

DESIGN REVIEW COMMISSION  
MUNICIPAL CENTER COUNCIL CHAMBERS

Tuesday, April 25, 2017

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 April 25, 2017.

1. Chairman Bruns called the meeting to order at 6:04 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. Christopher Schmidt, Vice Chairman; Mr. Steve Landwehr, Secretary; Alderman John Barzizza; Ms. Burrow; Mr. Neil Sherman; Mr. Ralph Smith; and Mr. Greg Hurley

DEVELOPMENT STAFF PRESENT:

Mr. Cameron Ross, Economic and Community Development Director; Ms. Sheila Pounder, Planning Division Manager; Ms. Sarah Goralewski, Planner; Ms. Regina Gibson, Administrative Secretary and Robert McLean, City Attorney

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3. Approval of Minutes for March 28, 2017

Mr. Sherman moved to approve the Design Review Commission minutes of March 28, 2017, seconded by Mr. Schmidt, with no further comments or discussions.

ROLL CALL: Mr. Landwehr – Yes; Mr. Sherman – Yes; Mr. Smith – Yes; Ms. Burrow – Yes; Alderman Barzizza – Yes; Mr. Hurley – Abstain; Mr. Schmidt – Yes; Chairman Bruns – Yes.

MOTION PASSED

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4. CONSENT AGENDA

- a. Benjamin Edwards - 1468 Kimbrough Road (McNeill Commercial Real Estate) – Request Approval of a Wall Sign (Case No. 17-717)  
Bruce Littman w/Balton Sign – Applicant/Agent
- b. Quest Diagnostics – 2075 Exeter Road (Exeter Village Shopping Center) – Request Approval of a Wall Sign (Case No. 17-718)  
Tammy Jones w/City Signs LLC – Applicant/Agent

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.

Ms. Burrow made a motion to approve the Consent Agenda as presented and seconded by Mr. Sherman.

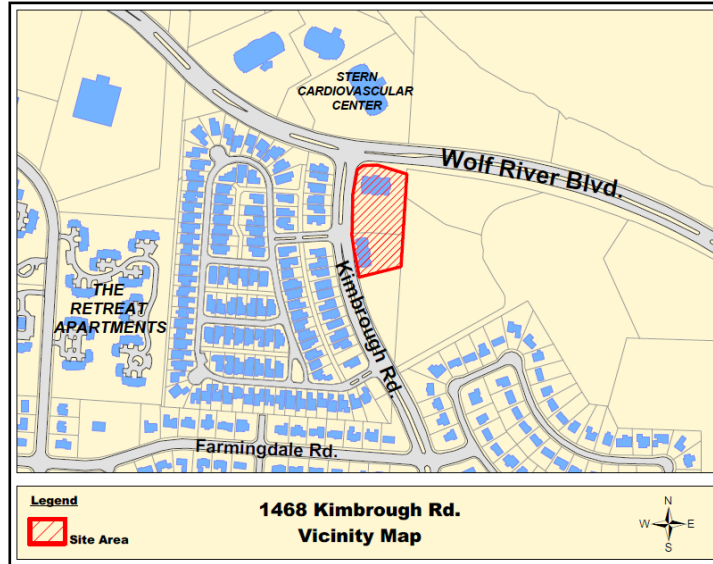
ROLL CALL: Mr. Hurley – Yes; Mr. Smith – Yes; Mr. Schmidt – Yes; Alderman Barzizza – Yes; Ms. Burrow – Yes; Mr. Sherman – Yes; Mr. Landwehr – Yes on 4B, Recused himself from Item 4A; Chairman Bruns – Yes

MOTION PASSED

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**STAFF'S COMMENTS / DISCUSSIONS REGARDING THE CONSENT AGENDA ITEMS**


- a. Benjamin Edwards – 1468 Kimbrough Road (McNeil Commercial Real Estate) Request Approval of a Wall Sign (Case No. 17-717).



**BACKGROUND:** The Kimbrough Office Planning Unit Development (PUD) at 1468 Kimbrough Rd. was approved as development contract 1194 in 2014. It consists of two single-story, “residential-style” office buildings, with access to Kimbrough Rd. The building on Lot 1, the Charles Retina Institute building, is 12,000 sq. ft. in floor area and the building on Lot 2, where McNeill Commercial Real Estate is located and Benjamin Edwards & Co. would be, is 8,025 sq. ft. Both buildings have reduced setback distance from the street. Both buildings have natural stone veneers, architectural asphalt shingle roofing, aluminum storefront framing (“light amber” finish) and bronze or brown trim and gutters.

