

Town of Arlington

5854 Airline Road, Arlington, TN 38002



**Design Review Committee
December 9, 2014
6:30 P.M.
Meeting Minutes**

I. Call to Order and Roll:

Chairman Brian Thompson called the meeting to order and advised that a quorum was established. He also recognized new member, Chris Bailey, and welcomed him to the Design Review Committee.

Present

Brian Thompson, Chairman
Phillip Fung, Secretary
Chris Bailey
Ronald Colin
Daniel Davidson
Brandon Holley

Others Present

Heather Sparkes, Planner
Hannah Taylor, Planning Clerk
See list

Absent

Jeff McKee, Alderman – excused
Chris Burkey – excused
Matthew Thie – excused

II. Election of Officers:

Chairman Brian Thompson advised that it was time to elect officers for 2015. He stated that unless someone else would like to serve, he and Mr. Phillip Fung were agreeable to continuing to serve as Chairman and Secretary. Chairman Thompson called for a motion for both positions.

Main Motion: Daniel Davidson made a motion to re-elect Brian Thompson for the position of Chairman of the Design Review Committee and Phillip Fung for the position of Secretary of the Design Review Committee. Brandon Holley seconded the motion.

Vote on Motion: The motion carried unanimously.

III. Approval of Minutes from September 9, 2014 Meeting:

Motion: Phillip Fung made a motion to approve the minutes of the September 9, 2014 meeting. Ronald Colin seconded the motion.

Vote on Motion: The motion carried unanimously.

IV. Old Business:

A. Other as Properly Presented

There was no old business to come before the Committee.

V. New Business:

A. Marrs, Inc., 5580 Commander Drive, Building Addition – Site Plan

Chairman Thompson recognized Heather Sparkes, Town Planner, who presented the analysis (on file) and advised that this is a site plan request for a 10,000 square foot building addition located on the south side of the existing structure. Many improvements to the current site will also be made during the construction, e.g. gravel on the eastern and southern portions of the property will be removed and fire department access will be provided. The current sidewalk will be extended and landscaping will also be added. The existing structure is a combination of EIFS, brick, and metal; the proposed building will have a light colored brick front with a red brick base while the sides will be metal painted to match the existing building. The gutters and the trim will be dark green, which is also consistent with the present structure. Ms. Sparkes informed the committee that although no landscaping plans were previously provided, new plans were recently presented that extended landscaping along the front of the parking area and added street trees. She also stated that there would be no additions or changes to the lighting or garbage collection and since the new building would not be heated, no additional mechanical units or meters were proposed. She recommended approval subject to certain conditions recommended by staff and any other conditions added by the Design Review Committee. She also informed the committee that architect John Leake was in attendance.

Chairman Thompson called for a motion.

Main Motion: Daniel Davidson made a motion to approve the site plan for Marrs, Inc. building addition subject to compliance with Staff conditions and additional DRC conditions (in bold). Brandon Holley seconded the motion.

Chairman Thompson stated that he liked the fact that the light colored brick was being used on the front of the new structure to match the existing, and, considering metal would be used on three (3) of the four sides, he clarified with Ms. Sparkes that Marrs, Inc. is located in the M-1: Light Industrial zoning district. Ron Colin was concerned about the dark green louvers standing out too much; he suggested instead having them a cream color that would better blend with the building. Chairman Thompson agreed and a condition was added to change the color of the louvers on the building addition from the dark green color to a cream color to match the metal siding.

Daniel Davidson asked Ms. Sparkes for more information on the landscaping plan that had been brought before Staff, and she explained that street trees and Crape Myrtles would be added to tie in to the existing landscaping on site. Chairman Thompson felt that although this was an opportune time to dress the location up, seeing as though Commander Drive has no established streetscape plan and surrounding areas have adequate, yet intermittent landscaping. Mr. Davidson proposed adding more trees in the open area on the southwestern side of the existing building. Ms. Sparkes informed the committee that parts of the streetscape area are the drainage and stormwater runoff, so the site does not have an ample amount of room in which to place trees and shrubs. Both Chairman Thompson and Ms. Sparkes agreed that the proposed plans were acceptable considering the consistency with existing landscaping.

Chairman Thompson called for further discussion and advised the applicants that the site plan presented looks good. 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 the 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. The applicant or his design professional shall provide color and material samples to staff.
6. The landscape plan shall be revised to add plantings along the Commander Drive streetscape, and to add additional plantings on the east side of the new concrete walk at the parking spaces.
7. Should any additional transformers, mechanical units, etc. be added to the site, they shall be screened from public view.
8. Should any exterior lighting be added to the site, approval shall be obtained from the Town of Arlington prior to installation.
9. **Change the color of the louvers on the building addition from the dark green color to a cream color to match the metal siding.**

B. Arlington Old Town Wash, Arlington Town Center Commercial PD, Phase 1, Lot 2, West side of Airline Road, South of Highway 70 – Site Plan

Chairman Thompson recognized Heather Sparkes, Town Planner, who presented the analysis (on file) and advised that this is a site plan request for a 0.67-acre parcel that lies between Sonic Drive-In and the CSX railroad tracks. The site plan was approved by the Planning Commission on October 20, 2014. Visitors will enter the site from Airline Road and be directed to a pay kiosk; customers will then be pulled thru the tunnel wash, have access to vacuum cleaners, and exit via the shared drive on the northwestern side of the site. She explained that very little landscaping is shown on the western side of the site because of an impending access road that will be built as more of the land becomes developed. The brick is consistent with the pre-approved brick for Arlington Town Center PD and is used on Sonic Drive-In. Earth toned colors will be utilized in the stone, fiber cement board, and metal roof while the deep red will be used only as an accent. The applicant is also proposing a 26' water tower with a dark gray base, red accents, and 'Arlington' written on it to reflect an old town depot. Crape Myrtles will be used along the streetscape, and a mixture of materials is proposed on the southeast corner to provide screening for the dumpster enclosure and car wash exit tunnel. In order to start establishing a coherent plan, the parking lot lights will be similar to those at Sonic Drive-In, while the decorative fixtures, e.g. gooseneck lights, will add interest to the building. Brick will screen in the garbage collection area, and a recycled plastic deck material will conceal the vacuum motors and mechanical units. She also informed the committee that the applicant and developer, Jimmy Ross of 9962 Rue Bienville Cove, Lakeland, was in attendance.

