



FINAL ARB ACTION MEMO

Date: March 3, 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: Present

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. Matsuno and Mr. Stoner stated that they would recuse themselves from the Barnes Lumber discussion. Mr. Henningsen stated that he would have to leave the meeting at 3:00 PM.

PUBLIC COMMENT: None.

CONSENT AGENDA:

a. **ARB2025-02: Botanical Garden of the Piedmont**

Location: 950 Melbourne Road

Proposal: To establish a botanical garden with associated, grading, retaining walls, paths, parking, shed, gathering spaces and landscaping

Staff Contact: Margaret Maliszewski

Representative: Jay Kessler

Motion: Mr. Henningsen moved to approve the consent agenda, recommending approval of ARB2025-02 Botanical Garden Initial Site Plan, 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.
- Regarding recommendations on the plan as it relates to the guidelines: None.
- Regarding conditions to be satisfied prior to issuance of a grading permit:
 1. Maintain grading outside the driplines of trees to remain. Show tree protection fencing on, and coordinated throughout, the grading, landscaping, and erosion and sediment control plans.

- 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 in a final site plan to be reviewed by staff:
 1. Provide details on the appearance and structure of the shed or show on the plan the features that will eliminate visibility of it from the Parkway.
 2. Clearly label the deer fence on the plan. If landscaping will be used to screen it from the Parkway, show that landscaping on the plan.
 3. Add the standard mechanical equipment note to the plan. "Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated."
 4. If lighting is proposed, add all details to the final site plan for review.
 5. Clarify and coordinate existing conditions and trees to remain in the areas adjacent to the Parkway.
 6. Revise the plans to show landscaping along the Parkway that is equivalent to the EC frontage planting requirement (large shade trees, 3½" caliper at planting, 40' on center, with interspersed ornamentals).
 7. Revise the plan to show that the landscaping proposed along the western side of the parking lot meets the perimeter planting requirement (large shade trees, 2½" caliper at planting, 40' on center).
 8. In the plant list, revise *Myrica cerifera* to *morella cerifera*.
 9. Add the standard planting 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."
 10. Revise the plan to coordinate all retaining wall material notes. Include wall details for review. If gabion walls are proposed, show on the plan how their appearance will be made appropriate for the EC.
 11. Coordinate all sheets of the site plan set regarding tree retention and tree removal.

Mr. Van Der Werf seconded the motion.
The motion was carried by a vote of 5:0.

REGULAR REVIEW ITEMS:

a. ARB2023-107: Barnes Lumber

Location: 5625-5755 The Square, south of the railroad tracks, east of Oak St, north and west of the residences on Hill Top St.

Proposal: To establish design criteria for future applications for the development of the Barnes Lumber property under the Public Private Partnership category of the Countywide Certificates of Appropriateness.

Staff Contact: Margaret Maliszewski
Representative: Kurt Keesecker

Motion: Mr. Hancock moved for approval of the Certificate of Appropriateness for ARB-2023-107: Barnes Lumber with the conditions listed in the staff report, amended as follows:

1. Revise this criterion to read, "Any portion of the development that is visible from the Entrance Corridor will require a Certificate of Appropriateness."
2. Revise the proposal to include 4 view corridors.
3. Revise the criteria to state that fence height is 6'.
4. Clarify that fence design must comply with the ECDG and the EC security and screening fence criteria.
5. Revise the criteria to state that fence designs must be solid.

6. Permanent repurposed industrial, lumber yard, railroad, and rural elements are subject to review.
7. Revise the criteria to state that tents intended for permanent outdoor activities are subject to EC review and approval.
8. Revise the criteria to state that mobile food vendors will comply with relevant Albemarle County policies and regulations.
9. Revise the criteria to state that murals are not acceptable as treatment for blankness and to provide additional limitations to ensure appropriate appearances for the EC.
10. Revise the criteria to state that temporary structures not requiring plans or permits are not subject to EC review.

Mr. Henningsen seconded the motion.

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

WORK SESSION:

a. **ARB2024-71: 400 West Rio Road**

Location: 400 Rio Road West

Proposal: To establish outdoor storage, display, and sales of equipment and plumbing materials.

Staff Contact: Khris Taggart

Representative: Valerie Long

Motion: Mr. Van Der Werf moved to make the following recommendations on ARB2024-71/SP2024-25: 400 West Rio Road, as listed in the staff memo, amended as follows:

The following revisions must be made to the Concept Plan prior to Planning Commission review:

1. Revise the concept plan to provide screening shrubs along the western side of the storage area, to turn the corner from the front to the red dashed line as shown on the concept plan.

The ARB has no objection to the Special Use Permit request, based on the revised Concept Plan, with the following conditions:

1. Use of this site must be in general accord with the 400 Rio Rd. West Concept Plan by Timmons Group dated XZY. To be in general accord:
 - a. Materials and equipment must be stored only in areas indicated for storage on the Concept Plan; and
 - b. The security fence must be a metal picket style and is subject to ARB approval with the final site plan.
2. Materials and equipment taller than the fence height must not be stored within 50' of the southeast perimeter of the outdoor storage area.
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. 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.

The following items are to be resolved with the Final 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. Stoner seconded the motion.

The motion was carried by a vote of 5:0.

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Henningsen moved for approval of the minutes from the February 17, 2025, ARB meeting. Mr. Stoner seconded the motion.

The motion was carried by a vote of 5:0.

- b. Other items from staff or ARB members:** Staff asked the ARB if they had a preference on how to receive and respond to quorum check requests. It was decided that the request would appear in the email that includes the link to the information for the upcoming meeting.

Mr. Stoner left the meeting at 2:32 p.m.

- c. Next ARB Meeting:** It was noted that the next regular meeting is scheduled for Monday, March 17, 2025, 1:00 p.m. in Lane Auditorium. Mr. Henningsen said that he would not be able to attend on March 17. The remaining members that were present said they could attend. Staff said that there were currently no regular review items scheduled for that meeting and suggested cancelling the meeting in a week if no urgent business arose. The ARB members agreed.

ADJOURNMENT

The meeting was adjourned at 2:33 p.m. to the next ARB meeting on Monday, March 17 or April 7, 2025, at 1:00 p.m.