

DESIGN REVIEW COMMISSION
MUNICIPAL CENTER COUNCIL CHAMBERS
Tuesday, May 24, 2016
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 May 24, 2016. Chairman Bruns called the meeting to order at 6:10 p.m. requesting the roll call. Ms. Regina Gibson called the roll of the Commission and established a quorum:

COMMISSIONERS PRESENT:

Mr. Paul Bruns, Chairman; Mr. Neil Sherman, Secretary; Alderman Dave Klevan; Mr. Ralph Smith; Mr. Steve Landwehr; Mr. Christopher Schmidt; and Mr. Timothy Serfess

DEVELOPMENT STAFF PRESENT:

Mr. Cameron Ross, Economic and Community Development Director; Ms. Sheila Pounder, Senior Planner; Ms. Regina Gibson, Administrative Secretary and Robert McLean, City Attorney

1. Approval of Minutes for April 26, 2016

Mr. Sherman moved to approve the Design Review Commission minutes of April 26, 2016, seconded by Mr. Landwehr, with no further comments or discussions.

ROLL CALL: Mr. Smith – Yes; Alderman Klevan – Yes; Mr. Serfess – Yes; Mr. Sherman – Yes; Mr. Schmidt – Yes; Mr. Landwehr – Yes; Chairman Bruns – Yes.

MOTION PASSED

2. CONSENT AGENDA

- a. CycleBar – Germantown Crossing shopping Center – 7685 Farmington Blvd. – Request Logo Approval (Case No. 16-621)
Mitchell Robinson w/Memphis Sign Erectors, Inc. – Applicant/Representative
- b. Paper Source – Saddle Creek South Shopping Center – 7509 Poplar Avenue – Request Logo Approval (Case No. 16-622)
Jeff Gates w/Balton Sign Company – Applicant/Representative
- c. Soft Surroundings – Saddle Creek NE Shopping Center – 7615 Farmington Blvd – Request Approval a Second Wall-Mounted, Tenant Identification Sign (Case No. 16-612)
Chris Haskins w/Frank Balton Signs – Applicant/Representative
- d. Paper Source – Saddle Creek South Shopping Center – 7509 Poplar Avenue – Request Approval of Storefront Awning (Case No. 16-622) Previously Known As Agenda Item No. 5
Jeff Gates w/Balton Sign Company - Applicant/Representative
- e. Soft Surroundings – Saddle Creek NE Shopping Center – 7615 Farmington Blvd – Request Approval of Storefront Awning (Case No. 16-612) Previously Known as Agenda Item No. 6
Mathew Burbary, MPM, JG w/JGA Inc. – Applicant/Representative
- f. Sephora at The Shops of Saddle Creek – Saddle Creek South Shopping Center – 2055 West Street, Suite 10 – Request Approval of Storefront Modifications (Case No. 16-623) Previously Known As Agenda Item No. 7
Ken Moy w/McCall Design Group - Applicant/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.

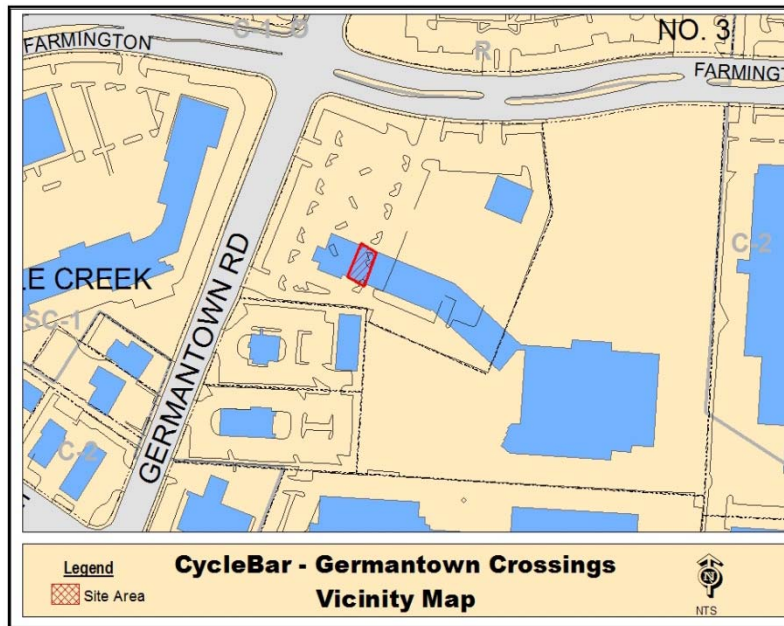
Mr. Landwehr made a motion to approve the Consent Agenda as discussed and seconded by Mr. Schmidt.

ROLL CALL: Mr. Serfess – Yes; Alderman – Klevan – Yes; Mr. Schmidt – Yes; Mr. Smith – Yes; Mr. Landwehr – Yes; Mr. Sherman – Yes; Chairman Bruns – Yes

MOTION PASSED

STAFF'S COMMENTS / DISCUSSIONS REGARDING THE CONSENT AGENDA ITEMS

- a. CycleBar – Germantown Crossing Shopping Center – 7685 Farmington Blvd – request Logo Approval (Case No. 16-621)





***APPROXIMATE LOCATION WITHIN BUILDING COMPLEX**

BACKGROUND: The subject property is in the Germantown Crossings shopping center. The text of the wall sign was administratively approved on April 27, 2016.

DISCUSSION: The applicant is requesting approval to add a logo to an administratively-approved wall sign on the north elevation of the building.

SIGN: *Wall-Mounted Building Identification*

Location & Height:	The proposed logo will be mounted on the storefront façade to the left of the approved tenant identification wall sign.
Total Sign Area:	1'7" x 2' 4" (3.7 sq. ft. - logo) (19.41sq. ft. – text) Total sign area of 23.11 sq. ft.

Content/Message:	 <p>(NOTE – THE TEXT: “CYCLEBAR” CONFORMS TO THE CENTER’S SIGN POLICY SO HAS BEEN APPROVED ADMINISTRATIVELY)</p>
Logo	
Colors & Materials:	<p>Color: Letters = Red Background = Brick Building Facade</p> <p>Materials: Letters = Aluminum</p>
Font:	Corp.
Mounting Structure:	Aluminum stud
Lighting:	LED backlighting

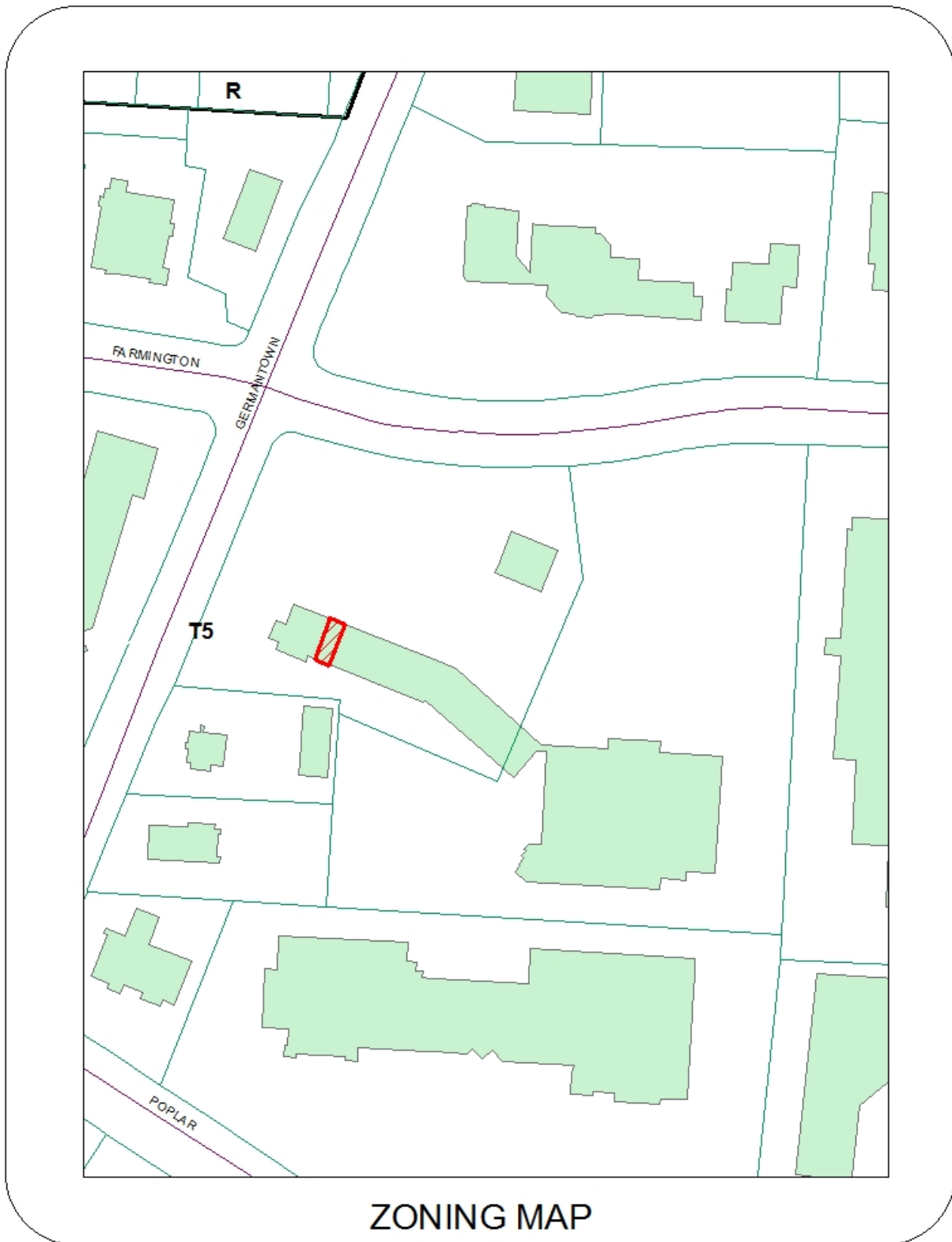
STAFF COMMENTS:

1. The Germantown Crossings Sign Policy allows the use of logos, but requires them to be approved by the Design Review Commission.
2. The “CycleBar’s” text portion of the sign is 19.41 a sq. ft. and conforms to the sign policy and has been approved administratively.
3. The total allowable sign area is 40 sq. ft., (based on the lineal footage of the building wall & size of the building). If the logo is approved as submitted, the total sign area for wall signs that includes both the logo and text will be 23.11 sq. ft., which meets the size requirement of the Sign Ordinance and the approved shopping center policy.
4. If approved, the applicant must obtain a permit from the Memphis/Shelby County Office of Code Enforcement prior to installing the signs.

DRC SIGN SUBCOMMITTEE (Keith Saunders, CHAIRMAN):

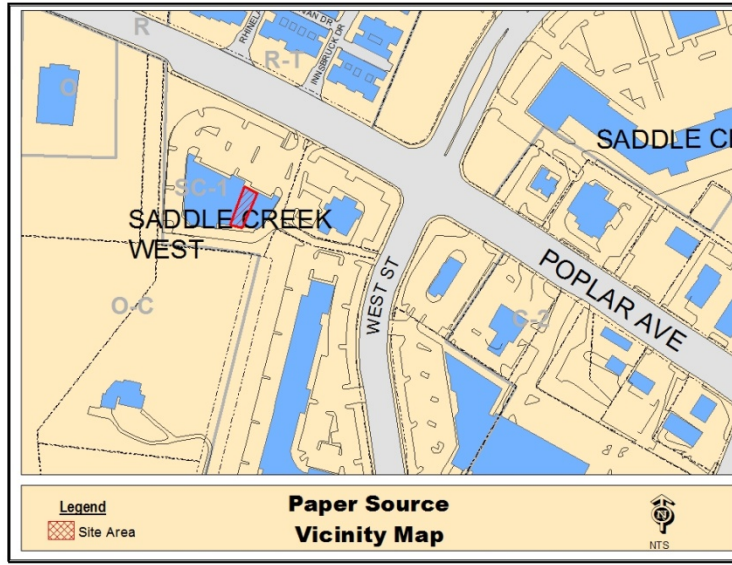
The subcommittee met on May 12, 2016, and recommended approval on the consent agenda.

PROPOSED MOTION: To approve the logo for the CycleBar in the Germantown Crossing Center, subject to the Board’s discussion, staff comments, and the documents submitted with the application.





- b. Paper Source – Saddle Creek South Shopping Center – 7509 Poplar Avenue – Request Logo Approval (Case No. 16-622)



***APPROXIMATE LOCATION WITHIN BUILDING COMPLEX**

BACKGROUND: The subject property is in the Saddle Creek South shopping center, which was originally approved by the Planning Commission and the Board of Mayor and Aldermen in 1988. The Planning Commission approved the site plan for the redevelopment of Saddle Creek South and Saddle Creek West on December 3, 2013 and Design Review Commission approved the site plan on December 17, 2013.

DISCUSSION: The applicant is requesting approval to add a logo to an administratively-approved wall sign on the north elevation of the building. The text of the wall sign was administratively approved on May 10, 2016.

SIGN: *Wall-Mounted*

Location & Height:	The proposed logo will be mounted on the storefront façade in the middle of the approved tenant identification wall sign.
Total Sign Area:	13” x 18” (1.62 sq. ft. - logo) (10.29 sq. ft. – text) Total sign area of 11.91 sq. ft.
Content/Message:	PAPER SOURCE (NOTE – THE TEXT: “PAPER SOURCE” CONFORMS TO THE CENTER’S SIGN POLICY SO HAS BEEN APPROVED ADMINISTRATIVELY)
Logo	
Colors & Materials:	Color: Letters = Seal Logo = Pink Background = Building Facade Materials: Letters = Aluminum
Font:	Corp.
Mounting Structure:	Aluminum stud
Lighting:	LED backlighting

STAFF COMMENTS:

1. The Saddle Creek Sign Policy allows the use of logos, but requires them to be approved by the Design Review Commission.
2. The “Paper Source’s” text portion of the sign is 10.29 a sq. ft. and conforms to the sign policy and has been approved administratively.
3. The total allowable sign area is 50 sq. ft., (based on the lineal footage of the building wall & size of the building). If the logo is approved as submitted, the total sign area for wall signs that includes both the logo and text will be 11.91 sq. ft., which meets the size requirement of the Sign Ordinance and the approved shopping center policy.
4. If approved, the applicant must obtain a permit from the Memphis/Shelby County Office of Code Enforcement prior to installing the signs.

