

ARCHITECTURAL REVIEW BOARD STAFF REPORT

Project #/Name	ARB-2026-00004: Dutch Pantry Addition
Review Type	Major Amendment
Parcel Identification	021000000006I1
Location	5548 Seminole Trail
Zoned	Rural Areas (RA), Entrance Corridor (EC)
Owner/Applicant	Sharoon Saleem/Gaines Group Architects (Adrienne Stronge)
Magisterial District	White Hall
Proposal	To construct an addition for office, storage and retail space, and to establish a patio for outdoor dining.
Context	The property is located on the west side of Rt. 29 North, a short distance from the northern County line. Residential and wooded properties are nearby.
Visibility	The addition will be readily visible from the Entrance Corridor.
ARB Meeting Date	May 11, 2026
Staff Contact	Margaret Maliszewski

PROJECT HISTORY

A Site Development Plan (SDP202500060) is under review for this proposal.

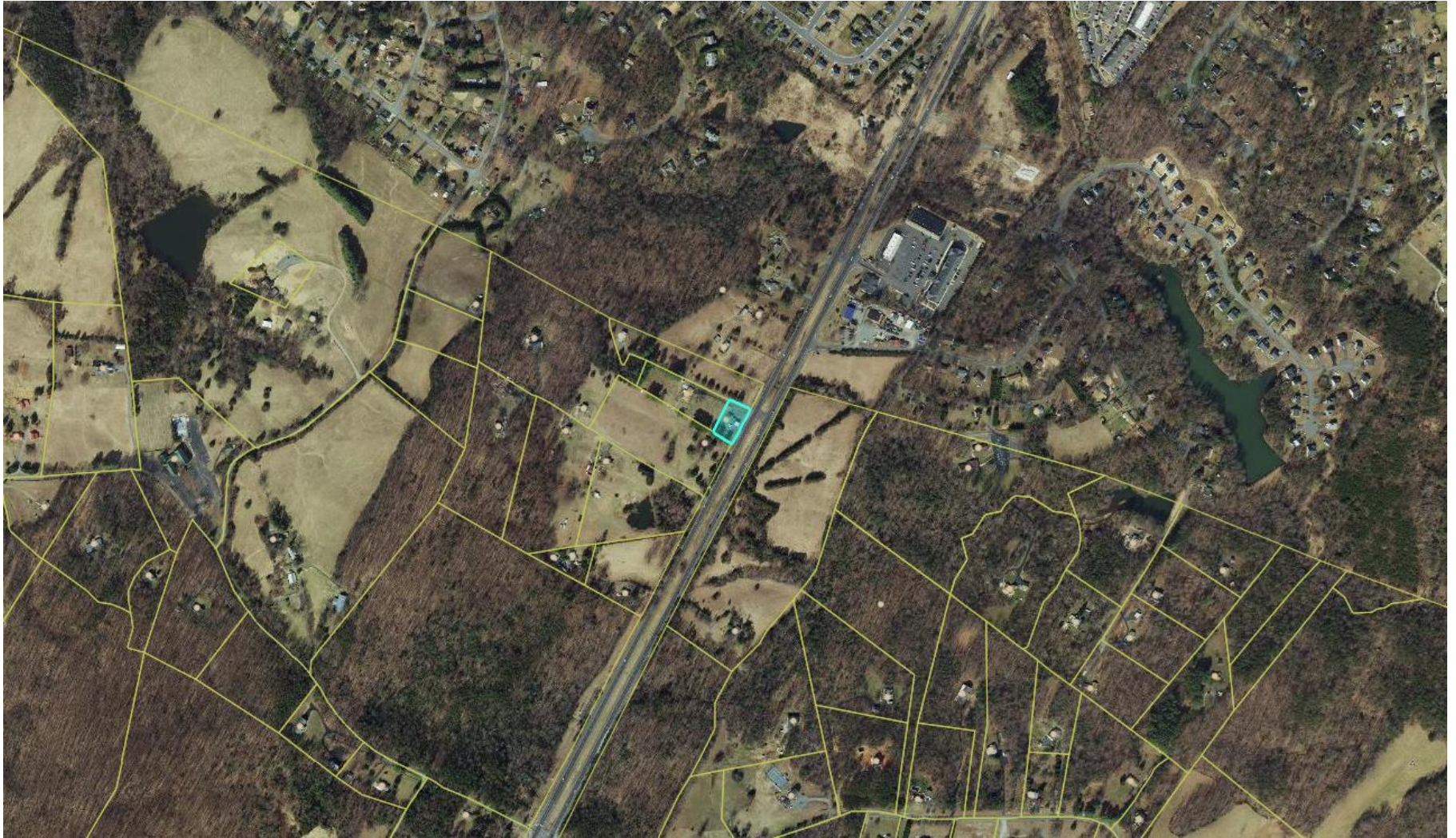


Figure 1: Project location on the Rt. 29 North Entrance Corridor, just south of the Albemarle/Greene County line.

ANALYSIS

REF	GUIDELINE	ISSUE	RECOMMENDATION
	GENERAL GUIDELINES		
	<i>Purpose; Compatibility with significant historic sites:</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 building and roof forms of the addition are simple forms that are consistent with traditional architecture in the area. The proposal is expected to support orderly and attractive development along 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.		
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.		
	<i>Compatibility with the character of the Entrance Corridor</i>		
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	The proposed form, size, and colors of the addition are unified with the existing	None.

	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.	building.	
	<i>Compatibility with significant historic sites</i>		
	Structure design		
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 building and roof forms, materials, colors and scale are consistent with historic buildings in the area and the existing building on site. A materials sheet indicates that the EC elevation will be faced with brick, painted white to match the existing building and the roof will be covered with asphalt shingles to match the existing roof. The other walls are to be constructed of CMU, painted. Because those other walls will have limited visibility from the EC, CMU is acceptable in this case. The