

**DESIGN REVIEW COMMISSION
MUNICIPAL CENTER COUNCIL CHAMBERS
Tuesday, January 22, 2013
6:00 p.m.**

The regular meeting of the Design Review Commission was scheduled and held in the Council Chambers of the Municipal Center on January 22, 2013. Chairman Saunders called the meeting to order at 6:00 p.m. requesting the roll call. Ms. Regina Gibson called the roll of the Board and established a quorum:

COMMISSIONERS PRESENT:

Mr. Keith Saunders, Chairman; Mr. Neil Sherman, Vice Chairman; Mr. Paul Bruns – Secretary; Alderman Greg Marcom; Mr. Ralph Smith; Mr. John Walker; Ms. Robbie Ann Pahlow; Mr. Henry Porter and Mr. Eric Alter

DEVELOPMENT STAFF PRESENT:

Mr. Wade Morgan, Chief Planner; Ms. Regina Gibson, Administrative Secretary and Mr. Robert McLean, Attorney

1. Election of Vice Chairman and Secretary

Chairman Saunders called for a motion to elect a Vice Chairman. Mr. Walker made a motion to nominate Mr. Sherman and seconded by Mr. Smith, with no further comments or discussion. Mr. Sherman indicated that he would accept the position.

ROLL CALL: Mr. Bruns – Yes; Ms. Pahlow – Yes; Mr. Porter – Yes; Mr. Alter – Yes; Alderman Marcom – Yes; Mr. Walker – Yes; Mr. Smith – Yes; Chairman Saunders – Yes.

Chairman Saunders called for a motion to elect a Secretary. Mr. Smith made a motion to nominate Mr. Bruns and seconded by Mr. Alter with no further comments or discussion. Mr. Bruns indicated that he would accept the position.

ROLL CALL: Mr. Sherman – Yes; Mr. Porter – Yes; Mr. Alter – Yes; Mr. Smith – Yes; Alderman Marcom – Yes; Mr. Walker – Yes; Ms. Pahlow - Yes; Chairman Saunders – Yes.

2. Approval of Minutes for October 23, 2012

Mr. Smith moved to approve the Design Review Commission minutes of October 23, 2012, seconded by Mr. Sherman, with no further comments or discussions.

ROLL CALL: Mr. Walker – Yes; Mr. Alter - Yes; Mr. Bruns – Abstain; Alderman Marcom – Yes; Mr. Smith – Yes; Mr. Sherman – Yes; Ms. Pahlow – Yes; Mr. Porter – Abstain; Chairman Saunders – Yes.

MOTION PASSED

Comment: The Chairman stated the Commission reviewed the items on tonight's agenda in the Executive Session meeting and the following items were added to the Consent Agenda:

3. CONSENT AGENDA

- a. Germantown Greenbelt Park – East Side of Miller Farms Road, North of Hollow Fork Road - Request Preliminary and Final Plan Approval of a Wireless Transmission Facility within an Existing Electric Transmission Tower.
Belinda Bodie, w/Faulk and Foster - Representative

- b. Brooks Brothers, 7509 Poplar Ave., Saddle Creek West Center, Poplar Avenue – Request Approval of a Tenant Identification Logo.
Chris Haskins, w/Frank Balton Sign Co. – Applicant
- c. Methodist Hospital Germantown, 7711 Poplar Ave. – Request Preliminary and Final Plan Approval of an Addition to the Emergency Department.
Dave Rosenbaum, w/Methodist Hospitals, - Representative

Comment: The Chairman stated he would like to remind the Commissioners that voting on all matters on the Consent Agenda constitutes an acknowledgement that the member has read and reviewed the application materials/plans/staff reports and determines further discussion or presentation of an item is not necessary. He stated if there was anyone in the audience that would like an item pulled, please request so at this time, and in seeing none, he asked for a motion.

Mr. Smith made a motion to approve the Consent Agenda as discussed, seconded by Mr. Walker.

Mr. Sherman, Mr. Porter, and Chairman Saunders recused themselves from Consent Item “C”.

