



County of Albemarle
COMMUNITY DEVELOPMENT/PLANNING

Architectural Review Board

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434-296-5832 ext. 3276

FINAL ARB ACTION MEMO

Date: December 15, 2025

Time: 1:00 PM

Meeting Room: Lane Auditorium

Members:

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

Staff:

Margaret Maliszewski
Vivian Groeschel

CALL TO ORDER: Mr. Henningsen called the meeting to order at 1:00 p.m. and established a quorum.

DISCLOSURES: Mr. Matsuno disclosed that his firm has worked on the renovations at the Riverside Center, but that work does not prevent him from participating impartially in the discussion. Mr. Hancock disclosed that he would recuse himself from the discussion on Riverside Center because his employer is associated with the property.

PUBLIC COMMENT: None.

CONSENT AGENDA: None.

REGULAR REVIEW ITEMS

ARB-2025-00028: Riverside Comprehensive Sign Plan

Location: 2325 Seminole Lane
Proposal: Comprehensive sign plan amendment
Staff Contact: Margaret Maliszewski
Representative: Paul Kitchings (Gropen Inc.)

Motion: Mr. Van Der Werf moved for approval of the Certificate of Appropriateness for ARB-2025-28: Riverside Comprehensive Sign Plan with the revised comprehensive sign plan criteria as listed in Attachment 5 of the staff report, as follows:

SIGN FEATURE	APPROVED CRITERIA
SIGN TYPE / LOCATION	Channel letter wall signs in brick sign bands, panel signs on entrance features or centered over entrance in southern wing. Areas available for wall signs on Building #2325 are identified in the diagram below. Similar locations are approved for Building #2335.
LETTER FACE COLOR	White, blue (Pantone 533C), orange (Pantone 158C)
TRIM CAP COLOR/RETURN COLOR	To coordinate with face color
RACEWAY COLOR	To match the color of the wall to which the sign is attached
PANEL FACE COLORS	Anodized aluminum, brushed aluminum, or similar
SIZE LIMITATIONS	As per Zoning Ordinance and EC sign guidelines
MOUNTING DETAILS	n/a
LOGO/GRAPHICS DETAILS	May include small logo boxes or graphics. Graphics may use multiple colors and must be integrated into the overall sign.
ILLUMINATION DETAILS	Channel letters and graphics: internal halo illumination; Panels: no illumination

This form outlines the specific design criteria established for signs at this location. All standard ARB Sign Guidelines also apply.
Reference: ARB-F(Sign) 99-44: Antiquer's Mall, ARB-2015-80: Riverside Center, ARB-2025-28: Riverside Center CSP Amendment

Mr. Henningsen seconded the motion.

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

a. ARB-2025-00029: City Church

Location: 1010 Rio Road East

Proposal: To construct a new 10,000 sf building to house a gym, offices and a kitchen, with associated site improvements.

Staff Contact: Margaret Maliszewski

Representative: John Daly (Mather & Daly Architects)

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

1. Revise the proposed building materials, colors, and/or details to increase compatibility between the addition and the existing building and to establish a more cohesive whole. Focus on roof and wall color changes to reduce the stark contrast between the church and the addition.
2. Reduce the blankness of the elevation that faces the EC.
3. Consider modifying the heights of canopies and openings.
4. Provide window glass specs with the next submittal. Show that the guidelines criteria are being met: *Visible light transmittance (VLT) shall not drop below 40%. Visible light reflectance (VLR) shall not exceed 30%.*
5. Add the mechanical equipment note to the architectural plans. *"Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated."*
6. Provide a complete lighting plan with the final site plan showing all proposed building and site lighting.
7. Shift new trees proposed in locations that are close to utility lines to avoid conflicts as the trees mature.
8. Add a tree and tree island in the parking row adjacent to the addition, and plants at the base of the front elevation, to help relieve blankness.

Mr. Hancock seconded the motion.

The motion was carried by a vote of 5:0

WORK SESSIONS: None.

OTHER BUSINESS

a. Minutes Approval: December 8, 2025

Motion: Mr. Stoner moved for approval of the minutes from the December 8, 2025, ARB meeting.

Mr. Henningsen seconded the motion.

The motion was carried by a vote of 5:0

b. Next ARB Meeting: Monday, January 5, 2026, 1:41 p.m. – Lane Auditorium

ADJOURNMENT

The meeting was adjourned at 1:41 p.m. to the next Regular ARB meeting on Monday, January 5, 2026, at 1:00 p.m.