**DISCUSSION:** The applicant is requesting approval of a tenant identification wall sign for an existing commercial space in the Kimbrough Office PUD. The specifics of the request are as follows:

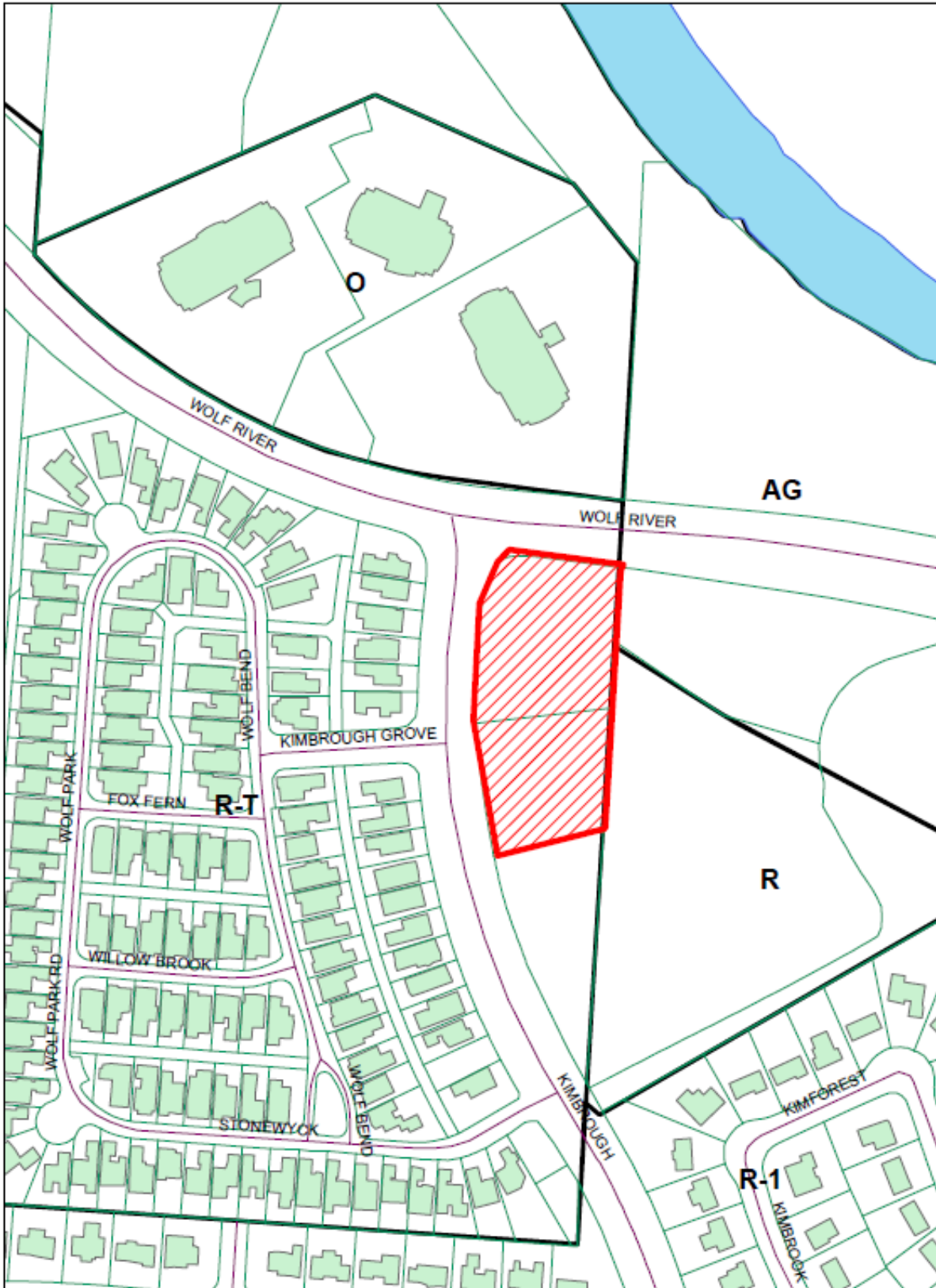
**SIGN: *Tenant Identification (Wall)***

