

Town of Arlington

5854 Airline Road, Arlington, TN 38002



**Design Review Committee
May 8, 2012
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
Jeff McKee, Alderman
Phillip Fung, Secretary
Chris Burcky
Brandon Holley
Ron Colin

Others Present

Heather Sparkes, Planner
See List

Absent

Tim Carter - Excused
Daniel Davidson - Excused
Matthew Thie

II. APPROVAL OF THE MINUTES FROM APRIL 10, 2012

Chairman Thompson called for a motion to approve the April 10, 2012, minutes.

Motion: Brandon Holley made a motion to approve the minutes from April 10, 2012, as presented. Jeff McKee seconded the motion.

Chairman Thompson called for discussion. 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. Raleigh Tire Service, Inc., 5908 Airline Road – Site Plan

Chairman Thompson recognized Heather Sparkes, Town Planner, who presented the analysis (on file) and noted that this is a request for a site plan for Raleigh Tire on Lot 2A. The site is 1.516 acres and is zoned SC: Shopping Center. She advised that Raleigh Tire received a conditional use permit from the Board of Zoning Appeals (BZA) in January 23, 2012, and site plan approval from the Planning Commission (PC) in March 19, 2012. She advised that all conditions placed by the BZA and PC have been met. Ms. Sparkes stated that the building will be 10,799 square feet with a total of 30 parking spaces and 10 service bays – 5 each on the north and south elevations. Ms. Sparkes reviewed the building elevations and provided samples of the building materials. She reviewed specifications which included landscaping, irrigation and tree density factor; exterior lighting and photometric plan; garbage collection areas; service area screening; and rooftop units and pipes.

Chairman Thompson called for a motion.

Motion: Chris Burcky made a motion to approve the site plan for Raleigh Tire Service 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 review of the specifications, starting with building elevations. It was asked if there was a sample of the EIFS. Ms. Sparkes replied no, but the color will match the gray metal. It was requested that a sample be provided to staff for approval. Chairman Thompson asked for clarification on the roof pitch. Dianne Baldi, applicant's representative, explained their reason for the roof pitch presented was so that the back portion would not be visible from Airline Road and the attention would be on the entrance. There was discussion regarding the materials to be used. Chairman Thompson then addressed the landscaping, irrigation and tree density factor. There was discussion regarding the area with regard to proximity to the residential development behind it and future development behind and next to the Raleigh Tire site. Chairman Thompson noted that the exterior lighting was acceptable as presented. With regard to the garbage collection, Mr. Albert Bellanti, owner of Raleigh Tire, clarified for the members that tires will be disposed of using a trailer which will be transported to a shredder in Memphis. All other requirements were acceptable. Chairman Thompson addressed the service screening area and asked Ms. Baldi if they agreed to Ms. Sparkes' suggestion that a wood fence be placed in front of the equipment for screening. Ms.

Baldi replied that the area is small and if there is room, they will comply. She asked if this was something that could be worked out with staff, and Chairman Thompson and Ms. Sparkes agreed. Ms. Sparkes noted that Condition #6 would need to be changed to add, "if necessary" to the end of the condition. Chairman Thompson then addressed the rooftop units and pipes. Ms. Baldi noted that there will not be rooftop units; however, there will be vents which will be obscured from Airline Road public view. Jeff McKee made a suggestion to paint the vents to match the rooftop. Ms. Baldi advised that this will be done. A friendly amendment to revise Condition #6 and add a Condition #8 to the main motion was agreed to by Chris Burcky (1st) and Phillip Fung (2nd). Chairman Thompson called for further discussion. Hearing no reply, he called for a vote.

Vote on 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 and Board of Zoning Appeals.
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. A wood fence shall be placed in front of the ground-mounted AC unit in order to screen it from view, **if necessary**.
7. Prior to issuance of a building permit, the applicant shall provide staff information about the location of all roof-mounted vents, pipes, equipment, etc.
8. **Submit color sample of EIFS to Staff for approval.**

B. Raleigh Tire Service, Inc., 5908 Airline Road – Sign Approval

Ms. Sparkes then presented the analysis (on file) for the Raleigh Tire Service sign applications. She noted that the requests are for a wall sign and a ground-mounted freestanding sign at the entrance drive. She advised that the proposed wall sign is 65.7

square feet which is below the maximum allowed for the length of the frontage. She reviewed the specifications for the wall sign which included location, colors, materials and illumination. Ms. Sparkes then reviewed the specifications for the ground-mounted freestanding sign noting that it is 32 square feet per face or 64 square feet total and meets the size requirements of the ordinance. She reviewed the specifications which included location, colors, materials, illumination and landscaping. Ms. Sparkes advised the members that she included a condition to revise the font style to be more in keeping with the building. She noted that the applicant was present to answer questions.