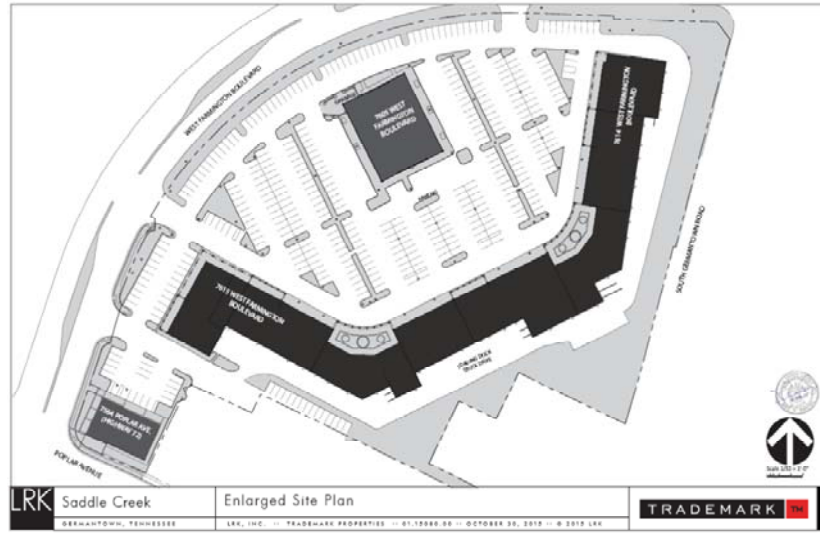
DRC SIGN SUBCOMMITTEE (Keith Saunders, CHAIRMAN):

The subcommittee met on May 12, 2016, and recommended approval on the consent agenda.

PROPOSED MOTION: To approve the logo for the Paper Source store in the Saddle Creek South Shopping Center, subject to the Board’s discussion, staff comments, and the documents submitted with the application.



- c. Soft Surroundings – Saddle Creek Northeast Shopping Center – 7615 West Farmington Blvd. – Request Approval of Second Wall-Mounted, Tenant Identification Sign (Case No. 16-612)



***APPROXIMATE LOCATION WITHIN BUILDING COMPLEX**

BACKGROUND: The Shops of Saddle Creek was approved by the Planning Commission and the Board of Mayor and Aldermen in 1987. On December 15, 2015, the Design Review Commission approved a landscape plan and building façade modification and renovation plans. The Soft Surroundings store is located between Teavana and Francesca. A permanent wall sign that conforms to the sign regulations and the approved sign policy for Saddle Creek Shopping Center was approved administratively on May 4, 2016

DISCUSSION: The applicant is requesting approval to second wall sign for the free standing brick arch wall located in front of the store between the pedestrian sidewalk and storefront.

SIGN : Wall-Mounted Building Identification

Location & Height:	Sign to be mounted on the wall of the free standing brick arch wall located in front of the store between the pedestrian sidewalk and storefront.
Total Sign Area:	17.18 sq. ft.
Content/Logo:	
Colors & Materials:	Color: Letters = Vanilla Bean Background = Brick Facade Materials: Letters = Aluminum
Font:	Baskerville (Corp)
Letter Size:	Varies from 1'3" to 13'9"
Mounting Structure:	Aluminum stud mounting on building facade
Lighting:	White LED

STAFF COMMENTS:

1. Previous sign policy allowed the location of tenant names on freestanding brick façade arch, the new policy is silent on this issue. However, it does allow for multiple tenant signs for a sign business.

2. An 11.47 sq. ft. wall sign was administratively approved on May 4, 2016.
3. The total allowable sign area is 30 sq. ft., (based on the lineal footage of the building wall & size of the building). If the second sign is approved as submitted, the total sign area for wall signs will be 28.65 sq. ft., which meets the size requirement of the Sign Ordinance and the approved shopping center policy.
4. If approved, the applicant must obtain a permit from the Memphis/Shelby County Office of Code Enforcement prior to installing the signs.

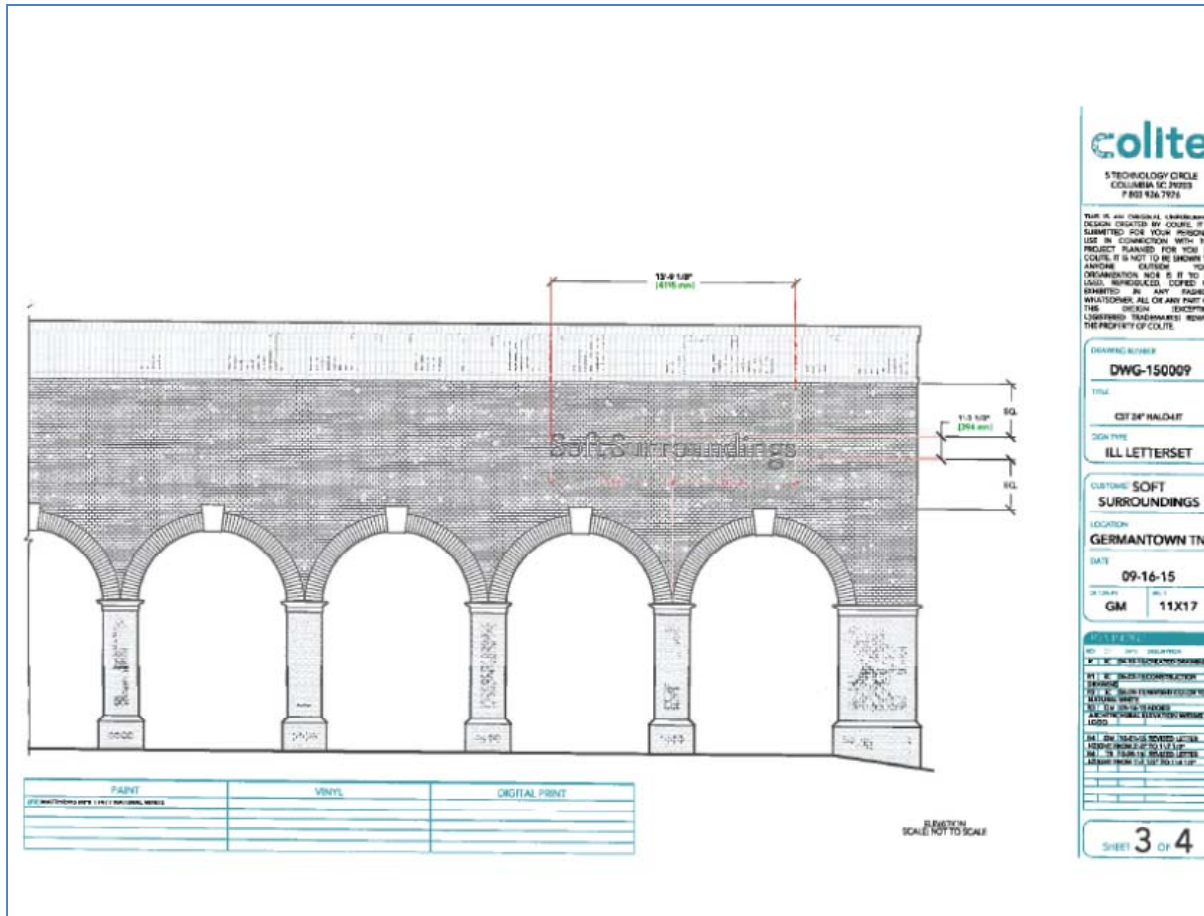
DRC SIGN SUBCOMMITTEE (Keith Saunders, CHAIRMAN):

The subcommittee met on May 12, 2016, and recommended approval on the consent agenda.

PROPOSED MOTION: To approve a second sign for the Soft Surroundings store in the Saddle Creek Northeast Shopping Center to be located on the freestanding brick façade arch in front of the store, subject to the Board's discussion, staff comments, and the documents submitted with the application.







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 5 TECHNOLOGY CIRCLE
 COLUMBIA, SC 29203
 P. 803.726.7926

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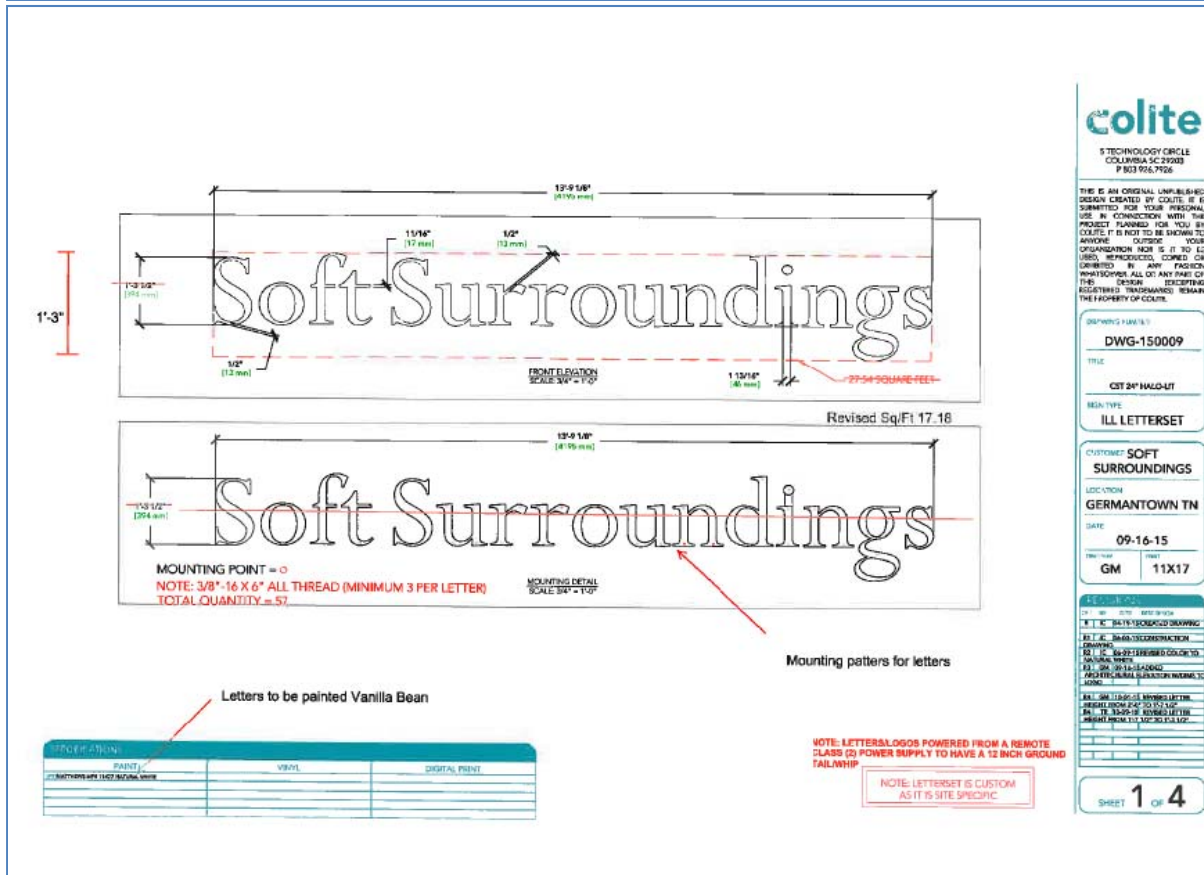
DRAWING NUMBER: **DWG-150009**
 TITLE: **CST 2ND FLOOR LIFT**
 MEDIA TYPE: **ILL LETTERSET**
 CUSTOMER: **SOFT SURROUNDINGS**
 LOCATION: **GERMANTOWN TN**
 DATE: **09-16-15**
 DESIGNED BY: **GM** DRAWN BY: **11X17**

REVISIONS

NO.	DATE	DESCRIPTION
1	09-16-15	ISSUED FOR CONSTRUCTION
2	09-16-15	ISSUED FOR CONSTRUCTION
3	09-16-15	ISSUED FOR CONSTRUCTION
4	09-16-15	ISSUED FOR CONSTRUCTION
5	09-16-15	ISSUED FOR CONSTRUCTION

NOTE: ALL DIMENSIONS SHOWN IN LETTERS ARE POWERED FROM A 12VDC POWER SUPPLY TO HAVE A 12 INCH GROUND TAILWHIP.
 NOTE: LETTERSET IS CUSTOM AS IT IS SITE SPECIFIC.

SHEET **3** OF **4**



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4	09-16-15	ISSUED FOR CONSTRUCTION
5	09-16-15	ISSUED FOR CONSTRUCTION

NOTE: ALL DIMENSIONS SHOWN IN LETTERS ARE POWERED FROM A 12VDC POWER SUPPLY TO HAVE A 12 INCH GROUND TAILWHIP.
 NOTE: LETTERSET IS CUSTOM AS IT IS SITE SPECIFIC.

SHEET **1** OF **4**

Vanilla Bean

EXISTING WALL

LETTER SECTION DETAIL SCALE 1/2" = 1'-0"

1" [25 mm]

3" [76 mm]

2" [51 mm]

LETTER SECTION DETAIL SCALE 1/2" = 1'-0"

NOTE: LETTERS/LOGO POWERED FROM A REMOTE CLASS 2 POWER SUPPLY TO HAVE A 12 INCH GROUND TAIL/WIP

SPECIFICATIONS		
	PART	
1	1200-01	NATURAL WHITE
		VINYL
		DIGITAL PRINT

MANUFACTURING BILL OF MATERIALS			
ITEM #	PART #	DESCRIPTION	QTY
1	300-57	.063" X 60" X 120" ALUM SHEET	1 SHEET
2	1000-51	1/8" X 3/4" SS RIVET	AS REQ
3	100-45	.177" X 72" X 96" CLEAR POLYCARBONATE	2 SHEET
4	300-37	.060" X 40" X 120" ALUM SHEET	2 SHEET
5	600-32	PL-PS2-WH11 WH 6.6W ZMOODPT	TBD
6	1400-72	1/2" OAL PAIGE ELECTRIC 18" WALL BUSTER	16
7	1000-147	1/2" LOCK NUT	16
8	1000-68	3/8" NUT/BOLT	57
9	1400-1	#16-2 STRN SHIELD CMP TAPPING WIRE (10'-0" WHP/TO TRANSFORMER)	170 LFT
10	1000-159	#6-32 X 3/16" SS FPH COUNTER SINK MACHINE SCREW	AS REQ

INSTALLATION BILL OF MATERIALS			
ITEM #	PART #	DESCRIPTION	QTY
11	1000-65	3/8"-16 X 6" ALL THREAD	57 EA
12	1000-200	3/8" SCH-40 PIPE X 1" LONG	57 EA
13	600-81	FRANCE FAST/PAK 1200PS LED POWER SUPPLY	1
14		MOUNTING PATTERN	1 BA
15		TOUCH-UP PAINT (PP)	1

Vanilla Bean

SPECIFICATIONS		
	PART	
1	1200-01	NATURAL WHITE
		VINYL
		DIGITAL PRINT

A INSTALLER: FILL HOLES WITH SILICONE PRIOR TO INSTALLATION

B INSTALLER: TO INSURE ALL PENETRATIONS ARE WATER TIGHT IN EXTERNAL LOCATIONS

C ALL LETTERS TO HAVE (2) 1/8" WSP HOLES AT EACH LOW POINT THRU BACK

D ELECTRICAL NOTES:
LEDS TO BE ATTACHED WITH CON TAPE BACKER
NOTE: UL APPROVED WIRE TIE TO BE USED EVERY 12"

E .063" THK. BRAKE-FORMED ALUM. MOUNTING STRAP



CITY OF GERMANTOWN TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815
 Phone (901) 757-7200 Fax (901) 757-7292 www.germantown-tn.gov

