

Town of Arlington

5854 Airline Road, Arlington, TN 38002



Design Review Committee
December 11, 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
Chris Burcky
Brandon Holley
Ron Colin
Tim Carter
Daniel Davidson

Others Present

Heather Sparkes, Planner
See List

Absent

Phillip Fung, Secretary - Excused
Matthew Thie

II. ELECTION OF OFFICERS – CHAIRMAN AND SECRETARY

Chairman Thompson advised that it is time to elect officers for 2013. He advised that unless someone else would like to serve, he and Mr. Fung are agreeable to continuing as chairman and secretary. Chairman Thompson called for a motion for the position of Chairman.

Motion: Jeff McKee made a motion to re-elect Brian Thompson for the position of Chairman of the Design Review Committee. Tim Carter seconded the motion.

Vote on Motion: The motion carried unanimously.

Chairman Thompson called for a motion for the position of Secretary.

Motion: Tim Carter made a motion to re-elect Phillip Fung for the position of Secretary of the Design Review Committee. Chris Burcky seconded the motion.

Vote on Motion: The motion carried unanimously.

III. APPROVAL OF THE MINUTES FROM JULY 10, 2012

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

Motion: Tim Carter made a motion to approve the minutes from July 10, 2012, as presented. Ron Colin 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. Lot 6, Re-subdivision of Lot 2 Twin Oaks Minor Subdivision, NE corner of Airline Rd. and Village Center Rd., Car Wash USA Express, LLC – Site Plan

Chairman Thompson recognized Heather Sparkes, Town Planner, who presented the analysis (on file) and noted that this is a request for a Car Wash USA Express on a 0.79 acre parcel in the SC: Shopping Center Zoning District. She advised that this is an 1,800 square foot building that will face Airline Road, with an entrance on the south side and an exit on the north side of the building. She stated that two canopies are proposed over the payment stations which will be located on the west side of the site. Ms. Sparkes noted that there will be queuing space for six vehicles and six vacuums will be located on the west side of the building for customer use. She advised that the Planning Commission reviewed and approved the site plan at their November 19, 2012, meeting. Ms. Sparkes reviewed the specifications for the project including building elevations; landscaping, irrigation and tree density factor; exterior lighting and photometric plan; garbage collection areas; and mechanical units and meters, transformers, rooftop units. Ms. Sparkes stated that she recommends approval subject to staff conditions and any additional conditions added by the Design Review Committee.

Chairman Thompson called for a motion.

Main Motion: Tim Carter made a motion to approve the site plan for Car Wash USA Express subject to compliance with the conditions presented in the staff report and additional DRC conditions (in bold) as approved by a Primary Amendment. Daniel Davidson seconded the motion.

Chairman Thompson advised that Jody Freeman, the applicant's representative was present and called for discussion. Hearing no response, Chairman Thompson advised that the Committee would review the specifications for the project, starting with building elevations. They discussed the architectural block and determined that it maintains continuity throughout the development. Mr. McKee had questions about the color of the hardie board, and it was confirmed that the color would match the material on the top of the building. He also noted that the brick was more of a pink color than what was used on the strip center building. Mr. Freeman explained that the same brick was no longer available, and this was as close a match as they could find. There was discussion, and Ms. Sparkes advised that a condition could be added that the applicant shall meet with staff to review the brick color. The members discussed the overhead doors and were advised that the design will be more like a residential garage door to match the building style. The members agreed with the off-white color and suggested that the applicant provide information regarding color and design of the rollup doors to staff for review. The members then discussed window tint, and Mr. Freeman noted that car wash customers want to watch their vehicle go through the process. Chairman Thompson recognized Mr. Colin who addressed the block base height. Mr. Freeman advised that the base is a three-block course with a cap block band. Mr. Colin requested that a condition be added to install a three-block course with a four-inch cap block band. Mr. Colin addressed the column capital noting that it has a larger stone on top of a smaller brick. He stated that he would prefer to see a shorter, all brick capital. There was discussion and it was agreed that the top of the columns would be changed from block to brick and made shorter than the base. Mr. Colin asked about the rowlock, recessed windows noting that there was a herringbone pattern and asked about its purpose. It was determined that the rear of the building does not need the score lines. Mr. Colin advised that there was no cap for the masonry indicated on the dumpster enclosure drawing, and suggested that a row caplock be added. He requested clarification that the pay station canopy lettering would be red with a white background and the canopy itself would be black. The members discussed and determined that they agreed with the gables as presented. Chairman Thompson then called for discussion regarding the landscaping, irrigation, etc. Ms. Sparkes advised that the irrigation plan is submitted to staff for approval prior to issuance of a building permit. It was noted that the density requirement has been met. Mr. Davidson suggested that eight more Carrissa Holly be added, three feet on center, to fill the island bed on the west side of the property. He also suggested that in the bed on the northwest corner of the building he wanted to bring the Burfords in to wrap the corner and install Indian Hawthorns and keep the Monkey Grass as indicated. Mr. Davidson was ok with everything else presented. It was suggested that six-foot Nellie R. Stevens be added around the dumpster. There was further discussion. Chairman Thompson requested clarification that the landscaping around the electrical service box would be revised for a minimum

