

ARCHITECTURAL REVIEW BOARD STAFF REPORT

Project #/Name	ARB-2025-00030: Microaire Building Expansion
Review Type	Final Site Plan
Parcel Identification	032000000041D2
Location	3590 Grand Forks Blvd. (Figs. 1 & 2)
Zoned	Light Industry (LI), Entrance Corridor (EC)
Owner/Applicant	Microaire Surgical Instruments/Collins Engineering (Scott Collins)
Magisterial District	Rio
Proposal	To construct an addition on the north side of the building and to undertake related site improvements.
Context	The existing building is set back approximately 400’ from Airport Road. The Laurel Hill Baptist Church is located across Grand Forks Blvd. to the west. Residential developments are further west and to the south. Residences and an entrance to the UVA Research Park are located across Airport Road to the north and northeast. A church and industrial properties are located across Airport Road to the northwest. The Hollymead Town Center is located to the south and southeast. Commercial properties are located to the east.
Visibility	The existing building is visible from the Airport Road Entrance Corridor. It is most visible traveling east on the corridor; the north and west elevations are visible from that vantage. Traveling westbound, the north elevation becomes visible as the height of the berm along the frontage lowers. The proposed addition will have greater visibility than the existing front elevation due to its location 90’ closer to the road. (See Figures 3a-b.)
ARB Meeting Date	January 5, 2026
Staff Contact	Margaret Maliszewski

PROJECT HISTORY

The ARB reviewed and recommended approval of an Initial Site Development Plan (SDP-2025-00111) for this project on September 29, 2025.



Figure 1: Project location.



Figure 2: Project location.



Figures 3a-b: Views of the existing building from the Airport Road Entrane Corridor.

ANALYSIS

REF	GUIDELINE	ISSUE 9/29/25	RECOMMENDATION 9/29/25	ISSUE 1/5/26	RECOMMENDATION 1/5/26
	GENERAL GUIDELINES				
	<i>Purpose; Compatibility with significant historic sites; Compatibility with the character of the Entrance Corridor; Structure design</i>				
1	The goal of the regulation of the design of development within the designated Entrance Corridors is to insure that new development within the corridors reflects the traditional architecture of the area. Therefore, it is the purpose of ARB review and of these Guidelines, that proposed development within the designated Entrance Corridors reflect elements of design characteristic of the significant historical landmarks, buildings, and structures of the Charlottesville and Albemarle area, and to promote orderly and attractive development within these corridors. Applicants should note that replication of historic structures is neither required nor desired.	The layout of the development appears orderly. It is anticipated that the addition will have a contemporary appearance. Landscaping consistent with the EC guidelines will help promote an attractive, coordinated development.	See landscape recommendations. Provide detailed architectural plans for review.	Architectural elevations have been provided. The proposed addition has a rectangular form, a flat roof with parapets, walls faced with metal panels, storefront and clerestory windows, and entrances marked by canopies, wood-like materials and multicolor metal panels. These features result in a structure with a strong contemporary character and a loose compatibility with industrial buildings in the general vicinity. The design has no connection to the historic buildings in the County, but the elevation facing the EC contains more architectural features and less blankness than the existing building. This tempers the lack of historic connection. The distance from the addition to the street, the topography, and trees in the parking lot and along the EC frontage all work together to reduce visibility, soften the appearance of the building, and integrate it into the corridor.	None.
2	Visitors to the significant historical sites in the Charlottesville and Albemarle area experience these sites as ensembles of buildings, land, and vegetation. In order to accomplish the integration of buildings, land, and vegetation characteristic of these sites, the Guidelines require attention to four primary factors: compatibility with significant historic sites in the area; the character of the Entrance Corridor; site development and layout; and landscaping.				
3	New structures and substantial additions to existing structures should respect the traditions of the architecture of historically significant buildings in the Charlottesville and Albemarle area. Photographs of historic buildings in the area, as well as drawings of architectural features, which provide important examples of this tradition are contained in Appendix A.	It is anticipated that the addition will have a contemporary appearance; such an appearance can be compatible with the existing building and nearby structures. Form, scale and materials will be key to establishing a compatible appearance along the EC.	Provide detailed architectural plans for review.		
4	The examples contained in Appendix A should be used as a guide for building design: the standard of compatibility with the area’s historic structures is not intended to impose a rigid design solution for new development. Replication of the design of the important historic sites in the area is neither intended nor				