Chairman Thompson called for a motion.

Motion: Jeff McKee made a motion to approve the sign request for Raleigh Tire Service with the conditions presented in the staff report and additional conditions levied by the Design Review Committee (in bold). Chris Burcky seconded the motion.

Chairman Thompson called for discussion and recognized Jeff McKee who stated that he likes what he sees but would also like to see the light colored stucco broken up and paint the center part of the wall sign black and the do the lettering in the cream color to match the ground sign. The applicant replied that both signs are supposed to match. There was discussion and agreement that the coloring on both signs will match. It was also determined that the arch on both signs should be consistent. The applicant and staff will coordinate. Ms. Sparkes asked for an opinion on the sign font and whether or not it should be changed. After discussion, it was determined that the font as presented is acceptable; however, Ms. Sparkes advised that while she will delete the verbiage regarding revision of the sign front, she will keep the verbiage about providing staff with revised renderings prior to issuance of a sign permit. She then noted that two conditions will be added: 1) to paint the in-set on the building canopy to match the background color of the ground sign and change the color of the building letters to match the color of the letters on the ground-mounted sign, and 2) to revise the arch on the building sign to be more consistent with the arch on the ground sign. A friendly amendment to revise Condition #4 and add Conditions #5 and #6 to the main motion was agreed to by Jeff McKee (1st) and Chris Burcky (2nd). Chairman Thompson called for a vote.

Vote on Motion: The motion carried unanimously.

Conditions of Approval:

1. The signs shall, in all respects, comply with the applicable provisions of the Zoning Ordinance.
2. A sign permit for each sign is required and shall be obtained from Shelby County Code Enforcement prior to installation. Prior to issuance of a sign permit, any changes required by the Design Review Committee shall be reflected on the plans and submitted to staff.

3. It is found that the sign as presented and with the conditions of approval meets the provisions of the Town of Arlington Zoning Ordinance and the Design Guidelines Manual. The sign shall be installed in accordance with all provisions of the Zoning Ordinance and Design Guidelines Manual.
4. ~~The font used for "Raleigh Tire Service" shall be revised to a font more in keeping with the building.~~ Revised renderings shall be provided to staff for approval prior to issuance of a sign permit.
5. **Paint the in-set on the building canopy to match the background color of the ground sign and change the color on the building letters to match the letters on the ground sign.**
6. **Revise the arch of the building sign to be more consistent with the arch on the ground sign.**

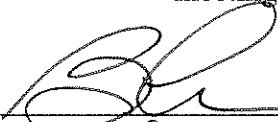
C. Other as Property Presented

1. Jeff McKee asked what process is required to change what is allowed for the design of ground-mounted signs. Ms. Sparkes advised the process required to make the change. There was discussion. It was agreed that Ms. Sparkes will create a draft to present to the Committee.
2. Phillip Fung asked when Thompson Tire plans to install their sign. Ms. Sparkes advised what conditions of approval have been done so far.
3. There was no further business to come before the Committee.

VI. ADJOURNMENT

Chairman Thompson called for a motion to adjourn.

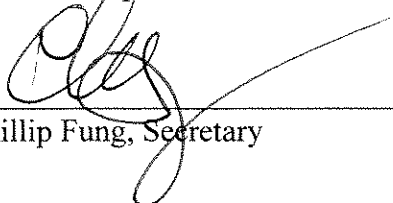
Motion: Brandon Holley made a motion to adjourn. Phillip Fung seconded the motion. The meeting adjourned.



Brian Thompson, Chairman

7/10/12

Date



Phillip Fung, Secretary

7/10/12

Date

Submitted By: Theresa Smith