



County of Albemarle
COMMUNITY DEVELOPMENT/PLANNING

Architectural Review Board

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FINAL ARB ACTION MEMO

Date: October 5, 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
Khris Taggart
Carolyn Shaffer

CALL TO ORDER: Mr. Henningsen called the meeting to order at 1:07 p.m. and established a quorum.

DISCLOSURES: Mr. Hancock disclosed that he would recuse himself from the Airport Storage item.

PUBLIC COMMENT: None

CONSENT AGENDA:

a. Approval of Minutes: September 14, 2026

Motion: Mr. Henningsen moved for approval of the minutes from the September 14, 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-2026-00016: Flow Toyota Pre-Owned Sales – Conceptual / Advisory Review

Location: 1381 Richmond Road

Proposal: To renovate the existing Mercedes facility to be consistent with the Toyota brand.

Staff: Khris Taggart

Representative: Kevin Schafer / Buddy Thomas

Motion: Mr. Matsuno moved to provide the applicant with the comments listed in the staff report, amended as follows, to be addressed with the next submittal and reviewed by the ARB in a future meeting:

1. Consider revising the height of the entrance element to align with the top of the existing cornice line.
2. Consider revising the framing of the entrance element to coordinate with existing divisions along the façade.
3. Consider revising the building design to retain the red brick.
4. Provide line drawings with the next submission that clearly identify all materials and proposed changes.
5. Revise the architectural drawings to show how the existing roof will be repaired to achieve an appropriate appearance.
6. Revise the drawings to include a note that confirms that no changes are proposed to the existing window glass.
7. If any new building lighting is proposed, provide complete information for review.
8. Revise the drawings to include a notation indicating the glass panels will not be illuminated.
9. All proposed signage will be reviewed and approved by a separate submission.
10. Consider revising the design based on the comments at the meeting.

Mr. Henningsen seconded the motion.

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

Mr. Hancock left the meeting.

WORK SESSION:

a. ARB-2026-00014: Airport Storage – Final Site Plan

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

Motion: Mr. Henningsen moved for approval of the Certificate of Appropriateness for ARB-2026-00014: Airport Storage with the following conditions:

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. Limit fixtures to full cutoff styles.

Mr. Matsuno seconded the motion.

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

OTHER BUSINESS:

a. Other items from staff or ARB members:

After considering staff's presentation, Mr. Henningsen moved to revise the 2017 determination regarding visibility of the Old Trail Village development to no longer require ARB review of Block 6.

Mr. Van der Werf seconded the motion.

The motion was carried by a vote of 3:0 (Stoner absent, Hancock abstained)

b. Next ARB Meeting: Monday, October 12, 2025, 1:00 PM – Lane Auditorium

Mr. Henningsen and Mr. Matsuno said they were not sure if they could attend the meeting.

Mr. Van Der Werf said he could attend. Staff said they would contact the other members to confirm a quorum.

ADJOURNMENT

The meeting was adjourned at 1:44 p.m. to the next ARB meeting, possibly on Monday, October 12, 2025, at 1:00 p.m.