	desired. The Guideline’s standard of compatibility can be met through building scale, materials, and forms which may be embodied in architecture which is contemporary as well as traditional. The Guidelines allow individuality in design to accommodate varying tastes as well as special functional requirements.				
9	Building forms and features, including roofs, windows, doors, materials, colors and textures should be compatible with the forms and features of the significant historic buildings in the area, exemplified by (but not limited to) the buildings described in Appendix A [of the design guidelines]. The standard of compatibility can be met through scale, materials, and forms which may be embodied in architecture which is contemporary as well as traditional. The replication of important historic sites in Albemarle County is not the objective of these guidelines.	The warehouse addition, proposed for the EC side of the building, measures approximately 90’ x 200’, with a short leg extending down the east elevation of the existing structure. The addition is offset to the east, forming a courtyard at a new main entrance at the northwest corner of the building. A secondary entrance is proposed towards the east end of the addition’s EC elevation. The footprint of the addition suggests that its form and scale can be compatible with the existing structure.	Provide architectural elevations with the next submittal.		
5	It is also an important objective of the Guidelines to establish a pattern of compatible architectural characteristics throughout the Entrance Corridor in order to achieve unity and coherence. Building designs should demonstrate sensitivity to other nearby structures within the Entrance Corridor. Where a designated corridor is substantially developed, these Guidelines require striking a careful balance between harmonizing new development with the existing character of the corridor and achieving compatibility with the significant historic sites in the area.	The form, size, and location of the addition provide opportunities to coordinate with the existing building and surrounding context.	Provide detailed architectural plans for review.	The proposed addition includes the following compatible features: similar form to the existing building, similar height to the existing building, wall colors that are similar to some of the buildings on Airport Road (although those predate the designation of the EC), and wall color coordinated with the existing building’s CMU walls (after painting). The color of the existing CMU walls is reminiscent of the red brick that is found in the County’s	None.
10	Buildings should relate to their site and the surrounding context of buildings.				
12	Architecture proposed within the Entrance Corridor should use forms, shapes, scale, and materials to create a cohesive whole.				

				traditional architecture. That connection will be lost with this proposal, but the addition will screen most of the existing building regardless of its color.	
11	The overall design of buildings should have human scale. Scale should be integral to the building and site design.	Architectural elevations have not been provided, but the addition and the courtyard are opportunities to relieve blankness, provide human scale, and establish compatibility along the corridor. Architectural elevations are required with the final plan submittal.	Provide detailed architectural plans for review.	Human scale is enhanced, and blankness is reduced in the addition, as compared to the existing building, by using storefront and clerestory windows, canopies over entrances, and metal panels with joints and colors that establish a rhythm across the elevation.	None.
13	Any appearance of “blankness” resulting from building design should be relieved using design detail or vegetation, or both.			Arcades and colonnades are not proposed, but locating the addition to establish an entrance courtyard helps unify the existing and proposed structures.	None.
14	Arcades, colonnades, or other architectural connecting devices should be used to unify groups of buildings within a development.			The proposal does not have the appearance of a trademark design.	None.
15	Trademark buildings and related features should be modified to meet the requirements of the Guidelines.			A note regarding conformity with the window glass criteria is included in the plans.	None.
16	Window glass in the Entrance Corridors should not be highly tinted or highly reflective. Window glass in the Entrance Corridors should meet the following criteria: <i>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.</i>	Window glass information has not been provided, but windows may not feature prominently in the design of a warehouse addition.			
	Accessory structures and equipment				
17	Accessory structures and equipment should be integrated into the overall plan of development and shall, to the extent possible, be compatible with the building designs used on the site.	Loading docks are currently located on the west and south elevations and are to remain. A dumpster is located on the south side of the building and is to remain. An existing metal shed	Provide size and location of proposed rooftop equipment and related screening details in the architectural drawings.	The applicant’s narrative states that the building’s parapet will screen rooftop equipment. The RTUs are shown at 5’ high; the parapet at 2’. The lower elevation of the EC street	Add the standard mechanical equipment note to the architectural plans.
18	The following should be located to eliminate visibility from the Entrance Corridor street. If, after appropriate siting, these features				Eliminate Site Note 1 on

