

DESIGN REVIEW COMMISSION
MUNICIPAL CENTER COUNCIL CHAMBERS

Tuesday, July 26, 2016
6:00 p.m.

The regular meeting of the Design Review Commission was scheduled and held in the Council Chambers of the City Hall on July 26, 2016.

1. Chairman Bruns called the meeting to order at 6:03 p.m.
2. Chairman Bruns requested 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. Steve Landwehr; Mr. Christopher Schmidt; Mr. Henry Porter; 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

3. Approval of Minutes for June 28, 2016

Mr. Sherman moved to approve the Design Review Commission minutes of June 28, 2016, seconded by Mr. Landwehr, with no further comments or discussions.

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

MOTION PASSED

4. CONSENT AGENDA

- a. Farm and Fries Restaurant – 7724 Poplar Pike – Request Approval of Change of Use from Residential to a Restaurant in Old Germantown (Case No. 16-632)
Mark D. Waugh – Applicant/Representative
- b. FTB Advisors – 7640 Poplar Avenue – Request Approval of a Wall-Mounted, Tenant Identification Sign (Case No. 16-633)
Chris Haskins w/Frank Balton Signs – Applicant/Representative
- c. Cat Global & Nouveau Spa Academy – The Brownstone – 7695 Poplar Pike – Request Approval of a Tenant Identification Sign Package (Case No. 16-634)
Chris Carr w/Carr Property Management - Applicant/Representative
- d. Union University – 2745 Hack Cross Road – Request Approval of a Wall-Mounted, Building Identification Sign (Case No. 16-635)
Wendy Glass w/Union University - Applicant/Representative
- e. The Village at Germantown – Common Areas Expansion – 7820 Waling Horse Circle – Request Revised Preliminary and Final Site Plan Approval (Case No. 14-490)
Brian Martinelli w/ANF Architects – Agent/Representative
- f. Pinnacle Financial Partners/Starbucks – 1264 S. Germantown Road – Request Preliminary and Final Site Plan Approval (Case No. 15-525)
James Curt Pierce w/Fleming Associates Architects – Agent/Representative

- g. Chapel Cove Subdivision – North side of Poplar Avenue, 397.5’ west of Devonshire Way – Request Approval of a Ground-Mounted Subdivision Entrance Sign (Case No. 16-620) Previously Known as Agenda Item No. 6
Keith Grant w/Wilson Crossing Partners, LLC – Applicant/Representative
- h. Chapel Cove Subdivision – North side of Poplar Avenue, 397.5’ west of Devonshire Way – Request Approval of an Entrance Feature and Landscape Plan (Case No. 16-620) Previously Known as Agenda Item No. 7
Keith Grant w/Wilson Crossing Partners, LLC – Applicant/Representative
- i. Ainsley Park Subdivision – North side of Winchester Road, East of Crestwyn Drive – Request approval of an Entrance Feature and Landscape Plan (Case No. 14-497) Previously Known as Agenda Item No. 8
Blain Parker w/Blair Parker Design, LLC – 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.

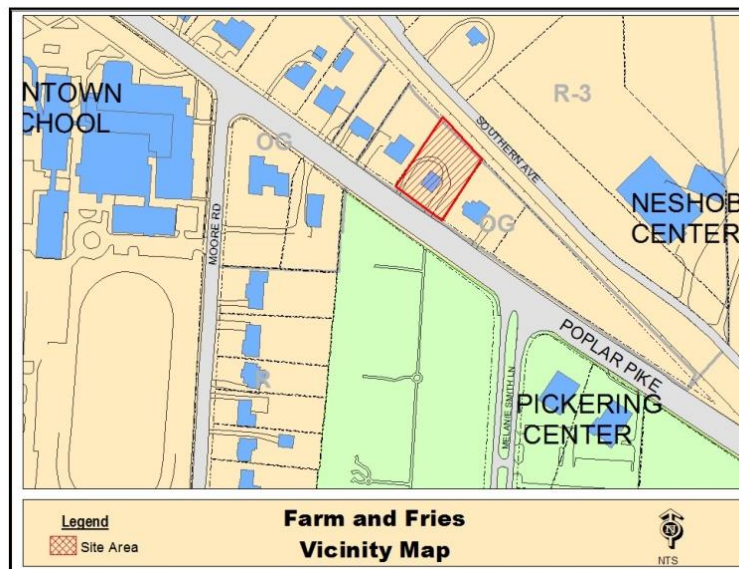
Mr. Sherman made a motion to approve the Consent Agenda as discussed and seconded by Mr. Serfess.

ROLL CALL: Mr. Landwehr – Yes, but recused himself from Items 4c and 4f; Mr. Schmidt – Yes; Mr. Sherman – Yes; Mr. Porter – Yes; Alderman Klevan – Yes; Mr. Serfess – Yes; Chairman Bruns – Yes

MOTION PASSED

STAFF'S COMMENTS / DISCUSSIONS REGARDING THE CONSENT AGENDA ITEMS

- a. Farm and Fries Restaurant – 7724 Poplar Pike – Request Approval of Change of Use from Residential to a Restaurant in Old Germantown (Case No. 16-632)



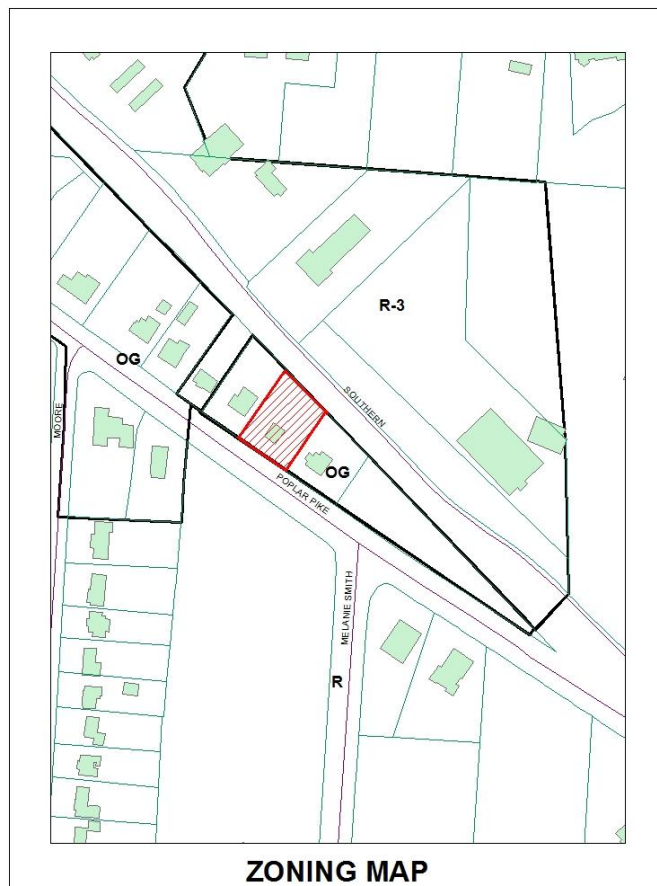
BACKGROUND: The property was rezoned from Residential to “OG” Old Germantown with the passage of Ordinance No. 1990-15 in 1990. The existing residential structure was built in 1938 according to the Shelby Register’s records. The area behind the house was unofficially used as overflow parking during the Germantown Charity Horse Show.

DISCUSSION: Approval is requested to change the use of a site from residential use to restaurant use. The 0.45-acre property includes an 896 square foot structure and a circular driveway accessing Poplar Pike. 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, Linder Insurance Agency, at 7716 Poplar Pike and on the east by Salvaggio Group offices at 7734 Poplar Pike. To the south is the Franklin-Morgan-Woods-Cloyes Park & Horseshow Arena at 7745 Poplar Pike.

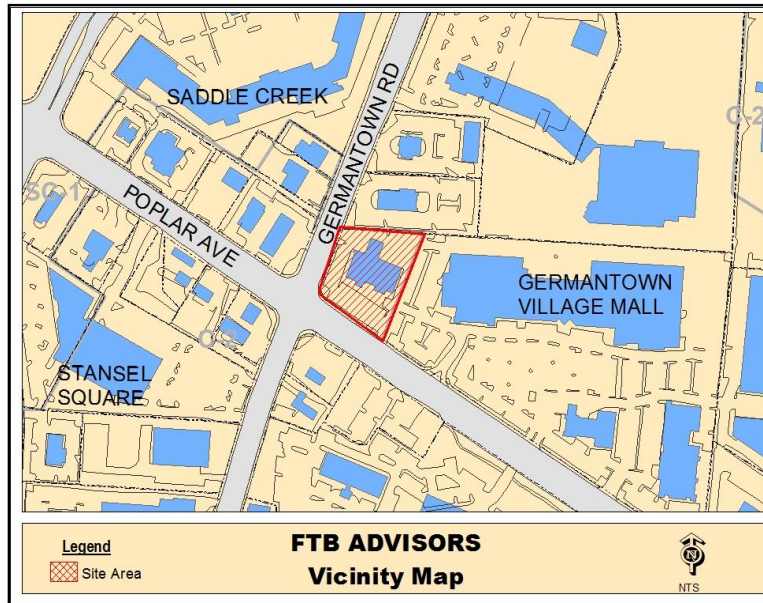
STAFF COMMENTS:

1. The change in use will allow restaurant to be located in the building at 7724 Poplar Pike and allow for the applicant to proceed with the work to transition from residential use to restaurant use.
2. The applicant must submit to the DRC for approval a site plan that reflects parking, lighting and landscaping to accommodate the change in use.

