

ALBEMARLE COUNTY CODE

CHAPTER 18

ZONING

SECTION 34A

ARCHITECTURAL REVIEW BOARD

Sections:

- 34A.1 ARCHITECTURAL REVIEW BOARD; APPOINTMENT AND ORGANIZATION**
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34A.1 ARCHITECTURAL REVIEW BOARD; APPOINTMENT AND ORGANIZATION

An architectural review board (the “board”) is hereby established, *subject to the following*:

- a. *Members and their appointment.* The board shall have five (5) members. Each member shall be appointed by the board of supervisors.
- b. *Eligibility.* Each member shall be a qualified residents of Albemarle County and shall have a demonstrated interest, competence or knowledge in architecture, site design, or both.
- c. *Term.* Members shall be appointed for terms of four (4) years and shall serve at the pleasure of the board of supervisors. Initial appointments shall be for two (2) members for four (4) years and three (3) members for two (2) years.
- d. *Organization.* The board shall elect at its annual meeting a chairman, who shall preside over all meetings, and a vice-chairman, who shall act in the absence of the chairman. The board may adopt rules of procedure to facilitate the conduct of its business at its meetings.
- e. *Quorum.* A quorum shall be a majority of all the members of the board.
- f. *Resources; obtaining services.* Within the limits of funds appropriated by the board of supervisors, the board may employ or contract for such secretaries, clerks, legal counsel, consultants and other technical and clerical services as it may deem necessary to transact its business. The board may request the opinion, advice or other aid of any officer, employee, board, bureau or commission of the county.
- g. *Compensation.* Members of the board shall receive such compensation as may be authorized by the board of supervisors, from time to time, by ordinance or resolution.

(12-10-80; Ord. 15-18(5), 7-8-15)

State law reference – Va. Code §§ 15.2-2286(A)(4), 15.2-2306.

34A.2 POWERS AND DUTIES OF THE ARCHITECTURAL REVIEW BOARD

The architectural review board (the “board”) shall have the following powers and duties:

- a. *Meet and conduct business.* Regularly meet to conduct its business as provided in section 34A.1 and this section.

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- b. *Review initial site plans.* Review initial site plans and provide requirements and recommendations as provided in section 32.4.2.2(b).
- c. *Review and act on certificates of appropriateness.* Review and act on applications for certificates of appropriateness for any structure, and associated improvements, or any portion thereof, that are visible from the entrance corridor street to which the parcel is contiguous, as provided in sections 30.6.4, 30.6.6 and 30.6.7.
- d. *Promulgate design guidelines.* Promulgate design guidelines as provided in section 34A.3.
- e. *Provide recommendations and act as advisor.* Recommend areas to be included in the entrance corridor overlay districts and streets to be designated as entrance corridor streets, and act as an advisor to the commission, the board of supervisors and the board of zoning appeals on any applications for approval under this chapter or chapter 14.

(12-10-80; Ord. 15-18(5), 7-8-15)

State law reference – Va. Code §§ 15.2-2286(A)(4), 15.2-2306.

34A.3 DESIGN GUIDELINES

The architectural review board (the “board”) shall promulgate design guidelines it determines to be appropriate for one or more entrance corridors:

- a. *Review and act on certificates of appropriateness.* The board shall review and act on applications for certificates of appropriateness for any structure, and associated improvements, or any portion thereof, that are visible from the entrance corridor street to which the parcel is contiguous, as provided in sections 30.6.4, 30.6.6 and 30.6.7.
- b. *Promulgation.* The board shall promulgate design guidelines by an affirmative vote to approve the guidelines.
- c. *Notice of promulgation.* Before the board acts on any design guidelines, notice that design guidelines are being considered for approval shall be advertised as provided in Virginia Code § 15.2-2204.
- d. *Ratification.* After the board has promulgated the design guidelines, it shall forward them to the board of supervisors for ratification. The board of supervisors may ratify the design guidelines in whole or in part. If the board of supervisors decides to ratify the design guidelines, it shall do so by an affirmative vote to confirm the architectural review board’s approval. Any design guidelines not ratified by the board of supervisors shall be returned to the architectural review board for reconsideration, modification or other action.
- e. *Effect of ratification.* Any design guideline shall become effective only after it has been ratified by the board of supervisors.

(Ord. 15-18(5), 7-8-15)

State law reference – Va. Code §§ 15.2-2286(A)(4), 15.2-2306.