	will still have a negative visual impact on the Entrance Corridor street, screening should be provided to eliminate visibility. a. Loading areas, b. Service areas, c. Refuse areas, d. Storage areas, e. Mechanical equipment, f. Above-ground utilities, and g. Chain link fence, barbed wire, razor wire, and similar security fencing devices.	is located off the southwest corner of the building and is to remain. An existing transformer just west of the northwest corner of the building is to remain. These features do not have a negative visual impact on the EC.	Provide size and location of proposed ground-mounted equipment and related screening details in the site plan.	compared to that of the building will help with screening the equipment from the street, as illustrated in the line-of-sight diagrams.	sheet 2 of the site plan.
19	Screening devices should be compatible with the design of the buildings and surrounding natural vegetation and may consist of: a. Walls, b. Plantings, and c. Fencing.	The Existing Conditions plan notes existing gas and water meters to remain near the west end of the existing EC-facing elevation. That places this equipment in/near the entrance courtyard, which is not expected to be a positive contribution to the main building entrance, but is not expected to be readily visible from the EC. An existing fire hydrant located near the northwest corner of the building is to be relocated. Notes on Sheets 1 and 2 state that mechanical equipment will be located on the roof and hidden from view. Size and location of proposed rooftop equipment and details on screening are required with the architectural drawings. The same information for ground-mounted equipment is required on the site plan.	Indicate on the plan the new location of the fire hydrant.	The Site Notes on sheet 2 of the site plan state that equipment can extend no more than 12” above the parapet height. This conflicts with the equipment shown in the line-of-sight drawings. The note also refers to an S-3 screen for ground-mounted equipment. No illustration of the S-3 screen detail is provided, and the plan shows landscaping for screening. Landscaping is provided to screen utility connections at the front of the building and the existing electrical transformer. This is expected to be sufficient screening as viewed from the street. The new location for the fire hydrant is shown just northeast of the existing transformer. The mechanical equipment note appears on Sheet 5 of the site plan. Alternate notes are provided on the architectural plans.	
21	The following note should be added to the site plan and the	The note does not appear on the	Add the standard		

	architectural plan: “Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.”	plans.	mechanical equipment note to the site and architectural plans.		
20	Surface runoff structures and detention ponds should be designed to fit into the natural topography to avoid the need for screening. When visible from the Entrance Corridor street, these features must be fully integrated into the landscape. They should not have the appearance of engineered features.	An existing stormwater management basin located in the northwest corner of the parcel is to be revised to a wet pond with a revised shape, a forebay, and an aquatic bench. Planting around the current pond screens it from view, though that landscaping does not appear on the Existing Conditions plan. A double row of shrubs is proposed around the revised basin. A less regular arrangement of plants along the EC-side of the basin might integrate more fully with other on-site landscaping.	Show the existing landscaping near the existing stormwater basin on the Existing Conditions plan. Revise the arrangement of proposed plants at the new stormwater basin for a more integrated overall landscape plan.	The existing conditions plan does not show the full extent of existing plants at the stormwater basin. A significant number of shrubs and grasses are proposed around the revised basin. The plan mixes groups of individual species for variety. Because the locations follow the aquatic bench, the planting does not integrate with other proposed on-site planting and will emphasize the form of the engineered feature.	Consider extending some of the stormwater basin shrubs and grasses into the frontage planting to better integrate the landscape throughout the site.
	Lighting				
	<i>General Guidelines</i>				
22	Light should be contained on the site and not spill over onto adjacent properties or streets;	There are existing pole lights in the parking lots that are to remain. Some additional lights are proposed, but details have not been provided. A note on the cover sheet states that existing lights may be relocated, though this is not illustrated on the plan.	Provide a complete lighting plan for review, including proposed locations for relocated lights. Note that relocated lights must meet all ordinance and guidelines requirements.	The footcandle readings on the photometric plan are not consistently carried out to the property line or to 0 fc so spillover cannot be confirmed.	Revise the lighting plan to consistently show footcandle readings carried out to the property line or to 0 fc.
23	Light should be shielded, recessed or flush-mounted to eliminate glare. All fixtures with lamps emitting 3000 lumens or more must be full cutoff fixtures.			The cut sheet for the pole light fixture illustrates a full cutoff fixture.	None.
24	Light levels exceeding 30 footcandles are not appropriate for display lots in the Entrance Corridors. Lower light levels will apply to most other uses in the Entrance Corridors.			The maximum illumination shown on the plan is 10.8 fc. However, this reading will increase when the pole height is reduced to meet EC guidelines.	Ensure that illumination does not exceed 20 fc on site.
25	Light should have the appearance of white light with a warm soft glow; however, a consistent appearance throughout a site or development is required. Consequently, if existing lamps			Fixtures are proposed with a color temperature of 50K, which is not a warm soft white.	Revise the Luminaire Schedule to show a color temperature of 30K for

