

Town of Arlington

5854 Airline Road, Arlington, TN 38002



Design Review Committee
December 10, 2013
6:30 P.M.

MEETING MINUTES

I. CALL TO ORDER AND ROLL CALL

Chairman Brian Thompson called the meeting to order and advised that a quorum was established.

Present

Brian Thompson, Chairman
Phillip Fung, Secretary
Jeff McKee, Alderman
Tim Carter
Daniel Davidson
Ron Colin

Others Present

Heather Sparkes, Planner
See List

Absent

Chris Burcky - Excused
Brandon Holley
Matthew Thie

II. APPROVAL OF THE MINUTES FROM SEPTEMBER 10, 2013

Chairman Thompson called for a motion.

Motion: Jeff McKee made a motion to approve the minutes from September 10, 2013, as presented. Tim Carter seconded the motion.

Chairman Thompson called for discussion or corrections. Hearing no reply, he called for a vote.

Vote on Motion: The motion carried unanimously.

III. OLD BUSINESS

A. Other as Properly Presented

There was no old business to come before the Committee.

IV. NEW BUSINESS

A. Wilson's Crossing PD, Phase 1, North Side of Forrest Street, East of Milton Wilson Blvd. – Site Plan

Chairman Thompson recognized Heather Sparkes, Town Planner, who presented the analysis (on file) and advised that this is a request for approval of a site plan for Phase 1 common open space improvements. She advised that the first phase plan is for 39 lots, road improvements and streetscape along Forrest Street. Ms. Sparkes advised that one of the staff conditions requires adding shrubbery to match the surrounding developments and the applicant has provided a revised landscape plan incorporating concepts from Maple Grove and Cambridge for Wilson's Crossing. Ms. Sparkes advised that a wood fence with brick columns will be installed and two entrance monuments will be installed at the street closest to Forrest Street. She stated that a condition was added to place monuments at Caymus Lane; however, the developer for the overall project advised that he plans to install monuments at the street closest to Forrest and the street closest to the railroad tracks, and no other streets. Ms. Sparkes advised that the developer has agreed to all conditions, but is requesting discussion regarding the entrance monuments. She stated that Staff recommends approval subject to Staff conditions and any additional conditions levied by the Design Review Committee. She advised that the applicant's representative was present.

Chairman Thompson called for a motion.

Main Motion: Jeff McKee made a motion to approve the site plan for Wilson's Crossing PD, Phase 1, subject to compliance with the conditions presented in the staff report and additional conditions levied by the Design Review Committee (in bold). Phillip Fung seconded the motion.

Chairman Thompson called for discussion. Ms. Sparkes presented photos of the landscaping at Maple Grove and Cambridge Manor and suggested the members discuss materials with the landscaper. Chairman Thompson recognized Cory Brady, Renaissance Group. He presented his recommendations for the streetscape plantings and the members suggested their preferences. Daniel Davidson suggested eliminating the six shrubs at the entrance since irrigation is not proposed for that area. Mr. Brady responded that the plantings chosen are drought-tolerant. Mr. Brady advised he is willing to work with staff regarding the monument area landscaping. Ms. Sparkes recommended that a condition be added stating that the landscaping around the monument may be revised and the applicant agrees to work with staff. Jeff McKee

commented that he wants to ensure the monuments present well regardless of the landscaping. Phillip Fung commented that in his opinion, plants will detract from the appearance of the monuments. There was a brief discussion on the pros and cons regarding irrigation at the monuments. Chairman Thompson clarified that irrigation will be installed along Forrest Street. Chairman Thompson then called for discussion on the entrance monuments and noted that two monuments are proposed for Elderton Drive and a staff condition has been added requiring monuments and landscaping to be added at Caymus Lane. Ms. Sparkes advised that the developer plans to install monuments at a northern entrance from Highway 70, to be built in a future phase. There was discussion with regard to whether or not monuments should be at each street entrance to Wilson's Crossing or if monuments at Elderton Drive and at the northern most entrance in the future phase would be sufficient. Jeff McKee suggested constructing smaller monuments at each street entering Wilson's Crossing with larger monuments placed at the proposed northern entrance. Mr. Brady noted that there is no requirement for a planned development to have monuments and advised that the developer would prefer not to locate monuments at Caymus Lane or the next street. Ms. Sparkes advised that the Committee could add a condition requiring monuments at specific locations and this requirement would be ensured in the bond amount. Mr. Brady asked if one monument versus two at each entrance would be acceptable. Chairman Thompson polled each member on their preference, and after discussion, it was determined that a condition be added that one monument, instead of two, be located at each entrance, location to be determined by applicant and staff. Chairman Thompson then called for discussion regarding the fencing and a condition was added that the fence material shall be revised to cedar.

Chairman Thompson called for further discussion. Hearing no reply, he called for a vote on the main motion.

Vote on Main Motion: The motion passed with 5 – Yes and 1 -- Abstain (Colin).

