County of Albemarle
COMMUNITY DEVELOPMENT/PLANNING

Architectural Review Board
mmaliszewski@albemarle.org
434-296-5832 ext. 3276

FINAL ARB ACTION MEMO / MINUTES

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

Khris Taggart summarized the staff report in a Power Point presentation. ARB members had no questions for staff. Evan Phillips with Design Develop represented the applicant, and said he was present to hear the discussion so they could move forward and address the comments adequately. ARB members asked if the entrance element turned back to meet the roof of the existing building (no), if the entrance element could be moved forward so it isn't engaged with the building (not sure), and how the roof would drain (existing gutters would be retained). In discussion, the ARB members agreed that integrating the entrance element with the existing building was the primary issue, that the new element is contextual but is not presented in an appropriate condition, that the proposal is not a cohesive whole, and that separating the element from the remaining building may present a narrow path forward.

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

Margaret Maliszewski summarized the staff memo in a PowerPoint presentation. ARB members had no questions for staff. Chris Elam represented the applicant, said that staff's presentation summarized the big changes, and noted additional minor changes: 1) downspouts were reorganized for more consistent rhythm and 2) the Caribbean Blue color was changed to Lunar Eclipse for a

more muted appearance. ARB members had no questions for the applicant. In discussion, ARB members said they appreciated the applicant's continued work and confirmed that there was a change in the height of the brick at the corner tower.

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.