Location & Height:	Sign to be mounted on the wall above the window, facing the driveway entrance to the office complex, 18’ above grade.
Total Sign Area:	24.11 sq. ft. (248” x 14”)
Content/Logo:	
Colors & Materials:	Color: Letters = Dark Bronze (Map 313) - painted Materials: Letters = Aluminum
Font:	Corporate
Letter Size:	14” high
Mounting Structure:	Stud-mounted and bold-faced
Lighting:	LED-backlit

STAFF COMMENTS:

1. Design Review Commission approval of this sign request is required because there is no adopted sign policy for the Kimbrough Office PUD at 1468 Kimbrough Rd. (McNeill Commercial Real Estate property). However, all tenant signs appear to have a uniform size, shape and color scheme, with which the proposed sign conforms. The Planning Division recommended that the landlord create a sign policy for the office complex, so that such signs may be reviewed administratively.
2. Based on the total linear frontage of the tenant space, the total allowable sign area is 50 sq. ft. in the "O" zoning district for a wall sign (per Section 14-34(c)(1)). The proposed sign for Benjamin Edwards, which would be 24.11 s.f., complies with this requirement.
3. Per Section 14-34(b)(1), "a wall sign mounted parallel to a building wall is permitted, provided that the wall contains the major entrance for public entry of the occupant and faces a public street or customer parking lot." The proposed wall sign for Benjamin Edwards is on a wall that does not contain an entrance. However, per Section 14-34(b)(1)a., the Design Review Commission has the authority to approve "a wall sign on another wall of the occupant's premises in lieu of a sign on a wall containing a major exterior entrance."
4. If approved, the applicant must obtain a permit from the Memphis /Shelby County Office of Code Enforcement prior to installing the sign.

PROPOSED MOTION: To approve a tenant identification wall sign for Benjamin Edwards at 1468 Kimbrough Rd., subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application.



**ZONING MAP**



SIGNAGE AREA: 250" x 14" = 3500 sq inches  
 3" DEEP FABRICATED ALUMINUM  
 LETTERS PAINTED MAP 313 DARK BRONZE  
 WITH HALO LIGHTING EFFECT

ENTRANCE  
 TO TENANT  
 SPACE



LETTERS PAINTED  
 MAP 313 BRONZE

MOUNTING HOLES SHALL BE IN  
 STRAIGHT LINES LOCATED TO THE  
 TOP & BOTTOM OF LETTERS  
 INSTALLER WILL BE MOUNTING  
 LETTERS TO RAILS



NIGHT REPRESENTATION

**STRUCTURE:**

QUANTITY: One (1) set  
 SERIES: 250P (Reverse Channel)  
 STYLE: Custom Serif  
 COPY: BENJAMIN F. EDWARDS & CO.  
 SIZE: 14" Upper Case letter "B", rest proportionate.  
 DEPTH: 3"  
 BACKS: 3/16" Clear Lexan  
 FACE: .080 Aluminum  
 MOUNTING: Projection mount 1 1/2" from wall surface,  
 \*\*\*IMPORTANT\*\*\*  
 MOUNTING HOLES TO BE IN STRAIGHT LINES LOCATED TO THE  
 TOP AND BOTTOM OF THE LETTERS.  
 INSTALLER WILL BE MOUNTING LETTERS TO RAILS.

TEMPLATE: Installation template INCLUDED.  
 HARDWARE: Wall mounting hardware NOT included.

