



DRAFT ARB ACTION MEMO / MINUTES

Date: September 14, 2026

Time: 1:00 PM

Meeting Room: Lane Auditorium

Members:

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

Staff:

Margaret Maliszewski

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

DISCLOSURES: Mr. Hancock disclosed that he would recuse himself from the Airport Storage work session discussion because the Foundation for which he works is an adjacent landowner.

PUBLIC COMMENT: None.

CONSENT AGENDA:

a. Approval of Minutes: September 8, 2026

Motion: Mr. Henningsen moved for approval of the minutes from the September 8, 2025, ARB meeting.

Mr. Van Der Werf seconded the motion.

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

REGULAR REVIEW ITEMS:

a. ARB-2026-00015 Parham Circle Self Storage - Preliminary

Location: Approximately 230' south of Millcreek Drive and 280' east of Avon Street Ext.

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

Staff: Margaret Maliszewski

Representative: Kevin Schafer, Design Develop

Margaret Maliszewski summarized the staff report in a PowerPoint presentation. ARB members had no questions for staff. Kevin Schafer with Design Develop represented the applicant and addressed the Board, noting the distance from the site to the EC street, the mature landscaping and the existing buildings as factors contributing to limited impacts. He said that the design incorporated input from the Millcreek neighbors and that the EC-facing facades would have high-quality materials. He said that some of the colors in the drawings rendered white instead of tan, that the existing change in grade made the wooded areas not usable for development, and that he was confident the rear would be screened. He discussed the Nichiha panels, noted that the corner facing the EC had the most glazing, and said they would add the street trees. He asked if the existing conditions plan provided with the rezoning was sufficient and asked what additional information was needed on the spandrel glass. ARB members asked about the difference in depth of adjacent materials (same plane), the roof projection (residents preferred some pitched roof), the truck bays (they provide a datum between stucco and brick at 14'), if an additional view could be provided further away and without street trees to confirm the rear façade won't be visible, the spandrel glass at the corner (could pull the brick back to have a 4x4 corner), and the Nichiha panel size and detailing (2' increments, 4' x 12'; correct detailing – including the grout color - is important for establishing an appropriate appearance). In discussion, the ARB members felt the general scheme met the intent of the guidelines, noted that the color change is an improvement, wanted to see a sample of the Nichiha and emphasized the need for careful detailing, reiterated the standard limitations on spandrel glass and blankness, the focus on honesty of materials, and the importance of depth, light and shadow in the historic architecture of the area.

Motion: Mr. Van Der Werf moved to a) approval of an initial site plan that is consistent with the conceptual plan, and b) provide the applicant with the comments listed in the staff report, amended as follows, to be addressed with the next submittal:

1. Provide material/color samples of all proposed materials review. Identify the proposed Nichiha grout color.
2. Provide the locations of nearby examples of buildings that use the Nichiha brick panels for reference.
3. Correct the architectural elevations and materials legends to accurately identify the locations of all proposed materials and to include the manufacturer and color name of each material.
4. Eliminate white metal panels from the proposal.
5. Provide on the plan a description of the tree-save area addressing quantity, species, sizes, etc.
6. Consider using architectural detailing instead of the applied shutters.
7. Provide the VLT and VLR values on the architectural drawings for review.
8. Provide additional information (a sample) to show that the spandrel glass will have an appropriate appearance for the Entrance Corridor.
9. Show the equipment in the line-of-sight drawings. Ensure that the equipment will not be visible from the Entrance Corridor.
10. Include the standard mechanical equipment note on the architectural plans. "Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated."
11. Provide a complete lighting plan in the site plan. Include all ground- and building-mounted lights.
12. Provide the required street trees along Parham Circle (large trees, 40' on center, 2 ½" caliper at planting).

13. Add the standard plant health note to the site 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."
14. Maintain grading outside the driplines of trees to remain. Show tree protection fencing on, and coordinated throughout, the grading, landscaping, and erosion and sediment control plans.
15. Provide an additional view of the building from the EC showing the rear elevation and confirming that it won't be visible.
16. Consider reducing brick to eliminate the spandrel glass on the EC side.
17. Consider the hierarchy of the brick at corners and pursuing additional development of depth in the façade.
18. Provide additional information on the materials detailing the depth of the products.

Mr. Henningsen seconded the motion.

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

WORK SESSION:

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

Margaret Maliszewski summarized the recent changes to the proposal in a PowerPoint presentation. Mr. Matsuno confirmed that the blue details were EIFS. Chris Elam, with RBA, represented the applicant and addressed the ARB. He clarified that the all of the windows in the previous proposal were spandrel glass and the current proposal revised that to transparent glass for all but the upper windows in the towers, which were not blue EIFS detailing. He said he was happy to consider an alternate color, noted the simplification of the right side of the building. ARB members said that the changes did begin to simplify the design and they asked for clarification on the roof changes. The applicant displayed the proposed material samples and identified their proposed locations for the ARB. The ARB said the material/color samples were generally appropriate. They discussed the number of materials and agreed that further simplification of the design would be beneficial.

Motion: Mr. Henningsen moved to forward the comments, as amended in the meeting, to the applicant, with comments 4, 5 and 6 to be addressed in a work session prior to final approval:

1. In the plant schedule, revise the proposed sizes of the screening shrubs to indicate heights in feet that are sufficient to screen the equipment.
2. Remove the reference to apartment buildings in the equipment note on Sheet 13 of the site plan.
3. If wall-mounted fixtures are proposed, include them and all related details on the lighting plan.
4. Revise the blue EIFS detail on the towers to a color that is more consistent with the primary color palette of the building.
5. Consolidate materials to further simplify and harmonize the design. Provide the missing metal sample for the eave and downspout and revise the samples as needed.

6. Reconsider the crenellation at the base for greater simplicity.

Mr. Matsuno seconded the motion.

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

OTHER BUSINESS

- a. **Other items from staff or ARB members:** None.
- b. **Next ARB Meeting: Monday, September 28, 2026, 1:00 PM – Lane Auditorium**
Staff clarified that the September 21 meeting was canceled. All three members present said they planned to attend on the 28th.

ADJOURNMENT

The meeting was adjourned at 2:29 p.m. to the next ARB meeting on Monday, September 28, 2026, at 1:00 p.m.