	that emit non-white light are to remain, new lamps may be required to match them.				all new light fixtures.
26	Dark brown, dark bronze, or black are appropriate colors for free-standing pole mounted light fixtures in the Entrance Corridors.			Pole and fixture finish are not identified.	Revise the luminaire schedule to show that poles and fixtures will have a bronze finish.
27	The height and scale of freestanding, pole-mounted light fixtures should be compatible with the height and scale of the buildings and the sites they are illuminating, and with the use of the site. Typically, the height of freestanding pole-mounted light fixtures in the Entrance Corridors should not exceed 20 feet, including the base. Fixtures that exceed 20 feet in height will typically require additional screening to achieve an appropriate appearance from the Entrance Corridor.			Pole fixture mounting height is proposed at 23’.	Revise the lighting plan to show a maximum fixture mounting height of 20’, including the base.
28	In determining the appropriateness of lighting fixtures for the Entrance Corridors, the individual context of the site will be taken into consideration on a case by case basis.				
29	The following note should be included on the lighting 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.”			The note does not appear on the plan.	Add the standard lighting note to the site plan.
	<i>Guidelines for the Use of Decorative Landscape Lighting</i>				
30	Light used for decorative effect shall: a. be compatible with the character of the Entrance Corridor. Compatibility of exterior lighting and lighting fixtures is assessed in terms of design, use, size, scale, color, and brightness. b. impact only the immediate site. The effect of the illumination should not be discernible from distances along the Entrance Corridor.	No decorative lighting is shown on the plan.	Indicate on the plan any decorative lighting proposed for the site.	The applicant’s response memo states that no decorative lighting is proposed.	None.
31	Where used for decorative effect, outdoor light fixtures shall: a. be equipped with automatic timing devices and shall be extinguished between the hours of 11:00 p.m. and dawn. b. be shielded and focused to eliminate glare. Glare control				

