



DRAFT ARB ACTION MEMO/MINUTES

Date: February 19, 2024

Time: 1:00 PM

Meeting Room: Lane Auditorium

Members:

Chris Henningsen, Chair: Present
Frank Hancock, Vice-Chair: Present
Frank Stoner: Present
Dade Van Der Werf: Present
Taro Matsuno: Present

Staff:

Margaret Maliszewski
Khris Taggart
Maria Gleason
Carolyn Shaffer, Clerk

CALL TO ORDER: Mr. Henningsen called the meeting to order at 1:00 p.m. and established a quorum.

DISCLOSURES: Mr. Stoner stated that he would recuse himself from the Flow regular review items. Mr. Henningsen said that he would have to leave the meeting at 2:45.

PUBLIC COMMENT: None.

CONSENT AGENDA: None.

REGULAR REVIEW ITEMS

SP2023-21: Flow Hyundai Outdoor Storage, Display and Sales

Location: On the west side of Rt. 29, approximately 1280' south of the Rt. 29/Hilton Heights Rd. intersection.

Proposal: To establish outdoor storage, display, and sales of vehicles in association with the construction of an auto dealership consisting of two showrooms with service bays and associated site improvements on approximately 5.72 acres.

Staff Contact: Khris Taggart
Representative: Kelsey Schlein

Motion: Mr. Hancock moved to recommend no objection to the proposal, with staff's recommended revisions to the concept plan, with the Special Use Permit conditions, and with the comments for the final site plan submittal, all as listed in the staff report, amended as follows:

Revisions to the Concept Plan prior to Planning Commission review:

1. Revise the concept plan to show the easements and show that there are no conflicts.
2. Revise the concept plan to show increased landscaping south of the site entrance along Rt. 29.

Special Use Permit conditions:

1. Vehicles must be displayed or stored only in areas indicated for display or storage on the Concept Plan.
2. Vehicles must be parked in striped parking spaces.
3. Vehicles must not be elevated anywhere outside of a building on site.
4. Final site plan approval is subject to ARB approval of the landscape plan (submitted with the site plan). Landscaping shown on the plan may be required to be in excess of the minimum requirements of the ARB guidelines and/or the Zoning Ordinance to mitigate the visual impacts of the proposed use.
5. Final site plan approval is subject to ARB approval of the lighting plan (submitted with the site plan). Maximum light levels must not exceed 30 footcandles in the display lot and 20 footcandles in all other locations. The maximum height of pole lights must not exceed 20'. All fixtures must have lamps whose color temperature is between 2000 and 3000 Kelvin.

Recommendations for the Site Plan

1. Provide a lighting plan with the final site plan. Limit all fixtures to full cutoff styles to minimize visual impacts of the development on the EC street.
2. The finish for freestanding poles must be either dark brown, dark bronze, or black.
3. Include the standard lighting note on the lighting plan: 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.
4. Provide a complete landscaping plan with the final site plan.
5. Revise the parking schedule to match the number of spaces shown on the site plan.
6. Include the standard plant health note on 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.

Mr. Matsuno seconded the motion.

The motion was carried by a vote of 4:0. (Stoner recused)

a. **ARB2023-114: Flow Kia**

Location: 1390 Richmond Road

Proposal: To demolish and replace the southern portion, and renovate the northern portion, of the Kia auto dealership building.

Staff Contact: Margaret Maliszewski

Representative: Kevin Schafer

Motion: Mr. Matsuno moved to approve the list of changes outlined in the staff report to be reviewed at a future ARB meeting:

1. Provide samples of the black and silver ACM and the Coventry Gray paint for review.
2. Revise the architectural design to ground the building, acknowledge vertical supports, establish rhythm, and/or reduce reflectivity.
3. Provide the specifications on the window glass to confirm conformity with the guidelines requirements.
4. Show mechanical equipment locations and heights on the roof plan and building elevations.

5. Add the standard mechanical equipment note to the site and architectural drawings. “Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.”
6. Provide information on exterior lighting for review.
7. With the site plan amendment, provide a planting plan that shows landscaping in the vicinity of the new retaining wall consistent with the previous approval. Provide documentation that the proposed work is allowed in the Lumos Networks easement.
8. All signs require separate applications.

Mr. Van Der Werf seconded the motion.

The motion was carried by a vote of 4:0. (Stoner recused)

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Van Der Werf moved for approval of the minutes from the February 5, 2024, ARB meeting.

Mr. Stoner seconded the motion.

The motion was carried by a vote of 5:0.

b. Other items from staff or ARB members:

Mr. Stoner questioned the previous ARB recommendations on the cell tower ordinance changes and clarified that the intent of his vote was not to suggest that there was unanimous support for the recommendations.

c. Next ARB Meeting: Monday, March 18, 2024, 1:00 PM – Lane Auditorium

ADJOURNMENT

The meeting was adjourned at 2:12 p.m. to the next ARB meeting on Monday, March 18, 2024, at 1:00 p.m.