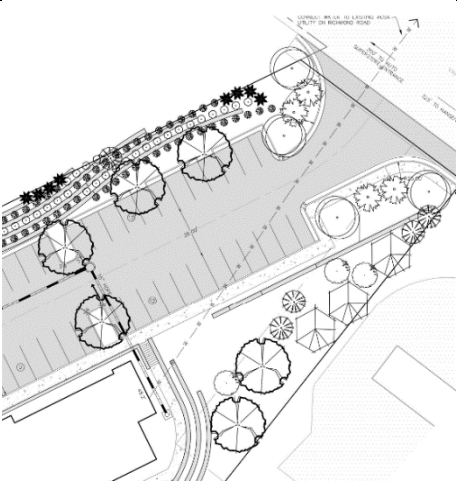
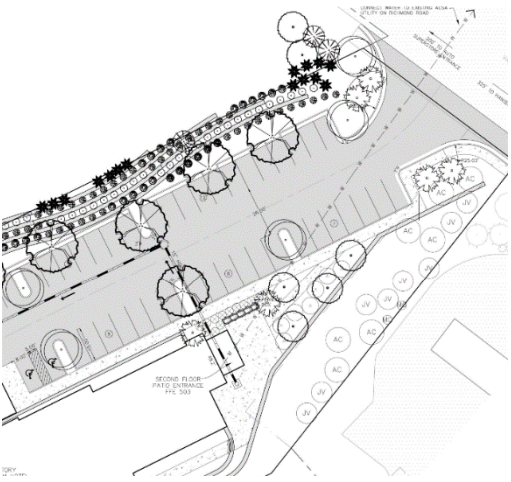
	area, as well as drawings of architectural features, which provide important examples of this tradition are contained in Appendix A.		
4	The examples contained in Appendix A should be used as a guide for building design: the standard of compatibility with the area's historic structures is not intended 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.		 North and West elevations November 15, 2021
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.		 North and West elevations December 22, 2021
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.			
14	Arcades, colonnades, or other architectural connecting devices should be used to unify groups of buildings within a development.	None.	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.	None.	While revisions have been made to forms and material in the building design, the core design is still consistent with examples of WoodSpring Suites buildings in other locations.	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>	Revise the architectural drawings to include the standard window glass note.	The line drawings have been revised to include the standard window glass note.	None.
	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.	Revise the installation of the PTACs to allow for flush mounting with the exterior wall.	The applicant’s response memo states that the PTACs will be flush mounted, but the architectural drawings do not note this change.	Revise the architectural drawings to include a note regarding the flush mounting of the PTAC units.
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.			
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.”	None.	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.	None.	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.	None.	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.	None.	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.	Include a note on the lighting plan indicating that the 20’ maximum height of the pole-mounted light fixtures includes any base.	A note has been added to the lighting that the 20’ height of the pole-mounted light fixtures includes the base.	None.
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.”	None.	The standard lighting note is on the site plan.	None.
30-31	<i>Guidelines for the Use of Decorative Landscape Lighting</i>	None.	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.	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.	Six evergreen trees have been added at the base of the lowest retaining wall on the west side of the site and a group of four evergreen and four deciduous trees has been added west of the site entrance. An updated rendering shows existing trees on the adjacent parcel screening the view of the retaining walls from the EC; however, offsite vegetation cannot be relied on to provide screening and the added landscaping will not sufficiently mitigate the visual impacts without the offsite vegetation. The plan does not contain all site features within the parcel boundaries, and it does not provide on-site planting area sufficient to mitigate visual impacts of the retaining walls. With the current layout, easements will be required for grading, construction, and landscaping. Those easements could include additional evergreen trees at the base of the retaining walls to offset the anticipated visual impacts.	Revise the landscape plan to provide additional evergreen trees 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.			

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.		 Landscape Plan, Western Perimeter Landscaping. November 15, 2021  Landscape Plan, Western Perimeter Landscaping. December 22, 2021	
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.	None.	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.	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.	Grading and retaining wall layout have been revised along the east side of the property. A portion of the wall along the parking lot has been angled away from the paving to create a planting area that includes a mix of deciduous trees and shrubs at the base of the wall. The wall reaches a height of 6' in this area.	None.