	shall be achieved primarily through the use of such means as cutoff fixtures, shields and baffles, and appropriate application of mounting height, wattage, aiming angle, fixture placement, etc. c. be cutoff luminaires, aimed so as not to project their output beyond the objects intended to be illuminated; or non-cutoff luminaires, equipped with glare shields, visors, barn doors, and/or other similar shielding accessories as required to meet the following criteria: Light distribution from all lighting installations shall be cut-off at all angles beyond those required to restrict direct illumination to within the perimeter of the landscape feature being illuminated. d. never exceed 3,000 lumens. Further restrictions on lumens may be imposed by the ARB. e. not be modified to reflect seasonal colors. f. be of a number that is compatible with the scale of the object and the development to be illuminated, such that the light emitted will not over-illuminate or overpower the site, as determined by the ARB.				
	Landscaping				
7	The requirements of the Guidelines regarding landscaping are intended to reflect the landscaping characteristic of many of the area's significant historic sites which is characterized by large shade trees and lawns. Landscaping should promote visual order within the Entrance Corridor and help to integrate buildings into the existing environment of the corridor.	Large shade trees are proposed along the EC frontage at the required size and spacing. Ornamentals are interspersed. However, the abbreviation for the magnolia in the Plant Legend doesn't match the one in the Plant Schedule. A few trees are proposed close to existing underground electric lines. The plan notes a proposed permanent utility easement, but the extent of the easement is not shown clearly.	Coordinate the abbreviation for the magnolia in the Plant Legend and Schedule. Revise the plan to clearly show the extent of the proposed permanent utility easement.	The magnolia abbreviations have been coordinated. A note regarding a proposed permanent utility easement remains on the plan, and the extent of the easement remains unclear.	Revise the plan to clearly show the extent of the proposed permanent utility easement.
8	Continuity within the Entrance Corridor should be obtained by planting different types of plant materials that share similar characteristics. Such common elements allow for more flexibility in the design of structures because common landscape features will help to harmonize the appearance of development as seen from the street upon which the Corridor is centered.				
32	Landscaping along the frontage of Entrance Corridor streets should include the following: a. Large shade trees should be planted parallel to the Entrance Corridor Street. Such trees should be at least 3½ inches caliper (measured 6 inches above the ground) and should be of a plant			Large shade trees are proposed along the EC frontage at the required spacing. Some of the trees are Pin Oaks at 2½" caliper at planting, which is less	Increase the planting size of the Pin Oaks along Airport Road to 3½" caliper.

	species common to the area. Such trees should be located at least every 35 feet on center. b. Flowering ornamental trees of a species common to the area should be interspersed among the trees required by the preceding paragraph. The ornamental trees need not alternate one for one with the large shade trees. They may be planted among the large shade trees in a less regular spacing pattern. c. In situations where appropriate, a three or four board fence or low stone wall, typical of the area, should align the frontage of the Entrance Corridor street. d. An area of sufficient width to accommodate the foregoing plantings and fencing should be reserved parallel to the Entrance Corridor street, and exclusive of road right-of-way and utility easements.			than the guidelines requirement. Ornamentals are interspersed.	
33	Landscaping along interior roads: a. Large trees should be planted parallel to all interior roads. Such trees should be at least 2½ inches caliper (measured six inches above the ground) and should be of a plant species common to the area. Such trees should be located at least every 40 feet on center.	Large trees are proposed along Grand Forks Blvd. at the required size and spacing.	None.	Large trees are proposed along Grand Forks Blvd. at the required size and spacing.	None.
34	Landscaping along interior pedestrian ways: a. Medium trees should be planted parallel to all interior pedestrian ways. Such trees should be at least 2½ inches caliper (measured six inches above the ground) and should be of a species common to the area. Such trees should be located at least every 25 feet on center.	A sidewalk is provided from the north end of the west side of the building, around the entrance courtyard, and along the north side of the proposed elevation. Trees are not provided along the sidewalk, but there appears to be space for planting along the north side of the addition.	Provide trees along the sidewalk on the north side of the building.	Trees and shrubs are proposed between the addition and the sidewalk.	None.
35	Landscaping of parking areas: a. Large trees should align the perimeter of parking areas, located 40 feet on center. Trees should be planted in the interior of parking areas at the rate of one tree for every 10 parking spaces provided and should be evenly distributed throughout the interior of the parking area. b. Trees required by the preceding paragraph should measure 2½ inches caliper (measured six inches above the ground); should be evenly spaced; and should be of a species common to	Trees are provided at the north, east, and west perimeters of Parking Area #2. Perimeter tree size and spacing requirements are met. 116 spaces are proposed in that parking lot, requiring 12 interior trees. 9 interior trees are proposed. Two additional trees are located	Provide one additional interior tree in Parking Area #2.	Trees are provided at the north, east, and west perimeters of Parking Area #2. Perimeter tree size and spacing requirements are met. 121 parking spaces are proposed in the lot north of the addition, requiring 12 interior trees. 12 interior trees are proposed.	None.