Conditions of Approval:

1. It is found that the application as presented and with the conditions of approval meets the provisions of the Town of Arlington Zoning Ordinance and the Design Guidelines Manual. The project shall be constructed in accordance with all provisions of the Zoning Ordinance and Design Guidelines Manual.
2. Any approval shall be contingent upon the applicant satisfying all requirements/conditions of Site Plan approval levied by the Planning Commission.
3. Any changes to the plan require prior approval by the Town of Arlington staff and/or appropriate Commission or Committee.
4. The site shall be maintained in accordance with the approved plans for the life of the project. Any revisions to the site or building require prior approval from the appropriate Board/Commission.

5. Irrigation is required for the Forrest Street streetscape. An irrigation plan shall be submitted to Staff for review and approval prior to construction of the subdivision.
6. Shrubs shall be added to the plans for the Forrest Street streetscape, similar to the surrounding developments in the area.
7. An easement shall be added to the plat on those lots which contain entrance monuments, stating that the monuments and landscaping are the responsibility of the homeowners association.
8. A note shall be added to the plat that the driveways for those lots with entrance monuments shall be located outside the regulatory sight triangle.
9. The common open space area between lots 10 and 11 shall be sodded.
10. The grading and drainage plans shall be revised to reflect the berms along the Forrest Street COS.
11. Entrance monuments and landscaping shall be added at the Caymus Lane entrance.
12. **The proposed landscaping around the entrance monuments may be revised. The applicant shall work with staff on any revisions.**
13. **A single entrance monument may be installed at each entrance, instead of two monuments at each entrance. The applicant shall work with staff on the placements of the monuments.**
14. **Fence material shall be revised to cedar.**

B. Wright Medical Technology, 11576 Memphis-Arlington Road, Warehouse Expansion – Site Plan

Chairman Thompson recognized Heather Sparkes, Town Planner, who presented the analysis (on file) and advised that this is a request for approval of a site plan for a 53,200 square foot building expansion. She advised that the parking lot and building addition has been approved by the Planning Commission. She explained how the existing building elevations are proposed to be modified and presented a materials sample board. She reviewed the specifications which included landscaping, irrigation and tree density factor; exterior lighting and photometric plan; and mechanical units and meters, transformers. Ms. Sparkes advised that a condition was added requesting the applicant to identify the roof-top units, and in response, the applicant provided plans that were distributed prior to the meeting. Ms. Sparkes advised that the Town received a grant for a bike/pedestrian trail on Memphis-Arlington. She noted that the trail will go in front of this property; therefore, 14 feet of right-of-way will be dedicated for the trail. Ms. Sparkes stated that Staff recommends approval subject to the following Staff conditions and any additional conditions levied by the Design Review Committee. She advised that the applicant's representative was present.

Chairman Thompson called for a motion.

Main Motion: Tim Carter made a motion to approve the site plan for the Wright Medical Technology Warehouse Expansion at 11576 Memphis-Arlington Road, subject to compliance with the conditions presented in the staff report. Phillip Fung seconded the motion.

Chairman Thompson recognized Tom Moisan, Project Manager, and called for discussion regarding the building elevations. Chairman Thompson noted that the current building will be refaced on the south, west and a portion of the east side. There was discussion regarding the materials to be used and how the elements of the new addition and current building will blend.

Chairman Thompson called for further discussion. Hearing no reply, he called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

Conditions of Approval:

1. It is found that the application as presented and with the conditions of approval meets the provisions of the Town of Arlington Zoning Ordinance and the Design Guidelines Manual. The project shall be constructed in accordance with all provisions of the Zoning Ordinance and Design Guidelines Manual.
2. Any approval shall be contingent upon the applicant satisfying all requirements/conditions of Site Plan approval levied by the Planning Commission.
3. All plans submitted to Shelby County for the issuance of a building permit shall be consistent with the plans approved by the Planning Commission and Design Review Committee. Any changes to the plan require prior approval by the Town of Arlington staff and/or appropriate Commission or Committee.
4. The site shall be maintained in accordance with the approved plans for the life of the project. Any revisions to the site or building require prior approval from the appropriate Board/Commission.
5. Irrigation for designated landscape areas is required. An irrigation plan shall be submitted to Staff for review and approval prior to issuance of a building permit.
6. The elevation plans shall be revised to indicate the location of any roof-mounted mechanical units, pipes, vents, etc.
7. Two additional parking lot trees shall be added to the landscape plan to accommodate the increased parking on site above the minimum required.

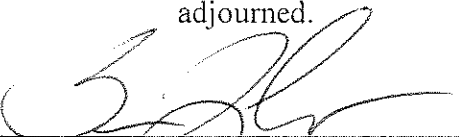
C. Other as Property Presented

There was no further business to come before the Committee.

VI. ADJOURNMENT

Chairman Thompson called for a motion to adjourn.


Motion: Tim Carter made a motion to adjourn. Jeff McKee seconded the motion. The meeting adjourned.



Brian Thompson, Chairman

2/11/14

Date



Phillip Fung, Secretary

5/13/14

Date

Submitted By: Theresa Smith