



ARB ACTION MEMO

Date: October 18, 2021
Time: 1:00 PM
Meeting Room: Virtual Meeting

Members:

Frank Stoner: Present, joined at 1:01pm
Frank Hancock: Present
Fred Missel, Vice-Chair: Present
Chris Henningsen: Present
Dade Van Der Werf, Chair: Present

Staff:

Khris Taggart
Carolyn Shaffer

CALL TO ORDER

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

DISCLOSURES

PUBLIC COMMENT

None.

CONSENT AGENDA

None

Regular Review Items

a. ARB-2021-109: Take 5 Oil Change Final Site Plan

Location: On the north side of Route 250 at the intersection of Pantops Corner Way and Route 250

Proposal: To construct a 1,465 sq. ft. building to accommodate a Take 5 vehicle service facility in addition to associated site improvements on approximately .72 acres.

Staff Contact: Khris Taggart

Representative: Kevin Schafer

Motion: Motion: Mr. Missel moved for approval of the Certificate of Appropriateness for ARB-2021-109: Take 5 Oil Change with the conditions listed in the staff report, amended as follows:

1. Revise the architectural drawings to indicate the updated brick colors.
2. Please note separate sign applications are required for all proposed signs. The following comments are provided for the sign applications:
 - a. If an illuminated wall sign is desired, external illumination is recommended. If internal illumination is proposed, illumination will be limited to the letters and number.
 - b. Provide with the sign applications Pantone equivalents or samples of the colors proposed for the signs.

Mr. Stoner seconded the motion.

The motion was carried by a vote of 5:0

WORK SESSIONS

None

OTHER BUSINESS

- a. **Minutes Approval:** October 4, 2021

Motion: Mr. Stoner moved for approval of the minutes from the October 4, 2021, ARB meeting.

Mr. Henningsen seconded the motion.

The motion was carried by a vote of 5:0

- b. **Next ARB Meeting: Monday, November 15, 2021, 1:00 PM – VIRTUAL MEETING**

ADJOURNMENT

The meeting was adjourned at 1:21 p.m. to the next Virtual ARB meeting on MONDAY, November 15, 2021 at 1:00 p.m.