	the area. Such trees should be planted in planters or medians sufficiently large to maintain the health of the tree and shall be protected by curbing. c. Shrubs should be provided as necessary to minimize the parking area’s impact on Entrance Corridor streets. Shrubs should measure 24 inches in height.	close to the parking lot, requiring one additional interior tree. 46 parking spaces are proposed west of the building. Interior trees are not provided in these parking areas, but they are single rows located more distant from the EC. The perimeter trees in those areas are expected to sufficiently mitigate the appearance.		Perimeter trees are provided along parking areas west of the building sufficient to offset impacts.	
36	Landscaping of buildings and other structures: a. Trees or other vegetation should be planted along the front of long buildings as necessary to soften the appearance of exterior walls. The spacing, size, and type of such trees or vegetation should be determined by the length, height, and blankness of such walls. b. Shrubs should be used to integrate the site, buildings, and other structures; dumpsters, accessory buildings and structures; “drive thru” windows; service areas; and signs. Shrubs should measure at least 24 inches in height.	Conformity with this guideline can be assessed when the architectural design is submitted for review.	None at this time.	Trees and shrubs are proposed between the addition and the sidewalk. That landscaping, combined with the parking lot and frontage trees, are sufficient to soften the appearance of the exterior walls.	None.
37	Plant species: a. Plant species required should be as approved by the Staff based upon but not limited to the <i>Generic Landscape Plan Recommended Species List</i> and <i>Native Plants for Virginia Landscapes (Appendix D)</i>.	The trees are found on the various lists.	None.	Spreading yew (taxus x media densiformis) and fragrant sweetbox (sarcococca ruscifolia) are not on the lists.	Revise the plant schedule to only include plants from the County’s approved list.
38	Plant health: The following note should be added to 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.”	The note appears on the landscape plan.	None.	The note appears on the landscape plan.	None.
	Site Development and layout				
	Development pattern				
6	Site development should be sensitive to the existing natural landscape and should contribute to the creation of an organized development plan. This may be accomplished, to the extent practical, by preserving the trees and rolling terrain typical of	The site has been previously developed. No significant natural landscape remains. The addition is oriented nearly	None.	The site has been previously developed. No significant natural landscape remains. The addition is oriented nearly	None.

	the area; planting new trees along streets and pedestrian ways and choosing species that reflect native forest elements; insuring that any grading will blend into the surrounding topography thereby creating a continuous landscape; preserving, to the extent practical, existing significant river and stream valleys which may be located on the site and integrating these features into the design of surrounding development; and limiting the building mass and height to a scale that does not overpower the natural settings of the site, or the Entrance Corridor.	parallel to the EC street. The site layout appears organized. Vehicular connections are made; pedestrian connections are not, but there are no sidewalks on Grand Forks Blvd. Existing views are not expected to be impacted.		parallel to the EC street. The site layout appears organized. Vehicular connections are made; pedestrian connections are not, but there are no sidewalks on Grand Forks Blvd. Existing views are not expected to be impacted.	
39	The relationship of buildings and other structures to the Entrance Corridor street and to other development within the corridor should be as follows: a. An organized pattern of roads, service lanes, bike paths, and pedestrian walks should guide the layout of the site. b. In general, buildings fronting the Entrance Corridor street should be parallel to the street. Building groupings should be arranged to parallel the Entrance Corridor street. c. Provisions should be made for connections to adjacent pedestrian and vehicular circulation systems. d. Open spaces should be tied into surrounding areas to provide continuity within the Entrance Corridor. e. If significant natural features exist on the site (including creek valleys, steep slopes, significant trees or rock outcroppings), to the extent practical, then such natural features should be reflected in the site layout. If the provisions of Section 32.5.2.n of the <i>Albemarle County Zoning Ordinance</i> apply, then improvements required by that section should be located so as to maximize the use of existing features in screening such improvements from Entrance Corridor streets. f. The placement of structures on the site should respect existing views and vistas on and around the site.	Providing the EC frontage and parking lot landscaping will help establish an organized and attractive development.		Providing the EC frontage and parking lot landscaping will help establish an organized and attractive development.	
	Site Grading				
40	Site grading should maintain the basic relationship of the site to surrounding conditions by limiting the use of retaining walls and by shaping the terrain through the use of smooth, rounded land forms that blend with the existing terrain. Steep cut or fill sections are generally unacceptable. Proposed contours on the grading	Grading is proposed primarily at the stormwater basin. Minor grading is proposed along the EC side of the parking lot and east of the building addition.	None.	Most of the proposed grading is at the stormwater basin. Additional grading is proposed in and near the parking lot. The grading is not expected to	None.