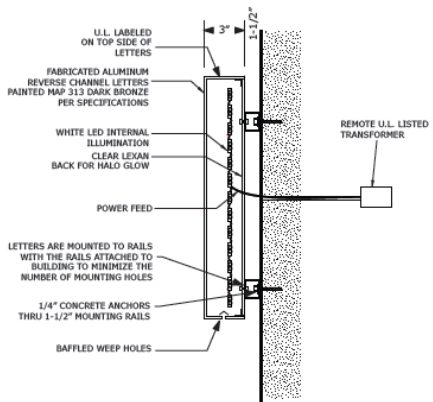
**ELECTRIC:**

AMPS	VOLTAGE
2,4/1,2	120/277V

ILLUMINATION: Principal Street Fighter Series White LED's  
 TRANSFORMERS: 60W Power Supply Units Included, 120/277V Input, 12V Output,  
 Remote Mount, with Paige Power Supply box.  
 WIRING: 6 PLTC wire leads attached, Any conduit, fittings, or other  
 wiring materials required are BY INSTALLER.  
 DISCONNECT: Yes, own Paige Power Supply box,  
 UL LISTED: Yes - LABELS ON TOP OF LETTERS

**PAINT/FINISH:**

Sprayed MAP Nuance Satin,  
 Letters - MAP 313 Bronze







**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: 4/5/2017  
 RECEIVED BY: Goralewski  
 #17717

**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: \_\_\_\_\_

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1. Sign Owner: BENJAMIN E. EDWARDS Phone No: 314-480-1120
2. Sign Owner's Address: ONE NORTH ALBETHWOOD BLVD Email Address: TON.MARTIN@BENJAMINE.EDWARDS.COM
3. Sign Location Address and Name of Shopping Center: 146P KIMBROUGH
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: 40 feet.
9. Size of Sign: Width: \_\_\_\_\_ feet 24 inches; Height: \_\_\_\_\_ feet 14 inches  
 TOTAL AREA OF SIGN IN SQUARE FEET: 24
10. Height of sign at its highest point above the surrounding grade: 12 feet \_\_\_\_\_ inches.
11. Size of Letters: 1) Height 14" Width 8" Font: \_\_\_\_\_  
 2) Height \_\_\_\_\_ Width \_\_\_\_\_ Font: \_\_\_\_\_  
 3) Height \_\_\_\_\_ Width \_\_\_\_\_ Font: \_\_\_\_\_
12. Colors: Letters: BLACK BACKGROUND 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).  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_  
 \_\_\_\_\_ 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).  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_
16. Sign Content (words, letters, logos): BENJAMIN E. EDWARDS
17. Size of logo: Horizontal N/A feet \_\_\_\_\_ inches; Vertical \_\_\_\_\_ feet \_\_\_\_\_ inches.
18. Sign Materials: Letters ALUMINUM; Sign Face ALUMINUM  
 Mounting Structure (type and materials): STUB MOUNT
19. Sign Illumination, if applicable (type, location and wattage):  
LED - BACK LIT
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: \_\_\_\_\_

Name of Applicant (please print) ANTHONY S. EDWARDS  
Address: ONE ALBANY APARTMENTS ALVA SUITE 210 ST. LOUIS MO 63105  
Phone No: 314-520-1120 Email Address: TONY.EDWARDS@THEFIRSTCOMMERCIAL.COM  
Applicant Signature: [Signature] 04/17/17

Name of Owner (please print) M. NEILL COMMERCIAL REAL ESTATE  
Address: 1726 KIMAROVICH SUITE 102 GERMANTOWN, MO 63102  
Phone No: 901-224-7746 Email Address: [Blank]  
Owner Signature: [Signature]

Name of Developer (please print) ENIGMATH ARCHITECTURAL SERVICES  
Address: 173 HANCOCK MANORIAL CT. ST. LOUIS MO 63104  
Phone No: 314-781-7070 Email Address: LAURA.ENIGMATH@NET  
Developer Signature: [Signature] 04/17/17

Name of Sign Erecting Company BALDWIN SIGN CO.  
Address: 3412 KAYMANA CT. MO. MO. 63114  
Phone No: 781-422-7371 Email Address: RANDY@BALDWINSIGNS.COM

**\*ALL APPLICATIONS MUST BE SUBMITTED IN PERSON AND THE SUBMITTER MUST RECEIVE A RECEIPT FROM STAFF**

Please Note: Following approval of your sign application from the City of Germantown, a sign permit must be obtained from Shelby County Construction Code Enforcement for the installation of the approved sign(s) on the subject property. SCCCE may be contacted at 901-222-8374.