elevation drawings are not dimensioned, have no scale indicated, and do not have materials called out. The two windows on the EC elevation of the addition are not consistent with the windows of the existing building, but with their small size, they are not expected to have a significant impact on the EC. A pergola is proposed between	Submit dimensioned elevation drawings with scale, materials and colors identified. Show the pergola on the plans. Provide elevations, details, materials, colors, etc.

		the addition and the EC. Details were not provided.	
10	Buildings should relate to their site and the surrounding context of buildings.	The applicant's examples of common features were taken from locations outside Albemarle County, just north of the County line. The proposed addition is coordinated with the existing building on site. The scale and forms are like those of residential buildings nearby.	None.
11	The overall design of buildings should have human scale. Scale should be integral to the building and site design.	The size of the addition and the distribution of doors and windows help establish human scale.	None.
12	Architecture proposed within the Entrance Corridor should use forms, shapes, scale, and materials to create a cohesive whole.	The renderings show that the proposed roof form, building height, and colors of the addition are coordinated with the existing building.	None.
13	Any appearance of "blankness" resulting from building design should be relieved using design detail or vegetation, or both.	Blankness is not a characteristic of the proposed design.	None.
14	Arcades, colonnades, or other architectural connecting devices should be used to unify groups of buildings within a development.	The addition will be physically attached to the existing building.	None.
15	Trademark buildings and related features should be modified to meet the requirements of the Guidelines.	The proposal is not a trademark design.	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>	Information on window glass was not provided.	Revise the architectural drawings to note that new window glass will meet the criteria: <i>(VLT) shall not drop below 40% and (VLR) shall not exceed 30%.</i>
	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.	The existing conditions plan shows an HVAC unit on the ground near the middle of the	Revise the plans to show the mechanical equipment in a consistent