	plan shall be rounded with a ten foot minimum radius where they meet the adjacent condition. Final grading should achieve a natural, rather than engineered, appearance. Retaining walls 6 feet in height and taller, when necessary, shall be terraced and planted to blend with the landscape.	The grading is not expected to change the basic relationship of the site to the surrounding conditions.		change the basic relationship of the site to the surrounding conditions.	
41	No grading, trenching, or tunneling should occur within the drip line of any trees or other existing features designated for preservation in the final Certificate of Appropriateness. Adequate tree protection fencing should be shown on, and coordinated throughout, the grading, landscaping and erosion and sediment control plans.	Grading is shown within the drip line of an existing tree and shrubs located just east of the site entrance.	Revise the plans to coordinate grading with trees to remain.	A minimal amount of grading is shown within the dripline of a 7" ornamental tree located between the parking lot and Airport Rd.	None.
42	Areas designated for preservation in the final Certificate of Appropriateness should be clearly delineated and protected on the site prior to any grading activity on the site. This protection should remain in place until completion of the development of the site.				
43	Preservation areas should be protected from storage or movement of heavy equipment within this area.				
44	Natural drainage patterns (or to the extent required, new drainage patterns) should be incorporated into the finished site to the extent possible.	The proposal includes revising the existing stormwater basin located in the northwest corner of the parcel to a wet pond.	None.	The proposal includes revising the existing stormwater basin located in the northwest corner of the parcel to a wet pond.	None.
	SIGNS	The plan notes that the existing monument sign is to be relocated as part of the Berkmar/Airport Road roundabout project. The location shown as "existing" on the plan does not match the actual on-the-ground location. Also, the site plan shows the new location as if the sign is double-sided. The existing sign is single-sided. Sign location and design are not approved with the site plan. A separate sign permit application is required.	Note that a separate sign application is required for moving the existing freestanding sign and/or erecting a new sign. Revise the site plan to show the accurate location of the existing freestanding sign and related landscaping.	The location of the existing monument sign is not shown accurately or consistently on the site plan. Some of the plants shown in the vicinity of the sign are not in place on site.	Correct and coordinate the location of the existing monument sign and related landscaping throughout the site plan. Note that a separate sign application is required for moving the existing freestanding sign and/or erecting a new sign.

SUMMARY OF RECOMMENDATIONS

Staff recommends the following as the primary points of discussion:

1. The architectural design of the addition; materials and colors
2. Visibility of rooftop equipment
3. The proposed landscaping

Staff recommends approval with the following revisions:

1. Add the standard mechanical equipment note to the architectural plans: “Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.”
2. Eliminate Site Note 1 on sheet 2 of the site plan.
3. Consider extending some of the stormwater basin shrubs and grasses into the frontage planting to better integrate the landscape throughout the site.
4. Revise the lighting plan to consistently show footcandle readings carried out to the property line or to 0 fc.
5. Ensure that illumination does not exceed 20 fc on site.
6. Revise the Luminaire Schedule to show a color temperature of 30K for all new light fixtures.
7. Revise the luminaire schedule to show that poles and fixtures will have a bronze finish.
8. Revise the lighting plan to show a maximum fixture mounting height of 20’, including the base.
9. Add the standard lighting note to 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 plan to clearly show the extent of the proposed permanent utility easement.
11. Increase the planting size of the Pin Oaks along Airport Road to 3½” caliper.
12. Revise the plant schedule to only include plants from the County’s approved list.
13. Correct and coordinate the location of the existing monument sign and related landscaping throughout the site plan.
14. Note that a separate sign application is required for moving the existing freestanding sign and/or erecting a new sign.

ATTACHMENTS

Attach. 1: [ARB-2025-00030: Microaire Building Expansion Final Site Plan](#)

Attach. 2: [ARB-2025-00030: Microaire Building Expansion Architectural Drawings](#)

Attach. 3: [ARB-2025-00030: Microaire Building Expansion Narrative](#)