



---

COUNTY OF ALBEMARLE  
Department of Community Development  
401 McIntire Road, North Wing  
Charlottesville, Virginia 22902-4596  
(434) 296 - 5823  
Fax (434) 972 - 4012

### ARB ACTION MEMO

**Date:** August 19, 2013  
**Time:** 1:00 PM  
**Meeting Room:** Room #241

**Members:**

Charles T. Lebo, Vice Chair: Present (*Mr. Lebo left at 2:25 p.m.*)  
Fred Missel, Chairman: Present  
Bruce Wardell: Present (*Mr. Wardell arrived at 1:05 p.m.*)  
John Quale: Present (*Mr. Quale left at 3:20 p.m.*)  
Marcia Joseph: Present

**Staff:**

Margaret Maliszewski: Present  
Brent Nelson: Present  
Sharon Taylor: Present

### CALL TO ORDER

Mr. Missel called the meeting to order at 1:00 p.m. and established a quorum.

### PUBLIC COMMENT

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

### REGULAR ITEMS

**ARB-2013-98: Village Green Comprehensive Sign Plan – Comprehensive Sign Criteria**  
(Tax Map 61W, Section 3, Parcel 21A)

**Proposal:** To amend existing comprehensive sign criteria to allow for channel letter wall signs on the south (rear) elevations.

**Motion:** Mr. Quale moved for approval of ARB-2013-98, Village Green Comprehensive Sign Plan as outlined in the table in the staff report and as amended during the meeting, as follows:

<b>SIGN FEATURE</b>	<b>Approved Criteria</b>
<b>SIGN TYPE</b>	Wall panel or hanging panel Channel letter
<b>LETTER FACE COLOR</b>	Panel: Forest Green Channel Letter: White
<b>TRIM CAP COLOR/ RETURN COLOR</b>	Panel: N/A Channel letter: Bronze
<b>RACEWAY COLOR</b>	Panel: N/A Channel letter: To match color of wall to which it is attached
<b>PANEL/CABINET FACE COLORS</b>	Ivory
<b>SIZE LIMITATIONS</b>	21”-24” x 8’ for hanging panel or wall panel signs
<b>LOCATION(S)</b>	Wall Panel: Centered on the wall above the business entrance in both the front and rear elevations - not permitted on the wall under the colonnade. Hanging Panel: Centered between the colonnade columns in both the front and rear elevations. Channel letter: In the approved sign bands as shown on the photo-rendering
<b>LOGO/GRAPHICS DETAILS</b>	Panel: Forest green border Channel letter: No limit to graphic colors as long as total number per sign is limited to three and they contribute to a coordinated appearance.
<b>ILLUMINATION DETAILS</b>	Panel: No internal illumination; existing wall fixtures may be reused Channel letter: may be internally illuminated
<b>TEXT</b>	No limits other than standard guidelines
<b>LETTER TYPE/FONT</b>	No limits other than standard guidelines
<b>MATERIALS</b>	No limits other than standard guidelines

Mr. Lebo seconded the motion.

The motion carried by a vote of 5:0.

Regarding the existing non-conforming signs without permits, Mr. Lebo made the following motion:

Due to the minor variations of the existing signs on the buildings, all of the non-conforming existing signage can remain as is. All new and/or modified signs will be required to meet the currently approved comprehensive sign criteria.

Mr. Wardell seconded the motion.

The motion carried by a vote of 5:0.

**ARB-20-90: Chick-Fil-A Pantops - Preliminary Site Development Plan and Special Use Permit (Tax Map/Parcel 078000000055A2)**

**Proposal:** To construct a restaurant with drive-through lanes and associated site improvements.

(Mr. Lebo left at 2:25 p.m.)

**Regarding the Special Use Permit for the drive-thru lanes:**

**Motion:** Ms. Joseph made a motion to forward the following recommendation to the Planning Commission regarding the special use permit request for ARB-2013-90, Chick-Fil-A Pantops.

The ARB has no objection to the drive-thru use given the revised plan presented on 8/19/13 showing two drive-through lanes and no bypass lane. The benefit of this configuration is that the visual impact of the site retaining wall is minimized and a continuous 7' minimum utility-free and easement-free planting area is created between the retaining wall and the EC. Size and quantity of landscaping will likely be required to exceed EC Guideline minimums to mitigate visual impacts of the use and related features of the development.

Mr. Quale seconded the motion.

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

**Regarding the preliminary site and architectural designs:**

The ARB offers the following comments on the preliminary site plan and architectural design:

1. Develop further detailing, consistent with the established design language, at the top of the wall and roof edge.
2. Provide details on the drive-thru canopies, their green-screen end supports, and the plants intended to grow on the green screens.
3. Provide a treatment for the mechanical, meter and service doors to eliminate the “back of building” appearance.
4. Include the equipment visibility note on the site and architectural drawings: “Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.”
5. Provide a dumpster enclosure detail on the plan.
6. Provide the reflectance value of the window glass. Indicate on the drawings where the frosted glass is proposed.

**Landscaping**

7. Provide a complete plant schedule for review.
8. Revise the plant symbols for greater clarity.
9. Provide large shade trees 3½” caliper at planting, 35’ on center, along the EC frontage, outside of utilities and easements.
10. Provide interspersed ornamental trees along the EC frontage, outside of utilities and easements.

11. Increase the variety of shrubs provided, particularly along the retaining wall. Limit the number of proposed plants for any one species to 25% of the total proposed for that plant type (tree or shrub).
12. Eliminate one of the drive-thru lanes or the bypass lanes to increase planting area.
13. Increase the landscaping to offset the impacts of the size and prominence of the retaining wall.
14. Provide plants and sufficient planting area at the base of the retaining wall in the area east of the proposed building.
15. Plant trees, 2½” caliper at planting, at least 40’ on center, along the east side of the entrance drive and on the west side of the entrance drive at its north end. Show evidence of grading and planting easements.
16. Ensure that the perimeter parking lot tree spacing and size requirements are met with on-site trees.
17. Add the following note to the landscape 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.”

