



## ARB ACTION MEMO

**Date:** April 19, 2021

**Time:** 1:00 PM

**Meeting Room:** Virtual Meeting

**Members:**

Frank Stoner: Present

Frank Hancock: Present

Fred Missel, Vice-Chair: Present

Chris Henningsen: Present

Dade Van Der Werf, Chair: Absent

**Staff:**

Margaret Maliszewski

Khris Taggart

Carolyn Shaffer

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

**DISCLOSURES:** None.

**PUBLIC COMMENT:** None.

### CONSENT AGENDA

a. **ARB2021-28:** Biscuit Run Park Initial Site Plan

**Location:** On the west side of Rt. 20 just south of the intersection of Avon Street ext. and Rt. 20

**Proposal:** To construct access, parking, and related landscaping on approximately 5 acres of the 891-acre Biscuit Run Park property.

Staff Contact: Khris Taggart

Representative: David Anhold

**Motion:** Mr. Hancock moved to forward the recommendations outlined in the staff report to the Agent for the Site Review Committee, as follows:

- Regarding requirements to satisfy the design guidelines as per § 18-30.6.4c(2), (3) and (5) and recommended conditions of initial plan approval:
  - Prior to Initial Plan approval the following items shall be resolved to the satisfaction of the ARB: None. The ARB recommends approval of the Initial Plan without conditions.
- Regarding recommendations on the plan as it relates to the guidelines: None.

- Regarding conditions to be satisfied prior to issuance of a grading permit: None
- Regarding the final site plan submittal:  
A Certificate of Appropriateness is required prior to final site plan approval. The following items and all items on the ARB Final Site Plan Checklist must be addressed:
  1. Provide information on the visibility and appearance of the pipes with end walls and the block walls at utility poles in the site plan.
  2. Include the standard mechanical equipment note on the site plan: "Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated."
  3. Consider external down lighting for proposed signage.
  4. Provide additional trees along the frontage to help integrate the site into the surrounding context.
  5. Provide a complete plant schedule with the next submittal.
  6. Add the standard landscaping 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."
  7. Provide details of the entrance walls and utility pole walls in the plan. Indicate material(s) and color(s). Physical samples may be necessary for review.
  8. Show tree protection fencing on the plans.
  9. Provide information to confirm that grading is not proposed within the dripline of trees to remain.
  10. Provide landscaping between Biofilter #2 and the street to soften the regular, engineered appearance of the grading in this area.

Mr. Henningsen seconded the motion.

The motion was carried by a vote of 4:0 (Van Der Werf absent)

**REGULAR REVIEW ITEMS:** None

**WORK SESSIONS:** None

### **OTHER BUSINESS**

**a. EC Guidelines Discussion:** US Rt. 29/250 Bypass

Mr. Missel gave a PowerPoint presentation describing the US Rt. 29/250 Bypass Entrance Corridor, identifying buildings, structures, landscape features, and other important characteristics along the corridors as background information for future guidelines updates. The board members began a discussion about ways to use the information gathered to date to the best advantage for staff and applicants.

**b. Minutes Approval:** April 5, 2021

**Motion:** Mr. Stoner moved for approval of the April 5, 2021 ARB meeting minutes.

Mr. Hancock seconded the motion.

The motion was carried by a vote of 4:0. (Van Der Werf absent)

**c. Next ARB Meeting:** May 3, 2021, 1:00 PM – VIRTUAL MEETING

### **ADJOURNMENT**

The meeting was adjourned at 1:30 p.m. to the next Virtual ARB meeting on Monday, May 3, 2021 at 1:00 p.m.