PROPOSED MOTION: To approve the request for a change in use from residential use to restaurant use for the Farm and Fries Restaurant, located at 7724 Poplar Pike in the “OG” Old Germantown Zoning District, subject to the Board’s discussion, staff comments and the documents submitted with the application.



b. FTB Advisors – 7640 Poplar Avenue – Request Approval of a Wall-Mounted, Tenant Identification Sign (Case No. 16-633)



BACKGROUND: Project and building identification signage for this branch of First Tennessee Bank was approved by the Design Review Commission (DRC) in 1995 with revisions in 1997. Informational signs were approved by the DRC at the May 26, 1998 meeting. Revised building identification signage was approved by the DRC on March 23, 1999. An increase to the size of the sign on the west building elevation, facing Germantown Road was approved by the commission on April 27, 1999 and miscellaneous bank signs (on-site radio promotional) were approved on October 26, 1999.

DISCUSSION: The applicant is requesting approval of a wall-mounted tenant identification sign for commercial space within the First TN Bank located at the northeast corner of Poplar Avenue and S. Germantown Road. The specifics of the request are as follows:

SIGN: *Wall-Mounted Tenant Identification*

Location & Height:	One sign to be mounted on the wall of the building above the eastern public entrance facing Poplar Avenue.
Total Sign Area:	10.88 sq. ft.
Content/Logo:	
Colors & Materials:	<p>Color: Letters = White Logo = Atomic Red, White, & Blue Background = Existing building facade</p> <p>Materials: Letters = Aluminum Logo = Vinyl</p>
Logo	1.17 sq. ft. (13" x 13")
Font:	Custom Font
Letter Size:	Varies 13" to 10" in height
Mounting Structure:	All thread support rods mounting to building facade
Lighting:	White 30 AMP 120 Volt LED

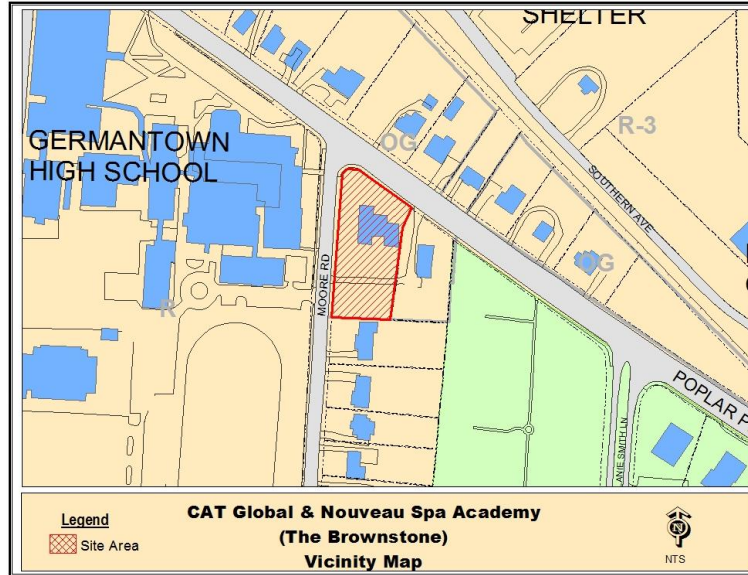
STAFF COMMENTS:

1. Although the existing commercial use is located within the “T-5” Urban Center District, it was developed using the pre-existing “C-2” Commercial zoning district. Signage for this business is regulated by the C-2 sign regulations of the Zoning Ordinance.
2. The First Tennessee Bank building has 136 feet of frontage on Poplar Avenue and 84 feet of frontage on Germantown Road (based on the lineal footage of the building wall), resulting in a maximum allowable sign area of 75 square feet. There are two existing wall-mounted signs with logos; one on each building façade facing the adjacent streets. The wall sign facing Germantown Road is 33.92 and the other facing Poplar Avenue 18.5 square feet. There is also an existing 6.17 square feet ground-mounted sign with logo. The total currently approved sign area for this site is 58.59 square feet.
3. The requested sign area (10.88 sq. ft.) when combined with the two existing wall signs and ground sign (58.59) will result in a total sign area of 68.47 square feet, which is still within the total allowable sign area for this project.
4. The requested logo area (1.17 sq. ft.) meets the size requirement of the Sign Regulation of 10 percent of total allowable sign area.
5. Design Review Commission approval of this sign request is required because the proposed sign includes a fourth logo (three on the building and one on the sign) and use of primary colors, red, white, and blue.
6. If approved, the applicant must obtain a permit from the Memphis /Shelby County Office of Code Enforcement prior to installing the signs.

PROPOSED MOTION: To approve a wall-mounted tenant identification sign for FTB Advisors, located at 7640 Poplar Avenue, subject to the Board’s discussion, staff comments and the documents submitted with the application.




c. Cat Global & Nouveau Spa Academy – The Brownstone – 7695 Poplar Pike – Request Approval of a Tenant Identification Sign Package (Case No. 16-634)



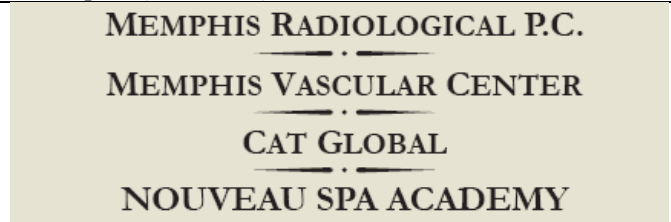
BACKGROUND: The current ground-mounted tenant identification sign was approved by the Design Review Commission (DRC) on April, 24, 2012.

DISCUSSION: The subject commercial project is known as The Brownstone and is located at the southeast corner of Poplar Pike and Moore Road in Old Germantown. The existing ground sign is 7.39 sq. ft. The applicant is requesting approval of a sign package that includes a wall sign on the back building façade facing the parking lot and adding two new tenant names to the existing ground-mounted sign. The specifics of the request are as follows:

SIGN: *Wall-Mounted Tenant Identification Directory*

Location & Height:	One sign to be mounted on the southern wall of the building above the public entrance facing the parking lot.
Total Sign Area:	4 sq. ft. (24" x 24")
Content/Logo:	
Colors & Materials:	Color: Letters = Cream (Oyster) Background = Black Materials: Letters = Vinyl Background = Aluminum
Font:	HehenHebTBol Regular
Letter Size:	1-3/4" in height
Mounting Structure:	attached to the brick with a F26 contractor glue
Lighting:	None

SIGN: *Ground-Mounted Tenant Identification (Modification)*

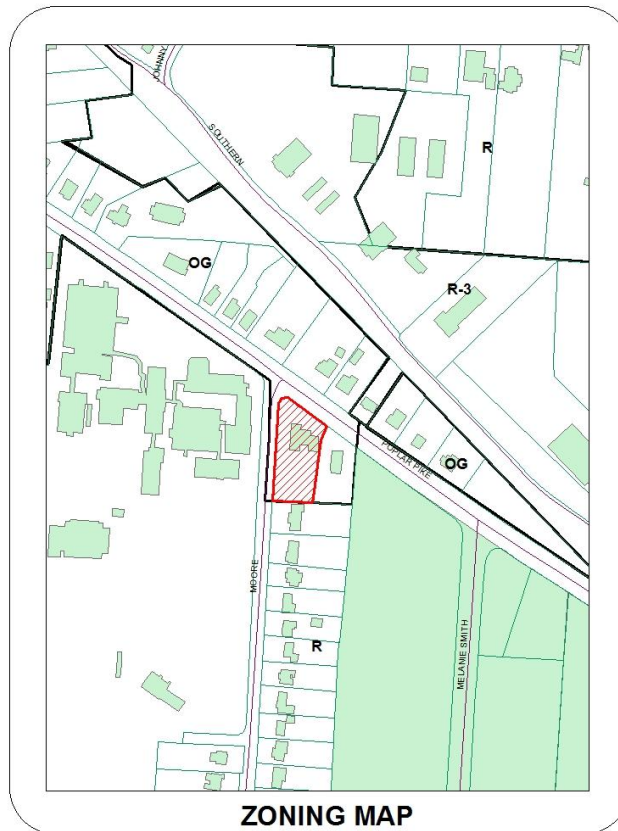
Location & Height:	An existing sign located at the intersection of Poplar Pike and Moore Road, single-faced, parallel to the streets intersection, with a maximum height of 6 feet above the ground.
Total Sign Area:	7.39 sq. ft. (19" x 56")
Content/Logo:	
Colors & Materials:	Color: Letters = Black Background = Ivory Materials: Letters = Vinyl Background = Aluminum
Font:	Garamond Bold
Letter Size:	2" in height
Mounting Structure:	Existing brick base
Lighting:	None

STAFF COMMENTS:

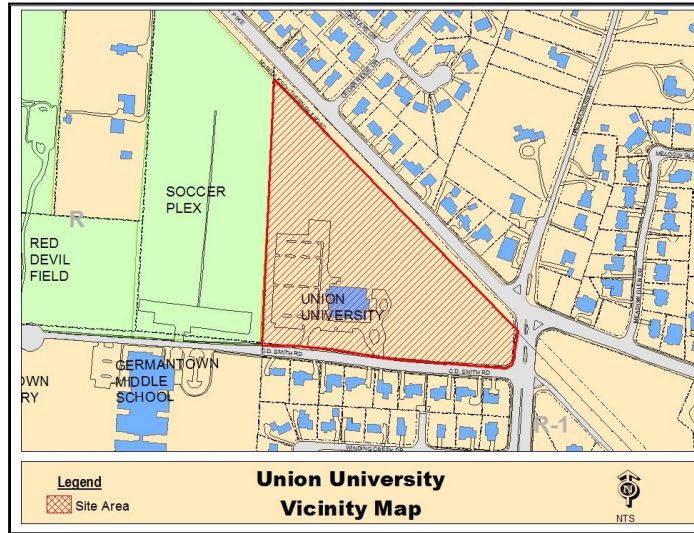
1. Signage for this business is regulated by the O-G district. Section 14-37 of the regulations permits ground signs and directory signs as follows:
 - (d)(2) Ground-mounted signs. Ground-mounted signs in lieu of wall signs shall not exceed 12 square feet per face, and the total sign area shall not exceed 24 square feet total of all faces. The maximum sign area shall be limited to five square feet of sign area per face for signs located 15 feet from the face of the curb or the edge of the pavement. The maximum sign area for those signs located between 15 feet and 30 feet from the curb or the edge of the pavement shall be based on one square foot per each two feet of setback with a maximum of 12 square feet per face. The maximum sign area shall be limited to 12 square feet of sign area per face for signs located 30 feet or more from the face of the curb or the edge of the pavement.
 - (3) Directories. Directories, except when incorporated into a projecting sign, shall be located either behind the main building or within ten feet of the front building line upon approval of the design review commission. Directories shall be completely screened from the street as approved by the design review commission. The height of the directory shall be a maximum of four feet, as measured from the surrounding grade.
2. The applicant is seeking approval to add two new tenant names to the existing ground-mounted sign with no change to the size or overall design of the sign. The Brownstone building has an existing ground-mounted sign (7.3 sq. ft.) approved by the DRC on April 24, 2012, subject to staff comments that included the following:
 2. The sign indicates the name of the current tenant of the building, and is the same as approved on the hanging sign. However, multiple tenant names are not allowed on ground signs. The applicant and future tenants should be aware that additional tenants will be limited to a wall-mounted directory sign of 7.5 sq. ft.

