



DRAFT ARB ACTION MEMO / MINUTES

Date: April 20, 2026

Time: 1:00 PM

Meeting Room: Lane Auditorium

Members:

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

Staff:

Margaret Maliszewski

CALL TO ORDER: Mr. Henningsen called the meeting to order at 1:04 p.m. and established a quorum.

DISCLOSURES: Mr. Neil Williamson with the Free Enterprise Forum stated that the goal of today's work session is to allow more solar in the Entrance Corridors. He encouraged the ARB to establish uniform standards that would eliminate subjective review.

PUBLIC COMMENT: None

CONSENT AGENDA: None

REGULAR REVIEW ITEMS:

a. ARB-2026-00001 and SDP-2026-00029: Airport Industrial Complex Self-Storage Facility

Location: North side of Airport Road, east of Timberwood Blvd.

Proposal: To construct a new self-storage facility with associated site improvements.

Staff Contact: Margaret Maliszewski

Representatives: Chuck Rapp, Chris Elam

Ms. Maliszewski summarized the staff report in a PowerPoint presentation. Mr. Stoner asked if images of nearby buildings could be shown. (Staff displayed Google street view images.) Chuck Rapp with Collins Engineering and Chris Elam with RBA Architects addressed the ARB, explaining the layout of the site, the reasoning behind the orientation of the building, and changes

proposed to address the comments in the staff report, including elimination of overhead doors from parts of the building and the blue color from the EC and most of the side elevations; introduction of masonry at parts of the base of the building; addition of a tower, windows, foundation planting, and more screening plants at the southeast corner of the site. ARB members asked if the building blocks could be switched, if the windows could be grouped with 5 in the taller block and 3 in the shorter block, if the tower could be moved to the west end, if the roof slope could be reconsidered so the parapets could be more level, if the windows are real (a mix), the amount of “bump” in the towers (6-12”), if the building blocks should have more contrast, and if there were ways to reduce the building height without changing the floor-to-floor heights.

Motion: Mr. Stoner moved to forward the recommendations outlined in the staff report for SDP-2026-00029 and ARB-2026-00001: Airport Industrial Complex Self-Storage Facility to the Agent for the Site Review Committee, amended 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:
 - Eliminate the RV parking area from the plan. Note that the current site layout may not be able to accommodate sufficient mitigation measures for the parking lot as shown.
- Regarding recommendations on the plan as it relates to the guidelines:
 - Consider shifting the storm pipe that crosses the 5-space parking row to increase planting area.
 - Consider switching the locations of the Sweetbay Magnolia and the Honeylocust nearest the northern building entrance.
 - Consider reorienting the building so that the current north elevation, revised to meet other recommendations, faces the EC street.
- Regarding conditions to be satisfied prior to issuance of a grading permit: None.
- Regarding the final site plan submittal:

A Certificate of Appropriateness is required prior to final site plan approval. The following items and all items on the ARB Final Site Plan Checklist must be addressed:

 1. Revise the architectural design of the building, including form, material and color changes, to establish a more overall cohesive design.
 2. Revise the architectural design of the building to further reduce mass and increase human scale. Consider adding additional tower features to the EC elevation.
 3. Revise the architectural feature at the southeast corner of the building to appear more like a traditional tower.
 4. Revise the “Caribbean” blue color for a more coordinated overall appearance.
 5. Provide updated perspective views of the building and site illustrating any proposed architectural changes. Provide the perspective views both with and without the proposed landscaping.
 6. Provide a roof plan.
 7. Add detail to the architectural drawings to show a consistent treatment of the sides and backs of the towers and the tall “Ash Gray” corrugated metal panel element on the north elevation, located just west of the tower, consistent with fronts.
 8. Provide on the plans information on the proposed window glass consistent with the guidelines requirements. (*Visible light transmittance (VLT) shall not drop below 40%.*)

Visible light reflectance (VLR) shall not exceed 30%.) Indicate if the windows provide a view into the building interior

9. Revise the plan to indicate the height of the ground-mounted mechanical equipment and to show immediate screening of the equipment that is visible from the street.
10. Revise the mechanical equipment note (Site Note #1, Sheet 2) to indicate full screening of roof- and ground-mounted equipment. Coordinate the equipment shown on the plan with the notes. Provide details for all proposed and noted screens and fences.
11. If rooftop equipment is proposed, provide a roof plan with the locations identified and show how the equipment will be screened from view.
12. Eliminate the RV parking area from the plan.
13. Add the standard equipment note to the architectural plans. "Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated."
14. Revise the lighting plan to indicate the color of the poles and fixtures. Dark brown, dark bronze, or black are recommended.
15. Provide confirmation from the easement holder that the shrub planting along the Airport Road frontage is allowed.
16. Revise the size of the drainage easement on the Airport Rd. side of the site to allow consistent spacing of EC frontage trees.
17. Consider shifting the storm pipe that crosses the 5-space parking row to increase planting area. Consider switching the locations of the Sweetbay Magnolia and the Honeylocust nearest the northern building entrance.
18. Consider reorienting the building so that the current north elevation, revised to meet other recommendations, faces the EC street.
19. Note that sign designs and locations are not approved with the site plan or architectural drawings. Aligning the wall signs with architectural features is recommended.
20. Consider switching the taller building block with the shorter block and consider additional contrast between the two blocks.
21. Consider providing 5 window bays in the taller block and 3 in the shorter one.
22. Consider opportunities to bring down the building height.

Mr. Van Der Werf seconded the motion.

The motion was carried by a vote of 3:0 (Matsuno and Hancock absent)

WORK SESSION:

a. Solar Guidelines

Staff: Margaret Maliszewski

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.

Action: Mr. Henningsen suggested, and the other ARB members agreed, that the discussion should be rescheduled for a meeting at which all members would be present. Mr. Stoner asked for a quick overview of the issues, so staff summarized the issues in a brief presentation.

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Van Der Werf moved for approval of the minutes from the January 20, 2026, ARB meeting.

Mr. Stoner seconded the motion.

The motion was carried by a vote of 3:0. (Matsuno and Hancock absent)

b. Other items from staff or ARB members: Mr. Stoner asked about the status of the Entrance Corridor Design Guidelines Addenda. Staff responded that the goal is to complete the document in the Summer.

c. Next ARB Meeting: Monday, May 4, 2026, 1:00 PM – Lane Auditorium

ADJOURNMENT

The meeting was adjourned at 2:04 p.m. to the next ARB meeting on Monday, May 4, 2026, at 1:00 p.m.