



County of Albemarle
COMMUNITY DEVELOPMENT/PLANNING

Architectural Review Board

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DRAFT ARB ACTION MEMO MINUTES

Date: April 7, 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

CALL TO ORDER: Mr. Henningsen called the meeting to order at 1:03 p.m. and established a quorum.

DISCLOSURES: Mr. Stoner disclosed that he would recuse himself from the Flow Mercedes discussion because his firm is involved in the project.

PUBLIC COMMENT: None.

CONSENT AGENDA: None.

REGULAR REVIEW ITEMS:

a. ARB2025-24: Flow Mercedes

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

Ms. Maliszewski summarized the staff report in a PowerPoint presentation. ARB members asked for confirmation on the tree issue (the last approved site plan includes large shade trees that do not currently exist on site). Kevin Schafer represented the applicant and addressed the ARB, summarizing the site and architectural changes to the proposal since the previous review, displaying a sample of the proposed brick, and noting general agreement with the recommendations in the staff report. ARB members asked the applicant if other brick options were considered (yes, but the Eldorado Stone product was considered easier to install and would perform well close to the ground). In discussion, the ARB agreed that the changes were positive, that downplaying the color of the service building side elevation was appropriate and would result in a more cohesive appearance, and that returning shade trees to the frontage was appreciated.

Motion: Mr. Van Der Werf moved for approval of the Certificate of Appropriateness for ARB2025-24 Flow Mercedes with the conditions listed in the staff report, without amendments, as follows:

1. Revise the color of the service building side elevation so that the blank wall will blend into the surroundings.
2. 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%.
3. Add large shade trees along the frontage of the property to meet the frontage tree requirement (large shade trees, 3½" caliper at planting, 35' on center).
4. Revise the site plan to label the 8 parking spaces in front of the building by type.
5. Revise the limits of disturbance line to include the area of shrubs to be relocated.

Mr. Hancock seconded the motion.

The motion was carried by a vote of 4:0. (Stoner recused)

WORK SESSION:

a. CCP2021-02: AC44 Comp Plan: Review of Cultural Resources draft action steps

Staff Contact: Margaret Maliszewski

The ARB held a work session on the draft action steps for the Cultural Resources chapter of the Comp Plan and provided the following comments for staff and the Comp Plan team: Board members asked where these actions fit into overall document (the actions are the more detailed steps following from the objectives); asked about the schedule for adoption (end of the calendar year); asked about the schedule for completing corridor-specific guidelines (depends on staff workload); asked if there are specific ideas for streamlining review including larger developments (possibly additional Countywide Certificate categories that would possibly be initiated by staff or the ARB, be reviewed by the ARB, then would be reviewed by the BOS); noted that the criteria for the wireless Countywide Certificates still need to be adopted; regarding 5a, is there space or need to enumerate key issues the ARB would be most interested in addressing related to the corridor (that information would probably be more suited for the chapter text); asked if there are any specific ideas on what roadways would be added regarding 5c, maybe Barracks Road (no specifics at this time); noted that a scenic overlay might include additional requirements that don't exist yet in the EC regulations; asked about other road designations, noting they don't have land use implications (there are State scenic byways and scenic highways); would there be specific criteria for a cultural resource (if programs or regulations were instituted, "cultural resource" would have to be well defined); consider moving 5j to objective #1; asked what is currently in place regarding demolition of a National Register property (no local ordinance to prohibit demolition; some protection for a few resources through conservation easements or SP/ZMA conditions); is documentation of buildings prior to demolition a requirement at this time (no); are the objectives in priority order (no); noted that coordination would be needed on historic and architectural issues/programs; and expressed general consensus with the actions, noting that more comments would likely be generated when the actions become more detailed.

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Hancock moved for approval of the minutes from the March 3, 2025, ARB meeting.

Mr. Matsuno seconded the motion.

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

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

c. **Next ARB Meeting:** Monday, May 5, 2025, 1:00 PM – Lane Auditorium

ADJOURNMENT

The meeting was adjourned at 1:55 p.m. to the next ARB meeting on May 5, 2025, at 1:00 p.m.