		Revise the site plan to include the height of the retaining wall located just east of the site entrance.	 Landscape Plan, Frontage Landscaping. November 15, 2021  Landscape Plan, Frontage Landscaping. December 22, 2021	
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	Provide large perimeter parking lot trees, 2½” caliper at planting, at 40’ on center. Revise the landscape plan to provide 4 additional trees to meet the interior parking area landscaping requirements.	The landscape plan has been revised to show large trees along the full extent of the western perimeter of the parking area. However, a number of trees are shown in close proximity to retaining walls. Details on the retaining wall construction are needed to confirm that the walls will be able to support the proposed trees. The number of interior parking area trees has been increased by 4 to satisfy the requirement (12 interior trees).	Revise the site plan to include a detail that shows the retaining walls will support the proposed perimeter parking area trees.

	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.			
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.	Revise the landscape plan to provide trees along the front of the building.	The plan has been revised to show four trees near the south end of the west elevation. Two of these are large shade trees (Southern Magnolias), which will grow too big for the limited planting area next to the building. A species with a narrower spread would be more appropriate. No trees are shown near the north end of the west elevation, but the nearby interior parking area trees are expected to provide some relief.	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 Landscapes (Appendix D)</i>.	Consider increasing the variety of evergreen shrubs for increased plant health.	The revised landscape plan shows an increased variety of evergreen shrubs.	None.
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."	None.	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	Show existing landscaping on the existing conditions plan.	The existing conditions plan has been updated to show existing landscaping and landscaping that is to be removed.	None.

	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.	Identify landscaping to be removed. Provide landscaping to compensate for removed landscaping required to mitigate visual impacts of the bank site. Revise landscape plan to match the previously approved landscaping in the landscape easement adjacent to the bank.	The landscape plan has been updated to show the previously approved landscaping easement adjacent to the bank. A note has also been added on the landscape plan to indicate that the existing landscaping related to the bank site will be retained or replaced in kind.	
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	Show existing wooded area on the existing conditions plan.	The existing conditions plan has been updated to show the existing wooded area on the plan.	None.

	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 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.	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 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.	A perspective view east of the site entrance has been provided. Trees and shrubs have been added east of the entrance to the site and at the base of the lowest retaining wall on the west side of the site where planting area was available. The rendering has also been updated to illustrate the existing trees on the adjacent parcel. The block color for the retaining walls has not been noted on the plans. The layout of the retaining wall along the 12-space parking row has been revised to provide a planting area at the base of the wall. Plant species are not indicated on the updated landscape plan but what appear to be a mixture of trees and shrubs are shown at the base of the wall. The discrepancies in the landscape schedule have been addressed. The applicant's response memo indicates that landscape, grading, and construction easements will be required and obtained prior to final site approval. The plan has been updated to indicate the Midwest Guardrail System in a rustic brown finish will be used for the retaining wall guardrails. This guardrail is utilitarian in nature and will not have an appropriate appearance for the EC. A simple, but more decorative, railing like the one used at the Pantops Corner retaining wall would be appropriate.	Indicate retaining wall color(s) on the plan. A physical sample may be necessary for review. Revise the plan to include a detail for a decorative guard rail for the retaining walls.

		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.	Show existing trees on the existing conditions plan. 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.	The existing conditions plan has been updated to show the existing tree line and grading and landscape plans have been updated to show tree protection fencing along the tree line that is to remain.	None.
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.	None.	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	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.	While signage is reviewed and approved by separate submission, the following comments provided with the initial review still apply: The yellow-green color shown for a portion of the letters and graphic of the wall sign 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. The extent of retaining walls; the degree of mitigation provided by proposed landscaping.

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:
 - Prior to Initial Plan approval the following items shall be resolved to the satisfaction of the ARB:
 - The ARB recommends approval of the Initial Plan with the assumption that the development issues arising from the tree conservation and landscaping easements on the subject property are resolved.
- 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. Provide samples for all material and colors with the final site plan submittal.
 2. Revise the architectural drawings to include a note regarding the flush mounting of the PTAC units.
 3. Revise the landscape plan to provide additional evergreen trees along the base of the retaining walls visible from the EC to achieve a more appropriate appearance.
 4. Revise the site plan to include a detail that shows the retaining walls will support the proposed perimeter parking area trees.
 5. Indicate retaining wall color(s) on the plan. A physical sample may be necessary for review.
 6. Revise the plan to include a detail for a decorative guard rail for the retaining walls.
 7. 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. I: ARB2021-117: [Overlook Hotel Comment Letter](#)**
- **Attach. II: ARB2021-117: [Overlook Hotel Initial Site Plan](#)**
- **Attach. III: ARB2021-117: [Overlook Hotel ARB Preliminary Submission Package](#)**
- **Attach. IV: ARB2021-117: [Overlook Hotel Elevation Drawings](#)**