**FOR APPROVING AUTHORITY ONLY**

- APPROVED      COMMENTS:
- DISAPPROVED

Date: \_\_\_\_\_ Signature: \_\_\_\_\_ Title: \_\_\_\_\_



**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, 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.

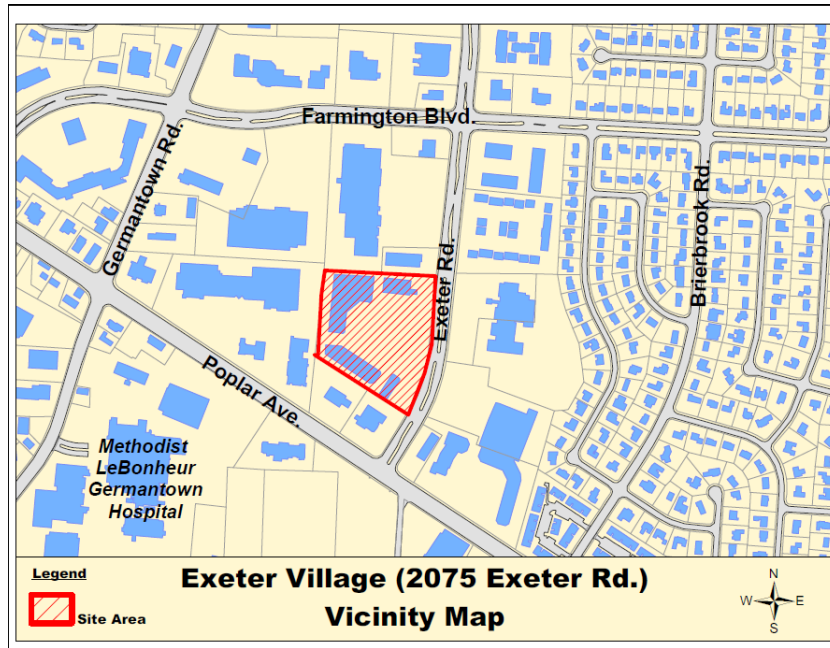
Owner: McNeil Commercial Real Estate  
 Address: 1468 Kimbrough Rd Ste. 103 Germantown, MD 20878  
 Lessee: Benjamin F. Edwards & CO  
 Address: 10 S. Brentwood Blvd #100 Clayton, MO 63105  
 Developer: N/A  
 Address: \_\_\_\_\_

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

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

\*See language in parenthesis above.

- b. Quest Diagnostics – 2075 Exeter Road - Exeter Village Shopping Center – Request Approval of a Wall Sign (Case No. 17-718).



**BACKGROUND:** Exeter Village, originally Farmington Shopping Center, was granted final approval by the DRC on November 20, 1984. The Planning Commission granted final site plan approval on March 5, 1985. The Board of Mayor and Aldermen approved Project Development Contract No. 83 in March of 1985 for the construction of Exeter Village. On September 27, 1994 the DRC granted approval to renovate the center and landscaping and add awnings to the elevations. The tenant space for the proposed Quest Diagnostics, located between the Dollar Tree and Jet’s Pizza, is currently vacant.

**DISCUSSION:** The applicant is requesting approval of a tenant identification wall sign for an existing commercial space in the Exeter Village Shopping Center. The specifics of the request are as follows:

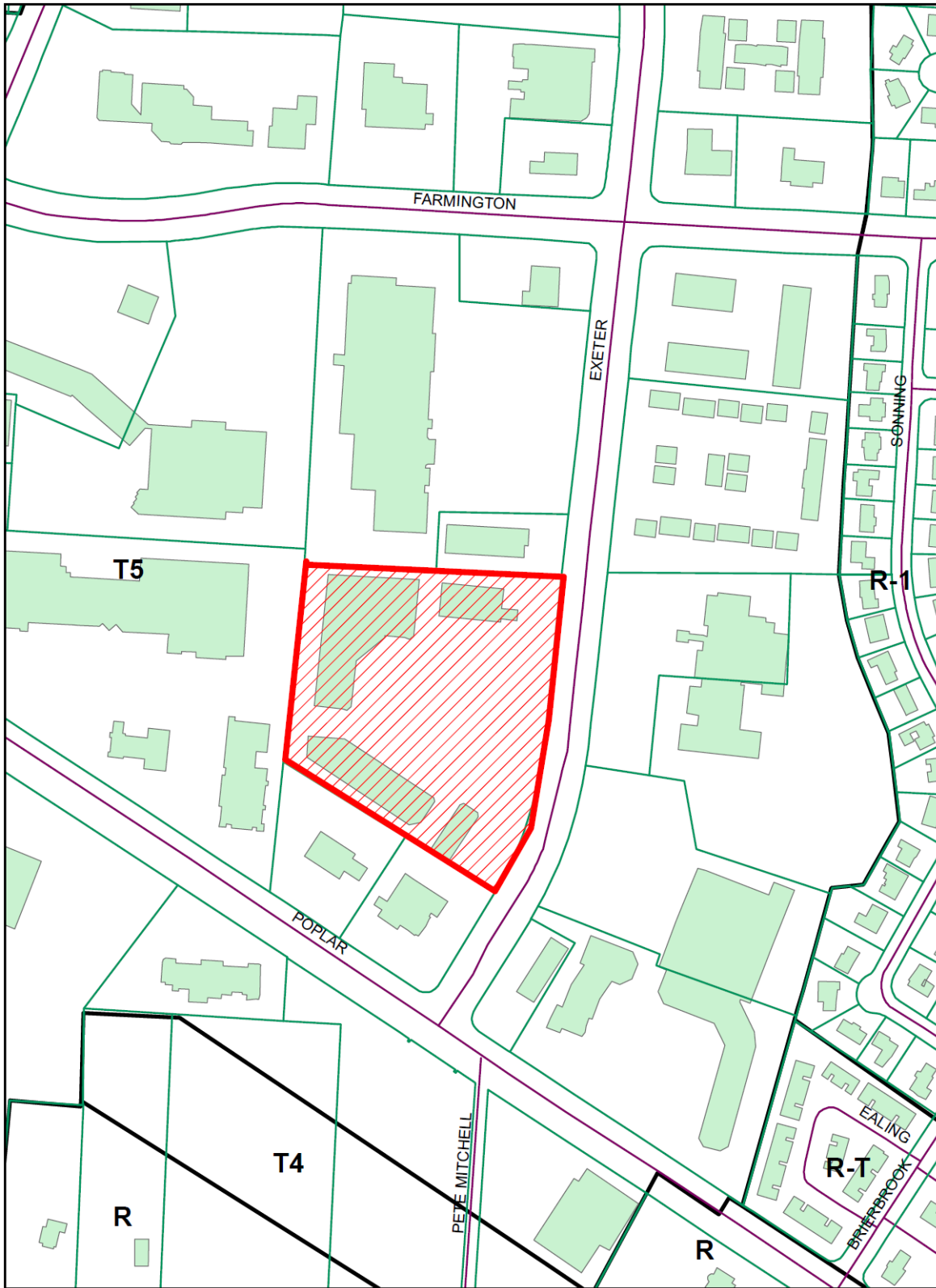
**SIGN:** *Tenant Identification (Wall)*

Location & Height:	Sign to be mounted on wall over main tenant entrance, facing a public parking lot, 9.42’ above grade.
Total Sign Area:	11.25 sq. ft. (11’ 2-15/16” x 12”)
Content/Logo:	<b>Quest Diagnostics</b>
Colors & Materials:	Color: Letters = Antique slate (Porter Paints 16404-4) Materials: Aluminum
Font:	Corporate (copy-righted)
Letter Size:	12” high
Mounting Structure:	Stud-mounted to building facade
Lighting:	LED back lit

STAFF COMMENTS:

1. Design Review Commission approval of this sign request is required because of the corporate letter font. Per the adopted sign policy for Exeter Village: “The standard letter styles allowed will be Helvetica Medium, or Helvetica Bold. Slated letters or other variations will not be permitted without Landlord AND Design Review Commission approval.” The Planning Division recommended that the landlord update the sign policy for the shopping center, so that such signs may be reviewed administratively.
2. The total allowable sign area per linear footage of tenant space is 30 sq. ft. in the “C-2” zoning district (per Section 14-34(c)(1)) for a wall sign. The proposed sign for Quest Diagnostics would be 11.25 s.f., which complies with this requirement.
3. Per Section 14-34(b)(1), “a wall sign mounted parallel to a building wall is permitted, provided that the wall contains the major entrance for public entry of the occupant and faces a public street or customer parking lot.” The proposed wall sign for Quest Diagnostics is over a major entrance that faces a public parking lot.
4. If approved, the applicant must obtain a permit from the Memphis /Shelby County Office of Code Enforcement prior to installing the sign.