Main Motion: Ronald Colin made a motion to approve the site plan for Arlington Old Town Wash subject to compliance with Staff conditions and additional DRC conditions (in bold). Daniel Davidson seconded the motion.

Chairman Thompson pointed out that, although used on a small scale, architectural shingles were used on Sonic Drive-In, but were not being implemented on the proposed design plan for the Old Town Wash. Ms. Sparkes advised him that point was discussed with the applicant, yet the metal roof established more of a depot look. Chairman Thompson agreed that putting shingles on instead of a metal roof removed the vintage look the depot had, yet he did not want to stray away from the look of the neighboring property. Ms. Sparkes pointed out that not all baselines for buildings had been established yet, and consistency would be established after Arlington Town Center is more developed. Chris Bailey and Phillip Fung voiced their concerns about possible lighting inside of the wash; Mr. Bailey wanted clarity to make sure there would be no neon or flashing lights used. Mr. Ross informed the committee that wild or crazy lights would be used neither inside nor outside of the carwash because they would not follow the old town theme. Ronald Colin was worried about the look of the car wash's doors after hours. He was afraid that an inexpensive garage door would ruin the esthetics of the building. Mr. Ross stated that, although he preferred to use a wooden door with a cedar look, a heavy-duty vinyl door would not only be painted to match the rest of the building, but would also require less maintenance. Mr. Bailey stated that it is possible to paint vinyl doors to have a 'wood' look. Chairman Thompson

mentioned that perhaps the doors could instead be painted to mimic a barn door. Since the dryers will be located at the exit, Mr. Ross believed that a wood door could be used on the east side of the building. Mr. Colin was concerned that making the doors look more like faux barn doors may make the doors more ostentatious than desired; Mr. Fung agreed and would like the doors to be more subtle than flashy. Ms. Sparkes suggested adding a condition that the designer and applicant work with staff to evaluate an alternate design for the bay doors; the committee agreed.

Chairman Thompson's next concern regarded the material and color of the overhang of the carwash building and ceiling of the pay station. Mr. Ross deemed it fiber cement board painted the red accent color to be consistent with the rest of the building. He explained to the committee that unlike the north and south sides of the building, the east and west sides would use individual planks of fiberboard linked together by the tongue and groove system. Chairman Thompson asked Ms. Sparkes to add to condition for clarity of materials and color of the overhang of the carwash building and ceiling of the pay station.

Chairman Thompson recognized Daniel Davidson who provided comments and concerns regarding the landscaping. He advised Mr. Ross to remove the American Holly bushes on the front of the site and a Sweet Bay and three (3) Crape Myrtles at the rear of the site. He suggested changing the Double Knock-out Rose bushes to Crape Myrtles, Burning Bushes, or another type of shrub. He also added additional comments and provided staff with a revised drawing of possible changes. A condition was added for the applicant to work with staff to make changes to the landscape plan.

Ms. Sparkes informed the committee that the proposed lighting (gooseneck fixtures) was very similar to that on the Senior Citizen Center (Depot Station) at Depot Square. Chairman Thompson asked staff about the fixtures on the east elevation being too bright considering they were facing Airline Road. Mr. Bailey pointed out that the plans state only a 9.5 watt LED light bulb will be used meaning they will not be extremely bright. Both Ms. Sparkes and Mr. Ross verified the materials for both the garbage collection area and the mechanical units (vacuum motors). Chairman Thompson asked the applicant for more details regarding the vacuum units on the south side of the building. Mr. Ross explained that the hoses would be housed in an arched pipe that is run underground back to the main unit (motors). The non-retractable hoses will be attached to the side of the unit along with a small trash can. Ms. Sparkes and Chairman Thompson asked Mr. Ross to work with staff and provide more details regarding the color, design, and location of the trash cans.

Chairman Thompson called for further discussion and hearing additional comments, 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. The landscape plan and site plan shall be coordinated, specifically on the rear of the site near the garbage dumpster and vacuum motors.
6. Signage shall be submitted to staff for review, and a sign permit from Shelby County Code Enforcement shall be obtained prior to installation.
7. All electric and gas meters shall be screened from public view.

- 8. Work with staff to evaluate an alternate design for the bay doors.
- 9. Clarify the material and color of the overhang of the carwash building and the ceiling of the pay station.
- 10. Work with staff to make changes to the landscape plan, per discussions at the meeting.
- 11. Provide details on the trashcans at the vacuums, including color, design, and location.

C. Other as Properly Presented

There was no further business to come before the Committee.

VI. **Adjournment:**

Chairman Thompson called for a motion to adjourn.

Motion: Phillip Fung made a motion to adjourn. Brandon Holley seconded the motion.


The meeting adjourned.



Brian Thompson, Chairman

3/10/15

Date



Phillip Fung, Secretary

3/10/15

Date

Submitted By: Hannah Taylor, Planning Clerk