3. The applicant is also requesting a wall-mounted tenant directory sign (4 sq. ft.) to be located on the back building wall façade, 4 feet from the surrounding grade, which is permitted by the sign regulations. The size of the proposed sign meets the sign regulations and complies with the April 24, 2012 DRC approval.
4. Design Review Commission approval of this sign request is required because of the previously approved staff comments concerning the existing ground-mounted sign. Directory signs in the O-G district are required to be approved by the Design Review Commission.
5. If approved, the applicant must obtain a permit from the Memphis/Shelby County Office of Code Enforcement prior to installing the signs.

PROPOSED MOTION: To approve a sign package that includes a ground-mounted tenant identification sign modification and a wall-mounted tenant identification sign for Cat Global & Nouveau Spa Academy, located at 7695 Poplar Pike (The Brownstone), subject to the Board's discussion, staff comments and the documents submitted with the application.



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- d. Union University – 2745 Hack Cross Road – Request Approval of a Wall-Mounted, Building Identification Sign (Case No. 16-635)



BACKGROUND: The Board of Zoning Appeals (BZA), on March 14, 2000, approved a request by Union University for a Use on Appeal to allow an educational facility in an “R” Residential zoning district at 2745 Hacks Cross Road. On June 15, 2000, the Design Review Commission (DRC) approved a ground mounted building identification sign to replace the previously approved ground sign for Immanuel Baptist church.

DISCUSSION: The applicant is requesting approval of a wall-mounted project identification sign for the school located at the southwest corner of Hack Cross Road and C.D. Smith Road. The specifics of the request are as follows:

SIGN: *Wall-Mounted Project Identification*

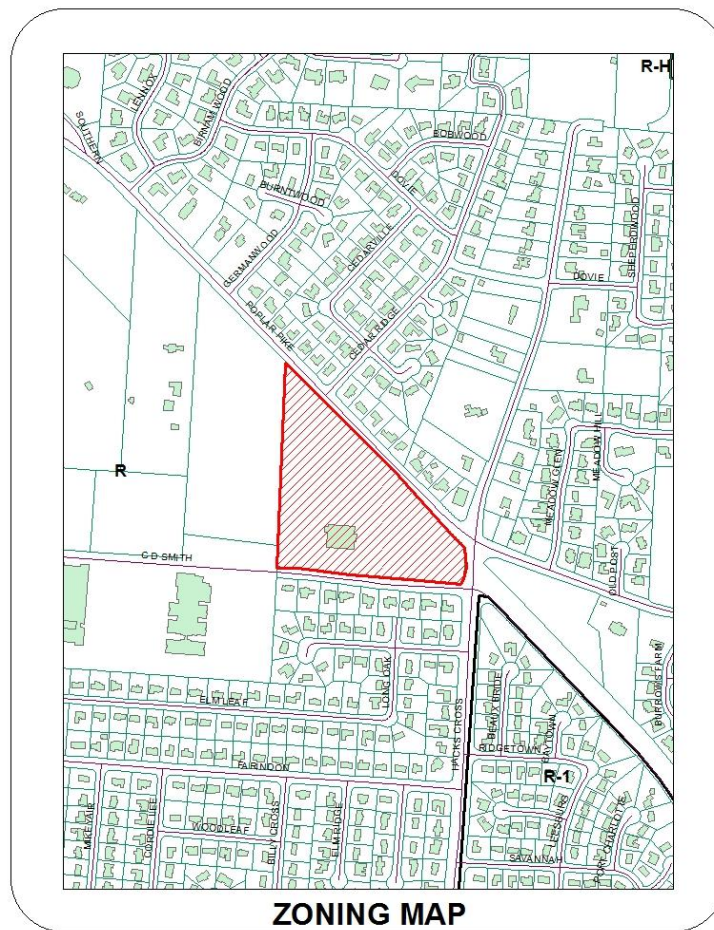
Location & Height:	One sign to be mounted on the wall of the building above the main public entrance facing Hacks Cross Road, 14.9 feet from the surrounding grade.
Total Sign Area:	16.50 sq. ft. (12” x 196”)
Content/Logo:	UNION UNIVERSITY
Colors & Materials:	Color: Letters = Polished Bronze Background = Existing building facade Materials: Letters = Cast Metal
Font:	Palatino Semibold
Letter Size:	12” in height
Mounting Structure:	Stub mounted to building facade
Lighting:	None

STAFF COMMENTS:

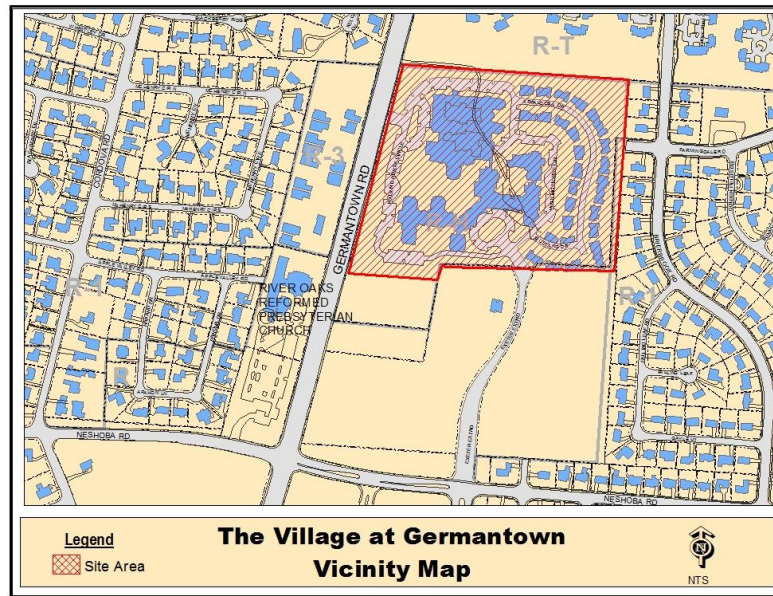
1. The existing institutional use is located within the “R” Residential District, it is govern by Section. 14-33(b)(7) One wall-mounted project identification sign shall be permitted for sites that contain churches, public buildings, and public and private schools, either in combination with or in lieu of a ground-mounted sign.
2. The sign regulations allows a ground sign to have a sign area of one face, not to exceed 25 sq. ft. or regardless of the number of faces, not to exceed 50 sq. ft. Wall-mounted, project identification signs are allowed to be a maximum of 25 square feet.

3. The University has an existing double face, ground-mounted sign (24 sq. ft.) located perpendicular to the Hack Cross Road frontage approved by the DRC on June 27, 2000.
4. The requested wall-mounted sign area is 16.5 sq. ft. When combined with the approved ground sign will result in a total sign area of 40.5 sq. ft., which is still within the total allowable sign area (50 sq. ft.) for the combination of wall-mounted and ground mounted project identification sign (as seen from one side).
5. If approved, the applicant must obtain a permit from the Memphis /Shelby County Office of Code Enforcement prior to installing the signs.

PROPOSED MOTION: To approve a wall-mounted project identification sign for Union University, located at 2745 Hack Cross Road, subject to the Board’s discussion, staff comments and the documents submitted with the application.



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- e. The Village at Germantown – Common Area Expansion – 7820 Waling Horse Circle – Request Revised Preliminary and Final Site Plan Approval (Case No. 14-490)



BACKGROUND: The Village at Germantown was initially approved by the Board of Mayor and Aldermen on June 23, 2003. It is currently a 247-unit continuing care retirement community for seniors and contains varying levels of housing and care, including single-family cottages, independent living apartments, assisted living, skilled care and special care units, and a rehabilitation facility. On February 19, 2014, the Planning Commission approved an expansion plan and the DRC approved the plan on March 25, 2014.

On July 7, 2015, the Planning Commission approved a preliminary and final site plan that included a new 4-storey building with 31 independent living units and underground parking for 38 vehicles. The Design Review Commission approved the preliminary and final site plan for the new facility on July 28, 2015.

The Planning Commission and Design Review Commission approved a revised preliminary and final site plan for on January 5, 2016 and January 26, 2016, respectively. The revised plan reduced the building height to 3-storey, increases the number of units to 33, removes the underground parking garage, and adds 19 additional new surface parking spaces in front of the building and 20 on the south side of Walking Horse Circle.

