



FINAL ARB ACTION MEMO

Date: November 4, 2024

Time: 1:00 PM

Meeting Room: Lane Auditorium

Members:

Chris Henningsen, Chair: Present
Frank Hancock, Vice-Chair: Present
Frank Stoner: Present
Dade Van Der Werf: Present
Taro Matsuno: Absent

Staff:

Margaret Maliszewski
Khris Taggart

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

DISCLOSURES: Mr. Henningsen said that he would have to leave at 2:30 and would turn the meeting over to Mr. Hancock at that time.

PUBLIC COMMENT: None.

CONSENT AGENDA: None.

REGULAR REVIEW ITEMS:

a. **ARB2024-58: Ivy Road (Bellair Place)**

Location: 2415 Ivy Road near the intersection of Canterbury Road

Proposal: To modify the Comprehensive Sign Plan (CSP) by removing one approved sign location, adding two new sign types and locations, and adding one letter color to accommodate signs for tenant spaces on the east side of the building.

Staff Contact: Khris Taggart
Representative: Keith Wagner

Motion: Mr. Van Der Werf moved to approve the revisions to the 2415 Ivy Road (Bellair Place) Comprehensive Sign Plan and the signs for Grit Coffee and Selvedge Brewing with the conditions listed in the staff report, as follows:

Regarding the Comprehensive Sign Plan amendment

1. Revise the CSP to allow hanging signs centered in the three canopy bays on the east elevation.
2. Add the following note to the sign plan: The ARB may require future tenants to modify the color and scale of standard templates for trademarks, service marks, corporate logos and graphics. When used, trademarks, service marks, corporate logos and/or graphics should be incorporated as an integral part of the overall sign.

Regarding the Grit Coffee and Selvedge Brewing signs

1. Revise the Selvedge Brewing projecting sign so that the maximum height does not exceed the top of the fascia.
2. Revise the sign proposal to clarify the lower mounting location for the Selvedge Brewing projecting sign.

Mr. Henningsen seconded the motion.

The motion was carried by a vote of 4:0. (Matsuno absent)

b. ARB2024-59: Community Christian Academy

Location: 114 Old Brook Road

Proposal: To construct a modular classroom building with associated site improvements.

Staff Contact: Margaret Maliszewski

Representative: Kelsey Schlein

Motion: Mr. Hancock moved to provide the applicant with the comments listed in the staff report for ARB2024-59: Community Christian Academy, amended as follows, to be addressed with the next submittal:

1. Provide physical samples of proposed building colors that are consistent and compatible with existing nearby buildings and that successfully blend into the surrounding context.
2. Add dimensions to the architectural elevations.
3. Coordinate the architectural elevations, floor plans and site plan regarding building entrances.
4. Coordinate the architectural elevations and floor plan regarding HVAC locations.
5. Revise proposed evergreen tree locations for optimal screening of HVAC equipment.
6. Revise the site plan to show existing utilities and easements.
7. To increase the orderly appearance of the site and to better integrate the development into the corridor, add trees so that the landscaping along the Rio property line meets EC guidelines: large shade trees, 3½" caliper at planting, 35' on center, and interspersed ornamentals, and shrubs, 24" in height at planting.
8. Show all proposed landscaping on site.
9. Add trees so that the landscaping along Old Brook Road is consistent with EC guidelines: large trees, 2½" caliper at planting, 40' on center.
10. Revise the landscape plan to show evergreen trees near the modular building to screen HVAC equipment.
11. Show tree protection for all existing trees to remain.
12. Consider painting the mechanical units to match the siding.

Mr. Stoner seconded the motion.

The motion was carried by a vote of 4:0. (Matsuno absent)

c. ARB2024-61: Holly Hills

Location: East side of Rt. 29, south of South Hollymead Drive

Proposal: To construct the first phase of a residential development with approximately 318 apartments in 6 buildings, with associated site improvements.

