



FINAL ARB ACTION MEMO

Date: January 20, 2026

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:

Khris Taggart
Margaret Maliszewski

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

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

PUBLIC COMMENT: None.

CONSENT AGENDA: None.

REGULAR REVIEW ITEMS:

a. SDP-2025-00138 Flow Honda/CDJR – Major Amendment

Location: 960 Hilton Heights Road

Proposal: A site plan amendment to expand the outdoor storage/display/sales area located in front of the Flow Honda/CDJR building at 960 Hilton Heights Road.

Staff Contact: Khris Taggart
Representative: Chris Marshall

Motion: Mr. Van Der Werf moved for approval of the Certificate of Appropriateness for SDP-2025-00138: Flow Honda/CDJR with the conditions listed in the staff report, as follows:

1. Revise the calculations table on the lighting plan to note the correct maximum footcandles.
2. Revise the color temperature specified in the catalog number of the proposed fixtures to 3000K.
3. Revise the lighting plan to note the finish of the freestanding poles. The finish must match the existing poles on site.
4. Revise the note to confirm that the 20' height includes the base.
5. Revise the site plan to include tree protection fencing around the trees that will remain throughout the site plan set.

Mr. Matsuno seconded the motion.

The motion was carried by a vote of 3:0. (Stoner recused; Henningsen absent)

b. SDP-2025-00127 Rivanna Futures Land Bay 82 Initial Site Plan

Location: 4852 Watts Passage

Proposal: To undertake tree clearing necessary to make land available for development.

Staff Contact: Margaret Maliszewski

Representative: Emily Kilroy

Motion: Mr. Matsuno moved to forward the recommendations outlined in the staff report to the Agent for the Site Review Committee, as follows:

- Regarding requirements to satisfy the design guidelines as per § 18-30.6.4c(2), (3) and (5) and recommended conditions of initial plan approval:
 - Prior to Initial Plan approval the following items shall be resolved to the satisfaction of the ARB: None.
- Regarding recommendations on the plan as it relates to the guidelines: None.
- Regarding conditions to be satisfied prior to issuance of a grading permit: None.
- Regarding the final site plan submittal: None at this time; additional initial site plan submittals are required.

Mr. Stoner seconded the motion.

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

WORK SESSION:

a. Solar Ordinance – Rooftop Solar Criteria for a New Category of Countywide Certificate of Appropriateness

Proposal: To establish design criteria for rooftop solar installations in the Entrance Corridor Overlay District to be used by staff in the review of Countywide Certificate of Appropriateness applications.

Staff Contact: Margaret Maliszewski

Action: The ARB commented on the draft criteria and asked for revisions to be reviewed at the next meeting.

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Van Der Werf moved for approval of the minutes from the January 5, 2026, 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. Next ARB Meeting: Monday, February 2, 2026, 1:00 PM – Lane Auditorium

ADJOURNMENT

The meeting was adjourned at 2:37 p.m. to the next ARB meeting on Monday, February 2, 2026, at 1:00 p.m.