DISCUSSION: The current request seeks to revise the preliminary and final site plan to allow expansion of four common areas that will change and increase the approved building footprint for this project. The four common areas to be expanded are the fitness room, activity room, maintenance facility, and bar/bistro. Detailed information about each common area is as follows:

	PROJECT SITE AREA					OVERALL DEVELOPMENT AREA	
	Fitness Room	Activity Room	Maintenance Facility	Bar/Bistro	Total Project Expansion		
Development Acreage					0.15 ac.		27.49 ac.
BUILDING SIZES							
Existing							189,691 sq. ft.
Addition (33 unit addition approved on 1/5/2016)	1,794 sq. ft.	1,242 sq. ft.	852 sq. ft.	2,448 sq. ft.	6,336 sq. ft.		6,336 sq. ft. 20,380 sq. ft
BUILDING HEIGHT (above grade)	31.3'	20'	20.6'	16.9'	N/A		35'
NUMBER OF PARKING SPACES	No Change	No Change	No Change	No Change	No change		Required 378 Provided (based on previously approved plans)

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

DESIGN REVIEW COMMISSION CHECKLIST:

1. *Site Layout:* Four common areas within the existing buildings as shown on the site plan.
2. *Building Elevations:* All materials will match the existing building in color and texture. Brick veneer, stucco, aluminum and vinyl windows with EIFS trim and brick arch top rick soldier sill, asphalt shingles roof with white aluminum gutters/trim, glass or painted metal doors with transom and sidelite, EIFS belt cornice with brick soldier course, GFRC column covers with brick base and rowlock cap or cast stone cap, stucco porch wall with arched EIFS trim, wood screen walls, and aluminum downspouts. (Photographs of these materials on the existing building are included within this application.)
3. *Street Improvements and Curb Cuts:* No change from previous plan.
4. *Parking Lots:* No change from previous plan. Proposed expansion does not generate requirement for additional parking.
5. *Exterior Lighting:* *New lighting proposed on patio of Bar/Bistro Addition is the same as used on existing building. See attached Site Plan for lighting fixtures.*
6. *Garbage Collection Area:* No change from previous plan, using existing dumpsters.
7. *Vents:* *Through-wall vents. See exterior elevations on pages DRC02 – DRC05.*
8. *Gas, Electric and Water:* *Water lines to be relocated as shown on site plan. No gas on site. Will tie into existing electric lines.*
9. *Mechanical Units:* No change from previous plan, using existing units.
10. *Emergency Generators:* No change from previous plan. Will tie into existing facility generator.

11. *Landscaping:* As shown on Landscape plan.

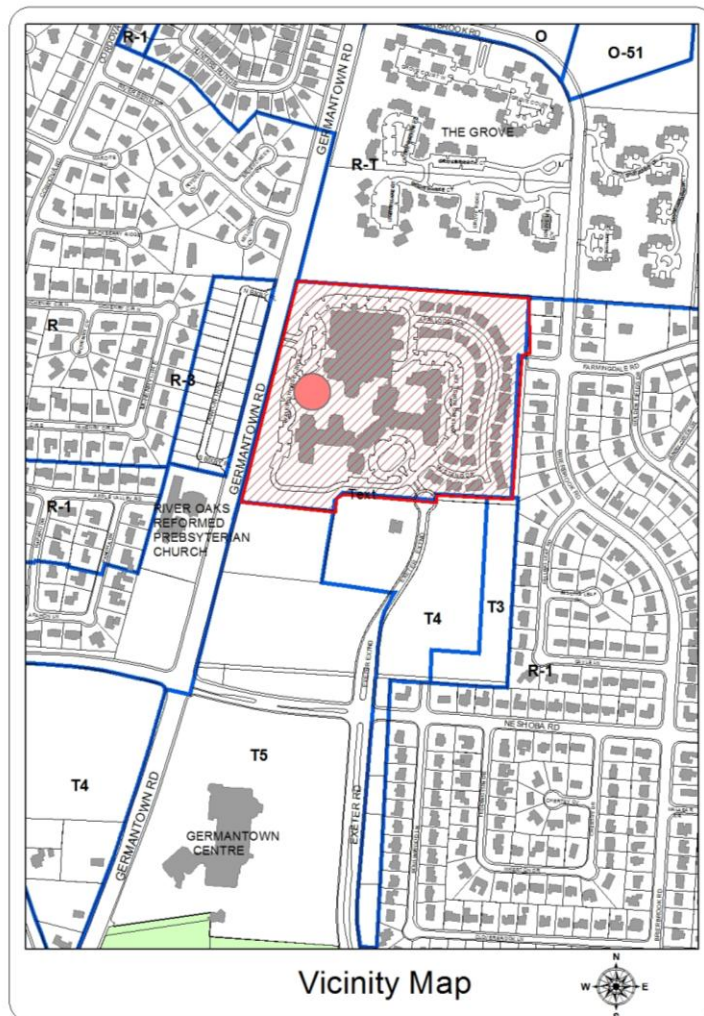
12. *Mailboxes:* No change from previous plan, using existing facility at main office.

13. *Signs:* No change from previous plan.

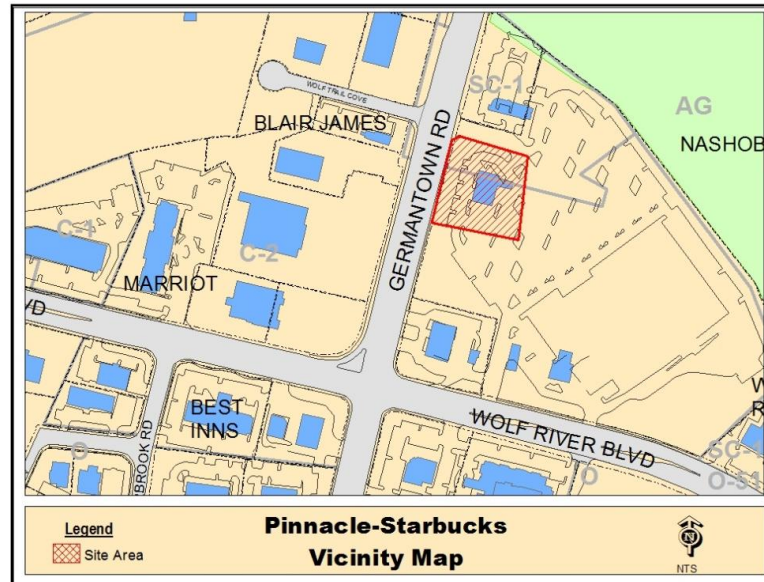
STAFF COMMENTS:

1. The proposed exterior building colors and materials will match the existing building. (See attached plans for colors and material descriptions)
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 a revised preliminary and final site plan for 4 common area-building expansions for The Village at Germantown located at 7820 Walking Horse Circle, subject to the Board's discussion, staff comments and the documents submitted with the application.



- f. Pinnacle Financial Partners/Starbucks – 1264 S. Germantown Road – Request Preliminary and Final Site Plan Approval (Case No. 15-525)



BACKGROUND: On September 25, 2006, the Board of Mayor and Aldermen approved Project Development Contract No. 1142 for the development of First Trust Bank. First Trust Bank subsequently changed the name of its branches to Magna Bank. Magna Bank has recently been purchased by Pinnacle Financial Partners. On August 25, 2015, the Design Review Commission approved a sign package to replace the existing Magna Bank Signs with signs for Pinnacle Financial Partners. The preliminary and final plan for Pinnacle/Starbucks received approval from the Planning Commission on June 2, 2015 and Design Review Commission Approval on September 22, 2015.

DISCUSSION: The current request is to revise the existing approved preliminary and final site plan to allow for material changes to the bump out addition, mechanical screen, and dumpster; and a minor elevation change to allow the relocation of the after-hour depository.

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

DESIGN REVIEW COMMISSION CHECKLIST:

1. **Site Layout:** (No change.) Single story building set 80 feet from Germantown Road.
2. **Building Elevations:** Proposed exterior renovation for Starbucks addition to match building material for existing bank (Pinnacle). Building Exterior - Brick Pilaster (Oyster White), and Stone (Eldorado River Gorge Country Rubble) with matching mortar; Roof Shingles – Certaineed Grand Manor Gatehouse (slate); Windows and Doors – Standing Seam Metal (median bronze finish) with standard bronze tinted tempered glass; Awning – Standing Seam Metal (medium bronze finish). Some paint and material samples have been provided by the applicant. (Change of Material: use of king size brick to match existing brick in lieu of modular brick for recycling dumpster and the use of stone in lieu of brick for the screen wall around the mechanical units).
3. **Street Improvements and Curb Cuts:** (No change.) Two access points from the existing private drive at the east property line. (No road improvements are required).
4. **Parking Lots:** (No change.) 35 parking spaces are provided with 9 new spaces provide along the north property line.

5. *Exterior Lighting: (No change.)* No change to existing parking lot lighting & one new light fixture installed in new parking area on the north side of building two new wall scones on north wall of building: consists of 175W MH fixtures mounted on 20 foot-tall steel poles (dark bronze finish) and wall-mounted sconces (clad – medium bronze finish).
6. *Garbage Collection Area: (Change of Material: use of king size brick to match existing brick in lieu of modular brick for recycling dumpster)* Existing and located in the southeast corner of site. A new recycling dumpster enclosure is proposed for location in the same area. The enclosure is a 6' height brick wall to match the existing brick veneer on building with a stained western cedar, dog-eared gates.
7. *Vents: (No change.)* As shown on plans.
8. *Gas, Electric and Water: (No change.)* As shown on plans.
9. *Mechanical Units: (Change of Material: use of stone in lieu of brick for the screen wall)* One new unit added for Starbucks to be located on the east side of the building behind existing brick fence.
10. *Emergency Generators: (No change.)* As shown on plans.
11. *Landscaping: (No change.)* A landscaping plan for the site has been provided. Percentage of Greenspace to be reduced from 32.97% to 28.51%.
12. *Mailboxes: (No change.)* Not indicated
13. *Signs:* Signs as approved by the DRC by a separate application on September 22, 2015.

