

Town of Arlington

5854 Airline Road, Arlington, TN 38002



**Design Review Committee
March 10, 2015
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
Phillip Fung, Secretary
Jeff McKee, Alderman
Ronald Colin
Daniel Davidson
Brandon Holley
Chris Bailey
Matthew Thie

Others Present

Heather Sparkes, Planner
Hannah Taylor, Planning Clerk
See list

Absent

Chris Burkey – excused

II. Approval of Minutes from December 9, 2014 Meeting:

Motion: Daniel Davidson made a motion to approve the minutes of the December 9, 2014 meeting.
Brandon Holley 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. The Hat Pros – 5700 Commander Drive – Sign Application

Chairman Thompson recognized Heather Sparkes, Town Planner, who presented the analysis (on file) and advised that this is an application for a wall sign for the Hat Pros located at 5700 Commander Drive. The proposed 26.56 square foot (ft²) sign will be located on the front elevation to the left of the front door. Typically, signs are approved administratively, but because the words 'the' and 'Pros' are orange and fall out of the range of five (5) approved colors, DRC approval is required. Ms. Sparkes explained that many companies in the M-1: Industrial District have their corporate colors in their signage.

Chairman Thompson called for a motion.

Main Motion: Brandon Holley made a motion to approve the sign application for the Hat Pros subject to compliance with Staff conditions. Phillip Fung seconded the motion.

Chairman Thompson called for discussion and restated some of the comments that Ms. Sparkes earlier explained. Hearing no reply, he called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

Conditions of Approval:

1. The attached business sign 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 meet the provisions of the Town of Arlington Zoning Ordinance and the Design Guidelines Manual. The signs shall be installed in accordance with all provisions of the Zoning Ordinance and Design Guidelines Manual.

B. Windsor Place, 1st Addition, South of Forrest Street, West of Windsor Place, Phase 1 – Site Plan for Revision to Landscape Plan

Chairman Thompson recognized Heather Sparkes, Town Planner, who presented the analysis (on file) and advised that this is a site plan to revise a previously approved landscape plan. The developers requested that the landscaping and fencing be re-evaluated before construction on the site begins. The newly proposed plan shows an equestrian style wood fence that will be open on the east side to show off the landscaping and foliage in the detention basin area. Since Lot 1 (one) is located at the western entry, an English-style privacy fence with crisscross detailing will line Forrest Street. Crape myrtles and a mixture of shrubs will be used along the streetscape, while the entrance will boast seasonal foliage, junipers, and boxwoods. Ms. Sparkes noted that the plans also show revisions to the landscaping at the entrance of Windsor Place, Phase 1. The plant materials will be consistent at both sites, although the fencing at Windsor, Phase 1 will not change. She also informed the committee that the applicant and developer, Ronnie Faulkner, was in attendance.

Main Motion: Jeff McKee made a motion to approve the site plan for the revisions to the landscape plan for Windsor Place, 1st Addition subject to compliance with Staff conditions and additional DRC conditions (in bold). Ron Colin seconded the motion.

Chairman Thompson recognized Jeff McKee who voiced his concerns about how the fence would transition from the equestrian style to the English style. He stated that, although he understood why the developer would choose to put up a privacy fence, he would almost rather see one or the other on both sides of the entrance. Ms. Sparkes explained that there would be a short section of four (4') foot fence on the western side before shifting into the six (6') foot fence. Ronnie Faulkner, applicant and developer, advised the committee that in other subdivisions he had developed he had trouble selling the home on 'Lot 1' if an open fence was put up along the main street. Potential buyers did not want others to see what was in their backyard. Mr. Faulkner then explained that the westernmost corner would display a seven (7') foot tall brick column followed a six (6') foot tall privacy fence with equestrian detailing. After about five (5) or six (6) columns, there will be a fifteen (15') foot swoop down transition to a four (4') foot fence and, finally, a five (5') foot column. The swoop down and shorter column is to correspond with the eastern side of the fence which boasts a four (4') foot fence with five (5') columns.

Mr. McKee saw the reasoning behind Mr. Faulkner's explanation, but was having trouble imagining the final product because of the uncertainty on where the home would actually sit on Lot 1. Ms. Sparkes explained that a portion of most homes sits at the front building setback line, and, according to the Zoning Ordinance, homeowners are allowed to build their fence up to that point. Chairman Thompson asked Mr. Faulkner how far back the home would sit on the lot; Mr. Faulkner believed the subdivision to have a front setback of forty (40') feet. Chairman Thompson stated that he would like for the solid part

of the fence to start at the front of the home and the first column to start at the setback line. Mr. Faulkner explained that the first (1st) column would be at the building line – where the front garage or main part of the home would sit. Mr. McKee suggested making the area between the first two (2) columns on the western side equestrian to match the eastern side. Mr. Faulkner was afraid that would be unappealing because more than likely someone's garage door would be what was seen through the fence. Although Mr. McKee liked having a 'see-through' fence in front of the detention basin area to show off the trees and landscaping, he was concerned about what the entire fence would look like from Forrest Street. Matthew Thie asked staff and Mr. Faulkner how far off the street the fence was going to sit. Mr. Faulkner stated that it would be twelve (12) foot behind the curb; Ms. Sparkes clarified that it would be out of the sight triangle. After much discussion, everyone agreed upon the fence as presented.

Chairman Thompson recognized Daniel Davidson who provided comments and concerns regarding the landscaping. He advised Mr. Ross to put three (3) boxwoods at the ends of beds instead of just one, and suggested changing the Hamblin grass at the east entrance to Maiden grass to give the area more height. 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. Ron Colin asked Ms. Sparkes whether the staff condition of a 2.5 minimum caliper for was all trees or just certain trees. Ms. Sparkes specified that the condition only applied to trees along the streetscape. Chris Bailey worried that the Maple trees along the streetscape would block the views of residents exiting the subdivision; Ms. Sparkes confirmed they were not in the sight triangle.

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. Irrigation for designated landscape areas is required. An irrigation plan shall be submitted to Staff for review and approval to issuance of a building permit.
6. Street trees shall be increased to a minimum caliper of 2 ½ feet.
7. **Work with staff to make changes to the landscape plan, per discussions at the meeting.**

C. Other as Properly Presented

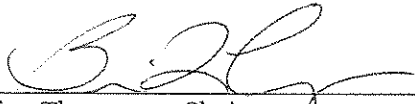
There was no further business to come before the Committee.

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

5/12/2015

Date



Phillip Fung, Secretary

5/12/2015

Date

Submitted By: Hannah Taylor, Planning Clerk