ROLL CALL: Mr. Bruns – Yes; Ms. Pahlow – Yes; Mr. Sherman – Yes; Mr. Smith – Yes; Mr. Porter – Yes; Alderman Marcom – Yes; Mr. Alter – Yes; Mr. Walker – Yes; Chairman Saunders - Yes

MOTION PASSED

STAFF'S COMMENTS / DISCUSSIONS REGARDING THE CONSENT AGENDA ITEMS

- a. **Germantown Greenbelt Park – East Side of Miller Farms Road, North of Hollow Fork Road - Request Preliminary and Final Plan Approval of a Wireless Transmission Facility.**

BACKGROUND: The Board of Zoning Appeals approved the use of the property for a WTF on November 13, 2012; the Planning Commission approved the preliminary and final site plan on January 8, 2013.

DISCUSSION: The WTF will consist of a 115 foot-tall pole placed within the 105 foot-tall transmission tower, and an equipment compound located at the base of the transmission tower. The tower is located approximately 247 feet northeast of Miller Farms Road, near that road’s northern end. C-Spire will use the existing City of Germantown Greenbelt walkway for access to the site and install pervious pavers to provide access from the Greenway walkway to the tower and equipment enclosure. A 20 ft. by 30 ft. parking area will provide parking off the Greenway walkway for maintenance vehicles. A six-foot wood fence will enclose the equipment compound and Dwarf Burford Hollies will provide a landscape screen on the north, east and west sides of the compound.

SIGN SUBCOMMITTEE REPORT: The subcommittee did not meet in January

PROPOSED MOTION: To approve the plans for a wireless transmission facility for C-Spire within the Germantown Greenway. On the east side of Miller Farms Rd., north of Hollow Fork Rd, subject to staff comments.

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- b. **Brooks Brothers – 7509 Poplar Avenue, Saddle Creek West Center, Poplar Avenue – Request Approval of a Tenant Identification Logo.**

BACKGROUND: the Brooks Brothers store is to be located in two bays in Saddle Creek West, utilizing two entrances.

DISCUSSION: The attached Overall Sign Plan illustrates the several signs proposed. The 3 “Brooks Brothers” signs comply with the Saddle Creek sign policy, so will be approved administratively. The sheep logos, window vinyl signs and awning logos all require the approval of the DRC.

SHEEP LOGO A: Location - the logo is proposed to be located above the western entrance. See attached sheet A for information

BRONZE WALL PLAQUE B: Location – western end of the store, 5 feet above the ground. See attached sheet B for information.

WINDOW VINYL SIGNS AND LOGO C: location – one sign and logo on each of the three western-most windows. See attached sheet C for information.

AWNING LOGO D: Locations –one logo centered on each of the three fabric awnings on the western-most windows.

STAFF COMMENTS:

1. The Saddle Creek West sign policy states “National or regional chainstore tenants shall be permitted to use their standard typography logo script and logos (provided logos meet the City of Germantown sign ordinance) which have been used nationwide.
2. The proposed signs and logos comply with the technical requirements of the sign regulations, in terms of permitted overall sign area, sign construction and lighting.
3. DRC approval of the logos is required because the sign ordinance prohibits “signs which show pictures of human figures, animals or food, except for design review commission approved logos”.
4. DRC approval of the window vinyl signs is required because that location is not addressed by the sign policy.

SIGN SUBCOMMITTEE REPORT: The sign subcommittee did not meet in January

PROPOSED MOTION: To approve the request for a wall-mounted tenant identification sign package for the Brooks Brothers store at 7509 Poplar Ave. in the Shops of Saddle Creek, subject to staff comments.

c. Methodist Hospital Germantown – 7711 Poplar Avenue – Request Preliminary and Final Plan Approval of an Addition to the Emergency Department.

DISCUSSION: Methodist Hospital proposes the construction of a 5,200 sq. ft., one-story addition to the hospital’s emergency department. The addition will replace an existing, 1,085 sq. ft. entrance area located on the east side of the site between the main hospital building and medical office building B, as shown on Attachment 1. No parking spaces or drives will be removed, and the addition does not add to the parking requirement of the hospital. The emergency department expansion is within the area allowed for construction that was established by covenants with the Dogwood Homeowners’ and Leeward Cove Homeowner’s Associations in July, 2007.

STAFF RECOMMENDATION: Approval

SIGN SUBCOMMITTEE REPORT: The subcommittee did not meet in January.

PROPOSED MOTION: To approve the preliminary and final plans for an addition to the Methodist Hospital emergency department, subject to staff comments.

NEW BUSINESS:

Chairman Saunders reminded the members that motions regarding agenda items should be made in the positive and should state the intent and subject of the motion.

ADJOURNMENT

There being no further business, comments, or questions by the Commission, the Chairman adjourned the meeting at 6:12 p.m.