



DRAFT ARB ACTION MEMO / MINUTES

Date: September 2, 2025

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: Absent
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: None.

PUBLIC COMMENT: Neil Williamson with the Free Enterprise Forum recommended that the ARB adopt design guidelines for solar installations that would allow staff to review and approve the applications without action by the ARB at an ARB meeting.

CONSENT AGENDA: None.

WORK SESSION: None.

REGULAR REVIEW ITEMS:

a. ARB-2025-18: Carter Machinery – Major Amendment

Location: 721 Rio Road W

Proposal: To establish a rental facility for construction equipment and machinery, including an outdoor storage area and necessary site improvements, on approximately 4.37 acres.

Staff Contact: Khris Taggart
Representative: Lindsey Buyer

Khris Taggart summarized the staff report in a PowerPoint presentation. ARB members had no questions for staff. Lindsey Buyer with Balzer & Associates addressed the ARB, noting that the design intent was for consistency with the Richmond headquarters design and stating that the recommended additional large tree could be problematic. ARB members asked about the existing roof projection, the change in plane of the tower (8”), the brick (existing), and the sidewalk (new, 5’ width). No members of the public commented on the proposal. In discussion, the ARB members noted that the ACM panels were contextual and that the

applicant's explanation about the ACM edge was helpful, that the recommended large shade tree should be added, and that staff's recommendations were reasonable.

Motion: Mr. Henningsen moved to provide the applicant with the comments listed in the staff report to be addressed with a revised submittal for review by the ARB:

1. Revise the proposal to provide greater coordination between the ACM element and the building to remain. Roof shapes, the points where the ACM structure meets the existing roof overhang, and the proportions of the new windows in the brick wall could be better coordinated.
2. Provide details on the ACM structure to show how it will be built and how it will relate to the existing structure to remain.
3. Revise the architectural drawings to note the finish of the proposed ACM panels. Overly reflective finishes are not appropriate for the EC.
4. Revise the architectural drawings to provide details on the proposed changes to the east and west elevations. Show in the architectural drawings how the areas in need of maintenance along the east and west elevations will be repaired.
5. Provide material samples with the next submittal.
6. Provide specifications for the proposed window glass on the architectural drawings.
7. Provide the standard window glass note on the architectural drawings: Visible light transmittance (VLT) shall not drop below 40%. Visible light reflectance (VLR) shall not exceed 30%. Specifications on the proposed window glass should be submitted with the application for final review.
8. If proposed, provide the locations of ground-mounted mechanical equipment on the site plan or roof-mounted mechanical equipment on the architectural drawings. Show how the equipment will be screened from the EC.
9. Include the standard mechanical equipment note on 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.
10. Revise the site plan to show security fencing along the northern and western sides of the storage area and anywhere else fencing will be visible from the EC.
11. Revise the site plan to provide a detail of the proposed security fencing.
12. Revise the dumpster enclosure detail to note that the color of the CMU blocks will match the brick of the building.
13. Revise the lighting plan to note the proposed color/finish of the light fixture. The finish for freestanding poles must be either dark brown, dark bronze, or black.
14. Revise the lighting plan to note the height of the base of the pole fixtures. Pole-mounted fixtures must not exceed 20' in height, including the base.
15. Include the standard lighting note on the lighting plan.
16. Revise the landscape plan to provide one additional interior parking area tree. A parking island that can accommodate a large shade tree may be one way to satisfy this deficiency.
17. Revise the planting height of the shrubs in the frontage planting area along the parking lot between the building so that they are 24" at time of planting.
18. 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.
19. Revise the site plan to show tree protection fencing coordinated throughout the plan set.
20. Remove the sign panel/cabinet from the elevation drawing.
21. When a sign application is submitted, be sure the design is consistent with the EC sign guidelines.

Mr. Hancock seconded the motion.

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

b. ARB-2025-19: HSC2 Solar

Location: 2775 Hydraulic Road

Proposal: To install a solar array on the rooftop of the High School Center 2 building.

Staff Contact: Margaret Maliszewski

Representative: Kagan Squire, Kylan Shirley

Margaret Maliszewski summarized the staff report in a PowerPoint presentation and recommended that the ARB adopt guidelines for building-mounted solar panels. ARB members asked which other localities had solar guidelines (some EC communities, more historic districts; staff will bring additional detail to a future meeting). Kylan Shirley addressed the ARB, summarizing the project. Mr. Matsuno asked if there was any other equipment proposed with the project (yes, located in the screened equipment yard or inside the building). No member of the public wanted to comment on the project. In discussion, Mr. Matsuno said that the modular system and orderly placement made the array different than other types of equipment and made it appropriate for the EC. Mr. Hancock and Mr. Henningsen agreed and noted that the topography works against the proposal in this case.

Motion: Mr. Hancock moved for approval of the proposal with the condition listed in the staff report, as follows:

1. Any new equipment not included with this proposal is subject to ARB review.

Mr. Henningsen seconded the motion.

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

c. ARB-2025-20: AHS Solar

Location: 2775 Hydraulic Road

Proposal: To install solar panels on the rooftop of Albemarle High School.

Staff Contact: Margaret Maliszewski

Representative: Noah Carter

Margaret Maliszewski summarized the staff report in a PowerPoint presentation. ARB members had no questions for staff. Noah Carter with Madison Energy Infrastructure addressed the board, noting the low-profile ballasted array, that the side of the panels would face the EC, that the southern section would be most visible, and that the panels would appear congruent with the existing roof condition. ARB members had no questions for the applicant. No member of the public wanted to comment on the proposal. In discussion, the ARB noted the similarity to the previous application and that the array was expected to have a coordinated appearance.

Motion: Mr. Henningsen moved for approval of the proposal with the condition listed in the staff report, as follows:

1. Any new equipment not included with this proposal is subject to ARB review.

Mr. Matsuno seconded the motion.

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

d. ARB-2025-21: Virginia Asphalt Services Solar

Location: 1536 Avon Street Ext.

Proposal: To install a solar array on the roof of the building.

Staff Contact: Margaret Maliszewski

Representative: Laura Spetz

Margaret Maliszewski summarized the staff report in a PowerPoint presentation. ARB members had no questions for staff. The applicant addressed the board, stating that she had no presentation but would answer questions. Mr. Hancock asked about the roof material (black metal) and confirmed that the revised proposal was for black panels with black frames in two parallel rows. No members of the public wanted to comment on the proposal. In discussion, the ARB noted that this proposal was much closer to the street but was still expected to have an orderly appearance due to the consistent spacing, arrangement, and colors; that the context of the site is industrial; and that the existing wall-mounted equipment is not readily visible from the street.

Motion: Mr. Hancock moved for approval of the proposal with the condition listed in the staff report, as follows:

1. Panel color must be black with black frames.
2. Panels must be arranged in parallel rows aligned with the peak of the roof and set back from all edges.
3. Conduit must be run inside the building or colored to match the exterior surface to which it is attached.
4. Any new equipment not included with this proposal is subject to ARB review.

Mr. Henningsen seconded the motion.

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

OTHER BUSINESS:

a. Minutes Approval:

Motion: Mr. Henningsen moved for approval of the minutes from the August 18, 2025, ARB meeting.

Mr. Matsuno seconded the motion.

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

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

c. Next ARB Meeting: Monday, September 8, 2025, 1:00 PM – Lane Auditorium

ARB members who were present stated that they planned to attend the meeting.

ADJOURNMENT

The meeting was adjourned at 1:47 p.m. to the next ARB meeting on Monday, September 8, 2025, at 1:00 p.m.