STAFF COMMENTS:

1. Changes include using stone in lieu of brick on the bump out addition and mechanical screen and using king size bricks in lieu of modular brick on the dumpster enclosure. (See attached plans for colors and material descriptions; applicant has provided color and material samples)
2. The after-hour depository was approved as part of the overall site plan and building elevations and was to be located on the east side of the building. The applicant is now requesting approval to relocate the depository to the west side of the building, along the Germantown Road frontage. The change is reflected on the revised site plan attached to this report.
3. If approved, the applicant shall obtain a building permit from Shelby County Construction Code Enforcement Office prior to commencing work.

PROPOSED MOTION: To approve a revised preliminary and final site plan for Pinnacle/Starbucks at 1264 S. Germantown Road, subject to the Board's discussion, staff comments and the documents submitted with the application.



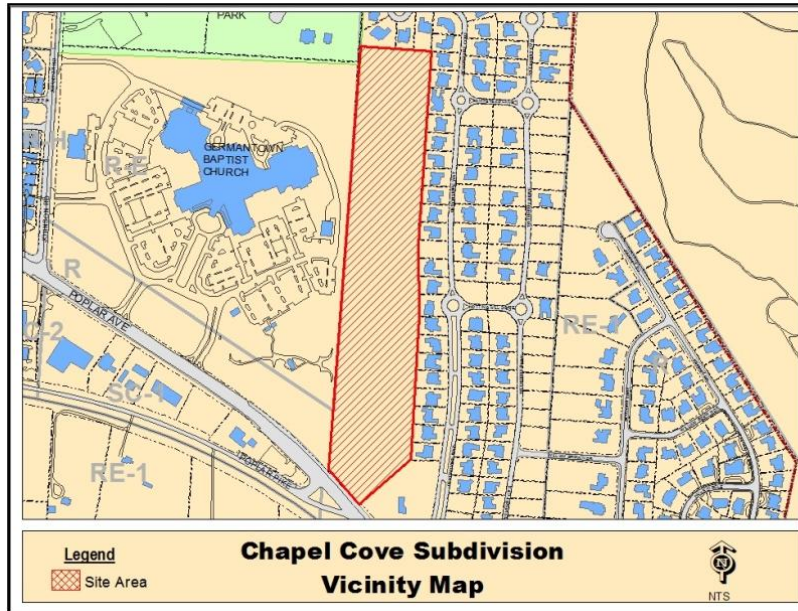
EXISTING BANK BUILDING





Existing Mechanical Unit Screen Wall

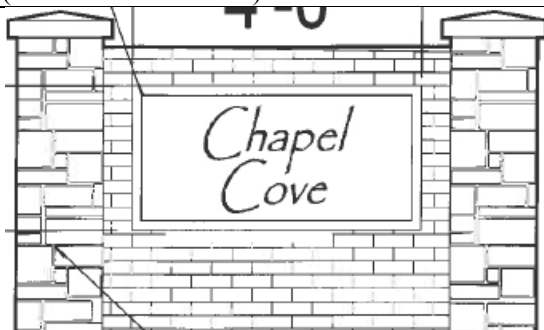
- g. Chapel Cove Subdivision – North side of Poplar Avenue – 397.5’ west of Devonshire Way – Request Approval of an Ground-Mounted, Subdivision Entrance Sign (Case No. 16-620) Previously Known as Agenda Item No. 6



BACKGROUND: Planning Commission approved a preliminary and final subdivision plan for 45 lots in 2 phases on a public street system on July 5, 2016.

REQUEST SUMMARY: The applicant is requesting a Subdivision Identification Sign to be located at the new street entrance to this development from Poplar Avenue. This application is a companion to a request for approval of an entrance feature and landscape plan for this project that is also on this month’s DRC agenda.

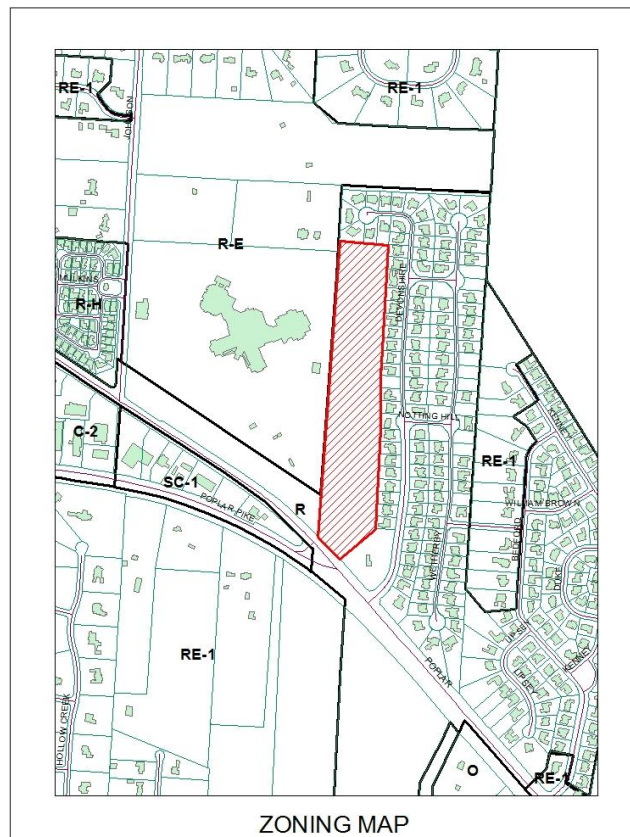
SUBDIVISION IDENTIFICATION SIGNS:

Location & Height:	A single faced sign is to be located within the Common Open Space, landscaped entrance of Chapel Cove; parallel to Poplar Avenue. The overall sign height is 4’ (columns to be 5’ tall).
Content:	
Color & Materials:	Letters chiseled directly into cast concrete Structure will be stone columns and brick masonry
Font:	Papyrus
Logo Sign Area:	None
Mounting Structure:	Individual letters chiseled directly into the cast concrete front of the brick structure
Lighting:	ground

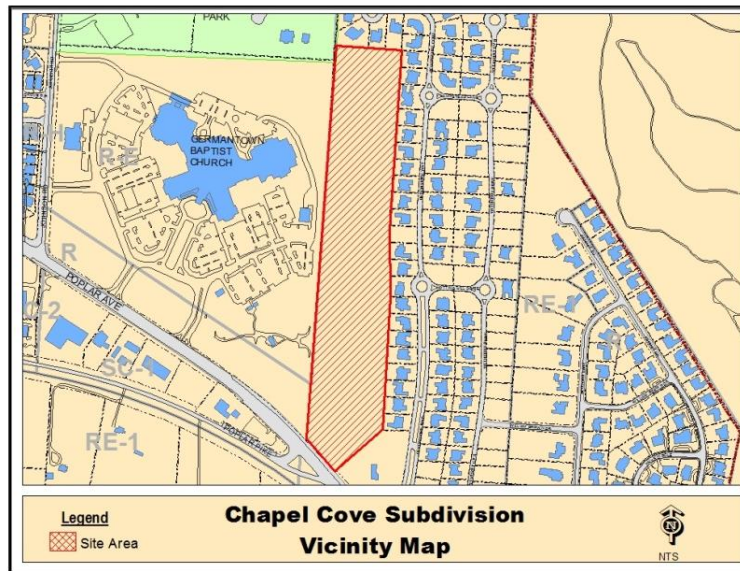
STAFF COMMENTS:

1. Section 14-32(d) (1) of the Sign Regulations permits a maximum “sign area of one face, not to exceed 25 sq. ft. or regardless of the number of faces, not to exceed 50 sq. ft”. The total sign area of the proposed sign is 8 square feet. The total proposed sign area and content are in conformance with the Sign Regulations for the “R” District.
2. Section 14-32(d)(1) of the Sign Regulations requires signs be “setback a minimum of 20 feet from the face of the curb or edge of the pavement of the main street and approved by the Design Review Commission”. The sign is setback 51 feet from Poplar Avenue and in conformance with the Sign Regulations for the “R” District.
3. If approved, the revised landscape plan that reflect the approved signs shall be submitted to the City Engineer as a replacement for the existing landscape plan sheet within the approved Construction Plans for this subdivision.

PROPOSED MOTION: To approve entrance feature and landscape plan for the Chapel Cove Subdivision, Phases 1 and 2, located on the north side of Poplar Avenue, 397.5’ west of Devonshire Way, subject to the Board’s discussion, staff comments and the documents submitted with the application.



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- h. Chapel Cove Subdivision – North side of Poplar Avenue – 397.5’ west of Devonshire Way – request Approval of an Entrance Feature and Landscape Plan (Case No. 16-620) Previously Known as Agenda Item No. 7