DATE RECEIVED: 4-26-16
 RECEIVED BY: SK

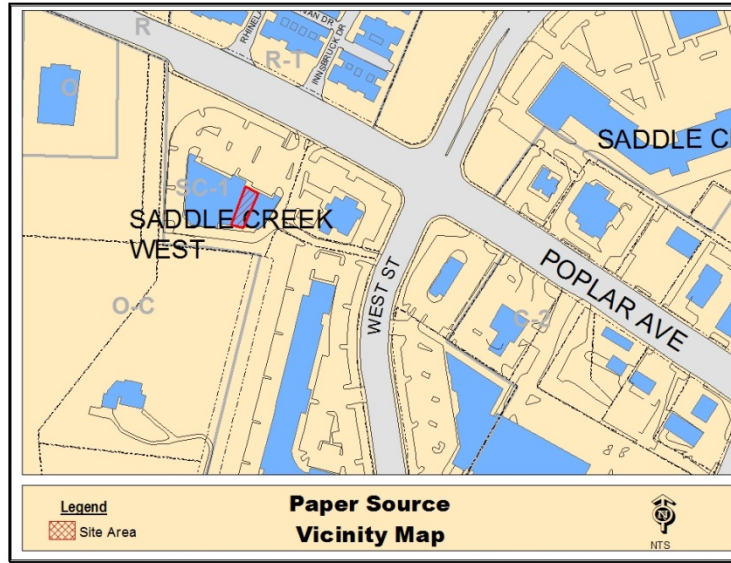
15-0951

DESIGN REVIEW COMMISSION APPLICATION FOR PERMANENT SIGN

Action Requested (Please circle one): Administrative Sign Approval / Design Review Commission Approval
 If request is for administrative sign approval does this sign meet every criteria included in the sign policy for this location? Yes: No: If no, explain: _____

1. Sign Owner: Soft Surroundings Phone No: 901-724-5294
2. Sign Owner's Address: 7615 Farmington #30 Email Address: _____
3. Sign Location Address and Name of Shopping Center: 7615 Farmington (Saddle Creek)
4. Zoning District: Commercial ; Residential _____; Old Germantown _____; Office _____
5. Sign will be mounted on: Wall ; Ground _____
6. Type Sign: Tenant Identification _____ Project Identification
 _____ Building Identification _____ Traffic Directional
 _____ Exterior Directory _____ Subdivision Identification
 _____ Service Station Sign _____ Other (If other, explain on separate page)
7. Number of Sign Faces: One ; Two _____
8. Linear feet of building frontage occupied by business where sign will be located: 30 feet.
9. Size of Sign: Width: 13 feet 9 inches; Height: 1 feet 3 inches
 TOTAL AREA OF SIGN IN SQUARE FEET: 17.18
10. Height of sign at its highest point above the surrounding grade: 15 feet 0 inches.
11. Size of Letters: 1) Height 1'-3" Width 13'-9" Font: Baskerville (Corp)
 2) Height _____ Width _____ Font: _____
 3) Height _____ Width _____ Font: _____
12. Colors: Letters: Vanilla Bean SUBMIT COLOR SAMPLES
 Background: _____ SUBMIT COLOR SAMPLES
13. Orientation of Sign to the Street: Parallel ; Perpendicular _____; Angled _____
14. Distance sign is set back from street curb or edge of pavement (corner lots, provide distance from both streets).
375 Feet _____ Inches Name of Street: Farmington Blvd
 _____ Feet _____ Inches Name of Street: _____
15. Distance building is set back from street curb or edge of pavement (corner lots, provide distance from both streets).
375 Feet _____ Inches Name of Street: Farmington Blvd
 _____ Feet _____ Inches Name of Street: _____
16. Sign Content (words, letters, logos): Soft Surroundings (no logo)
17. Size of logo: Horizontal _____ feet _____ inches; Vertical _____ feet _____ inches.
18. Sign Materials: Letters Aluminum; Sign Face Aluminum
 Mounting Structure (type and materials): Brick
19. Sign Illumination, if applicable (type, location and wattage): White LED
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: _____

- d. Paper Source – Saddle Creek South Shopping Center – 7509 Poplar Avenue – Request Approval of Storefront Awning (Case No. 16-622) Previously Known as Agenda Item 5



***APPROXIMATE LOCATION WITHIN BUILDING COMPLEX**

BACKGROUND: The subject property is in the Saddle Creek South shopping center, which was originally approved by the Planning Commission and the Board of Mayor and Aldermen in 1988. The Planning Commission approved the site plan for the redevelopment of Saddle Creek South and Saddle Creek West on December 3, 2013 and Design Review Commission approved the site plan on December 17, 2013.

DISCUSSION: The applicant is requesting approval of an awning for the Paper Source store that consists of a stripe design incorporating two colors. The text for a permanent wall sign that conforms to the sign regulations and the approved sign policy for Saddle Creek Shopping Center were approved administratively on May 10, 2016. An application for the approval of a logo has been filed and also appears on the same agenda as this application.

Location &

Height: The proposed awnings will be mounted on the storefront façade below the existing tenant identification wall sign.

Awning Area: 2 sections 19'3½" x 4'5½"

Colors &

Materials: 1" square aluminum tube frame with 6" printed stripe pattern on the fabric (pink and charcoal gray). (See attachments for cross-section and paint colors.)

Mounting

Structure: Frame mounted to building wall with metal lag bolts.

Lighting: None

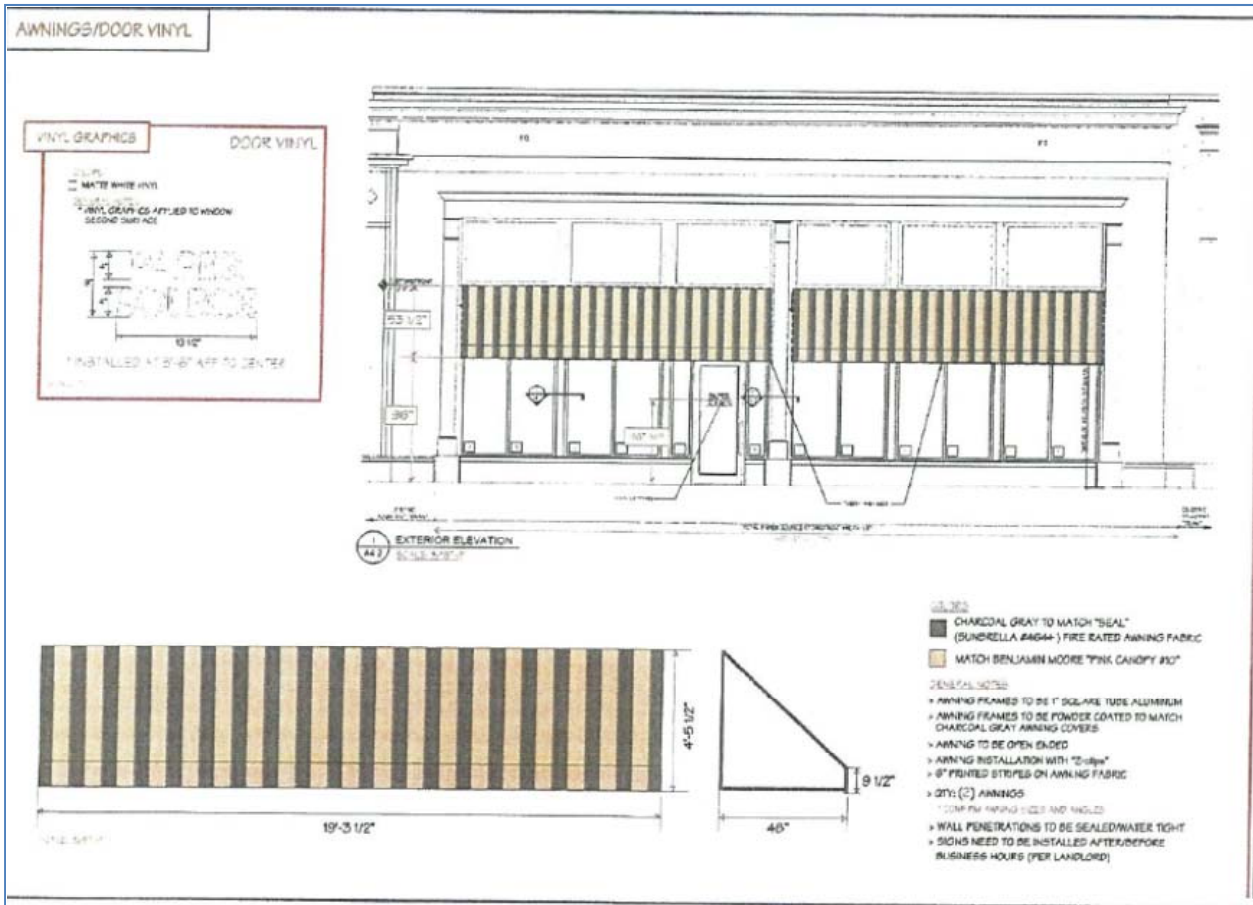
STAFF COMMENTS:

1. The proposed awning includes a multi-color pattern that is a design element requiring approval by the Design Review Commission.

2. The proposed awning design has been reviewed and approved the shopping center management, Trademark Properties.
3. If approved, the applicant must obtain a permit from the Memphis/Shelby County Office of Code Enforcement prior to installing the awning.

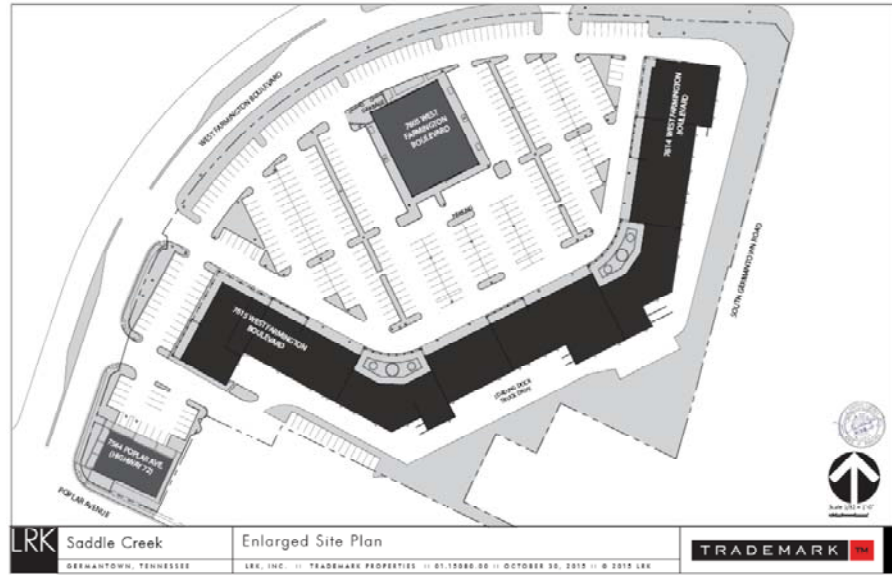
PROPOSED MOTION: To approve a storefront awning for the Paper Source store in the Saddle Creek South Shopping Center, 7509 Poplar Avenue, subject to the Board's discussion, staff comments, and the documents submitted with the application.







- e. Soft Surroundings – Saddle Creek Northeast Shopping Center – 7615 West Farmington Blvd, Suite 30 – Request Approval of Storefront Awning (Case No. 16-612). Previously Known as Agenda Item No. 6



BACKGROUND: The Shops of Saddle Creek center was approved by the Planning Commission and the Board of Mayor and Aldermen in 1987. On December 15, 2015, the Design Review Commission approved a landscape plan and building façade modification and renovation plans. The Soft Surroundings store is located between Teavana and Francesca. A permanent wall sign that conforms to the sign regulations and the approved sign policy for Saddle Creek Shopping Center was approved administratively on May 4, 2016. An application for the approval of a second wall sign has been filed and also appears on the same agenda as this application.

DISCUSSION: Two wall mounted signs and the awnings have already been installed on the building façade without approval by the City of Germantown. The applicant is now requesting approval of an awning for the Soft Surroundings store that consists of a design incorporating a multi-color pattern.

Location &

Height: The proposed awnings will be mounted on the storefront façade below the existing tenant identification wall sign. There will be 2 sections of awning, separated by a store entrance.

Awning Area: Small Section 15.59 sq. ft. (2'11½"x 5'27")
Large Section 47.21 sq. ft. (2'11½"x 15'96")

Colors &

Materials: Aluminum tube frame with a fabric tan and pattern color covering. (See attachments for cross-section and paint colors.)

Mounting

Structure: Frame mounted to building wall with wood lag anchors

Lighting: None

STAFF COMMENTS:

1. Two wall mounted signs and the awnings have already been installed on the building façade without approval by the City of Germantown.
2. The proposed awning includes a multi-color pattern that is a design element requiring approval by the Design Review Commission.
3. The proposed awning design has been reviewed and approved by the shopping center management, Trademark Properties.

If approved, the applicant must obtain a permit from the Memphis/Shelby County Office of Code Enforcement.

PROPOSED MOTION: To approve a storefront awning for the Soft Surroundings store in the Saddle Creek Northeast Shopping Center, 7615 West Farmington, subject to the Board's discussion, staff comments, and the documents submitted with the application.





CITY OF GERMANTOWN TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815
Phone (901) 757-7200 Fax (901) 757-7292 www.germantown-tn.gov

DATE RECEIVED: _____
RECEIVED BY: _____

DESIGN REVIEW COMMISSION PROJECT REVIEW APPLICATION

Specific Approval requested:

Preliminary Plan Final Plan Change in Use
(Site plan, building elevations, landscaping, lighting, etc.) (Complete "OG" Checklist)

Wireless Transmission Facility Landscaping (only) Lighting (only)

Revision/amendment to an approved plan
Description of requested change: Awning Submittal & Alternate

Other; Explain _____

Project Name: Soft Surroundings

Project Address: 7615 West Farmington Suite 30 Germantown, TN

Previous Tenant: Coldwater Creek

Applicant's Name: JGA Inc.

Mailing Address: 29110 Inkster Rd. Suite 200 Southfield, MI 48034

Email Address: wgrapentine@jga.com Telephone: (248)-663-1657

Owner's Name: Taylor Senter Crook EtAL C-O Heitman Capital Management

Mailing Address: 191 Wacker Drive Ste. 2500

Email Address: KTaylor@trademarkproperty.com Telephone: _____

Developer's Name: N/A

Mailing Address: N/A

Email Address: N/A Telephone: N/A

Lessee's Name: Triad Catalog Co. LLC dba Soft Surroundings

Mailing Address: P.O. Box 12467 St. Louis, MO 63132

Email Address: DJFlick@softsurroundings.com Telephone: (314) 812-6192

DRC Project Review Application
Page 2

Zoning District where project is to be located: N/A

Describe project item(s) to be reviewed: *(please attach additional sheets or letter of description if needed)*

Storefront Awning

MARK J. CARLIM A/B.
Print Name of Applicant

[Signature]
Signature of Applicant

N/A
Print Name of Owner

N/A
Signature of Owner

N/A
Print Name of Developer

N/A
Signature of Developer

David J. Flick
Print Name of Lessee

[Signature]
Signature of Lessee

By my signature, I attest that all of the required information associated with this application has been submitted to the Department of Community Development by the scheduled deadline date. Any failure on my part not to submit any of the required information may result in the removal of the application from the agenda.

