



County of Albemarle
COMMUNITY DEVELOPMENT/PLANNING

Architectural Review Board

mmaliszewski@albemarle.org

434-296-5832 ext. 3276

DRAFT ARB ACTION MEMO MINUTES

Date: September 3, 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
Khris Taggart
Mariah Gleason

CALL TO ORDER: Mr. Henningsen called the meeting to order at 1:00 p.m. and established a quorum.

DISCLOSURES: Mr. Henningsen asked if any ARB member had anything to disclose. No one did.

PUBLIC COMMENT: No member of the public was present to make comments.

CONSENT AGENDA:

a. **ARB2024-53: Arbor Life Initial**

Location: 163 Patterson Mill Lane, south of I-64

Proposal: To utilize an existing building on site to house a landscaping business and to undertake site improvements including storage areas for vehicles, equipment, and landscaping materials on approximately 4.02 acres.

Staff Contact: Khris Taggart

Applicant: Timothy Miller

Mr. Henningsen asked if any ARB member wanted to move the Arbor Life item from the consent agenda to the regular review agenda. No one did. Mr. Henningsen asked for a motion to approve the agenda.

Motion: Mr. Matsuno moved for approval of the consent agenda, including **ARB2024-53: Arbor Life Initial**, with the conditions listed in the staff report, 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 Site Development Plan.
- Regarding recommendations on the plan as it relates to the guidelines: None.
- Regarding conditions to be satisfied prior to issuance of a grading permit: None.
- Regarding the final site plan submittal:
A Certificate of Appropriateness is required prior to final site plan approval. The final site plan for this development is available for staff-level review. The following items and all items on the ARB Final Site Plan Checklist must be addressed:
 1. Revise the site plan to include the standard mechanical equipment note: Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.
 2. Indicate if new lighting is proposed. If it is, provide a lighting plan with the next submittal.
 3. Revise the site plan to note the species of landscaping proposed between the site and Patterson Mill Lane.
 4. Revise the site plan to include the standard plant health note: 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.

Mr. Hancock seconded the motion.

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

REGULAR REVIEW ITEMS: None

WORK SESSION: None.

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Henningsen moved for approval of the minutes from the August 19, 2023, ARB meeting.

Mr. Matsuno seconded the motion.

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

b. Other items from staff or ARB members: None.

c. Next ARB Meeting: Monday, September 16, 2023, 1:00 PM – Lane Auditorium

The clerk asked if everyone planned to attend the next meeting. Members present said that they did. The clerk said that she would contact the absent members about attendance.

ADJOURNMENT

The meeting was adjourned at 1:04 p.m. to the next ARB meeting on Monday, September 16, 2023, at 1:00 p.m.