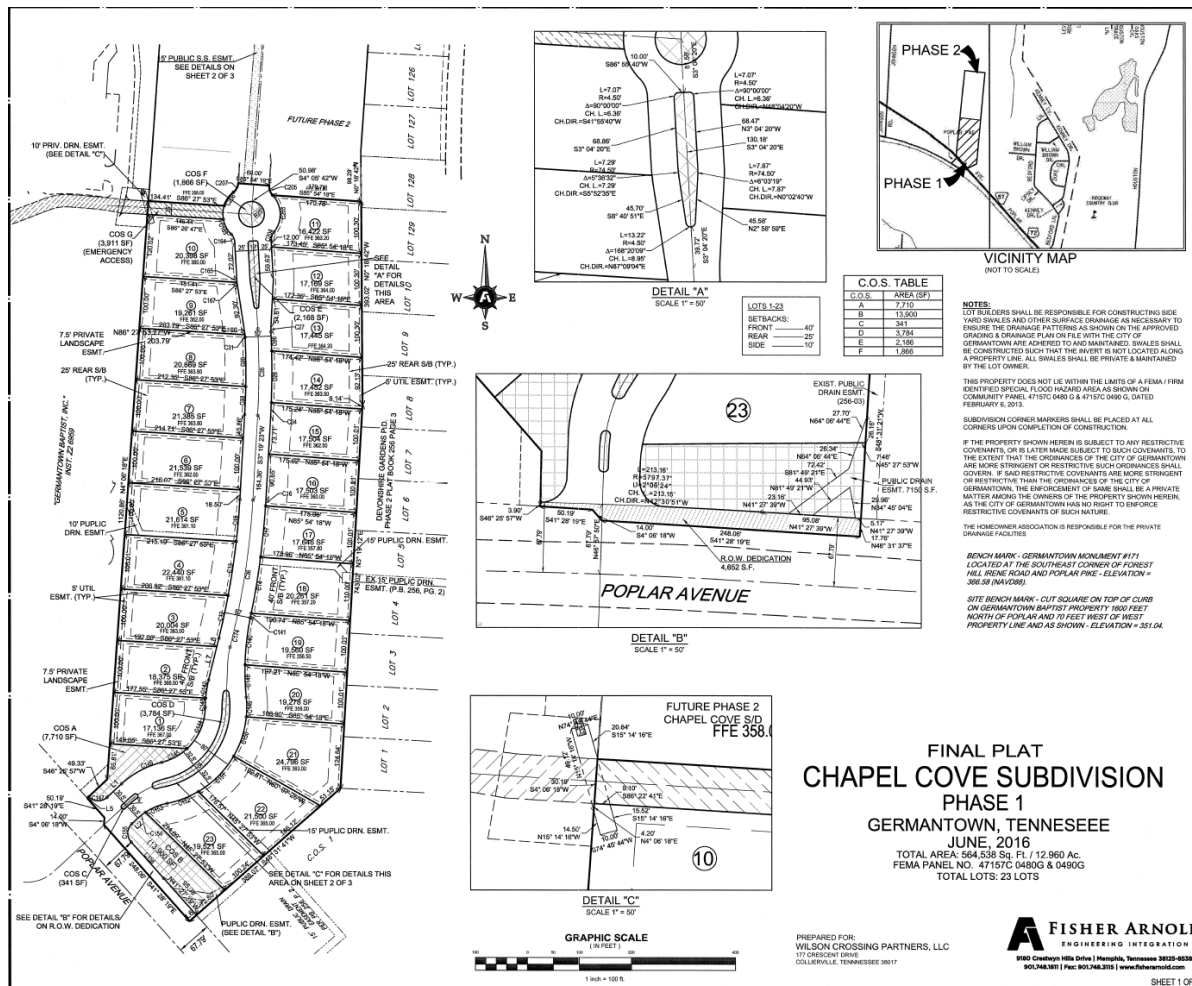
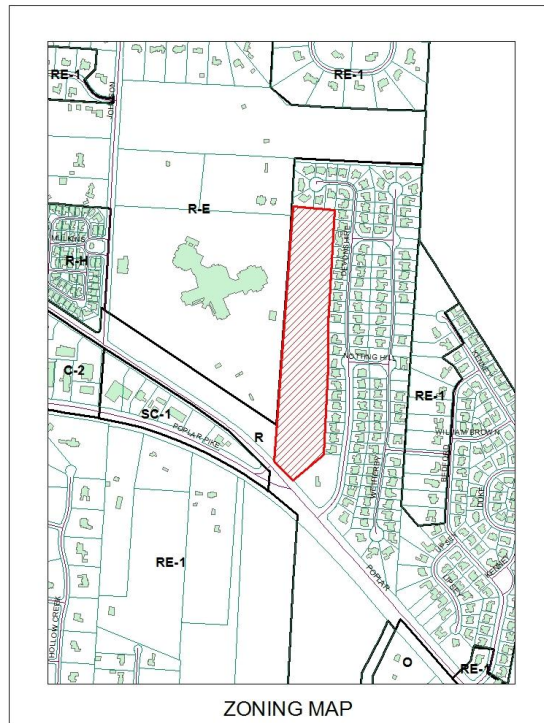
BACKGROUND: Planning Commission approved a preliminary and final subdivision plan for 45 lots in 2 phases on a public street system on July 5, 2016.

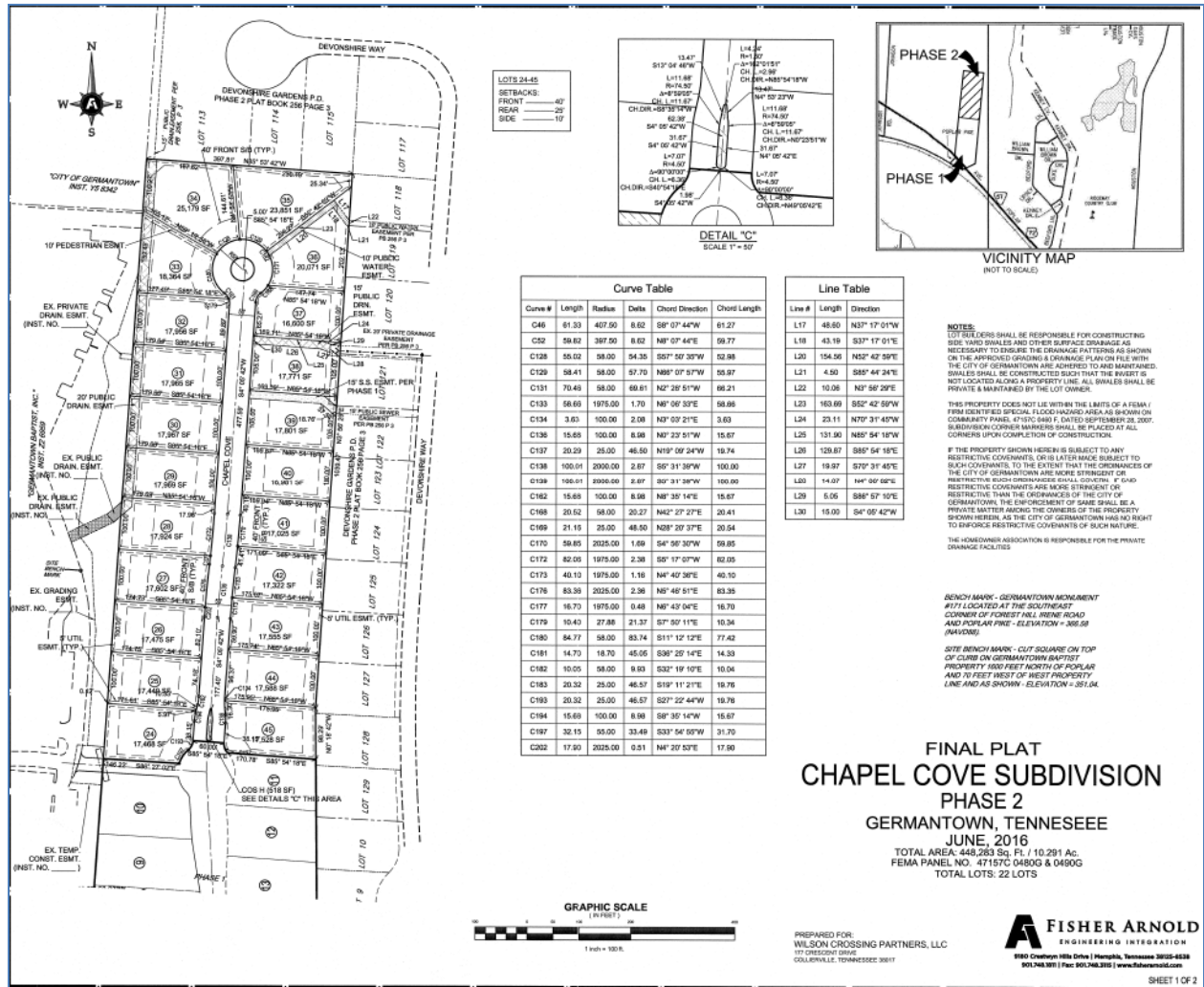
DISCUSSION: The project is submitted for DRC approval of entrance feature and landscaping. This application is a companion to a request for approval of a subdivision sign that is also on this month's DRC agenda. The entrance feature and landscape plan is attached.

STAFF COMMENTS:

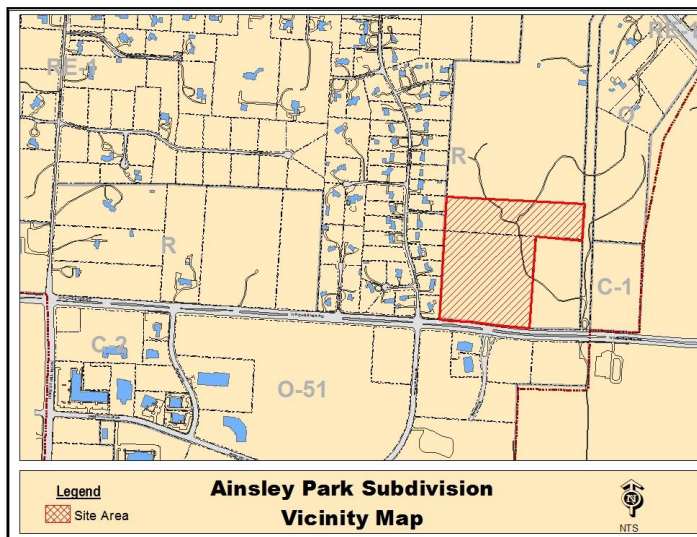
1. The site is heavily wooded around the perimeter and has drainage issues. The site plan approved by the Planning Commission removes almost all of the trees because of the grading necessary for the building construction of lots, however a "Tree Preservation Zone" of 15 feet was approved as part of the subdivision plat on the east side of the property adjacent to Devonshire Gardens. When the Planning Commission approved the preliminary plan and final plans, they made special note of the substantial tree removal and instructed the developer to put extra effort into the landscape plan and to use native plants where possible.
2. The site development plan includes an 8 foot wall and entrance feature along the south and west property line and parts of the west and east lines. The wall and fencing will be up to 8 feet in height in some locations. The fencing as proposed would be cedar with brick columns and the walls as part of the entrance feature will be of brick masonry construction.
3. The landscape plan has been modified to include changes to planting materials and to reflect the location of the wall along the property in response to comments from TAC and the Planning Commission Subcommittee.
4. A sample of the color and finish of the wall and fence shall be provided for DRC approval.
5. Approval of the 8' wall should be subject to the Board of Zoning Appeal granting of a variance to Section 6-102 of the City's Code of Ordinances to allow a fence to exceed a maximum height of 6 feet.