DRC Project Review Application
Page 3

DISCLOSURE OF OWNERSHIP INTERESTS

In order to assist staff and appointed and elected officials of the City of Germantown in complying with Ordinances of the City relating to conflicts of interests, the following information is required to be furnished:

- For Profit Entities.** If the owner of the land which is the subject of this Application (including all owners, lessees and developers) is a for-profit entity, i.e. individual or sole proprietor, general partnership, limited partnership, corporation, limited liability company, R.E.I.T., a trust, or any other form of for-profit business entity, the authorized representative of the Owner must list below the respective names and business or home addresses of all persons or entities which own 10% or more of the ownership interests in the Owner. (If another business entity owns 10% or more of the ownership interests in the Owner, all persons owning a 10% or more interest in such last mentioned entity must be identified by name and business or home address.) (If a trust owns a 10% or more interest in the Owner, all beneficiaries of 10% or more of the trust assets must be identified by name and business or home address.) The amount of ownership interest does not have to be disclosed.

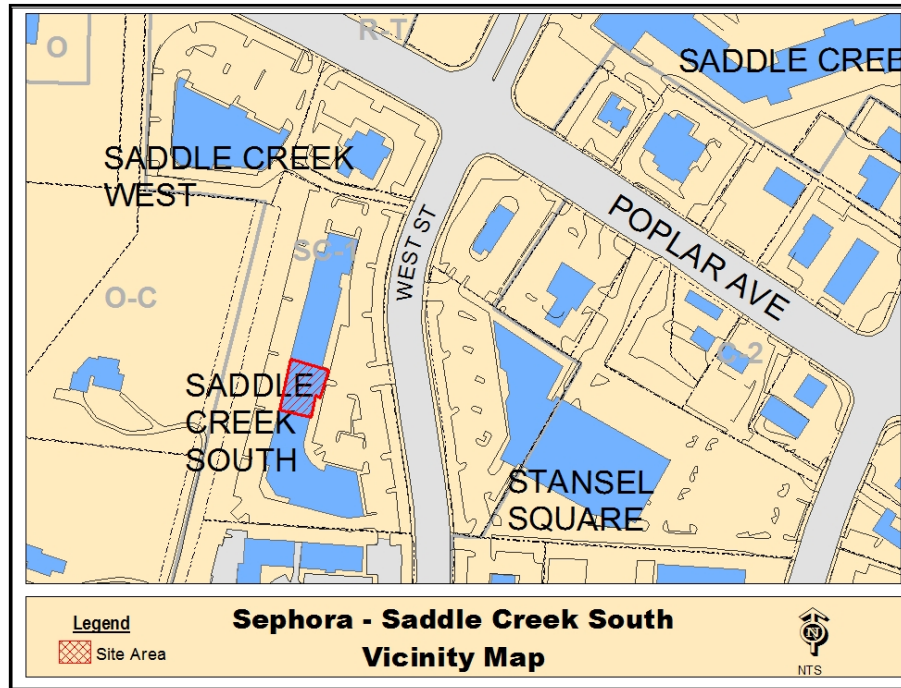
Owner: Taylor Senter Crook ET AL C-O Heitman Capital Management
Address: 197 Wacker Drive ste 2500 Chicago, IL 60606-1885
Lessee: Triad Catalogue Co. LLC DBA Soft Surroundings
Address: P.O. Box 12467 St. Louis, MO 63132
Developer: N/A
Address: N/A

Persons or Entities* Owning 10% or More of the Ownership Interests of the Owner:

Name	Business or Home Address
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

*See language in parenthesis above.

- f. Sephora at The Shops of Saddle Creek – Saddle Creek South Shopping Center – 2055 West Street, Suite 10 – Request Approval of Storefront Modification (Case No. 16-623). Previously Known as Agenda Item No. 7



***APPROXIMATE LOCATION WITHIN BUILDING COMPLEX**

BACKGROUND: The subject property is in the Saddle Creek South shopping center, which was originally approved by the Planning Commission and the Board of Mayor and Aldermen in 1988. The Planning Commission approved the site plan for the redevelopment of Saddle Creek South and Saddle Creek West on December 3, 2013 and Design Review Commission approved the site plan on December 17, 2013.

DISCUSSION: The plan proposes an overall change to the exterior appearance of the storefront that consist of new awning, paint colors, aluminum trim, and natural stone materials for the façade. The proposed storefront changes have been approved by the property owners and management. A complete set of existing and proposed building elevations are provided, as well as samples of the colors and materials.

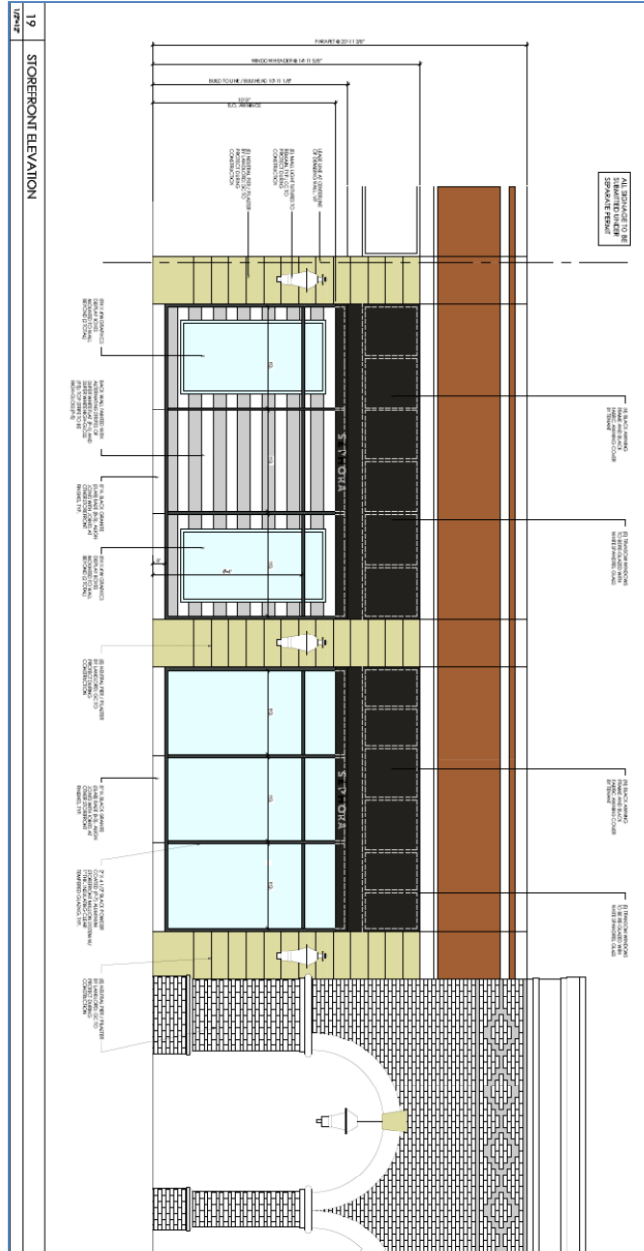
The new paint colors will be black and white including all newly proposed building materials (awning, stones, aluminum, and tile). This black and white color scheme is the corporate brand used to identify the store and is reflected in the interior of the store as well as in some of their product packaging.

COMMENTS:

1. Although signage is shown on the proposed elevations, it has not been approved and are not under review at this time. The applicant must file a separate application for signage approval for this project.

If approved, the applicant shall obtain a building permit from Shelby County Construction Code Enforcement Office prior to commencing work.

PROPOSED MOTION: To approve the storefront modifications that includes new awning, paint colors, aluminum trim, and natural stone building materials for the Sephora at 2055 West Street, subject to Board's discussion, staff comments, and the documents submitted with the application.





CITY OF GERMANTOWN TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815
Phone (901) 757-7200 Fax (901) 757-7292 www.germantown-tn.gov

DATE RECEIVED: _____
RECEIVED BY: _____

DESIGN REVIEW COMMISSION PROJECT REVIEW APPLICATION

Specific Approval requested:

- Preliminary Plan
(Site plan, building elevations, landscaping, lighting, etc.)
- Final Plan
- Change in Use
(Complete "OG" Checklist)
- Wireless Transmission Facility
- Landscaping (only)
- Lighting (only)
- Revision/amendment to an approved plan
Description of requested change: _____
- Other; Explain _____

Project Name: Sephora at The Shops of Saddle Creek

Project Address: 2055 West Street, Suite 10, Germantown, TN 38138

Previous Tenant: Currently vacant

Applicant's Name: Ken Moy / McCall Design Group

Mailing Address: 550 Kearny Street, Suite 950, San Francisco, CA 94108

Email Address: ken@mccalldesign.com Telephone: 415.288.8150

Owner's Name: Bryne Pennington / Trademark Property

Mailing Address: 1701 River Run, Suite 500, Forth Worth, TX 76107

Email Address: bpennington@trademarkproperty.com Telephone: 817.639.2705

Developer's Name: _____

Mailing Address: _____

Email Address: _____ Telephone: _____

Lessee's Name: Homer Perez / Sephora, U.S.A.

Mailing Address: 525 Market Street, 32nd Floor, San Francisco, CA 94105

Email Address: homer.perez@sephora.com Telephone: 415.284.1669

DRC Project Review Application
Page 2

Zoning District where project is to be located: T5

Describe project item(s) to be reviewed: (please attach additional sheets or letter of description if needed)

Sephora at The Shops of Saddle Creek storefront modifications

Ken Moy / McCall Design Group

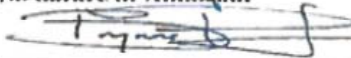
Print Name of Applicant



Signature of Applicant

Bryne Pennington / Trademark Property

Print Name of Owner

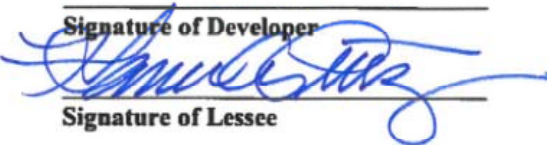


Signature of Owner

Print Name of Developer

Homer Perez / Sephora, U.S.A.

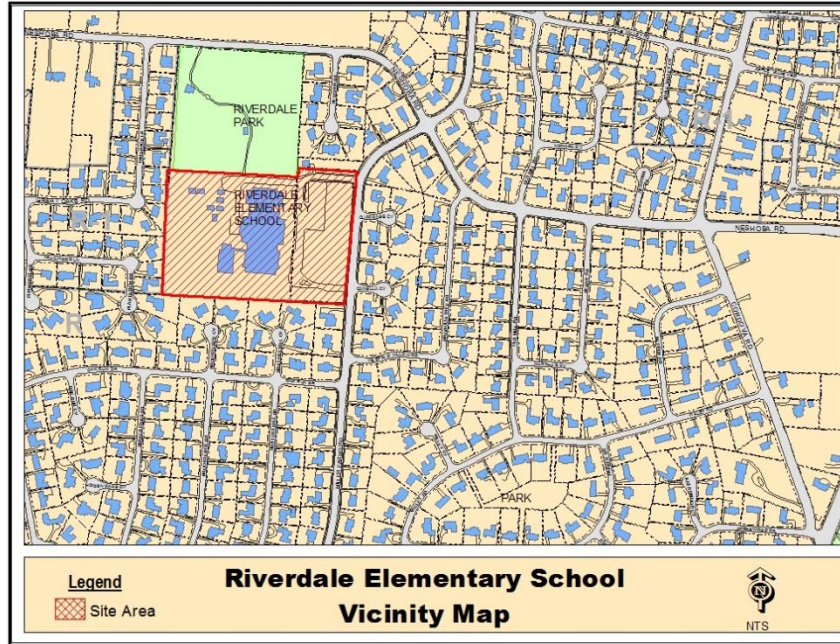
Print Name of Lessee

Signature of Developer


Signature of Lessee

By my signature, I attest that all of the required information associated with this application has been submitted to the Department of Community Development by the scheduled deadline date. Any failure on my part not to submit any of the required information may result in the removal of the application from the agenda.

5. Riverdale Elementary School-Parking Lot Addition – 7391 Neshoba Road – Request Approval of a Revised Preliminary and Final Site Plan (Case No. 15-551). Previously Known as Agenda Item No. 10



BACKGROUND: Riverdale Elementary School was constructed by the Shelby County Board of Education in 1969. It was transferred to the Germantown Municipal School District when that entity was created. The Board of Zoning Appeals approved on November 10, 2015, a use on appeal for the addition. The Planning Commission, on December 8, 2015, and Design Review Commission, on December 15, 2015, approved a preliminary and final site plan for the expansion of the school that consists of a 60,751 sq. ft. building addition and 135 parking spaces. On May 3, 2016, The Planning Commission approved a revised preliminary and final site plan for the addition of 107 Permanent Parking Spaces and on May 10, 2016, the Board of Zoning Appeals approved a Use of Appeal to allow the public school parking lot addition.

DISCUSSION: The applicant now seeks approval for of a revised site plan that includes an additional 107 permanent parking spaces on the west side of the existing school building.

The Section 23-235 of Zoning Ordinance requires schools in the R District to provide off-street parking as follows: Elementary schools (K through eight): 1.15 parking spaces per staff member. For computation purposes any fractional amount over one will be rounded to the next larger whole number.

TOTAL SITE AREA	15.35 ac.	No change
BUILDING FLOOR AREA	Current -132,254 sq. ft.	152,442 sq. ft. (Previous Approval)
NUMBER OF PARKING SPACES	Current – 134 (to be removed)	Total Proposed – 239 132 w/bldg. add't 107 w/current request
PERVIOUS AREA	Current – NA	Proposed – 54%

The following checklist describes the characteristics of each part of the property.

DESIGN REVIEW COMMISSION CHECKLIST:

1. *Site Layout:* Same as approved on December 15, 2015 with the additional parking lot located on the west side of building.
2. *Building Elevations:* N/A.
3. *Street Improvements and Curb Cuts:* No change.
4. *Parking Lots:* One on north, east, and west side of building (See parking totals above)
5. *Exterior Lighting:* Parking lot lighting consists of LED fixtures mounted on 20 foot-tall double head poles with house side shields. Lights fixtures facing the adjacent residential properties will be at a 14 foot height. All poles and fixtures to have a dark bronze finish.
Photometric analysis: calculations are provided by zones. Lighting plan provided with site plan.
6. *Garbage Collection Area:* N/A.
7. *Vents:* N/A.
8. *Gas, Electric and Water:* N/A.
9. *Mechanical Units:* N/A.
10. *Emergency Generators:* N/A.
11. *Landscaping:* Landscape plan attached to report.
12. *Mailboxes:* N/A.
13. *Signs:* N/A.

STAFF COMMENTS:

The applicant must receive Final Construction Plan approval from the Department of Community Development before the Memphis/Shelby County Office of Construction Code Enforcement may issue a building permit for the project.

PROPOSED MOTION: To approve the revised preliminary and final site plan for Riverdale Elementary School, 7391 Neshoba Rd., subject to the Board's discussion, staff comments and the documents submitted with the application.





