County of Albemarle
COMMUNITY DEVELOPMENT/PLANNING

Architectural Review Board
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DRAFT ARB ACTION MEMO / MINUTES

Date: May 6, 2024
Time: 1:00 PM
Meeting Room: Lane Auditorium
Members:
Chris Henningsen, Chair: Present
Frank Hancock, Vice-Chair: Present
Frank Stoner: Absent
Dade Van Der Werf: Absent
Taro Matsuno: Present
Staff:
Margaret Maliszewski

CALL TO ORDER: Mr. Henningsen called the meeting to order at 1:00 p.m. and established a quorum.
DISCLOSURES: None.
PUBLIC COMMENT: None.
CONSENT AGENDA: None.

REGULAR REVIEW ITEMS

a. **ARB2024-33: Flow Kia**

Location: 1390 Richmond Road

Proposal: To demolish and replace the southern portion, and renovate the northern portion, of the Kia auto dealership building, and to undertake related site improvements.

Staff Contact: Margaret Maliszewski
Representative: Kevin Schafer, Justin Shimp

Margaret Maliszewski summarized the staff report in a PowerPoint presentation. ARB members had no questions for staff. Kevin Schafer (Design Develop) addressed the ARB regarding the architectural design, stating that staff's presentation covered all the changes. Justin Shimp (Shimp Engineering) addressed the ARB on site issues, including the Lumos easement (meant only to serve this building and is no longer in use), trees near the retaining wall, perimeter shrubs and site lighting. ARB members questioned the size of trees in the Lumos easement (large trees are outside the easement). ARB members discussed the proposal, noting appreciation for the applicant's design, revisions, method of highlighting the revisions, and design development. Staff confirmed that a revised note could probably address the easement issue.

Motion: Mr. Matsuno moved to recommend approval of ARB2024-33 Flow Kia, with the conditions listed in the staff report, amended as follows:

1. Include an updated photometric plan in the site plan.
2. Add notes to the plan to clarify the extent of landscaping to remain.

3. Revise the landscape plan to provide a consistent row of shrubs, 24" in height at planting, along the Rt. 250 frontage and the west side of the parcel.
4. Replace the Zelkova Serata with a tree that is included in the County's approved plant list.
5. Add the standard landscape 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."
6. Coordinate the proposed work with the Lumos easement.
7. Note that all new signs require separate applications.

Mr. Hancock seconded the motion.
The motion was carried by a vote of 3:0. (Mr. Stoner and Mr. Van Der Werf absent)

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Henningsen moved for approval of the minutes from the April 15, 2024, ARB meeting.
Mr. Hancock seconded the motion.
The motion was carried by a vote of 3:0. (Mr. Stoner and Mr. Van Der Werf absent)

b. Other items from staff or ARB members:

i. Alto View Apartments Landscaping: Staff reported that some of the trees approved for locations on the dam at the stormwater pond near the retaining wall visible from I64 should not have been approved in those locations and would be moved to acceptable locations nearby. A plan showing the trees was displayed. Mr. Matsuno asked how the issue was discovered (on-site inspection) and confirmed that the trees had been incorrectly approved in those locations (not just planted in an unapproved location).

c. Next ARB Meeting: Monday, May 20, 2024, 1:00 PM – Lane Auditorium

i. All members present indicated they could attend the meeting.

ADJOURNMENT
The meeting was adjourned at 1:19 p.m. to the next ARB meeting on Monday, May 20, 2024, at 1:00 p.m.