Staff Contact: Khrist Taggart

Representative: Chuck Rapp

Motion: Mr. Stoner moved to approve ARB2024-61 Holly Hills Development Phase I, with the conditions listed in the staff report, amended as follows:

1. Due to the proposed phasing, distance, and topography, ARB review of the townhouse blocks in Phase II and III is not required.
2. Revise the architectural drawings to indicate the proposed siding is Hardie/fiber cement.
3. Consider revising the siding colors to earth tones.
4. Consider revising the downspouts to a contrasting color.
5. Provide window glass specs confirming that VLT is not below 40% and VLR does not exceed 30%.
6. Revise the site plan to provide a detail for the trash compactor enclosure.
7. Revise the architectural drawings for the clubhouse to show the locations and heights of the roof-mounted mechanical equipment. Show how the equipment will be screened from view of the EC.
8. Revise the lighting plan so the spillover onto Archer Ave. is less than ½ footcandle.
9. Revise the lighting plans to include information on building-mounted fixtures.
10. Revise the lighting plan to use a light loss factor (LLF) of at least 1.0.
11. Revise the lighting plan to clearly note the proposed color/finish of the light fixtures.
12. Revise the lighting plan to note whether bases are proposed for the light poles and indicate the base height.
13. Revise the photometric plan to show all decorative lighting or include a note that no decorative lighting is proposed.
14. Revise the landscape plan to show the interior road trees at 2½” caliper and 40’ on center along Archer Ave.
15. Revise the landscape plan to provide interior pedestrian trees in the available planting area near Buildings 1, 2, and 3.
16. Revise the site plan to terrace the retaining wall located between the frontage and Building 3 so that no portion of the wall exceeds 6 feet in height.
17. Add interior parking lot trees south of Building 3.
18. Consider adding trees at the VDOT stormwater facility.
19. Consider revising the clubhouse to include elements that would tie it to the apartment building designs.

Mr. Henningsen seconded the motion.

The motion was carried by a vote of 4:0. (Matsuno absent)

WORK SESSION: None.

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Van Der Werf moved for approval of the minutes from the October 21, 2024, ARB meeting.
Mr. Stoner seconded the motion.

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

b. Old Business

SP2024-20: Carter Machinery Outdoor Storage, Display, and Sales

Recommendation on the Special Use Permit:

The ARB recommends no objection to the proposed outdoor storage, display, and sales with the following conditions:

1. Equipment must be stored only in areas indicated for storage on the Concept Plan.
2. Equipment must be kept in the retracted/stowed position.
3. Site plan approval is subject to ARB approval of the landscape plan (submitted with the site plan). Landscaping shown on the plan may be required to be in excess of the minimum requirements of the ARB guidelines and/or the Zoning Ordinance to mitigate the visual impacts of the proposed use.
4. Site plan approval is subject to ARB approval of the lighting plan (submitted with the site plan). Maximum light levels must not exceed 20 footcandles. The maximum height of pole lights must not exceed 20'. All fixtures must have lamps whose color temperature is between 2000 and 3000 Kelvin. All site- and building-mounted fixtures must be full cutoff.
5. Storage of equipment taller than screening fence height is limited to the area labeled "existing gravel area" at the rear of the site.
6. Update the plan to address the "Existing" vegetation to remain note where landscaping has already been removed.
7. Chain link fence must not be visible from the ECs.

Recommendations for the Site Plan

1. Provide the proposed locations of mechanical equipment with the site plan. Show how the equipment will be screened from the EC.
2. Include the standard mechanical equipment note on the site plan: Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.
3. Provide the proposed locations of loading, service, and refuse areas with the site plan. Show how these locations will be screened from the EC.
4. Provide a lighting plan with the site plan. Limit all fixtures to full cutoff styles to minimize visual impacts of the development on the EC street.
5. The finish for freestanding poles must be either dark brown, dark bronze, or black.
6. Include the standard lighting note 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.
7. Provide a lighting plan with the site plan.
8. Coordinate all landscaping with utilities and easements.
9. Provide a complete landscaping plan with the site plan.
10. Include the standard plant health note on 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.
11. Show all proposed changes to the building to remain.
12. Reduce travelway width to 24' to increase the frontage planting area or to add landscaping along the building.

c. Other items from staff or ARB members: Mr. Van Der Werf showed the community service award that the ARB received from the Central Virginia Chapter of the AIA and presented it to staff for display in the Community Development office.

d. Next ARB Meeting: Monday, November 18, 2024, 1:00 PM – Lane Auditorium

ADJOURNMENT

The meeting was adjourned at 2:51 p.m. to the next ARB meeting on Monday, November 18, 2024, at 1:00 p.m.