CITY OF GERMANTOWN TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815
Phone (901) 757-7200 Fax (901) 757-7292 www.germantown-tn.gov

DATE RECEIVED: _____
RECEIVED BY: _____

DESIGN REVIEW COMMISSION PROJECT REVIEW APPLICATION

Specific Approval requested:

- Preliminary Plan Final Plan Change in Use
(Site plan, building elevations, landscaping, lighting, etc.) *(Complete "OG" Checklist)*
- Wireless Transmission Facility Landscaping (only) Lighting (only)
- Revision/amendment to an approved plan
Description of requested change: _____
- Other; Explain _____

Project Name: Riverdale Elementary School Addition

Project Address: 7391 Neshoba Road, Germantown, TN 38138

Previous Tenant: Germantown Municipal School District

Applicant's Name: Germantown Municipal School District

Mailing Address: 6685 Poplar Ave. Suite 202, Germantown, TN 38138

Email Address: jason.manuel@gmsdk12.org Telephone: 901-752-7900

Owner's Name: Germantown Municipal School District

Mailing Address: 6685 Poplar Ave. Suite 202, Germantown, TN 38138

Email Address: jason.manuel@gmsdk12.org Telephone: 901-752-7900

Developer's Name: Same as Owner

Mailing Address: Same as Owner

Email Address: Same as Owner Telephone: Same as Owner

Lessee's Name: N/A

Mailing Address: _____

Email Address: _____ Telephone: _____

DRC Project Review Application
Page 2

Zoning District where project is to be located: R - Residential

Describe project item(s) to be reviewed: *(please attach additional sheets or letter of description if needed)*

The addition of a new new parking lot in the back of the property for teacher and faculty parking
during construction of the new school building.

Print Name of Applicant

JASON MANUEL

Print Name of Owner

Signature of Applicant



Signature of Owner

Print Name of Developer

Signature of Developer

Print Name of Lessee

Signature of Lessee

By my signature, I attest that all of the required information associated with this application has been submitted to the Department of Community Development by the scheduled deadline date. Any failure on my part not to submit any of the required information may result in the removal of the application from the agenda.

Mr. Josh Cathy, Germantown School Director of Operations and Mr. David Smith w/A2H, Inc explained they had met with the neighbors and their key concern was landscaping, shields on the lights to which they agreed to put both interior and exterior shields if that was necessary, however it was decided that the interior shields would be enough, and proximity of the parking lot particularly to Mr. Dudley and Mr. Sklar's property. It was originally designed to be 48' from the property line so instead of moving the parking lot 80 feet to 100 feet away from the homeowner's property they came to a compromise and decided to remove 11 parking spaces, which moved the parking lot 68 feet from the homeowner's property line. The parking lot would not be lit at night unless there was an event in the gym/theater and, for safety reasons, there will be restricted access to this parking lot.

Mr. Ron Sklar expressed his appreciation to the school board and especially to Mr. Cathy for working with them and felt they were very close to being in total agreement. They liked what the school had done with the lights and supports Mr. Cathy's remarks on securing the lot at night without lights. The only concerns they had was the landscaping due to the growth of the greenery that would eventually result in a green wall. If this happens Mr. Dudley would not have a view, air, or natural light for the yard. For that reason they are requesting that the landscaping be moved much closer to the parking lot perhaps 10-12 feet from the asphalt. Mr. Sklar requested that the landscaping also be extended across the back of his property line so he doesn't have a clear view of the parking lot and light fixture.

Mr. Joseph Bond, Riverdale Principle thanked the commission for hearing this and expressed his desire to continue being a great neighbor with everyone. He explained that this project had certainly been a necessity and felt like they had worked hard to make this project work for everyone concerned.

Ms Shana Sparks, parent and Ms. Rollie Phelps, Riverdale Elementary School teacher spoke in favor of this project and asked the commission to approve this request.

Mr. Cathy insured the commission that they were going to work with their neighbors to do their best to accommodate them so everyone is happy throughout the process.

After much discussion, Alderman Klevan expressed his appreciation to the school for being very compromising because there are things that have to be done that are being graciously done to the school's benefit. He also expressed his appreciation to the neighbors working willingly with the school and offering some good ideas. It is refreshing to have neighbors that don't come forth to just complain but with suggestions and recommendations on how to fix something.

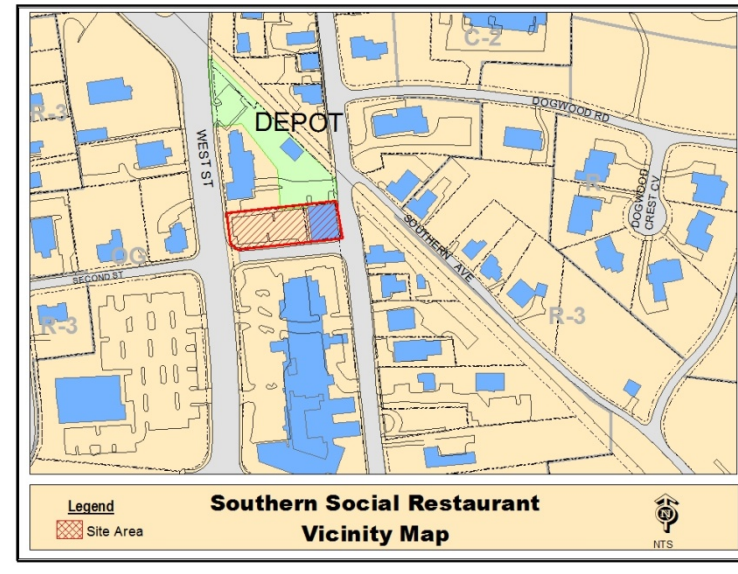
Chairman Bruns called for a motion.

Mr. Landwehr moved to approve the revised preliminary and final site plan for Riverdale Elementary School, located at 7391 Neshoba Rd.; Germantown Schools and A2H are to work with staff to come up with a landscape solution which means moving the landscaping closer to the parking lot as well as supplementing the landscaping for Mr. Sklar's property as discussed, subject to staff comments, and the documents submitted with the application, seconded by Mr. Smith.

ROLL CALL: Mr. Schmidt – Yes; Mr. Sherman – Yes; Alderman Klevan – Yes; Mr. Serfess – Yes; Mr. Smith – Yes; Mr. Landwehr – Yes; Chairman Bruns - Yes

MOTION PASSED

6. Southern Social Restaurant – 2285 S. Germantown Road – Request Approval of Building Modifications and a Landscape Plan in Old Germantown (Case No. 16-624). Previously Known as Agenda Item No. 8



BACKGROUND: Southern Social will be opening in the former site of Elfo’s restaurant at 2285 S. Germantown Road. Prior to Elfo’s opening in 2008, Three Rivers Grill operated in this space beginning in 1998. The Design Review Commission previously approved storefront modifications for Elfo’s in February 2008.

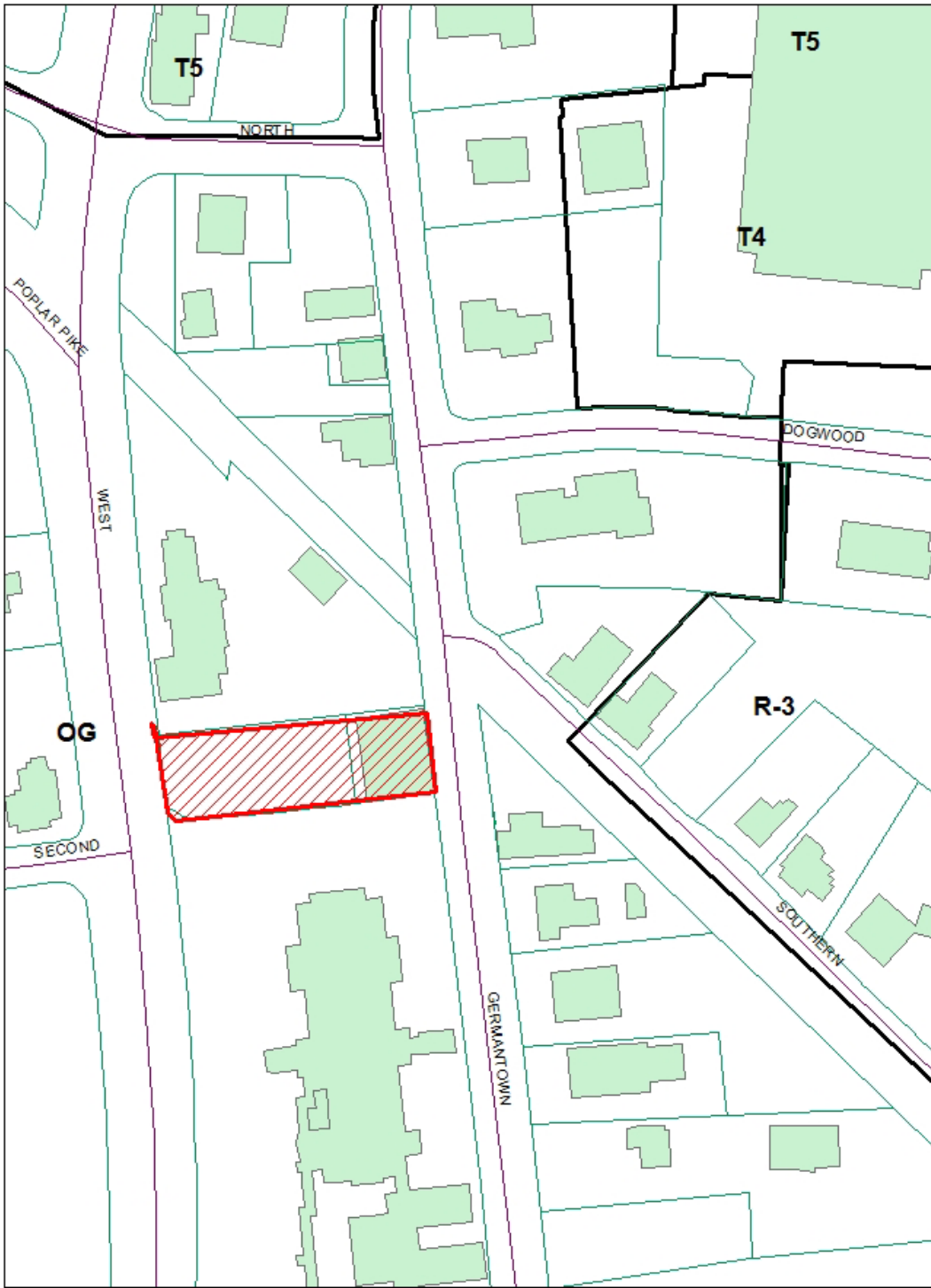
DISCUSSION: This request is for storefront modifications the existing building. The storefront will be modified as outlined below:

- The proposed exterior building color will remain the same and the trim colors proposed are: Behr brand Cracked Pepper (PPU18-01) and Behr brand Ultra Pure White (PPU18-06).
- New awnings will be installed with a black fabric and design as illustrated in the attached graphic.
- Screen walls in the back of the building will be changed from the wood fences to free standing masonry screen, painted the same color of the brick. In the event the utilities below complicate the construction of a masonry screen, the wood screens will be rebuilt but with more ornamental detailing.
- A wood deck/patio is proposed to be built atop a small area of the existing parking lot to be located on the northwest corner of the building. Handicap access is provided from that side of the building. At this time, wood benches will be constructed around the perimeter of the deck with outdoor furniture used in the middle of this space. The perimeter benches would look similar to that in the photo provided as part of the application (see attached).

STAFF COMMENTS:

1. The applicant must file a separate application for signage approval for this project.
2. If approved, the applicant shall obtain a building permit from Shelby County Construction Code Enforcement Office prior to commencing work.

PROPOSED MOTION: To approve of building modifications and landscape plan in Old Germantown for Southern Social Restaurant at 2285 S. Germantown Road, subject to the Board’s discussion, staff comments and the documents submitted with the application.



ZONING MAP

Mr. Blair Parker w/Blair Parker Designs and Tom Powers, owner explained that they would be changing the interior of the building and making minor exterior adjustments to the structure itself. This restaurant will be similar in the style and quality of chef inspired entrees and menu with prime steaks and seafood as his Flight Restaurant that is located in downtown Memphis. They met with Reverend Gabriel of Gemantown United Methodist Church and came to an agreement to allowing restaurant employee's and the valet cars to park over in the church's parking lot so as to keep the existing and natural parking lot for their guests. They are aware they will need to go to Shelby County for an accessory permit since the deck is attached and will share the details with this commission in terms of the structure integrity once they have obtained this information.

After much discussion, Chairman Bruns called for a motion.

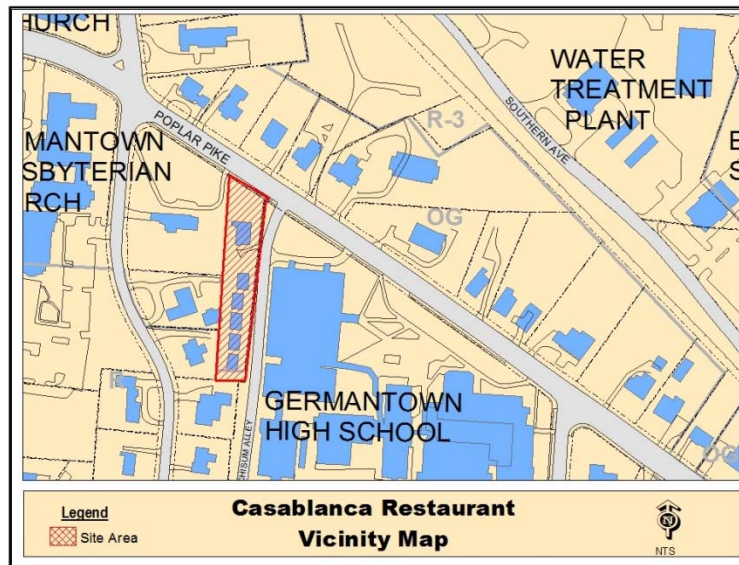
Mr. Sherman moved to approve the building modifications and landscape plan in Old Germantown for Southern Social Restaurant at 2285 S. Germantown Road, as discussed, subject to staff comments and the documents submitted with the application, seconded by Mr. Landwehr.

ROLL CALL: Mr. Landwehr – Yes; Mr. Smith – Yes; Mr. Sherman –Yes; Mr. Serfess – Yes; Mr. Schmidt – Yes; Chairman Bruns - Yes

MOTION PASSED

-
7. Casablanca Restaurant – 7609 Poplar Pike – Request Approval of a Change of Use from an Antique Shop to a Restaurant in Old Germantown (Case No. 16-626). Previously Known as Agenda Item No.

7



BACKGROUND: The property was rezoned from Residential to “OG” Old Germantown with the passage of Ordinance No. 1990-15 in 1990. The Design Review Commission approved a Change in Use from residential to office was approved by the Design Review Commission in February 1998 and from office to retail in March of 2003. The area behind the house and parking lot was previously leased to Shelby County Board of Education for the use of portable classroom space utilized by Germantown High School.