#### Retaining Walls

18. Revise the site design to significantly reduce the height of the on-site retaining wall and to provide sufficient utility-free planting area to meet the EC Guidelines and to offset negative visual impacts, or terrace the wall and provide trees and shrubs at the base and terraces.
19. Provide plants and sufficient planting area at the base of the retaining wall in the area east of the building.
20. Provide top of wall and bottom of wall elevations for both retaining walls.
21. Provide details and indicate the material and color of the retaining walls and railings and provide samples.

#### Signs

22. Note that separate applications are required for signs and the freestanding sign location can't be approved with the site plan; it can only be approved with the sign application.

**The ARB recessed at 2:44 p.m. and the meeting reconvened at 2:48 p.m.**

**ARB-2013-92: Cole's Imports Specialists-** Initial Site Plan and Preliminary ARB review (Tax Map/Parcel 045000000100B0)

**Proposal:** To construct a building for auto maintenance and repair, with associated site improvements.

The ARB offers the following comments on the preliminary site plan proposal:

1. Revise the window size and placement to achieve proportions that are more compatible with the overall building and to relieve blankness.
2. Revise the storefront to achieve proportions that are more compatible with the overall building and to relieve blankness.
3. Provide the left side elevation for review. Clarify the window and door placement on the left elevation.

4. Coordinate the materials schedule on the building elevation sheets with the submitted material samples.
5. Include the standard equipment visibility, landscaping and lighting notes on the plans.
6. All wall and site lights shall be full cutoff fixtures. Provide a complete lighting plan for review.
7. Provide a complete plant schedule on the landscape plan for review.
8. Add a third large shade tree to the EC frontage planting.
9. Intersperse flowering ornamental trees along the EC frontage.
10. Confirm that trees and shrubs can be planted along the existing water line as currently shown. If the water line precludes the ability to plant, increase the planting area to accommodate the required trees.
11. Confirm that all utilities and easements are clearly identified on the plans.
12. Provide large trees, 2½” caliper at planting, 40’ on center, along the travelway on the east side of the parcel.
13. Provide large trees, 2½” caliper at planting, 40’ on center, along the perimeters of the parking lots.
14. Provide shrubs along the west side of the front parking lot.
15. Provide all plants without conflicting with utilities or easements.
16. Provide trees, in sufficiently large planting beds, along the building elevations to mitigate the blank wall areas.
17. Indicate on the plan the proposed materials and colors for the retaining wall, and include details for the handrail, with proposed colors and materials.
18. Show tree protection fencing on the plan.

**Motion:** Mr. Quale moved to forward the recommendations outlined by staff to the agent for the Site Review Committee, as follows:

- Regarding requirements to satisfy the design guidelines as per § 18-30.6.4(2), (3) and (5):
  - As per § 32.4.2.2(b)(3) and 30.6.4(c)(3) and EC Guidelines 35a and 36a, it is not clear that sufficient planting area is available along the west side of the site to accommodate shrubs and trees at 2½” caliper, 40’ on center, along the front parking lot or that sufficient planting area is available to accommodate trees and shrubs to mitigate the appearance of the east and west building elevations.
- 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.
  - Provide utility free planting area along the west side of the site to accommodate shrubs and trees at 2½” caliper, 40’ on center, along the front parking lot or provide evidence that those trees and shrubs in this area will not conflict with or be compromised by existing or proposed utilities.
  - Provide sufficient planting area for trees and shrubs to mitigate the appearance of the east and west building elevations.
- Regarding conditions to be satisfied prior to issuance of a grading permit:
  - Provide a tree conservation plan. Show tree protection fencing along all tree lines to remain.

Ms. Joseph seconded the motion.

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

(Mr. Quale left at 3:20 p.m.)

## **OTHER BUSINESS**

### **ARB-2011-93: Hyatt at Stonefield: Copper panels**

Staff updated the ARB on the status of the appearance of the copper panels installed at the Hyatt in the Stonefield development, noting that:

- The estimated date for the request for the CO is the end of September.
- This item will be on the September 16 ARB agenda.
- Zoning has indicated that this could be handled like the Regal Cinema was handled when there were outstanding issues that couldn't be resolved before the CO.
- Zoning can issue a letter saying that the CO is issued with the conditions, including a time period and appropriate actions that would need to be taken.
- The architect and owner are working with the contractor to try some treatments on sample panels, including a vinegar wash and a power wash. They will try to get that done by the September 16 ARB meeting.
- It has been suggested that it could take 5 to 25 years for the panels to age to a consistent copper appearance. The panels look different because of the process the copper goes through in the formulation of the panels.

### **Northside Library Storage Facility**

The ARB briefly discussed the request to hold a work session on the Northside Library/Storage Facility without the standard submittals and review period and determined that a work session could be held on September 16.

### **Stonefield F & G: Comp Sign Plan?**

The ARB briefly discussed signs for Block F and Block G in the Stonefield Town Center and determined that a Comprehensive Sign Plan would be necessary. It was suggested that it be considered an addendum to the existing Comprehensive Sign Plan.

**Next ARB Meeting:** Monday, September 16, 2013 (September 3 meeting cancelled)

## **ADJOURNMENT**

The meeting was adjourned at 3:37 p.m. to the next ARB meeting on Monday, September 16, 2013 in Room 241, Second Floor, County Office Building at 1:00 p.m.