



**COUNTY OF ALBEMARLE**  
**Department of Community Development**  
**401 McIntire Road, North Wing**  
**Charlottesville, Virginia 22902-4596**

Phone (434) 296-5832

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September 23, 2016

Dave Brockman  
March Mountain Properties  
1005 Heathercroft Circle, Ste. 100  
Crozet, VA 22932

**RE: ARB-2016-80: Old Trail Village Entrance**

Dear Mr. Brockman,

The Albemarle County Architectural Review Board, at its meeting on September 19, 2016, completed a preliminary review of the above-noted request. The Board took the following actions.

Regarding the conceptual design, the Board by a vote of 5:0, forwarded the following recommendation to the Board of Supervisors:

The ARB has no objection to the increased sign area up to 154 square feet and sign height not to exceed 15 feet for this particular sign design in this particular location, subject to ARB review of the materials, colors, illumination and landscaping. These features shall reinforce an appropriate scale along the EC and shall be consistent with all EC sign guidelines. Review of these items can be completed with the review of the sign permit application. This application eliminates the possibility of having signage in addition to the two proposed.

Regarding the sign permit application, the ARB offers the following comments for the next submittal:

1. Limits on materials, colors, illumination, and the use of logos will be required to establish an appropriate appearance for these signs in the Entrance Corridor.
2. With the sign application submittal, provide
  - a. The manufacturer's cut sheets for the proposed light fixtures. Indicate all options chosen. Show the fixture locations on the plan.
  - b. A revised sign drawing that clearly indicates the proposed materials and colors and their locations on the sign.
  - c. Provide material and color samples for review.
  - d. A landscape plan that integrates the signs into the surroundings and reinforces an appropriate scale along the corridor.

You may submit your application for continued ARB review at your earliest convenience. Application forms, checklists and schedules are available on-line at [www.albemarle.org/ARB](http://www.albemarle.org/ARB).

Revised drawings addressing the comments listed above are required. Include updated ARB revision dates on each drawing. Please provide a memo including detailed responses indicating how each comment has been addressed. If changes other than those requested have been made, identify those changes in the memo also. Highlighting the changes in the drawing with "clouding" or by other means will facilitate review and approval.

If you have any questions concerning any of the above, please feel free to call me.

Sincerely,

Margaret Maliszewski  
Principal Planner