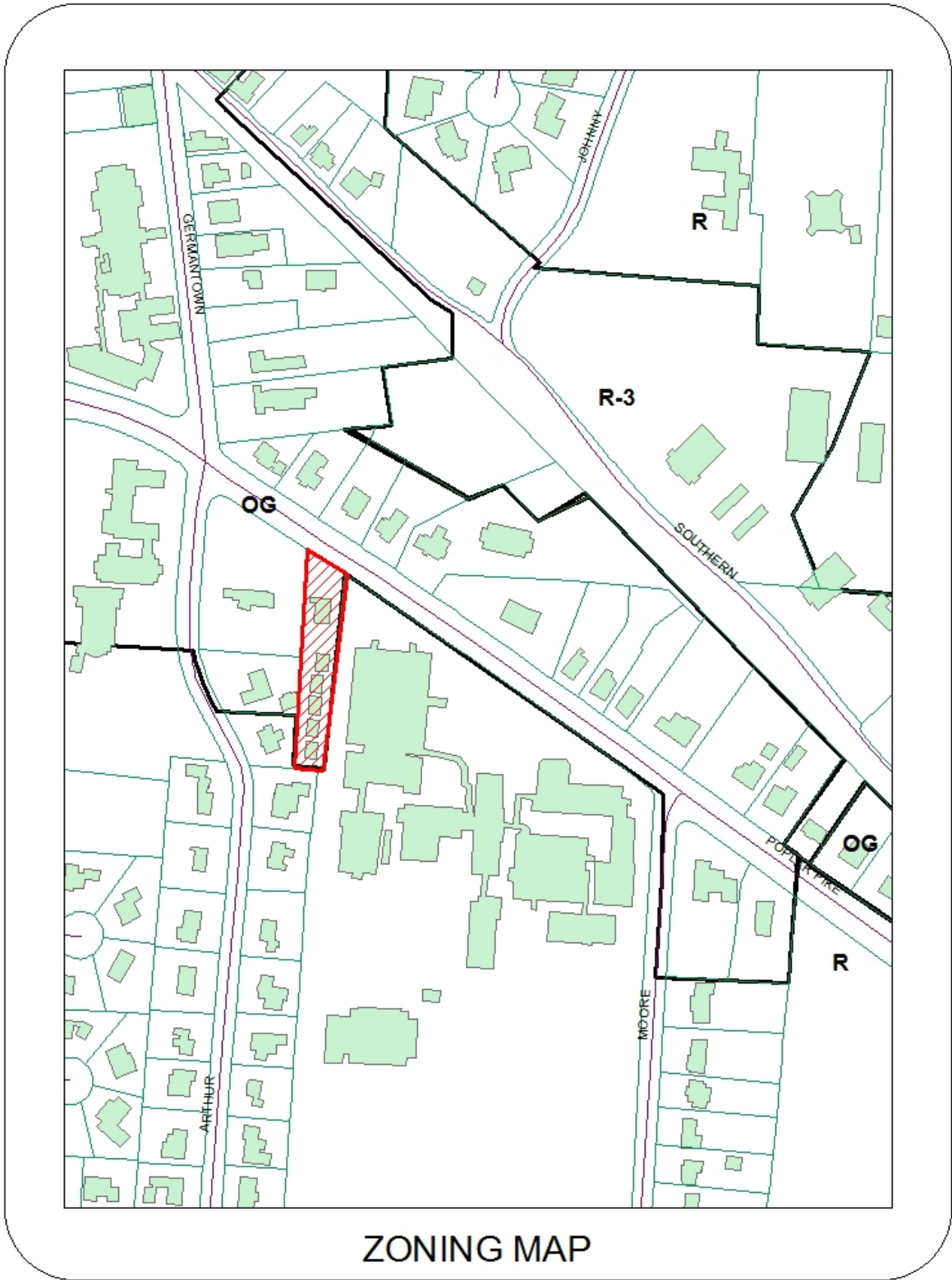
DISCUSSION: Approval is requested to change the use of a site from office/retail use to restaurant use. The 0.71-acre property includes a 2,130 square foot building and approximately 6 parking spaces. Section 23-517(4) of the City of Germantown Code of Ordinances permits a change in use “provided...that any change in use shall be subject to review and approval by the design review commission and to the design review commission finding that the proposed change in use shall have no negative impact upon surrounding properties or upon the character of the district.” The subject site is bordered on the west by an office use, Subway franchise management, at 7599 Poplar Pike. To the east is Germantown High School at 7653 Poplar Pike.

STAFF COMMENTS:

1. The change in use will allow restaurant to be located in the building at 7609 Poplar Pike and allow for the applicant to proceed with the work to transition from office/retail use to restaurant use.

A variance from the required number of parking spaces was approved by the Design Review Commission in August 2003 and 1998 as part of the previous uses. As the back of the property is no longer leased for portable classrooms, the applicant is working with neighbors and preparing plans to create more parking, lighting and additional landscaping to accommodate the change in use.

PROPOSED MOTION: To approve the request for a change in use from retail use to restaurant use for the Casablanca Restaurant, located at 7609 Poplar Pike in the “OG” Old Germantown Zoning District.



Mr. Samir Shlaya explained that he has several restaurants in the Memphis and surrounding areas and none of his restaurants will ever serve alcohol. This is a family restaurant intended to make you feel like you are at home. He assured the Commission that he would happily comply with anything that the City of Germantown asked him to do.

After much discussion, Chairman Bruns called for a motion.

Mr. Landwehr moved to approve the request for a change in use from retail use to restaurant use for the Casablanca Restaurant, located at 7609 Poplar Pike in the “OG” Old Germantown Zoning District, as discussed, subject to staff comments and the documents submitted with the application, seconded by Mr. Serfess.

ROLL CALL: Mr. Serfess – Yes; Mr. Sherman – Yes; Mr. Schmidt – Yes; Mr. Smith – Yes; Mr. Landwehr – Yes; Chairman Bruns – Yes

MOTION PASSED

8. City of Germantown – 1920 S. Germantown Road – Request Approval of Amendment to Temporary Signage Regulations (Case No. 16-616). Previously Known as Agenda Item No. 11

DISCUSSION:

Staff proposes several amendments to the regulations on temporary political signs in residential and commercial areas. The amendments address sign regulations in the conventional residential zoning districts (R-E, R-E-1, R-E-10, R, R-1, R-2, R-3, R-T, and PUD districts), in the Old Germantown districts (OG, OG-1) and also in commercial zoning districts (C-1, C-2, SC-1, O, O-T, and O-51). The amendments will make the temporary signs uniform in all districts across the City. Some of the more important areas to focus on are:

1. All content of temporary signs shall, for the purposes of this ordinance change remain as before;
2. Location of temporary signs shall remain outside of the right of way and on lots with the owner’s consent.

The proposed amendments are **highlighted** and underlined in the following pages. Deletions are ~~struck through~~ and **highlighted**.

PROPOSED MOTION: To recommend approval of the attached temporary sign regulation amendments. Please Read:

Yellow highlighted Color refers to all areas of concern to be deleted and UNDERLINED text refers to amendments to the ordinance.

CHAPTER 14
ARTICLE III. - TEMPORARY SIGNS

Sec. 14-61. - Single-family residential districts, two-family residential districts, multifamily districts and planned unit developments.

(a) Generally. This section shall apply to all districts designated by the zoning ordinance as R-E, R-E-1, R-E-10, R, R-1, R-2, R-3, R-T, R-H, and PUD.

(b) Allowable signs (One sign per issue, per street front except as indicated in (b) (2) (g)). Temporary signs permitted in the R-E, R-E-1, R-E-10, R, R-1, R-2, R-3, R-T, R-H, and PUD districts are as follows:

(1) Temporary signs requiring approval of the director of economic and community development:

- a. Construction signs except as allowed under subsection (b) (2), of this section;
- b. Real estate signs except as allowed under subsection (b) (2), of this section, one sign per street frontage;
- c. Signs announcing openings, one sign per street frontage;
- d. Subdivision identification signs, one sign per street frontage;
- e. Street banners as approved by the board of mayor and aldermen for the purpose of advertising a public event. See section 14-62 for requirements.
- f. Charitable/nonprofit event signs.
- g. Public information signs.

(2) Temporary signs not requiring approval, but subject to the requirements of this article are as follows:

- a. Construction signs for single family and two family residences;
- b. Real estate signs for sale of a single family residence, two family residence or individual lot;
- c. Real estate signs for sale or lease of an individual dwelling unit within a multi family project;
- d. Political signs, provided there is one sign per candidate or issue per occupied residential lot. On corner lots, one sign per candidate or issue per street frontage shall be permitted;
- e. Private sale signs, provided that they are erected no earlier than five days prior to the sale;
- f. Yard of the month signs;
- g. Miscellaneous yard signs;
- h. On double frontage lots, temporary signs shall only be allowed in the front yard adjacent to the front line of the building.
- i. Neighborhood association meeting signs;
- j. Temporary yard signs, banners and flags;

(c) Size. The size of temporary signs in the R-E, R-E-1, R-E-10, R, R-1, R-2, R-3, R-T and PUD districts shall be as follows:

(1) Construction signs shall have a sign area of one face not to exceed nine square feet for a residence or 25 square feet for a multifamily project of five units or more. In no case shall the total sign area exceed 18 square feet for a residence or 50 square feet for a multifamily project of five units or more.

(2) Real estate signs.

a. Single family, two family or multifamily developed lots, or an individual dwelling unit within a multi family project: The sign area of one face shall not exceed nine square feet. In no case shall the total sign area exceed 18 square feet.

b. Undeveloped tracts of three acres or more: The sign area of one face shall not exceed 25 square feet. In no case shall the total sign area exceed 50 square feet.

(3) Signs announcing openings: The sign area of one face shall not exceed 25 square feet. In no case shall the total sign area exceed 50 square feet.

(4) Subdivision identification signs: The sign area of one face shall not exceed 25 square feet. In no case shall the total sign area exceed 50 square feet.

(5) Political signs: The sign area of one face shall not exceed eight three (3) square feet. In no case shall the total sign area exceed 16 six (6) square feet.

(6) Private sale signs: The sign area of one face shall not exceed four square feet. In no case shall the total sign area exceed eight square feet.

(7) Yard of the month signs: The sign area of one face shall not exceed four square feet. In no case shall the total sign area exceed eight square feet.

(8) Miscellaneous yard signs: The sign area of one face shall not exceed four square feet. In no case shall the total sign area exceed eight square feet.

(9) Charitable/nonprofit event signs: The sign area of one face shall not exceed four square feet. In no case shall the total sign area exceed eight square feet.

(10) Neighborhood Association meeting signs: The sign area of one face shall not exceed four square feet. In no case shall the total sign area exceed eight square feet.

(11) Temporary yard sign, banners or flags: The sign area of one face shall not exceed four square feet. In no case shall the total sign area exceed eight square feet.

(12) Public information signs: The sign area of one face shall not exceed sixteen square feet. The height of the sign shall be a maximum of eight feet, as measured from the surrounding grade.

(1) Shall not exceed four (4) square feet per face.

(d) Location. Location of temporary signs in the R-E, R-E-1, R-E-10, R, R-1, R-2, R-3, R-T and PUD districts shall be as follows:

(1) Construction signs for a single family or two family residence shall be at least ten feet behind the curb face or edge of pavement of any street. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade. Construction signs for multifamily projects of five units or more shall be located a minimum of 30 feet from the face of the curb or the edge of the pavement of any street. The height of the sign shall be a maximum of eight feet, as measured from the surrounding grade.

(2) Real estate signs shall be located at least ten feet behind the curb face or edge of pavement of any street. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade. The height of signs issued under subsection (c) (2) b of this section shall be a maximum of six feet, as measured from the surrounding grade. A single "for sale, lease or rent" sign for an individual dwelling unit within a multi-family project may be located a) within a window or door of the affected dwelling, b) within twenty (20) feet of a door leading directly to the individual unit, or a covered vestibule serving multiple units, provided that the sign is at least twenty (20) feet in distance from any other real estate sign.

(3) Signs announcing openings shall be located a minimum of 30 feet from the face of the curb or the edge of the pavement of any street. The height of the sign shall be a maximum of eight feet above the surrounding grade. A sign shall be allowed on each street frontage.

(4) Subdivision identification signs shall be located a minimum of 30 feet, from the face of the curb or the edge of the pavement of any street. The height of the sign shall be a maximum of eight feet, as measured from the surrounding grade.

(5) Political signs shall be located on occupied lots with the consent of the property owner. Signs shall be located a minimum of ten feet behind the curb face or edge of pavement of any street. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade.

(6) Private sale signs shall be located on occupied lots only. Signs shall be located a minimum of ten feet behind the curb face or edge of pavement of any street. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade.

(7) Yard of month signs shall be located a minimum of ten feet behind the curb face or edge of pavement of any street. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade.

(8) Miscellaneous yard signs shall be located on occupied lots only. Signs shall be located a minimum of ten feet behind the curb face or edge of pavement of any street. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade.

(9) Charitable/nonprofit event signs shall be located on occupied residential lots only and only with the consent of the homeowner. Signs shall be located a minimum of ten feet behind the curb face or edge of pavement of any street. The height of the sign shall be a maximum of four feet as measured from the surrounding grade.

(10) Neighborhood association meeting signs shall be located a minimum of ten feet behind the curb face or edge of pavement of any street. A maximum of one sign per lot is permitted. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade.

(11) Temporary yard signs, banners and flags shall be located a minimum of ten feet behind the curb face or edge of pavement of any street. A maximum of one sign per street frontage per lot is permitted. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade.

(12) Public information signs shall be located as set by the permit.

(1) All signs shall be located on occupied lots with the consent of the property owner. Signs shall be located a minimum of ten feet behind the curb face or edge of pavement of any street. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade.

(2) All signs on corner lots, for sight line and safety reasons, may be no closer to the corner than 35 feet from the center of the corner curb

(e) Content. Content of temporary signs in the R-E, R-E-1, R-E-10, R, R-1, R-2, R-3, R-T, and PUD districts shall be according to the following:

(1) Construction signs may contain identification of the project, contractor, architect, engineer and other firms (including financing) involved in construction.

(2) Real estate signs may contain the following information on the main body of the sign or on the name strips below the main sign:

a. The name of the company.

b. The name of the agents.

c. For sale or sold.

d. Phone number.

e. Physical description of the property.

f. Type of financing.

g. Corporate owner.

h. Shown by appointment only.

i. Reduced.

j. Key box.

k. Open house.

l. Pool.

m. Warranty.

n. Lease purchase.

Real estate signs may contain the following information on the main body of the sign only: The real estate company's web page address, not to exceed one line of text. Real estate signs may contain the following information on the name strips located below the main body of the sign only: The real estate agent's personal E-mail address or web page, not to exceed one line of text. A real estate sign shall be permitted to have one attached real estate information tube/box.

(3) Signs announcing openings may contain information regarding the opening of a subdivision or multifamily project.

- (4) Subdivision identification may contain announcement of the character of the building enterprise, and the identity of the project shall be allowed during the construction period.
- (5) Political signs may contain the name and picture of the candidate and information concerning the election. See subsection (f), of this section for removal.
- (6) Charitable/nonprofit event signs may contain information about the event, the sponsors of the event and the charitable or nonprofit organization associated with the event.
- (7) Neighborhood association meeting signs may contain the name of the neighborhood association and information on the date, time and place of the meeting.
- (8) Temporary yard signs, banners and flags may contain decorations or information about seasonal or special events;
- (9) Public information signs may contain information to make the public aware of a city sanctioned event, project or similar topic.

