



DRAFT ARB ACTION MEMO / MINUTES

Date: August 24, 2026

Time: 1:00 PM

Meeting Room: Lane Auditorium

Members:

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

Staff:

Margaret Maliszewski

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

DISCLOSURES: None.

PUBLIC COMMENT: None.

CONSENT AGENDA:

a. Approval of Minutes: July 13, 2026

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

Mr. Matsuno seconded the motion.

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

REGULAR REVIEW ITEMS:

a. ARB-2026-00014 – Airport Road Self Storage - Final

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

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

Staff: Margaret Maliszewski

Representative: Chuck Rapp, Collins Engineering; Chris Elam, RBA Architects

Ms. Maliszewski summarized the staff report in a PowerPoint presentation. ARB members had no questions for staff. Chuck Rapp with Collins Engineering summarized the site plan changes for the ARB and Chris Elam with RBA Architects summarized the architectural changes. He showed renderings without the landscape layer and explained that windows with transparent glass are not conducive to the internal use of the building. ARB members asked about the various horizontal lines

of the design, the exterior building lights (for aesthetics and safety), the roof line (can the eastern block be consistent with the western one?), the concrete block (8 x 16 variable integral gray color and standard coursing). No members of the public wanted to speak about the project. In discussion, ARB members appreciated the progress made so far; agreed that the roof forms could be more consistent; wanted the masonry detail at the windows to be revisited; thought the various horizontal lines could be simplified and coordinated; suggested that changes to interior planning or the use of shadow boxes should be pursued instead of using opaque glass; thought there were a lot of materials proposed and wondered if all of them contribute to the intended effect; and wanted to see physical material samples. Mr. Elam asked what percentage of the windows needed transparent glass. ARB members responded that the guidelines did not indicate a percentage, that “most” should be transparent, and that the point is to avoid blankness, so other treatments could be used, but they typically require depth and detail. ARB members noted that some of the outstanding issues might be best handled in a work session.

Motion: Mr. Matsuno moved to forward the comments listed in the staff report, amended as follows, to the applicant, with items 4, 6, 10, and 11 to be addressed in an upcoming work session:

1. Provide the perspective views without the landscaping.
2. Revise the architectural elevations to note that the materials and colors of the backs and sides of the tower elements will be consistent with those on the front.
3. Revise the architectural drawings to show accurate color names for the materials at the upper tower wall, the tower cap, and the FW-120 metal panels.
4. Reconsider the block veneer detail at the windows on the EC elevation of the eastern building block.
5. Submit physical material samples for review.
6. Add a note to the plan stating conformity with the VLT and VLR guidelines requirements. Include information on the proposed tint of the window glass. Clear glass and minimal tint are consistent with the guidelines.
7. In the plant schedule, revise the proposed sizes of the screening shrubs to indicate heights in feet that are sufficient to screen the equipment.
8. Add the standard equipment note to the architectural plans.
9. Remove the reference to apartment buildings in the equipment note on Sheet 13 of the site plan. If wall-mounted fixtures are proposed, include them and all related details on the lighting plan.
10. Revise the roof of the eastern block of the building to slope toward the EC.
11. Simplify the horizontals.

Mr. Henningsen seconded the motion.

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

WORK SESSION: None.

OTHER BUSINESS

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

b. Next ARB Meeting: Monday, August 31, 2026, 1:00 PM – Lane Auditorium: All members present said that they planned to attend the August 31 meeting.

ADJOURNMENT

The meeting was adjourned at 1:47 p.m. to the next ARB meeting on Monday, August 31, 2026, at 1:00 p.m.