



FINAL ARB ACTION MEMO

Date: October 7, 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: Present
Taro Matsuno: Absent

Staff:

Khris Taggart
Mariah Gleason

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. **ARB2024-55: Cornerstone Community Church - Initial**

Location: 1395 Stoney Point Road

Proposal: To establish a church in the existing garage building and office, storage, and childcare in the existing residence.

Staff Contact: Khris Taggart

Representative: Kendra Moon / Steve Davis

Motion: Mr. Hancock moved to approve ARB2024-55 Cornerstone Community Church initial site plan and forward the recommendations outlined in the staff report for the Initial Site Plan 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: None.
- 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 materials and colors.
2. Revise the site plan to provide a dumpster enclosure detail. A material that coordinates with that approved for the main building would be appropriate.
3. Show the location of mechanical equipment (building and ground mounted) on the site and architectural plans and show how it will be screened from the EC.
4. Revise the site plan to include the standard mechanical equipment note: Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.
5. Revise the lighting plan to note the proposed finishes for the pole- and building-mounted fixtures.
6. Revise the note on the lighting plan to confirm that the 15' mounting height includes the base.
7. Revise the landscape plan to show the proposed frontage landscaping onsite.
8. Revise the landscape plan to provide additional ornamentals east and west of the site entrance along the frontage.
9. Revise the landscape plan to shift the row of shrubs south to align with the travelway west of the site entrance.
10. Revise the landscape plan to provide large shade trees along the western perimeter of the parking lot.
11. Revise the landscape plan to show medium trees, 2½" at time of planting, along the 11-space parking row northwest of the garage.
12. Revise the landscape plan to include the standard landscaping 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.
13. Please note separate sign applications are required for all proposed signs. The following preliminary comment has been provided:
 - a. If an illuminated wall sign is desired, external illumination is recommended.

Mr. Van Der Werf seconded the motion.

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

WORK SESSION: None.

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Van Der Werf moved for approval of the minutes from the September 16, 2023, ARB meeting.

Mr. Hancock seconded the motion.

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

b. Other items from staff or ARB members:

1. Staff level review of Kappa Sigma Major Amendment resubmittal.

c. Next ARB Meeting: Monday, October 21, 2023, 1:00 PM – Lane Auditorium

All members present said they planned to attend.

ADJOURNMENT

The meeting was adjourned at 1:31 p.m. to the next ARB meeting on Monday, October 21, 2023, at 1:00 p.m.