



DRAFT ARB ACTION MEMO / MINUTES

Date: November 3, 2025

Time: 1:00 PM

Meeting Room: Lane Auditorium

Members:

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

Staff:

Margaret Maliszewski
Mariah Gleason

CALL TO ORDER: Mr. Hancock called the meeting to order at 12:59 p.m. and established a quorum.

DISCLOSURES: None.

PUBLIC COMMENT: None.

CONSENT AGENDA: None.

REGULAR REVIEW ITEMS: None.

WORK SESSION: None.

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Matsuno moved for approval of the minutes from the October 27, 2025, ARB meeting.

Mr. Stoner seconded the motion.

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

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

c. Old Business:

1. ZTA-2024-01 Form Based Code Update

In a PowerPoint presentation Mariah Gleason summarized the questions the ARB had on the Form Based Code changes at the October 6, 2025, meeting and provided information to clarify the issues related to street tree sizes, pedestrian lighting, and coordination with VDOT standards. ARB members discussed the pros and cons of the various tree sizes, spacing, requirements for soil volume, and parking island sizes. They reviewed the proposed sections for the various street types and potential building heights. They noted the limited selection of available street tree types and suggested including additional tree species and incorporating some flexibility to approve species not on the list. They discussed the degree of enclosure provided by trees of the various sizes, the relationship of tree size to the build-to line and street widths, the potential for inconsistent streetscapes, and the possibility of requiring a minimum tree size. Board members asked for clarification on some of the lighting terms and how lighting requirements would be evaluated during site plan review. Staff said that the required lighting information was expected to be provided in notes on the plan and said they could follow up with definitions for the technical terms.

Motion: Mr. Matsuno moved to approve the proposed text and map revisions to ZTA202400001 Rio29 Form-Based Code Updates, amended as follows:

1. Revise the tree type for Boulevards and Avenues to medium or large trees.
2. Consider allowing additional tree species, possibly to be approved by staff/agent based on special conditions.

Mr. Van Der Werf seconded the motion.

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

d. Next ARB Meeting: Monday, November 10 or 24? 2025, 1:00 PM – Lane Auditorium

The ARB members confirmed that they would be available for a meeting on Nov. 24.

ADJOURNMENT

The meeting was adjourned at 2:01 p.m. to the next ARB meeting on Monday, November 24, 2025, at 1:00 p.m.