PROPOSED MOTION: To approve entrance feature and landscape plan for the Chapel Cove Subdivision, Phases 1 and 2, located on the north side of Poplar Avenue, 397.5' west of Devonshire Way, subject to the Board's discussion, staff comments and the documents submitted with the application.





- i. Ainsley Park Subdivision – North Side of Winchester Road – East of Crestwyn Drive – Request Approval of an Entrance Feature and Landscape Plan (Case No. 14-497) Previously Known as Agenda Item No. 8



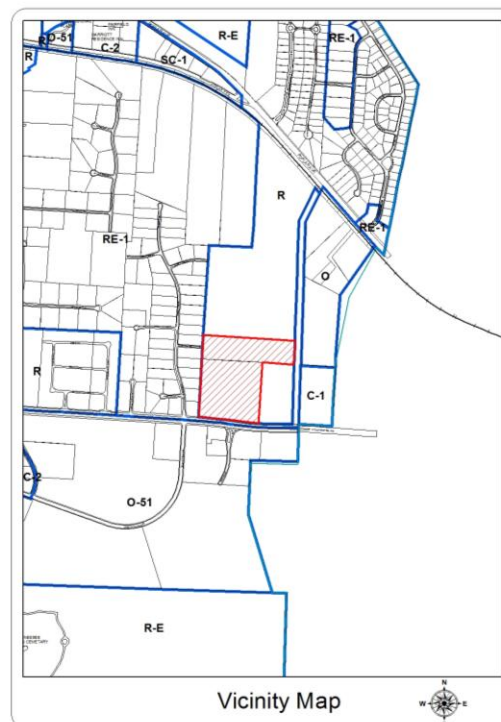
BACKGROUND: Planning Commission approved a preliminary subdivision plan for 51 lots in 2 phases on a public street system on November 3, 2015. The final subdivision plan was approved on January 5, 2016.

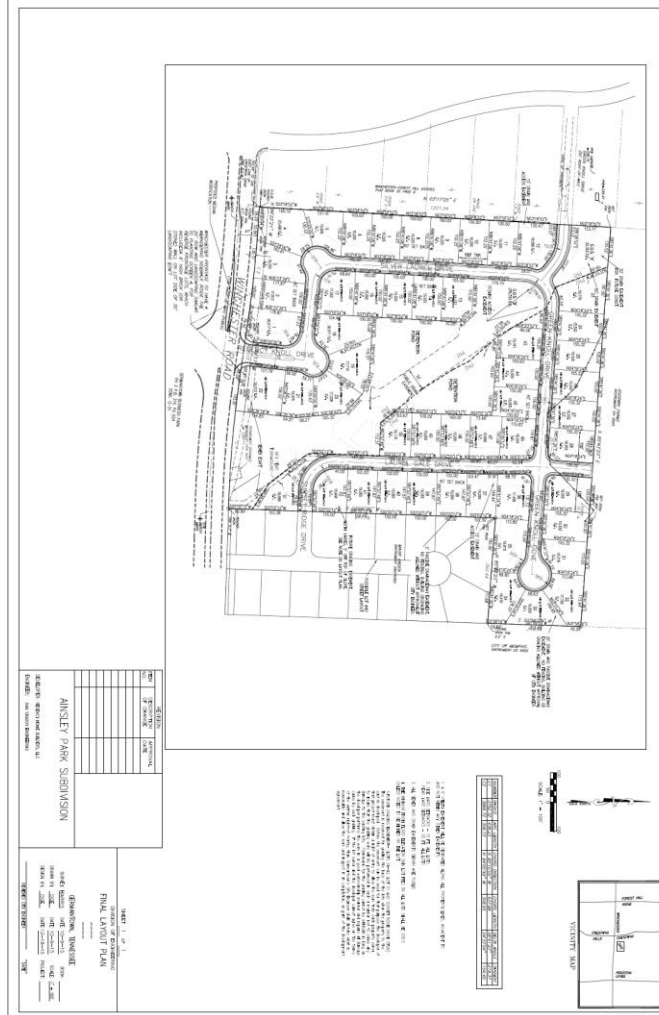
DISCUSSION: The project is submitted for DRC approval of entrance feature and landscaping. The plan is attached.

STAFF COMMENTS:

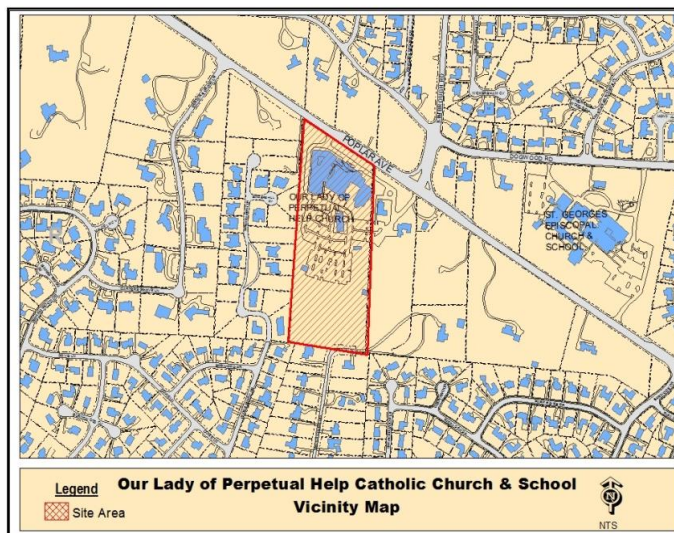
1. The site is heavily wooded and has drainage challenges that were addressed as part of Planning Commission approvals. When the Planning Commission approved the preliminary and final plans, they made special note of the tree removal and instructed the developer to put extra effort into the landscape plan and to use native plants where possible. This application for the entry feature and landscaping along Winchester does use a significant amount of native landscaping that will be hardy in the local climate and makes use of the space in a way that adds distinct character to the development.
2. The site development plan includes a wall along the south property line and as part of the entry feature. The wall will be 6 feet in height with 7 foot 3 inch columns in some locations. The wall is proposed to be 1 foot 4 inches wide with 28 inch square columns.
3. The landscape plan has been modified to include changes to planting materials and to reflect the location of the wall outside of the sanitary sewer easement located along the southern property line and east of the new entrance in response to comments from TAC and the Planning Commission Subcommittee.
4. A sample of the color and finish of the wall shall be provided for DRC approval.

PROPOSED MOTION: To approve entrance feature and landscape plan for the Ainsley Park Subdivision, Phases 1 and 2, located on the north side of Winchester Road, east of Crestwyn Drive, subject to the Board's discussion, staff comments and the documents submitted with the application.



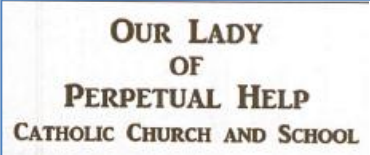


5. Our Lady of Perpetual Help Catholic Church and School – 8151 Poplar Avenue – Request Approval of a Ground-Mounted, Building Identification Sign (Case No. 16-636)



DISCUSSION: The applicant is requesting approval of a ground-mounted project identification sign for the church and school located at on the south side of Poplar Avenue, southwest of Kimbrough Road. The specifics of the request are as follows:

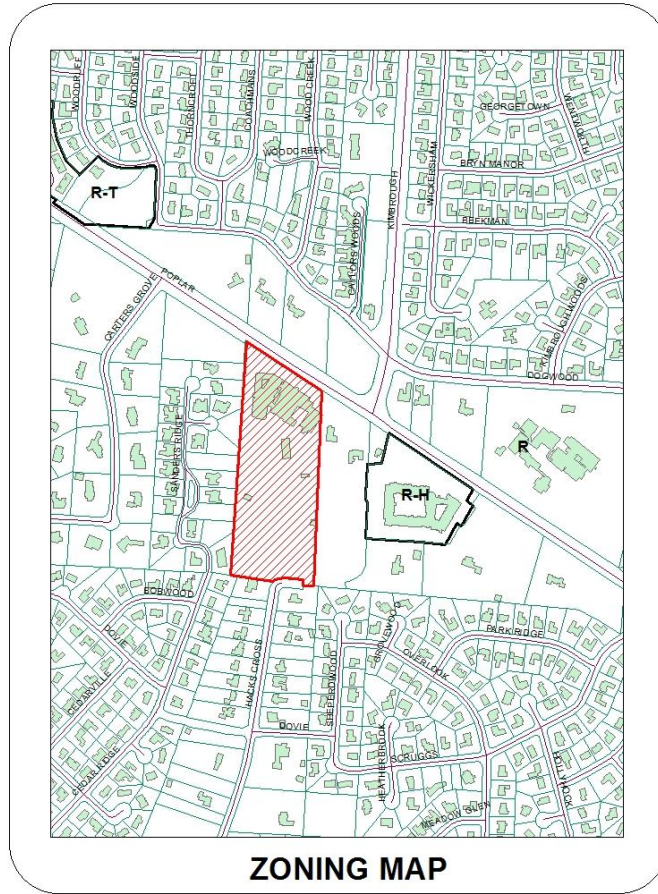
SIGN: *Ground-Mounted Project Identification*

Location & Height:	One double faced perpendicular sign to be mounted 30 feet from the back of the pavement on Poplar Avenue, 5 feet from the surrounding grade.
Total Sign Area:	21 sq. ft. (7 x 3)
Content/Logo:	
Colors & Materials:	Color: Letters = Bronze Background = Warm Gray Materials: Letters = Aluminum
Font:	Helvetica
Letter Size:	Varies 3" to 4" in height
Mounting Structure:	Brick Base
Lighting:	100 Watt Metal Halide

