



DRAFT ARB ACTION MEMO / MINUTES

Date: June 8, 2026

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
Khris Taggart

CALL TO ORDER: Mr. Henningsen called the meeting to order at 1:01 p.m. and established a quorum.

DISCLOSURES: None.

PUBLIC COMMENT: Neil Williamson (Free Enterprise Forum) encouraged the ARB to complete the work on the Entrance Corridor Design Guidelines Addenda.

CONSENT AGENDA:

a. Approval of Minutes: May 26, 2026

Motion: Mr. Henningsen moved for approval of the Consent Agenda.

Mr. Stoner seconded the motion.

The motion was carried by a vote of 5:0.

REGULAR REVIEW ITEMS:

a. ARB-2026-00009: Airport Rd Pump Station & Storage Tank Amendment

Location: 4384 Berkmar Drive. Approximately 524' south of Airport Rd., approximately 843' west of Rt. 29

Proposal: To construct two water storage tanks with associated site improvements; to reduce the required setback from the northern parcel boundary by 12'.

Staff: Khris Taggart

Representatives: Nate Nickerson, Short Elliott Hendrickson

Khris Taggart summarized the staff report in a PowerPoint presentation. ARB members asked if there was a cost difference between the welded and concrete tanks (applicant will respond), if there was any consideration given to requiring large canopy trees or other trees to help screen the top (previous application had different visibility), to confirm the tank height (47'), and to confirm that the material choice wasn't yet made (correct). The applicant chose not to make a presentation by Nate Nickerson responded to ARB questions regarding cost (the welded and concrete options are similar in cost), preference (welded or concrete), adding large canopy trees (possible, but would have to be very tall to be effective due to existing topography). No members of the public wanted to speak about the proposal. In discussion, ARB members agreed on the welded or concrete material preferences and with staff's recommendations. Mr. Van Der Werf thought that adding large canopy trees would be appropriate. Some members thought that additional trees would be nice but given site constraints, the existing trees, the distance from the EC, and public need, no additional trees would be needed.

Recommendation on the Amendment:

Motion: Mr. Henningsen moved for approval of the proposal with the recommendations outlined in the staff report:

1. Based on the information provided, either a welded steel tank or a concrete tank would yield a smooth, seamless appearance that would provide an appropriate appearance as viewed from the EC.
2. Include a note on the drawings stating that both tanks will be constructed from the same material and finished in the same color to ensure consistency in design and maintenance.
3. Provide information on how frequently refinishing would be needed for concrete storage tanks.
4. Provide a physical color sample with the next submittal. Finishes that have a matte appearance would be appropriate.
5. Revise the site plan to include a note confirming that no lighting is proposed with this amendment.
6. Show tree protection fencing on, and coordinated throughout, the grading, landscaping, and erosion and sediment control plans.

Mr. Matsuno seconded the motion.

The motion was carried by a vote of 5:0.

Recommendation on the SE:

Motion: Mr. Hancock moved to forward a recommendation of no objection to the Special Exception request to the Agent for the Site Review Committee.

Mr. Stoner seconded the motion.

The motion was carried by a vote of 5:0.

b. SIGN-2026-00016: 2405 Ivy Road Comprehensive Sign Plan

Location: 2405 Ivy Road

Proposal: To establish a comprehensive sign plan for the building at 2405 Ivy Road.

Staff: Margaret Maliszewski

Representative: Ed Brown, Frontrunner Signs

Ms. Maliszewski summarized the staff report in a PowerPoint presentation. ARB members had no questions for staff. Ed Brown (Frontrunner Signs) addressed the ARB and said that he would remove channel letters from the proposal and would clarify the other items noted by staff. Staff displayed the recent update provided by the applicant today. ARB members asked if the new image displayed was the current Grit proposal (yes), confirmed the sign types displayed (extruded letters on the canopy for Grit, the tower sign, and the flat cut letters for Sugar Bear and Specialized Insurance, probably the same for Grit on the front), was this image part of the review (no, this is new information today), would the letters on top of the canopy meet the CSP (we would need to adjust the CSP to allow for it, but those individual letters in that location look appropriate, wall mounted signs should be all the same type and mounted in the same way), and are the Grit letters internally lit (waiting to hear from business owner, but probably not). In discussion, ARB members agreed that a narrower palette of sign types is appropriate, canopy lettering is appropriate if it is the same type as the others, and the general appearance across the building is coordinated.

Motion: Mr. Henningsen moved to approve the Comprehensive Sign Plan with the following revisions, amended as follows:

1. Limit available sign types for sign bands to flat cut out letters with external or no illumination. A projecting sign and/or vinyl painted letters are acceptable for the tower.
2. Revise the drawings to indicate the projecting sign type (cabinet, panel, etc.).
3. Revise the red dashed box on the side elevation to allow a minimum of 3 rows of brick between it and the top of the windows.
4. Identify on the drawings the anticipated color for the background of the projecting sign.
5. Specify on the drawings the finish of the light fixture.
6. Flat cut out letters may be mounted on top of the canopy over the side entrance.

Mr. Van Der Werf seconded the motion.
The motion was carried by a vote of 5:0.

c. ARB-2025-00022: Crozet FasMart Store Amendment

Location: 1248 Crozet Avenue

Proposal: To paint the exterior of the building.

Staff: Margaret Maliszewski

Representative: Eric Warner, GPM Investments

Mr. Matsuno made a motion to approve ARB-2025-00033: Crozet FasMart Store Amendment with the paint schemes as presented in today's meeting indicating Option #1 and Option #4 from the on-site mock-up, with updates to the design drawings consistent with those options and the following changes:

1. Eliminate the Nichiha panels.
2. Add the standard mechanical equipment note to the plans: "Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated."
3. Revise the drawing set to show no proposed changes to the existing fuel pump canopy light fixtures.

Mr. Stoner seconded the motion.
The motion was carried by a vote of 5:0.

WORK SESSION:

d. TA-2025-00003: Ordinance Amendment to Permit Outdoor Storage, Display, & Sales By-right instead of by Special Use Permit

Staff: Khris Taggart

The ARB held a work session on the proposed approach to the text amendment. After discussion, it was the consensus of the ARB that:

1. The approach regarding passenger vehicle display was reasonable
2. There were some concerns with the screening of “everything else”:
 - a. ARB members recommended relaxing the criteria listed in slide 9 for consistency with ARB standard practice. The planting strip width seems excessive.
 - b. The standards may need to be different for temporary and permanent displays.
 - c. Additional screening doesn’t make sense if plants are the only things being displayed.
 - d. Topography should be considered because it can affect visibility.
 - e. Other criteria might be considered: limits to the size (area) of the display, distance from the EC
 - f. The criteria might differ from corridor to corridor, particularly the Rt. 29 commercial corridor. This might pause until the Entrance Corridor addenda are completed.
 - g. Maybe the review of the display of “everything else” is reserved for the ARB, particularly if we don’t receive many applications of that type.

OTHER BUSINESS

a. Other items from staff or ARB members: None.

b. Next ARB Meeting: Monday, June 15, 2026, 1:00 PM – Lane Auditorium

Mr. Matsuno and Mr. Henningsen said that they would not be able to attend on June 15.

ADJOURNMENT

The meeting was adjourned at 2:08 p.m. to the next ARB meeting on Monday, June 15, 2026, at 1:00 p.m.