

Town of Arlington

5854 Airline Road, Arlington, TN 38002



**Design Review Committee
September 9, 2014
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
Phillip Fung, Secretary
Daniel Davidson
Ron Colin
Matthew Thie

Others Present

Heather Sparkes, Planner
See List

Absent

Tim Carter – Excused
Chris Burcky - Excused
Jeff McKee, Alderman
Brandon Holley

II. APPROVAL OF THE MINUTES FROM AUGUST 12, 2014

Chairman Thompson called for a motion.

Motion: Daniel Davidson made a motion to approve the minutes from August 12, 2014, 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 2, Hayesville Estates, 1st Addition, Phase 1, Eye Care Clinic, Airline Road & Cranston Drive – Site Plan

Chairman Thompson recognized Heather Sparkes, Town Planner, who presented the analysis (on file) and advised that this is a site plan request for a 3,500 square foot eye care clinic located at the northeast corner of Airline Road and Cranston Drive in the O: Office Zoning District. She advised that a site plan was approved by the Planning Commission on August 18, 2014. She reviewed the following specifications: building elevations; landscaping, irrigation and tree density factor; exterior lighting and photometric plan; garbage collection areas and mechanical units and meters, transformers, rooftop units; and signage. She advised that a sign application must be submitted to staff for approval and noted that staff has provided recommended conditions of approval. Ms. Sparkes noted that the applicant and his representatives were present.

Chairman Thompson called for a motion.

Main Motion: Daniel Davidson made a motion to approve the site plan for Lot 2, Hayesville Estates, 1st Addition, Phase 1, Eye Care Clinic subject to compliance with Staff conditions and additional DRC conditions (in bold). Phillip Fung seconded the motion.

Chairman Thompson called for discussion and asked if this will be the only building on this lot. Ms. Sparkes responded that that the site has been designed to accommodate a building addition; however, should the applicant wish to construct an additional building the size could be restricted by the site's large detention basin. Chairman Thompson called for discussion regarding the building elevations, the color scheme, and materials proposed. He stated that the elevation design and colors are unique and blend well with the existing structures in the area. It was asked if the timbers would be treated lumber or cedar and if the color is stained or painted. Ms. Sparkes advised that the wood on the existing buildings is a reddish color and appears to be stained, not painted. Chairman Thompson recognized Neeraj Kumar, applicant's representative. There was discussion and it was suggested that a sample of the wood and stain color be provided to staff for approval. The Members addressed the proposed color of the EIFS and hardiboard. Chairman Thompson recognized Brian Carson, Neeraj Kumar's associate, who addressed the knockout panels on the north elevation. After discussion, it was suggested that the applicant work with staff to select a neutral paint color for the panels so they blend with the brick. Ms. Sparkes advised that the shutter color was changed from green to brown. The Members concluded that the proposed structure blends well with the surroundings buildings while maintaining its own distinct features.

Chairman Thompson called for discussion regarding the landscaping, irrigation and tree density factor and recognized Daniel Davidson who stated that the landscape plan as presented is incomplete, and he presented recommendations to improve the landscaping around the building, as well as the proposed sign area. Mr. Davidson provided a drawing depicting his suggestions to Ms. Sparkes for her use in working with the applicant to revise the landscape plan.

Chairman Thompson called for discussion regarding signage and noted that a separate sign application will be submitted to Ms. Sparkes for administrative approval. He asked if the sign will be lit. It was noted that the sign will have two flood lights for up-lighting.

Chairman Thompson addressed the exterior lighting and photometric plan and after review noted approval with the proposed lighting.

Chairman Thompson called for discussion regarding the garbage collection areas and mechanical units and meters, transformers, rooftop units. He requested clarification on the gate color and 42-inch height of the screen wall. There was a brief discussion.

Chairman Thompson asked Ms. Sparkes to review the DRC conditions being added and she read the following:

- 5-d. Wood posts to be stained to match the wood posts on the adjacent buildings. Submit sample to Staff and clarify type of wood used.
- 5-e. Paint knockout panels on north elevation a neutral color to blend with the brick.
- 5-f. Work with Staff to revise the landscaping plan as discussed at the meeting.

Chairman Thompson called for further discussion and advised the applicants that the site plan presented looks good. Hearing no reply, 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. Prior to the issuance of a building permit, the following items shall be provided to staff for review and approval:
 - a. Irrigation for designated landscape areas is required.
 - b. Landscaping shall be provided around the base of the sign, and shall be illustrated on the landscape plan.
 - c. All rooftop vents and pipes shall be painted to blend with the shingles.
 - d. **Match stain to wood posts on adjacent buildings. Submit sample to Staff for approval and clarify type of wood used.**
 - e. **Paint knockout panels on north elevation a neutral color to blend with brick.**
 - f. **Work with Staff to revise the landscape plan as discussed at the meeting.**

- 6. The signage shown on the landscape plans is not approved. A detailed signage application shall be submitted to staff prior to issuance of a sign permit from Shelby County Code Enforcement, noting the location, materials, dimensions, script, and landscaping.

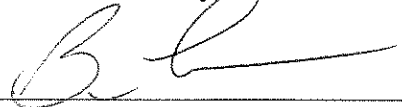
B. Other as Property Presented

There was no further business to come before the Committee.

VI. ADJOURNMENT

Chairman Thompson called for a motion to adjourn.

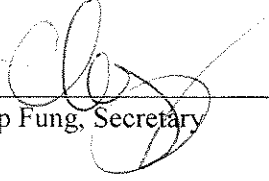
Motion: Phillip Fung made a motion to adjourn. Matt Thie seconded the motion. The meeting adjourned.



Brian Thompson, Chairman

12/9/14

Date



Phillip Fung, Secretary

12/9/14

Date

Submitted By: Theresa Smith, Planning Clerk