



County of Albemarle
COMMUNITY DEVELOPMENT/PLANNING

Architectural Review Board

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FINAL ARB ACTION MEMO

Date: January 21, 2025

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: Ms. Maliszewski called the meeting to order at 1:00 p.m. and established a quorum.

ANNUAL MEETING

- A. Election of Chair: Mr. Stoner nominated, and Mr. Van Der Werf seconded, Mr. Henningsen for Chairperson. The ARB voted 3:0 (Matsuno absent, Mr. Henningsen abstained) in favor of the motion.
- B. Election of Vice-Chair: Mr. Henningsen nominated, and Mr. Stoner seconded, Mr. Hancock for Vice-Chair. The ARB voted 3:0 (Matsuno absent, Mr. Hancock abstained) in favor of the motion.
- C. Adopt ARB 2025 Submittal and Meeting Schedule: Mr. Hancock motioned and Mr. Van Der Werf seconded acceptance of the ARB 2025 Submittal and Meeting Schedule. The ARB voted 4:0 (Matsuno absent) in favor of the motion.
- D. Adopt ARB Rules of Procedure: Mr. Stoner motioned and Mr. Hancock seconded acceptance of the Rules of Procedure without changes. The ARB voted 4:0 (Matsuno absent) in favor of the motion.

DISCLOSURES: Mr. Stoner disclosed that he would recuse himself from the Flow Mercedes discussion. Mr. Henningsen disclosed that he would need to leave the meeting at 3:00 and would turn the meeting over to Mr. Hancock at that time.

PUBLIC COMMENT: None.

CONSENT AGENDA: None.

REGULAR REVIEW ITEMS:

- a. **ARB2024-70: Flow CVL Mercedes-Benz**

Location: 1313 Richmond Road

Proposal: To replace the existing auto dealership building with a new Mercedes-Benz showroom of approximately the same size and to undertake associated site improvements.

Staff Contact: Margaret Maliszewski
Representative: Kevin Schafer

Motion: Mr. Hancock moved to provide the applicant with the comments listed in the staff report, as follows, to be addressed with the next submittal:

1. Provide additional information comparing the black metal and paint finishing to show how they will achieve an appropriate appearance on the corridor.
2. Revise the white gloss color of the service building side elevations to a more muted tone.
3. Provide in the architectural drawings the manufacturer's specifications for the window glass showing that VLT is not below 40% and VLR does not exceed 30%.
4. Include the existing light fixtures on the existing conditions plan. Provide details and a photometric plan for building-mounted lighting.
5. Add the standard lighting note to the site 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."
6. Show all existing-to-remain landscaping on the plan and label it as such. Ensure that it is consistent with the previously approved plan or identify proposed changes and show that plant quantities are not reduced with the current proposal.
7. Include the standard plant health note on 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."
8. Revise the reference to SDP-2008-39 on the cover sheet of the site plan to read SDP-2008-38.
9. Revise the site plan to include a diagram that identifies parking space types (display, customer, employee, service, etc.) consistent with the approved Special Use Permit for outdoor display.
10. Show existing landscaping on the plan. Show that proposed grading will not occur within the drip lines of trees to remain.
11. Show tree protection fencing on the site plan.
12. Note that separate applications are required signs.

Mr. Van Der Werf seconded the motion.

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

b. ARB2024-71: 400 Rio Road West

Location: 400 Rio Road West

Proposal: To establish outdoor storage of equipment and plumbing materials, with associated site improvements.

Staff Contact: Khrist Taggart
Representative: Valerie Long

Motion: Mr. Stoner moved to recommend revisions to the Concept Plan as listed in the staff report, to be reviewed by the ARB prior to Planning Commission review, amended as follows:

1. Revise the concept plan to show the area suitable for storage of materials and equipment taller than 8'.
2. Revise the concept plan to show that vegetation near the parcel's eastern and western boundaries will remain.
3. Consider eliminating the Rio Road entrance to the storage area.

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

Motion: Mr. Van Der Werf moved to support staff's recommended draft conditions on the Special Use Permit edited for consistency with the ARB's comments on the Concept Plan, and revisions for the Final Site Plan, as follows:

Draft Conditions on the Special Use Permit:

1. Materials and equipment must be stored only in areas indicated for storage on the Concept Plan, with materials and equipment taller than 8' located only in the area designated as such on the Concept Plan.
2. 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.
3. Any new lighting is subject to ARB approval. 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.

Recommendations for the Site Plan

1. Include the standard mechanical equipment note on the site plan: Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.
2. Provide the proposed locations of loading, service, and refuse areas with the site plan. Show how these locations will be screened from the EC.
3. New or relocated chain link fence must not be visible from the Entrance Corridor. Note the locations of any new or moved fence and provide details for all fence types visible from the EC.
4. Provide a lighting plan with the site plan or add a note to the plan stating that no new ground- or building-mounted lighting is proposed.
5. Provide a complete landscaping plan with the site plan. Ensure that the proposed species are on the approved plant list.
6. Consider adding one interior parking lot tree for every ten parking spaces in the employee parking lot.
7. 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.

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

WORK SESSION:

a. ARB2024-74: High School Center 2

Staff Contact: Margaret Maliszewski

The ARB held a work session on the color choice for the metal on the High School Center 2 building.

Motion: Mr. Van Der Werf moved for approval of the light gray metal for the High School Center 2 building.

Mr. Stoner seconded the motion.
The motion failed by a vote of 2:2. (Matsuno absent)

Motion: Mr. Henningsen moved for approval of the medium bronze metal for the High School Center 2 building.

Mr. Hancock seconded the motion.

The motion was carried by a vote of 3:1. (Van Der Werf no, Matsuno absent)

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Hancock moved for approval of the minutes from the December 16, 2024, ARB meeting.

Mr. Henningsen seconded the motion.

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

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

c. Next ARB Meeting: Monday February 3, 2025, 1:00 PM – Lane Auditorium

ADJOURNMENT

The meeting was adjourned at 2:41 p.m. to the next ARB meeting on February 3, 2025, at 1:00 p.m.