18	The following should be located to eliminate visibility from the Entrance Corridor street. If, after appropriate siting, these features 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.	south elevation of the existing building. The proposed layout shows the unit a few feet closer to the front of the building and the EC. No screening is proposed.	location that is not visible from the EC street or provide screening.
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.		
21	The following note should be added to the site plan and the architectural plan: "Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated."	The note appears on the site plan but not the architectural plans.	Add the standard mechanical equipment note to the architectural plans.
	Lighting		
	<i>General Guidelines</i>		
22	Light should be contained on the site and not spill over onto adjacent properties or streets;	The architectural submittal shows string lights hanging from the pergola at the patio and wall mounted fixtures at the main entrance to the existing building. There are existing fixtures in the fuel pump canopy. The plans include no details on the proposed fixtures, but a note on the site plan states that fixtures will not exceed 3000 lumens and will not exceed 20 footcandles. Given their locations, the string lights and wall mounted fixtures are not expected to produce spillover. Consistent finishes for new fixtures and lamps with a warm white glow – 3000K or less – would be appropriate for this	Add a note to the site plan stating that new light fixtures will have a consistent finish and will have a color temperature of 3000K or less.
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.		
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.		
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 that emit non-white light are to remain, new lamps may be required to match them.		
26	Dark brown, dark bronze, or black are appropriate colors for free-standing pole mounted light fixtures in the Entrance Corridors.		
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.		
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.	location.	
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.”		
	<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 landscape lighting is shown on the plans, but decorative string lights are shown hanging from the pergola on the patio. They are unshielded fixtures, but string lights typically have a low level of illumination, so glare shouldn’t be an issue. Lamps with a warm white glow – 3000K or less – would be appropriate.	
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	No landscaping exists along the EC frontage, and none is	Consider adding shrubs on site along the Rt. 29

	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.	proposed. Much of what looks like frontage planting area lies in the right-of-way, and both overhead and underground utilities run the length of the frontage on site.	frontage to help integrate the site into the corridor.
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 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.		
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.	There are no roads interior to the site, though a driveway crosses the parcel to the property located to the west.	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 exists along the existing building with no planting area nearby.	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	No changes to parking are proposed.	None.

	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 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.		
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.	The south elevation of the addition has no windows, but the structure is to be built into the slope, so much of the wall will not be visible.	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> .	No landscaping is proposed.	None at this time.
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."		
	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 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.	The location, size and mass of the proposed addition maintain an appropriate orientation to the EC and do not overpower the existing building or the site. The proposal is expected to maintain an organized layout. No trees are proposed for removal. No significant natural features appear to be impacted. Views are not expected to be impacted. Some grading is	Coordinate the site and architectural drawings regarding patio size and layout, and patio wall length and layout. Add an architectural scale to the first floor plan drawing.
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.	proposed south and west of the addition, but rolling terrain remains beyond. The site and architectural plans show different patio and patio wall sizes and layouts.	
	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 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.	Grading is proposed south and west of the addition. Additional grading may be required once the patio size and location are coordinated.	Revise the grading as needed to coordinate with the patio and patio walls.
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.	No trees are shown for removal.	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.		
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.	No stormwater facilities are proposed.	None.
44	Natural drainage patterns (or to the extent required, new drainage patterns) should be incorporated into the finished site to the extent possible.		

SUMMARY OF RECOMMENDATIONS

Staff recommend the following as the primary points of discussion:

1. General character and appearance of the proposed addition
2. The size/shape of windows proposed for the addition
3. Location of mechanical equipment

Staff recommend approval of the proposal with the following changes to be reviewed by staff:

1. Submit dimensioned elevation drawings with scale, materials and colors identified. Add an architectural scale to the first floor plan drawing.
2. Show the pergola on the plans. Provide elevations, details, materials, colors, etc.
3. Revise the architectural drawings to note that new window glass will meet the criteria: *(VLT) shall not drop below 40% and (VLR) shall not exceed 30%.*
4. Revise the plans to show the mechanical equipment in a consistent location that is not visible from the EC street or provide screening.
5. Add the standard mechanical equipment note to the architectural plans: "Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated."
6. Add a note to the site plan stating that new light fixtures will have a consistent finish and will have a color temperature of 3000K or less.
7. Consider adding shrubs on site along the Rt. 29 frontage to help integrate the site into the corridor.
8. Coordinate the site and architectural drawings regarding patio size and layout, and patio wall length and layout.
9. Revise the grading as needed to coordinate with the patio and patio walls.

ATTACHMENTS

Attach. 1: [ARB-2026-00004: Dutch Pantry Addition Architectural Plans](#)

Attach. 2: [ARB-2026-00004: Dutch Pantry Addition Site Plan](#)