STAFF COMMENTS:

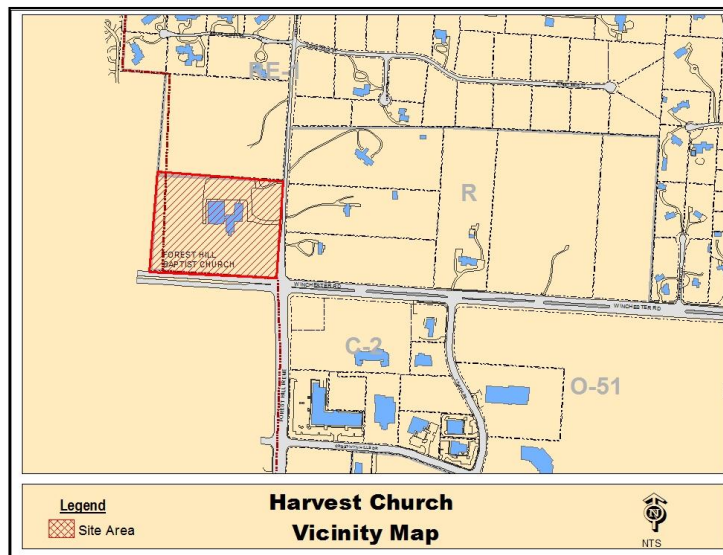
1. The existing institutional use is located within the "R" Residential District and is govern by Section 14-33(b)(1) of the Germantown Sign Ordinance, which states in part that, "Church, public or semipublic building and public park identification signs shall be ground-mounted identification signs," within and "R" Residential District. Section 14-33 permits a maximum "sign area of one face, not to exceed 25 sq. ft. or regardless of the number of faces, not to exceed 50 sq. ft".
2. The Church has an existing single face, ground-mounted sign (approximately 23 sq. ft.) located perpendicular to the Poplar Avenue frontage approved by the DRC on July 24, 2001.
3. The requested ground-mounted sign area is 21 sq. ft., which conforms to the sign regulations.
4. Section 14-33(d)(1) of the Germantown Sign Ordinance requires "ground-mounted identification signs located in the front yard shall be set back as follows: Where the building setback is 40 feet or less, the sign shall be placed within ten feet from the front face of the building. Where the building setback is more than 40 feet, the sign location shall not be less than 30 feet from the face of curb or edge of pavement of any street". The applicant indicates that setback of 30 from back of the existing edge of pavement on Poplar Avenue. However, there is a 57 foot from centerline right-of-way dedication along the front of this property for Poplar Avenue, which means the sign setback must be exclusive of this area. Prior to sign approval, the applicant shall provide a site plan that identifies the locations of the proposed ground-mounted sign.
5. If approved, the applicant must obtain a permit from the Memphis/Shelby County Office of Code Enforcement prior to installing the signs.

PROPOSED MOTION: To approve a ground-mounted tenant identification sign for Our Lady of Perpetual Help Catholic Church and School, located at 8151 Poplar Avenue, subject to the Board's discussion, staff comments and the documents submitted with the application.



WITHDRAWN BY APPLICANT AFTER SUBCOMMITTEE MEETING

6. Harvest Church – 3645 Forest Hill-Irene Road – Request Revised Preliminary and Final Site Plan Approval (Case No. 15-560) Previously listed as Agenda Item No. 9



DISCUSSION: The current request is to revise the existing site plan to include a 10,350 sq. ft. expansion of the existing building, adding a new 20,000 sq. ft. free-standing building, and new parking areas.

TOTAL PROJECT SITE AREA	14.37 ac.
NEW BUILDING SIZES	36,843 S.F.
Fellowship building expansion	10, 350 S.F.
New building construction	26,493 S.F.
(Existing bldg = 34,102 S.F.)	
BUILDING HEIGHT (above grade)	48'2 1/4"
NUMBER OF PARKING SPACES	260 Required (1 space/5 seats) 553 Provided

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

DESIGN REVIEW COMMISSION CHECKLIST:

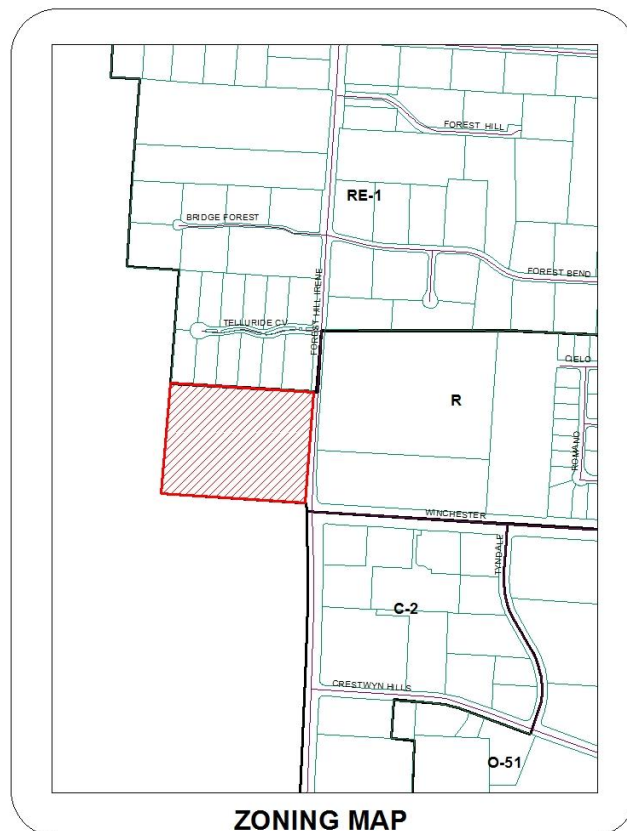
1. *Site Layout:* A two story expansion of existing sanctuary and a new single story education building added to the existing church facilities that are set approximately 270 feet from Winchester Road and 265 feet from Forest Hill-Irene Road.
2. *Building Elevations:* Both buildings will consist of new HardiPlank Lap siding and trim (Cool Cotton White); ornamental aluminum window panels and glass windows & doors; (and metal roofing (Cool Leaf Green), metal gutters, and downspouts. (See attached plans for colors and material descriptions; applicant has provided color and material samples)
3. *Street Improvements and Curb Cuts:* Two existing access points to Forest Hill-Irene Road, one new access drive to Winchester Road, and one access drive to Southwind Park Cove, within the City of Memphis. Right-of-Way improvements are required on both Winchester and Forest Hill-Irene Roads.
4. *Parking Lots:* New parking lot added that will increase the total of number of parking spaces to 553.
5. *Exterior Lighting:* Parking lot, pole light fixtures that are 20 foot in height with a dark bronze finish (some with house side shield); ground mounted flood light fixtures with dark bronze finish; and canopy recessed light fixtures. All lighting to be LED. The plans reflect poles that are 20 feet tall and more than 50 feet from the adjacent residential property in conform to the DRC Design Manual requirements. The photometric plan submitted also complies with the foot candle lighting requirements. (See attached cut sheets of the proposed light poles and lighting photometric plan included with this report.)
6. *Garbage Collection Area:* Shown on site plan as existing and located in the northwest corner of site. No information provide on the dumpster enclosure.
7. *Vents:* Aluminum louvered eave vents. As shown on building elevations.
8. *Gas, Electric and Water:* No information not provided
9. *Mechanical Units:* No information not provided
10. *Emergency Generators:* No information not provided.

11. *Landscaping*: A landscaping plan for the site has been provided.
12. *Mailboxes*: Existing
13. *Signs*: Signs will have to be approved by the DRC by a separate application.

STAFF COMMENTS:

1. Submit elevations of the sanctuary building expansion and dumpster enclosure along with material description prior to approval of site plan.
2. Provide information on the site plan pertaining to location of utility meters, mechanical units, and emergency generator
3. In order to provide a sufficient landscape screen along the north, south and east sides of the new parking lot area, it is recommended that the buffer be increased to a minimum of 20 feet and Foster Hollies instead of Dwarf Buford Hollies be planted in this area in accordance with the DRC Design Manual.
4. If approved, the applicant shall obtain a building permit from Shelby County Construction Code Enforcement Office prior to commencing work.

PROPOSED MOTION: To approve a revised preliminary and final site plan for Harvest Church at 3645 Forest Hill-Irene Road, subject to the Board's discussion, staff comments and the documents submitted with the application.



Mr. Spence Ray, representative for Harvest Church agreed to provide DRC commission with the elevations of the dumpster enclosure along with material description and information pertaining to location of utility meters, mechanical units, and emergency generator (if required by Fire Marshall) on site plan to be approved administratively by ECD Staff. The applicant will revise the landscape screen along the north, south and east sides of the new parking lot area to a minimum of 20 feet in width and replace the proposed Dwarf Buford Hollies plants with Foster Hollies in accordance with the DRC Design Manual. Also, against the existing parking area, a bigger variety and larger more mature evergreens plants shall be provided as understory to supplement the pine trees on the adjacent properties along the north property line and provide sufficient screening at plant maturity for the residential properties in this area. The revised landscape plan is to be approved administratively by DRC. The landscape screen along the entire length of the north property line shall be increased in width either based on a new survey of the area or a modification of the north wall of the buildings and parking spaces along this area subject to administrative approval by ECD Staff.

Alderman Klevan moved to approve a revised preliminary and final site plan for Harvest Church at 3645 Forest Hill-Irene Road, as discussed, subject to staff comments as just stated in discussion and the documents submitted with the application, seconded by Mr. Sherman.

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

MOTION PASSED

ADJOURNMENT

There being no further business, comments, or questions by the Commission, the Chairman adjourned the meeting at 6:48 p.m.