(f) Removal. Removal of temporary signs in the R-E, R-E-1, R-E-10, R, R-1, R-2, R-3, R-T and PUD districts shall be according to the following:

- (1) Construction signs shall be removed upon expiration of the sign permit.
- (2) Real estate signs shall be removed within seven days of the closing of the sale, rental or lease of the premises, or as determined by the city in the case of multiple lease or rental spaces in a single project.
- (3) Signs announcing openings shall be limited to a 60-day period.
- (4) Subdivision identification signs shall be removed upon expiration of the sign permit.
- (5) Private sale signs shall be removed within one day after the sale.
- (7) Yard of the month signs shall be removed at the expiration of the award period.
- (8) Miscellaneous yard signs shall be removed in accordance with subsection (f) (9), of this section.
- (9) Temporary signs erected without approval as allowed by subsection (b) (2), of this section are subject to removal if the design review commission finds the signs to be detrimental to the appearance or character of the area in which they are erected.
- (10) Charitable/nonprofit event signs shall be limited to a 30-day period and shall be removed within one day after the date of the event.
- (11) Neighborhood association meeting signs shall be removed by the end of the day after the meeting.
- (12) Temporary yard signs, banners and flags shall be removed in accordance with subsection (f) (9), of this section.
- (13) Public information signs shall be removed in accordance with their permit.

(Code 1986, § 17-47; Ord. No. 1999-5, 6-28-99; Ord. No. 2008-02, § 2, 2-25-08)

Sec. 14-62. - Office districts, shopping center districts, neighborhood commercial districts and, general commercial and Germantown Smart Code districts.

(a) Generally. This section shall apply to all districts designated by the zoning ordinance as O, O-C, O-51, SC-1, C-1 or C-2 or T-3, T-4, T-4R, T-5, T-5R, T-6.

(b) Allowable signs. Allowable temporary signs in O, O-C, O-51, SC-1, C-1 and C-2 and T-3, T-4, T-4R, T-5, T-5R, T-6 districts (One sign per issue, per street front) are as follows:

(1) One construction sign per project.

(2) Real estate signs:

a. One real estate for sale or lease sign, for all buildings on a recorded lot or parcel, per street frontage.

b. One real estate "for lease" sign, for less than an entire building, and only for office and retail centers which do not have leasing and management information on the permanent sign.

(3) Street banners approved by the board of mayor and aldermen.

(4) One sign, announcing openings, per street frontage except the design review commission may allow additional signs for multiple tenants and in SC-1 zoned projects.

(5) Show window signs in SC-1, C-1 and C-2 districts only; show window signs do not require design review commission approval.

(6) Seasonal or special occasion signs such as special events and special business hours during holiday periods.

(7) One real estate window sign advertising the premises for sale, rent or lease.

(8) Banners as allowed by the design review commission as follows:

a. Office and shopping centers: Opening of new or reconstructed centers; special occasions that allow participation by all tenants occupying the center. One banner per street front provided that there is an entrance to the center from each street.

b. Banners for charitable and nonprofit events.

1. Banners shall not be allowed for individual business for any purpose.

2. Banners shall not be installed more than 15 days before an event. In no case shall any banner be allowed for a period of more than 30 days.

(9) Posters advertising charitable or nonprofit events and other events which serve to inform the public about an event of general interest.

(10) New project real estate sign. One sign per street frontage for a maximum period of one year.

(11) Public information signs.

(12) One real estate sign for the sale or lease of an individual condominium unit within a multi-tenant office or commercial development.

(c) Size. The sizes of temporary signs in O, O-C, O-51, SC-1, C-1 and C-2 districts and T-3, T-4, T-4R, T-5, T-5R, T-6 are as follows:

(1) Construction signs shall have a sign area of one face not to exceed 32 square feet.

(2) Real estate signs shall have a sign area of one face not to exceed 16 square feet. In no case shall the total sign area exceed 32 square feet.

(3) Street banners shall be as approved by the board of mayor and aldermen.

(4) Signs announcing openings shall have a sign area of one face not to exceed 16 square feet, and the total sign area not to exceed 32 square feet, except that the design review commission may allow a larger sign area for multiple tenants if warranted.

(5) Show window signs shall not occupy more than 15 percent of each individual window opening, exclusive of the area of the window opening that is obscured by merchandise displays, furniture, material storage, equipment and similar items located within one foot of the window.

(6) Seasonal or special occasion signs shall have a sign area of one face not to exceed eight square feet, and the total sign area shall not exceed 16 square feet.

(7) Real estate window signs shall not exceed three square feet.

a. Banners as approved by the design review commission shall be a maximum of 60 square feet, a minimum of 16 inches in height and single sided only.

(8) Posters shall not exceed three square feet.

(9) New project real estate signs shall have a sign area not to exceed 16 square feet per face. In no case shall the total sign area exceed 32 square feet.

(10) Public information signs: The sign area of one (1) face shall not exceed 16 square feet. The height of the sign shall be a maximum of eight feet, as measured from the surrounding grade.

(11) Real estate signs for the sale or lease of an individual condominium unit may be a maximum of nine square feet in area and four feet in height;

(1) Size based on following matrix as it relates to front yard setbacks per Zoning district:

(a) greater than or equal to 60 feet – 32 square foot max

(b) greater than or equal to 40 feet – 16 square foot max

(c) greater than or equal to 30 feet – 8 square foot max

(d) less than 30 feet – 4 square foot max

(d) Location. Location of temporary signs in O, O-C, O-51, SC-1, C-1, or C-2 districts shall be as follows:

(1) Construction signs shall be oriented parallel to the public street. They shall be located a minimum of 30 feet from the face of the curb or the edge of the pavement of any street. The height of the sign shall be a maximum of eight feet, as measured from the surrounding grade.

(2) Real estate signs, whether for an entire building or less than an entire building, shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement. At a street intersection, signs shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement, and the department of economic and community development staff may require a greater setback so as not to impede the visibility of vehicular and pedestrian traffic. Any real estate sign shall be located a minimum of 60 feet from any other real estate sign. The height of a sign shall be a maximum of six feet, as measured from the surrounding grade.

(3) Street banner location shall be as approved by the board of mayor and aldermen.

(4) Signs announcing openings shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement. At a street intersection, signs shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement, and the department of economic and community development staff may require a greater setback so as not to impede the visibility of vehicular and pedestrian traffic. Any real estate sign shall be located a minimum of 60 feet from any other real estate sign. The height of the sign shall be a maximum of eight feet, as measured from the surrounding grade.

(5) Show window signs must be located inside the window.

(6) Seasonal or special occasion signs shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement. At a street intersection, signs shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement, and the department of economic and community development staff may require a greater setback so as not to impede the visibility of vehicular and pedestrian traffic. Any real estate sign shall be located a minimum of 60 feet from any other real estate sign. The height of sign shall be a maximum of six feet, as measured from the surrounding grade. Where a sign is orientated parallel to the street and is three feet or less in height, the design review commission may allow a setback of less distance than the above requirement.

(7) Real estate window signs shall be located inside the window.

(8) Banners as approved by the design review commission shall be displayed against a wall of a building facing a street entrance to the office or shopping center area. Banners for charitable and nonprofit organizations other than street banners must be located a minimum of 30 feet from the face of the curb or the edge of the pavement. The height of these banners shall not exceed eight feet above the surrounding grade.

(9) Posters shall be located on the inside of the window. Posters combined with show window signs shall not occupy more than 15 percent of the window opening.

(10) New project real estate signs shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement. At a street intersection, signs shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement, and the department of economic and community development staff may require a greater setback so as not to impede the visibility of vehicular and pedestrian traffic. Any real estate sign shall be located a minimum of 60 feet from any other real estate sign. The height of the sign shall be a maximum of six feet, as measured from the surrounding grade.

(11) Public information signs shall be located as set by the permit.

(12) A real estate sign for the sale or lease of an individual condominium unit shall be located within ten feet of the main public entrance door to the unit, or within a window or door of the unit that is for sale or lease, or within a covered vestibule serving multiple units, provided that the sign is at least 20 feet in distance from any other real estate sign.

(13) Political signs shall be located on occupied lots with the consent of the property owner. Signs shall be located a minimum of ten feet behind the curb face or edge of pavement of any street. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade.

(1) All signs on corner lots, for sight line and safety reasons, may be no closer to the corner than 35 feet from the center of the corner curb

(e) Content. The content of temporary signs in O, O-C, O-51, SC-1, C-1 and C-2 districts shall be as follows:

(1) Construction signs may announce the character of the building, enterprise or the identity of the project. The sign may also identify the contractor, architect, engineer and other individuals or firms (including financing) involved in the construction and may include a rendering of the building.

(2) Real estate signs may advertise the sale, rental or lease of the premises and the identification of agents or company for the same, a telephone number, company logo, company email or web address and type of space available (i.e. retail, office or mixed-use) If revisions are requested to a permit application to bring the leasing sign into compliance and the applicant disagrees with those revisions requested by staff, the application may be forwarded to the design review commission for their review.

(3) Street banners shall have a content as approved by the board of mayor and aldermen.

(4) Signs announcing openings shall have information regarding the opening of a business.

(5) Show window signs shall be limited to the advertisement of sales or specials.

(6) Seasonal or special occasion signs content shall be limited to identification of the occasion and pertinent information regarding on-site activity, hours and dates, as approved by the design review commission.

(7) Real estate window signs may advertise the sale, rental or lease of the premises and the identification of agents for the same, a telephone number, company logo, email or web address and type of space available (i.e. retail, office or mixed-use).

(8) Banners as approved by the design review commission shall contain content limited to the special event. Reference to individual businesses or products on banners is expressly prohibited.

(9) Poster content shall be limited to pertinent information regarding the event, such as identification of the event, location, dates, hours, etc. Identification of commercial sponsors, including company logos, shall not exceed ten percent of the sign areas.

(10) New project real estate signs may advertise the sale, rental or lease of the premises and the identification of agents for the same, a telephone number, company logo, company email or web address and type of space available (i.e. retail, office or mixed use).

(11) Public information signs may contain information to make the public aware of a city-sanctioned event, project or similar topic.

(12) A single real estate sign for the sale or lease of an individual condominium unit may include identification of agents, a telephone number, a logo, company email and web address.

(13) Renderings and logos shall not exceed ten percent of the allowable sign area.

(f) Removal. Removal of temporary signs in the O, O-C, O-51, SC-1, C-1, and C-2 districts shall be according to the following:

(1) Construction signs shall be removed within one week after substantial completion of the project or installation of any permanent sign.

(2) Real estate signs:

a) Real estate for sale signs shall be removed within seven days after the closing of the sale.

b) Real estate for lease signs shall only be permitted for 180 days within a 12-month period, beginning from the date of issuance of the permit.

(3) Street banners advertising a public event shall be removed within two days after the event.

(4) Signs announcing openings shall be limited to a 60-day period.

(5) All other temporary signs shall be removed upon expiration of the permit.

(6) Seasonal or special occasion signs shall not be installed more than two (2) weeks prior to the activity described and shall be removed within two days after the activity or event.

(7) Real estate window signs shall be removed within seven days of the closing of the sale, rental or lease of the premises, or upon expiration of permit, whichever results in the shortest period of time.

(8) Banners:

a. Street banners advertising a public event and other banners advertising an event for a specific time period shall be removed within two days after the termination of the event.

b. All other banners shall be removed upon expiration of the permit and they shall be removed within two days after the termination of the event.

(9) Posters shall be removed within two days after the termination of the event or upon expiration of the permit, whichever results in the shorter period of time.

(10) New project real estate signs shall be removed within seven days of the closing of the sale, rental or lease of the area available, or upon expiration of permit, whichever results in the shortest period of time. No permit shall be renewed when such would result in a sign being displayed for a period exceeding one year.

(11) Public information signs shall be removed in accordance with their permit.

(12) Refer to section 14-7 (Inspection, Removal, and Safety) for additional removal requirements.

(Code 1986, § 17-48; Ord. No. 2002-9, 8-26-02; Ord. No. 2008-02, § 2, 2-25-08; Ord. No. 2008-08, 8-25-08; Ord. No. 2010-10, 7-25-11)

Sec. 14-63. - Old Germantown (OG **OG-1**) districts.

(a) Generally. This section shall apply to all districts designated by the zoning ordinance as OG **OG-1**.

(b) Allowable signs. Allowable signs in the OG, **OG-1** districts are as follows:

(1) One construction sign per project.

(2) Real estate signs:

a) One real estate for sale or lease sign, for all buildings on a recorded lot or parcel, per street frontage.

b) One real estate "for lease" sign, for less than an entire building and only for office and retail centers which do not have leasing and management information on the permanent sign. A maximum of one sign per project is allowed.

(3) Street banners approved by the board of mayor and aldermen.

(4) One sign, announcing openings; one per street frontage.

(5) Seasonal or special occasion signs such as special events and special business hours during holiday periods.

(6) Posters advertising charitable or nonprofit events and other events which serve to inform the public about an event of general interest.

(7) New project real estate sign. One sign per street frontage for a maximum period of one year.

(8) Public information signs.

(1) One sign per subject, per street frontage.

(c) Size. The sizes of temporary signs in OG, **OG-1** districts are as follows:

(1) Construction signs shall have a sign area not to exceed 25 square feet.

(2) Real estate for sale or for lease signs shall have a sign area of one face not to exceed nine square feet. In no case shall the total sign area exceed 18 square feet.

(3) Street banners shall be as approved by the board of mayor and aldermen.

(4) Signs announcing openings shall have a sign area of one face not to exceed nine square feet, and the total sign area not to exceed 18 square feet, except that the design review commission may allow a larger sign area for multiple tenants if warranted.

(5) Seasonal or special occasion signs shall have a sign area of one face not to exceed nine square feet, and the total sign area shall not exceed 18 square feet.

(6) Posters shall not exceed three square feet.

(7) New project real estate signs shall have a sign area not to exceed nine square feet per face. In no case shall the total sign area exceed 18 square feet.

(8) Public information signs: The sign area of one face shall not exceed sixteen square feet. The height of the sign shall be a maximum of eight feet, as measured from the surrounding grade.

(1) Shall not exceed four (4) square feet per side.

(d) Location. Location of temporary signs in the OG district shall be as follows:

(1) Construction signs shall be oriented parallel to the public street. They shall be located a minimum of 30 feet from the face of the curb or the edge of the pavement of any street. The height of the sign shall be a maximum of six feet, as measured from the surrounding grade.

(2) Real estate signs: Real estate for lease signs shall be located a minimum of 20 feet from the face of the curb or edge of pavement. At a street intersection, signs shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement, and the department of economic and community development staff may require a greater setback so as not to impede the visibility of vehicular and pedestrian traffic. Any real estate sign shall be located a minimum of 60 feet from any other real estate sign. The height of a sign shall be a maximum of four feet, as measured from the surrounding grade.

