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COUNTY OF ALBEMARLE  
Department of Community Development  
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### **ARB ACTION MEMO**

**Date:** June 17, 2013

**Time:** 1:00 PM

**Meeting Room:** Room #241

**Members:**

Charles T. Lebo, Vice Chair: Present

Fred Missel, Chair: Present

Bruce Wardell: Present

John Quale: Absent

Marcia Joseph: Present

**Staff:**

Margaret Maliszewski: Present

Sharon Taylor: Present

### **CALL TO ORDER**

Mr. Missel called the meeting to order at 1:01 p.m. and established a quorum.

### **PUBLIC COMMENT**

Mr. Missel invited public comment. There being none, the meeting proceeded.

### **CONSENT AGENDA**

#### **a) ARB-2013-54: Hollymead Town Center Block C4**

#### **Motion to Approve Consent Agenda:**

Motion: Mr. Wardell moved to approve the consent agenda for item (a) ARB-2013-54: Hollymead Town Center Block C4 and to forward the comments to the agent for the Site Review Committee as outlined in the staff report, as follows:

- Regarding requirements to satisfy the design guidelines as per § 18-30.6.4(2), (3) and (5):  
None.
- Regarding recommendations on the plan as it relates to the guidelines:  
None.
- Regarding recommended conditions of initial site plan approval:  
A Certificate of Appropriateness is required prior to final site plan approval. The applicant shall submit an application for a Countywide Certificate of Appropriateness for a structure located 750' or more from the Entrance Corridor. The applicant is advised that:
  1. Building mass, roof form, building materials/colors, blank walls, equipment, and landscaping are expected to be the focus of review of the Countywide Certificate of Appropriateness.
  2. The plan shows gaps in the spacing of trees along Timberwood Blvd., Meeting Street, and Laurel Park Lane where additional street trees could be planted. Trees should be provided consistently along the length of these streets.
  3. A lighting note has been provided on Sheet SP2, but it does not include the standard wording. The standard wording should be provided: *Each outdoor luminaire equipped with a lamp that emits 3,000 or more initial lumens shall be a full cutoff luminaire and shall be arranged or shielded to reflect light away from adjoining residential districts and away from adjacent roads. The spillover of lighting from luminaires onto public roads and property in residential or rural areas zoning districts shall not exceed one-half footcandle.*
- Regarding conditions to be satisfied prior to issuance of a grading permit:  
None.

Mr. Lebo seconded the motion.

The motion carried by a vote of 4:0.

## **OTHER BUSINESS**

### **a) Stonefield Town Center: Building C1-3 RTU screening**

After a brief presentation on the screening of rooftop equipment at building C1-3 in the Stonefield development, Mr. Lebo made a motion to approve the screening design presented in the 6/6/13 presentation. Based on mitigating circumstances for this project, the screening proposal presented by the applicant at building C1-3 in the Stonefield development is approved with the following condition:

1. The RTUs shall be painted to match the color of the RTU screen.

Mr. Wardell seconded the motion.

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

**b) Countywide CofAs: Recent submittals**

1) **ARB-2013-65: Guadalajara at Pantops** – awning

Regarding the proposed awning addition over the patio at the Pantops Guadalajara, the ARB provided the following direction: A work session should be held; the patio roof needs to be better integrated with the building.

2) **ARB-2013-72: PSS Annex** – porch enclosure

Regarding the proposed porch enclosure for the old Jarman's Sportcycles building, the ARB provided the following direction: The reduced enclosure is acceptable as proposed.

3) **Unity Church** – pavilion

Regarding the pavilion constructed without a permit at Unity Church, the ARB provided the following direction: The pavilion is acceptable as built.

**c) Approval of Minutes:** May 6, 2013 and June 3, 2013

**Motion:** Mr. Lebo moved for approval of the minutes of May 6, 2013 and June 3, 2013

Mr. Wardell seconded the motion.

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

**d) Next ARB Meeting:** Monday, July 1, 2013

**e) Items from ARB Members:**

- 1) Mr. Missel asked staff to look into the tree clearing taking place on the left side of Route 29 South beyond the 164 intersection.
- 2) Mr. Lebo asked staff to look into the tree clearing taking place near the intersection of Polo Grounds Road and Forest Lakes South.
- 3) Mr. Lebo asked staff to determine if the windows on the west side of the Crozet Library were supposed to be recessed.

**ADJOURNMENT**

The meeting was adjourned at 1:41 p.m. to the next ARB meeting on Monday, July 1, 2013 in Room 241, Second Floor, County Office Building at 1:00 p.m.