

Town of Arlington

P.O. Box 507 • 5854 Airline Road • Arlington, TN 38002



**Design Review Committee
February 9, 2016
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.

Present

Brian Thompson, Chairman
Jeff McKee, Alderman
Ron Colin
Daniel Davidson

Others Present

Angela Reeder, Town Planner
Hannah Taylor, Planning Clerk
See list

Absent

Phillip Fung, Secretary – excused
Josh Holtgrewe – excused

II. Approval of Minutes from December 8, 2015 Meeting:

Motion: Jeff McKee made a motion to approve the minutes of the December 8, 2015 meeting.
Daniel Davidson seconded the motion.

Vote on Motion: The motion carried unanimously.

III. Old Business:

A. Belmont PD – North side of Forrest Street, East of Milton Wilson Boulevard – Site Plan

Chairman Thompson recognized Angela Reeder, Town Planner, who provided an analysis (on file) and explained that this was a request for the common open space requirements for all four (4) phases of the Belmont Planned Development. The provided landscape plan shows the proposed landscaping along Forrest Street and in the various common open spaces, including medians and traffic circles, throughout the 82-acre development. The streetscape along Forrest Street incorporates a seven (7') foot brick wall with eight (8') foot tall brick columns and numerous trees and shrubs that are consistent with other developments in the area. The common open space area immediately west of the Forrest Street entrance will include Crape Myrtles and Bald Cypress along with a thirty (30') foot tree preservation area along the western boundary. The plans also include architectural elements, e.g. arched-back benches and nine (9') foot cedar arbors, throughout the common open space areas and along the crushed gravel pedestrian/bicycle trail surrounding the lake. A single-faced, brick subdivision entrance sign was also submitted with the application and will have a brick base, cap, and columns. Ms. Reeder also informed the committee that the applicant, Mr. David Goodwin, was in attendance and was available to answer any questions.

Main Motion: Daniel Davidson made a motion to approve the Belmont PD, subject to Staff conditions and possible added DRC conditions. Jeff McKee seconded the motion.

Jeff McKee started out by stating that he would like to see the entire arbor be constructed of cedar. The plans stated the posts would be made from pine, while the rest of the arbor would be cedar. Daniel Davidson agreed and said that cedar lasts longer than pine. Ron Colin and Mr. Davidson also felt that a 6'x6' post would be sufficient, but ultimately left it up to the applicant and his landscape architect to decide what size post works best structurally.

Mr. Davidson felt that the three (3) Hawthornes in the common open space at Breezy Trail enclosed the arbor too much, and suggested removing the center tree so the arbor is more visually appealing. The committee agreed and asked that the area be revised to match what was shown on the irrigation plan. Mr. Davidson believed the landscape beds at the entrance to the walking trail needed to be modified as well. He said he believed the Knock Out Roses should be replaced with a material, e.g. Ruby Loropetalums or Indian Hawthornes, that does not become dormant during the fall and winter months. He also felt that the PD needed some color other than white and recommended exchanging the Natchez Crape Myrtle within that same area for Sioux Crape Myrtles.

Mr. Colin clarified with Staff that the streetscape along Forrest would feature a brick wall with brick columns. David Goodwin, applicant, asked the committee if it would be acceptable to construct a capped-cedar privacy fence with brick columns along Forrest Street, in place of the brick wall. Since the committee is very adamant about consistency within the Town, Mr. Goodwin felt he should at least be allowed the option to have a fence versus a wall. The committee agreed they would be in favor of changing the material, but advised him to consult with Staff and the proper committee on the changes. Chairman Thompson did not feel as though crushed limestone was the most suitable material for the walking trail; other developments in Town have constructed theirs of asphalt or a similar product. Jeff McKee, Mr. Davidson, and the applicant all agreed that it should be of a more durable material, e.g. asphalt, than crushed limestone.

Mr. McKee asked the committee their opinion of adding cedar detailing to the top of the entrance sign, which will be placed parallel to Forrest Street. Chairman Thompson suggested positioning the cedar detailing horizontally along the top of the sign, and asked Staff to work with the applicant on the redesign of the sign. Mr. Colin was concerned with the positioning of the letters on the sign and proposed raising them on the sign so they were still visible after the landscaping that frames the sign has matured. Mr. Davidson agreed and felt the landscaping in front of the sign needed to be more low profile than what was shown on the plans. He suggested using monkey grass and seasonal color along the front and evergreens and larger materials to screen the back.

Chairman Thompson called for further discussion, and hearing none, he asked for Ms. Reeder to read aloud the four (4) added DRC conditions.

Vote on Main Motion: The motion passed 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 common open space plans are for all phases of development of the Belmont Planned Development. Improvements are to be installed as each phase of development is constructed.

6. Irrigation for the designed landscape areas is required. An irrigation plan shall be submitted to Staff for review and approval prior to issuance of a building permit.
7. Prior to the commencement of construction, the following information shall be provided or revised:
 - a. Additional landscape materials shall be added to the common open space area to the west of the subdivision entrance, including a mixture of ornamental trees as well as shrubbery to add some seasonal color.
 - b. Should the applicant determine that lighting is desired, a light plan along with cut sheets of the proposed fixtures is to be submitted to Staff and/or the Design Review Committee.
 - c. A detail of the landscaping around the entrance sign shall be provided, showing the locations and quantities of the landscape materials. The addition of tall evergreen material shall be placed behind the sign.
8. **Arbors must be constructed of all cedar, including the posts. The size of the posts can be either 6'x6' or 8'x8'.**
9. **Remove the center Winterking Hawthorne in the COS at Breezy Trail. Frame the arbor with the other two (2) trees, as seen in the Irrigation Plans.**
10. **Landscape beds at the entrance to the walking trail shall be revised to match the front plantings. Knock out roses shall be replaced with Ruby Loropetalums and Indian Hawthornes, and the Natchez Crape Myrtle shall be changed to a Sioux Crape Myrtle.**
11. **Change material on the walking trail around the lake to asphalt.**
12. **Add cedar detail horizontally across the top of the monument sign and raise the height of the letters on the sign. Change landscaping to frame the back of the sign while leaving the front more open by using low profile plantings, such as monkey grass and seasonal color.**

B. Other as Properly Presented

There was no other old business to come before the Committee.

IV. **New Business:**

A. Other as Properly Presented

There was no new business to come before the Committee.

V. **Adjournment:**

Chairman Thompson called for a motion to adjourn.

Motion: Ron Colin made a motion to adjourn. Daniel Davidson seconded the motion.

The meeting adjourned.

Minutes approved. Signed minutes on file at Town Hall.

Brian Thompson, Chairman

Date

Phillip Fung, Secretary

Date

Submitted By: Hannah Taylor, Planning Clerk