(3) Street banner location shall be as approved by the board of mayor and aldermen.

(4) Signs announcing openings shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement. At a street intersection, signs shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement, and the department of economic and community development staff may require a greater setback so as not to impede the visibility of vehicular and pedestrian traffic. Any real estate sign shall be located a minimum of 60 feet from any other real estate sign. The height of the sign shall be a maximum of eight feet, as measured from the surrounding grade.

(5) Seasonal or special occasion signs shall be located a minimum of ten feet from the face of the curb or the edge of the pavement. At a street intersection, signs shall be located a minimum of ten feet from the face of the curb or the edge of the pavement, and the department of economic and community development staff may require a greater setback so as not to impede the visibility of vehicular and pedestrian traffic. Any real estate sign shall be located a minimum of 60 feet from any other real estate sign. The height of sign shall be a maximum of four feet, as measured from the surrounding grade.

(6) Posters shall be located on the inside of the window. Posters shall not occupy more than 15 percent of each window opening.

(7) New project real estate signs shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement. At a street intersection, signs shall be located a minimum of 20 feet from the face of the curb or the edge of the pavement, and the department of economic and community development staff may require a greater setback so as not to impede the visibility of vehicular and pedestrian traffic. Any real estate sign shall be located a minimum of 60 feet from any other real estate sign. The height of the sign shall be a maximum of six feet, as measured from the surrounding grade.

(8) Public information signs shall be located as set by the permit.

(1) All signs shall be located on occupied lots with the consent of the property owner. Signs shall be located a minimum of ten feet behind the curb face or edge of pavement of any street. The height of the sign shall be a maximum of four feet, as measured from the surrounding grade.

(2) All signs on corner lots, for sight line and safety reasons, may be no closer to the corner than 35 feet from the center of the corner curb

(e) Content. The content of temporary signs in the OG district shall be as follows:

(1) Construction signs may announce the character of the building, enterprise or the identity of the project. The sign may also identify the contractor, architect, engineer and other individuals or firms (including financing) involved in the construction and may include a rendering of the building.

(2) Real estate signs may advertise the sale, rental or lease of the premises and the identification of agents or company for the same, a telephone number, company logo, company email or web address and type of space available (i.e. retail, office or mixed-use). If revisions are requested to a permit application to bring the leasing sign into compliance and the applicant disagrees with those revisions requested by development staff, the application may be forwarded to the design review commission for review.

(3) Street banners shall have a content as approved by the board of mayor and aldermen.

(4) Signs announcing openings shall have information regarding the opening of a business.

(5) Seasonal or special occasion signs content shall be limited to identification of the occasion and pertinent information regarding on-site activity, hours and dates, as approved by the director or the design review commission.

(6) Poster content shall be limited to pertinent information regarding the event, such as identification of the event, location, dates, hours, etc. Identification of commercial sponsors, including company logos, shall not exceed ten percent of the sign areas.

~~(7) New project real estate signs may advertise the sale, rental or lease of the premises and the identification of agents for the same, a telephone number, company logo, company email or web address and type of space available (i.e. retail, office or mixed-use).~~

~~(8) Public information signs may contain information to make the public aware of a city-sanctioned event, project or similar topic.~~

~~(9) Renderings and logos shall not exceed ten percent of the allowable sign area.~~

~~(f) Removal. Removal of temporary signs in the OG district shall be according to the following:~~

~~(1) Construction signs shall be removed within one week after substantial completion of the project or installation of any permanent sign.~~

~~(2) Real estate signs:~~

~~a. Real estate for sale signs shall be removed within seven days after the closing of the sale.~~

~~b. Real estate for lease signs shall be removed within 180 days after initial approval. Real estate for lease signs shall only be permitted for 180 days within a 12-month period, beginning from the date of issuance of the permit.~~

~~(3) Street banners advertising a public event shall be removed within two days after the event.~~

~~(4) Signs announcing openings shall be limited to a 60-day period.~~

~~(5) All other temporary signs shall be removed upon expiration of the permit.~~

~~(6) Seasonal or special occasion signs shall not be installed more than two weeks prior to the activity described and shall be removed within two days after the activity or event.~~

~~(7) Posters shall be removed within two days after the termination of the event or upon expiration of the permit, whichever results in the shorter period of time.~~

~~(8) New project real estate signs shall be removed within seven days of the closing of the sale, rental or lease of the area available, or upon expiration of permit, whichever results in the shortest period of time. No permit shall be renewed when such would result in a sign being displayed for a period exceeding one year.~~

~~(9) Public information signs shall be removed in accordance with their permit.~~

~~(10) Refer to section 14-7 (Inspection, Removal and Safety) for additional removal requirements.~~

(Code 1986, § 17-49; Ord. No. 2008-02, § 2, 2-25-08; Ord. No. 2011-05, 7-25-11)

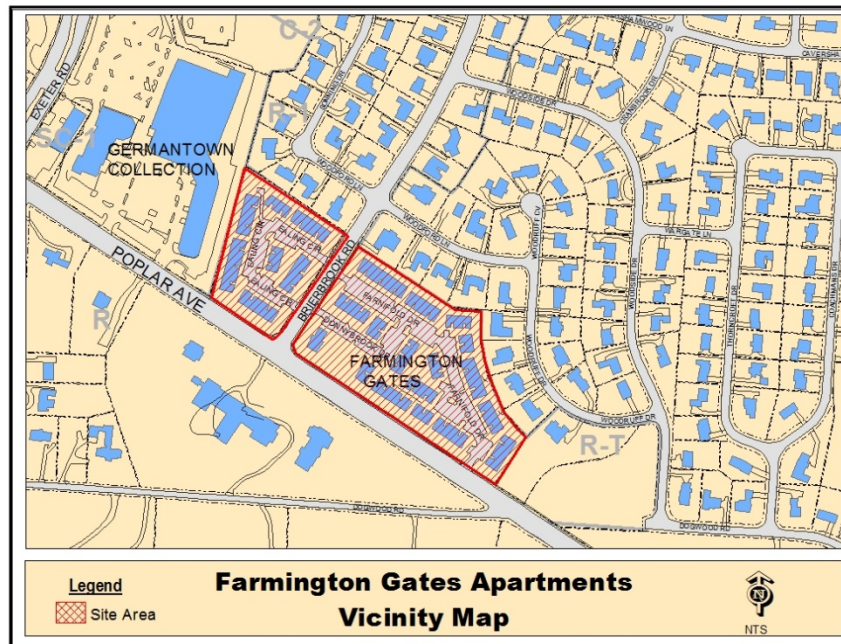
The commission discussed the amendments and Chairman Bruns called for a motion.

Mr. Sherman moved to approve the temporary sign regulation, as discussed, subject to staff comments, seconded by Mr. Smith.

ROLL CALL: Mr. Smith – Yes; Mr. Serfess – Yes; Mr. Landwehr – Yes; Mr. Sherman – Yes; Mr. Schmidt; Chairman Bruns - Yes

MOTION PASSED

9. Farmington Gates Apartments – 2216 Brierbrook Road – Exterior Building Renovations (Case No. 16-613). Added to Agenda in Executive Session



BACKGROUND: Farmington Gates Apartments was originally developed as The Village at Farmington built with 100 units in 1975, according to the Shelby County Assessors' website. A copy of the site plan on file in EDC reflects that the project was approved in 1972 by the Design Review Commission.

DISCUSSION: Farmington Gates proposes an exterior renovation of the existing apartments consisting of new vinyl siding, insulated windows, 30 year shingles, gutters and downspouts, updated building and pole lighting, and new paint for all existing painted surfaces. Also included in the renovation will be repairs or replacement of damaged or discolored stairs, landing, and balcony's. The applicant has submitted a letter with more detail information concerning the proposed use of vinyl siding on the existing buildings.

The following checklist describes the characteristics of each part of the property.

DESIGN REVIEW COMMISSION CHECKLIST: (The information in Bold Text is the applicant's response to recommendations made by the DRC at the April 26, 2016 meeting.)

1. **Site Layout:** 100 unit apartment site with multiple buildings at the intersection of Poplar Avenue and Brierbrook Avenue.
2. **Building Elevations:** Proposed exterior renovation for Farmington Gates consist of the following materials: In response to the DRC recommendation the applicant has change the proposed siding for the buildings to HardiePlank Lap Siding. Other materials have not changed. They consist of vinyl insulated windows; Tampco 30 year architectural shingles; aluminum gutters and downspouts; and new paint colors throughout (see attached color selection list and pictures). Material samples have been provided by the applicant.
3. **Street Improvements and Curb Cuts:** No change.
4. **Parking Lots:** No change.
5. **Exterior Lighting:** New updated building and pole LED lighting fixtures (black finishes). Applicant has provided a detail of all new lighting fixtures.
6. **Garbage Collection Area:** No change.

7. *Vents*: No change.
8. *Gas, Electric and Water*: No change.
9. *Mechanical Units*: No change.
10. *Emergency Generators*: No information provided.
11. *Landscaping*: No change.
12. *Mailboxes*: No change
13. *Signs*: N/A.

STAFF COMMENTS:

1. The Design Review Manual requires that building materials should be natural materials such as brick, stone, and wood.
2. Prior to approval, the applicant should provide a detail of the updated building and pole light fixture.

The applicant shall provide construction plans to be reviewed and approved by the Community Development Department. Upon approval from Community Development, the applicant shall obtain a building permit from Shelby County prior to commencing work.

PROPOSED MOTION: To approve the building renovation and modifications for the Farmington Gates Apartments at 2216 Brierbrook Road, subject to the Board's discussion, staff comments, and the documents submitted with the application



CITY OF GERMANTOWN TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815
Phone (901) 757-7200 Fax (901) 757-7292 www.germantown-tn.gov

DATE RECEIVED: _____
RECEIVED BY: _____

DESIGN REVIEW COMMISSION PROJECT REVIEW APPLICATION

Specific Approval requested:

Preliminary Plan (Site plan, building elevations, landscaping, lighting, etc.) Final Plan Change in Use (Complete "OG" Checklist)

Wireless Transmission Facility Landscaping (only) Lighting (only)

Revision/amendment to an approved plan
Description of requested change: _____

Other; Explain Exterior Renovation

Project Name: Farmington Gates

Project Address: 2216 Briccbrook Rd Germantown TN 38138

Previous Tenant: _____

Applicant's Name: Don Marchbanks

Mailing Address: 5545 Murray Ave Memphis TN

Email Address: don.marchbanks@CLKmm.com Telephone: 901-435-9306

Owner's Name: 1711 Farmington Gates, LLC

Mailing Address: 135 Crossways Park Dr Woodbury NY 11797

Email Address: davy.johnson@CLKmm.com Telephone: 516-466-9440

Developer's Name: N/A

Mailing Address: _____

Email Address: _____ Telephone: _____

Lessee's Name: N/A

Mailing Address: _____

Email Address: _____ Telephone: _____

DRC Project Review Application

Page 2

Zoning District where project is to be located: _____

Describe project item(s) to be reviewed: (please attach additional sheets or letter of description if needed)

Exterior renovation - See attached description -
Scope of Work -

Don Marchbanks
Print Name of Applicant

Don W
Signature of Applicant

DAVE JOHNSON
Print Name of Owner - Representative

Dave Johnson
Signature of Owner - Rep

Print Name of Developer

Signature of Developer

Print Name of Lessee

Signature of Lessee

By my signature, I attest that all of the required information associated with this application has been submitted to the Department of Community Development by the scheduled deadline date. Any failure on my part not to submit any of the required information may result in the removal of the application from the agenda.

DRC Project Review Application
Page 3

DISCLOSURE OF OWNERSHIP INTERESTS

In order to assist staff and appointed and elected officials of the City of Germantown in complying with Ordinances of the City relating to conflicts of interests, the following information is required to be furnished:

1. **For Profit Entities.** If the owner of the land which is the subject of this Application (including all owners, lessees and developers) is a for-profit entity, i.e. individual or sole proprietor, general partnership, limited partnership, corporation, limited liability company, R.E.I.T., a trust, or any other form of for-profit business entity, the authorized representative of the Owner must list below the respective names and business or home addresses of all persons or entities which own 10% or more of the ownership interests in the Owner. (If another business entity owns 10% or more of the ownership interests in the Owner, all persons owning a 10% or more interest in such last mentioned entity must be identified by name and business or home address.) (If a trust owns a 10% or more interest in the Owner, all beneficiaries of 10% or more of the trust assets must be identified by name and business or home address.) The amount of ownership interest does not have to be disclosed.

Owner: 1711 Farmington Gates, LLC
Address: 135 Crossways Park Dr. Woodbury NY 11797

Lessee: N/A
Address: _____

Developer: N/A
Address: _____

Persons or Entities* Owning 10% or More of the Ownership Interests of the Owner:

Name	Business or Home Address
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

*See language in parenthesis above.

To: Germantown Design Review Commission

Farmington Gates Apartments
2216 Brierbrook Rd.
Germantown TN. 38138

CLK Multifamily Management as owner/management of the above mentioned property is proposing to complete a complete exterior renovation of the property in 2016.

Our plan includes installing 880 new vinyl insulated windows, install new Tampco Heritage 30 year architectural shingles, install .046 Mil long length premium vinyl siding (Royal Woodland), install new 6" gutters and downspouts, new exterior lighting both building and poles, repair/replace and paint all stairs, landings, and balcony's, paint all remaining painted surfaces, entry doors, etc.

I think it is important to note that we used a professional color consultant (James Martin out of Denver) to choose the colors and finishes on this project as we do across our entire portfolio. In the case of Farmington Gates he has recommended that we use three different color schemes (see attached site map) showing location of each of color scheme A, B, and C. further adding interest to the property.

The premium quality long length vinyl product we have chosen, and used on other properties allows us to install this product in a way that eliminates end seams giving us a clean seamless finish. Due to this asset being a long term hold for CLK we strive complete all renovations to give us a quality look and feel for many years.

Once we complete this phase of the exterior renovation we will follow up next year with asphalt/paving and additional landscape upgrades to further enhance the look of this property.

Samples of the products being used and colors have been submitted with this approval request

Thank You

Don Marchbanks
Vice President of Construction
CLK Multifamily Management
Office 901-435-9306
Mobile 901-262-0635

Mr. John McIntire w/Farmington Gates explained they were going to use the hardy plank lap siding as was recommended by the Commission during last month's meeting and explained the lighting fixture details that were submitted to staff.

After much discussion, Chairman Bruns called for a motion.

Mr. Schmidt moved to approve the building renovation and modifications for the Farmington Gates Apartments at 2216 Brierbrook Road, applicant agrees to submit the colors for the siding material that will be used to staff, as discussed, subject to staff comments and the documents submitted with the application, seconded by Mr. Sherman.

ROLL CALL: Mr. Serfess – Yes; Mr. Schmidt – Yes; Mr. Smith – Yes; Mr. Sherman – Yes; Mr. Landwehr – Yes; Chairman Bruns - Yes

MOTION PASSED

ADJOURMENT

There being no further business, comments, or questions by the Commission, the Chairman adjourned the meeting at 8:20 p.m.