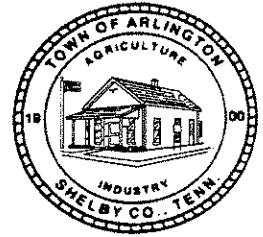


# Town of Arlington

5854 Airline Road, Arlington, TN 38002



**Design Review Committee  
April 10, 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  
Tim Carter  
Daniel Davidson  
Brandon Holley  
Matthew Thie - late  
Ron Colin

#### Others Present

Heather Sparkes, Planner  
See List

#### Absent

Chris Burcky - Excused

### **II. APPROVAL OF THE MINUTES FROM MARCH 13, 2012**

Chairman Thompson called for a motion to approve the March 13, 2012, minutes.

**Motion:** Jeff McKee made a motion to approve the minutes from March 13, 2012, as presented. Tim Carter 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. Shell Station, 5055 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 revisions to the exterior building elevations. She stated that in November 2011 the building and site were damaged when an 18-wheeler drove into and through the building's exterior walls. Because of the extensive damage, the existing brick could not be used or matched. She stated that the applicant is requesting approval for a new brick color, a predominately yellow/beige brick with a stone base. She stated that a darker brick will be used for the soldier course and white stone will be placed between the brick and stone base. She noted that stone will be used to accent the drive-through window area and a triangular decorative element will be used on the south and north elevations, with the rear elevation being only the beige brick. Ms. Sparkes noted that she added a condition to change the dumpster enclosure at the rear of the building and the base of the ground sign located at the front of the property to match the new brick. Ms. Sparkes advised that the applicant was present to answer questions.

Chairman Thompson called for a motion.

**Motion:** Jeff McKee made a motion to approve the site plan for the Shell Station 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 advised because of the color changes to the brick and the addition of the stone, this application required DRC approval. There was discussion regarding the location of the various materials on the building. Ms. Sparkes advised that the yellow and red Shell sign will remain on the building, and the Harlow's Donuts sign location will remain for use by a future business. There was discussion regarding the coping color; window and door frame coloring; dumpster door framing and possible increase in size of the dumpster to accommodate a future second business; window tinting; the need to emphasize that guidelines regarding window signs must be adhered to by the tenants. In addition, there was discussion regarding construction alternatives and spaces required for signage. It was noted that the existing drive-through window, the existing storefront and the main roof are currently a silver color. It was suggested and agreed to that the new storefront should be an aluminum color in order to be uniform with the current color. After discussion, the members agreed to four DRC conditions regarding the sign areas, coping

color, storefront color and dumpster door framing. Chairman Thompson clarified that the canopy would remain the same. A friendly amendment to the main motion was agreed to by Jeff McKee (1<sup>st</sup>) and Phillip Fung (2<sup>nd</sup>). Hearing no further discussion, Chairman Thompson 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. 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.
3. 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.
4. The applicant shall note the color of the rear and side exit doors on the plans, as well as the color for the area for "signs" on the front elevation above the tenant space on the south side.
5. The brick base of the ground sign shall be changed to match the new brick on the building.
6. The brick dumpster enclosure shall be changed to match the new brick on the building. Additionally, the wood gates on the dumpster enclosures shall be replaced to be operational. The gates shall be kept closed when not in use and shall be kept in good repair.
7. The property owner is reminded that one window sign is permitted for each the convenience store and the neighboring tenant space. The window sign shall not exceed 2' x 3' in size. A 2-square foot sign is permitted identifying store owners and phone number.
8. All items shall be completed as approved prior to the Town signing off on the Use and Occupancy. Any revisions require prior approval of staff and/or the Design Review Committee.
- 9. The sign area above both tenant locations shall be all brick and the existing Food Mart sign shall be put back in its original position on the building.**
- 10. The coping color shall match the brick that it is next to on the building.**
- 11. The storefront shall be a clear anodized color.**
- 12. The dumpster doors shall be constructed using a metal framing.**

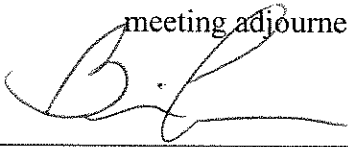
B. Other as Property Presented

There was no further business to come before the Committee.

**VI. ADJOURNMENT**

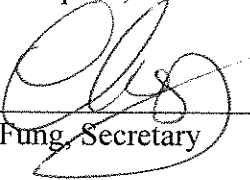
Chairman Thompson called for a motion to adjourn.

**Motion:** Tim Carter made a motion to adjourn. Daniel Davidson seconded the motion. The meeting adjourned.



\_\_\_\_\_  
Brian Thompson, Chairman

5/8/12  
\_\_\_\_\_  
Date



\_\_\_\_\_  
Phillip Fung, Secretary

5/8/12  
\_\_\_\_\_  
Date

Submitted By: Theresa Smith