



FINAL ARB ACTION MEMO

Date: June 17, 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

CALL TO ORDER: Mr. Henningsen called the meeting to order at 1:04 p.m. and established a quorum.

DISCLOSURES: None.

PUBLIC COMMENT: None.

CONSENT AGENDA:

a. **ARB2024-40: Montclair Initial Site Plan**

Location: On the south side of Rt. 240, approximately 300' east of Park Ridge Drive

Proposal: To construct 88 residential units with associated site improvements.

Staff Contact: Khris Taggart

Representative: Justin Shimp

Motion: Mr. Matsuno moved to approve the consent agenda, ARB2024-40 Montclair Initial Site plan without conditions, and to provide the comments outlined in the staff report for the final site plan, 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 architectural designs with the next submittal.

2. Provide window glass specifications with the next submittal.
3. Include the standard window glass note on the architectural drawings: Visible light transmittance (VLT) shall not drop below 40%. Visible light reflectance (VLR) shall not exceed 30%.
4. Update the plans to include information on accessory structures and equipment.
5. Revise the site plan to either note that there will not be any fencing or provide a fence detail to ensure appropriate design and consistency. Chain link and white vinyl are not appropriate fence material choices.
6. Include the standard mechanical equipment note on the site and architectural plans: Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.
7. Provide a lighting plan with the next submittal addressing site and building-mounted fixtures.
8. Revise the landscape plan to provide specifics on the planting proposed for the landscape buffer.
9. Revise the landscape plan to provide an additional large shade tree along the frontage.
10. Revise the landscape plan to provide large shade trees 40' on center along Wickham Way Extended and Public Road B.
11. Provide a complete plant schedule with the next submittal.
12. Add the standard plant health note to the site 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.
13. Consider connecting the Wickham Way Ext. and Block 2 sidewalks for improved mobility.
14. Revise the landscape plan to identify the cedar trees that are to remain and tree protection fencing around those trees.
15. Revise the site plan to relocate the stormwater facility out of the landscape buffer.

Mr. Henningsen seconded the motion.
The motion was carried by a vote of 5:0.

WORK SESSIONS: None.

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Van Der Werf moved for approval of the minutes from the June 3, 2024, ARB meeting.
Mr. Hancock seconded the motion.
The motion was carried by a vote of 5:0.

b. Other items from staff or ARB members: Ms. Maliszewski confirmed that the Board's Montclair action included the list of items to be addressed with the Final Site Plan.

c. Next ARB Meeting: Monday, July 1, 2024, 1:00 PM – Lane Auditorium: Mr. Stoner said that he would not be able to attend the July 1 meeting. The other members said that they plan to attend.

ADJOURNMENT

The meeting was adjourned at 1:08 p.m. to the next ARB meeting on Monday, July 1, 2024, at 1:00 p.m.