15-foot clear access required by MLGW. He then turned to the lighting, photometric plan and noted that everything is acceptable as long as the poles and lighting requirements match what exists on the site. Mr. McKee noted that the wall packets are different. Mr. Freeman advised that their design matches the pole lights, not the retail building lights, which are more of an office style. Chairman Thompson called for comments regarding the garbage collection area, and he asked if there would be trash receptacles at the vacuum stations. Mr. Freeman explained the design of the vacuum stations and noted that there will be cylinders topped by domes between the stations that will serve as trash receptacles. It was determined that an elevation of the vacuum islands and vacuums be submitted to staff for review and approval. Chairman Thompson asked if there would be a barrier lift gate to prevent customers from entering through the exit. Mr. Freeman replied yes and explained the design and how it would function. There was discussion and, in addition, the members clarified that all sign designs would be presented to the DRC for review and approval. Chairman Thompson advised that the DRC recommended additional conditions and noted that this would be a primary amendment to the main motion. Ms. Sparkes reviewed the conditions and Chairman Thompson called for a motion.

Primary Amendment: Tim Carter made a motion to amend the main motion by adding additional Design Review Committee conditions. Daniel Davidson seconded the motion.

Chairman Thompson called for a vote.

Vote on Primary Amendment: The motion carried unanimously.

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.

Chairman Thompson thanked Mr. Freeman and they briefly talked about the timeline for construction.

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. All additions or revisions required by the Design Review Committee shall be reflected on the plans and submitted to staff for review and approval prior to the issuance of a building permit.
6. 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.
7. The landscape plan shall be revised to reflect the minimum 15-foot of clear access required by MLGW to the electrical service box.
8. The landscape plan shall note that the site will be sodded, and the type of sod to be used.
9. The ground-mounted equipment on the east side of the building shall be screened with either evergreen materials or a wood fence.
10. The color of the light poles and fixtures shall be noted on the plans. They shall match the lights in the adjacent retail shopping center. All light fixtures shall be full cutoff.
11. All-ground mounted equipment shall be screened with either evergreen materials or a wood fence. All rooftop units and vents shall be located on the east side of the ridge and shall be painted a color to match the shingled roof.
- 12. Applicant shall meet with Staff to review brick color to select the color closest to the color of brick on the retail building.**
- 13. Applicant shall provide information on the rollup doors to Staff for review of color and design. Color to match trim.**
- 14. A three-block course with a four-inch cap block band to be installed on the base.**
- 15. Change the top of the columns from block to brick and make it shorter than the base.**
- 16. Remove the score lines on the detail at the rear of the building.**
- 17. Add a rowlock cap to the dumpster enclosure.**
- 18. Add Carrissa Holly to the island bed on the west side of the property and plant three feet on center.**
- 19. Add 6 feet tall Nellie R. Stevens around the dumpster enclosure.**
- 20. Make landscaping changes to the northwest corner of the building by bringing the Burfords in to wrap the corner and installing Indian Hawthorns.**
- 21. Provide elevation of the vacuum islands and vacuums to staff for review and approval.**

B. Other as Property Presented

1. Mr. McKee asked about ground-mounted signs, especially for individual buildings. He wanted to know if the Town could move away from allowing the bubble-type sign. He suggested that there are other designs such as individual


lettering would look better and wondered if anyone else had thoughts on this. Chairman Thompson asked if the Sonic sign would be an example of the bubble-type sign being referred to, and Mr. McKee replied yes. Ms. Sparkes suggested various signs around town to get an idea of the specifications the members would prefer so that she could create a draft recommendation for amending the sign ordinance. There was discussion regarding the pros and cons involved in removing the bubble-type sign as an option. Ms. Sparkes explained that at the DRC's direction, she would draft a recommendation to take to the Planning Commission for a Zoning Ordinance amendment and then it would go to the BMA for two readings. There was discussion.

2. There was discussion between the members and Ms. Sparkes regarding projects old and new around Town.
3. There was no further business to come before the Committee.

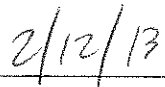
VI. ADJOURNMENT

Chairman Thompson called for a motion to adjourn.

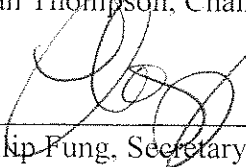
Motion: Jeff McKee made a motion to adjourn. Tim Carter seconded the motion. The meeting adjourned.



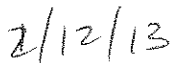
Brian Thompson, Chairman



Date



Phillip Fung, Secretary



Date

Submitted By: Theresa Smith