PROPOSED MOTION: To approve a tenant identification wall sign for Quest Diagnostics at 2075 Exeter Rd. (Exeter Village Shopping Center), subject to the Commission’s discussion, staff comments in the staff report, and the documents and plans submitted with the application.



# ZONING MAP



**REVERSE BACK LT HORIZONTAL ALUMINUM CHANNEL LETTERS (11.25 SQ.FT.)**

Side View  
 SCALE 3/8" = 1'-0"

QTY: 1  
 FACES & RETURNS TO BE FINISHED PORTER PAINTS 16404 4 ANTIQUE SLATE SEMI-GLOSS  
 EXTERIOR ENAMEL; (COLOR MATCH - BM™ 632 AURA WATERBORNE EXTERIOR SEMI-GLOSS FINISH PAINT)  
 STUD MOUNTED WITH 2" SPACERS; HOLES FOR CONDUIT & MOUNTING  
 TO BE DRILLED ONLY IN MORTAR JOINTS

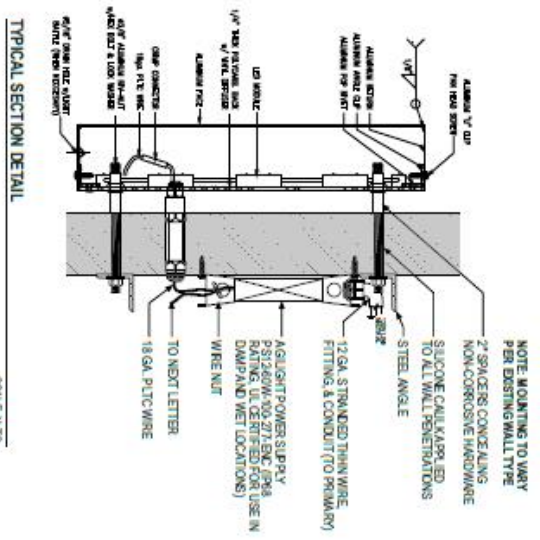
**LETTER FONT: (Quest Diagnostics) COP YRIGRHTED  
 TRADE MARKED STANDARD TYPOGRAPHY LOGO SCRIPT.**

<b>ELECTRICAL</b>			
AMPS:	0.6	AMPS	
V.A.:	120	VOLTS	WATTS: 72
CIRCUITS:	1-20 amp CIRCUIT		

<b>SECTION</b>		<b>WALL TYPE</b>	EIFS WALL W/ FOAM INSULATION
<b>ANCHOR TYPE</b>		<b>GLASS WHITE SHEATHING PLYWOOD</b>	
		<b>63" TONGUE &amp; GROOVE ALUMINUM OR PVC COMPRESSION SLEEVE</b>	<b>63" TONGUE &amp; GROOVE ALUMINUM OR PVC BOLT (WING OR PINOT ROD)</b>

**MOUNTING OPTIONS**

SCALE N.T.S.



**TYPICAL SECTION DETAIL**

SCALE N.T.S.



**EXISTING**

**SURVEY NOTES:**  
 Storefront = 136.5' H X 30' W  
 Sign Band = 35' H X 30' W  
 Upper Windows = 81' H X 56.5' W  
 Lower Windows = 20.5' H X 56.5' W  
 Door Window = 83' H X 36' W  
 Sidelights = 101.5' H X 7.5' W  
 Transom = 18.5' H X 36' W



**PROPOSED**



**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: 3/24/2017  
 RECEIVED BY: Goralewska

**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: Corporate font requires DRC approval per sign policy.

- \*\*\*\*\*  
 1. Sign Owner: Lightman Exeter Village Co Phone No: 901-685-2220  
 2. Sign Owner's Address: 5100 Poplar Ave Suite 400 Email Address: dowling@rmsci.net  
 3. Sign Location Address and Name of Shopping Center: 2075 Exeter Rd Suite 40  
Memphis, TN 38138  
 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: 11 feet 2 1/2 inches; Height: 12 feet 12 inches  
**TOTAL AREA OF SIGN IN SQUARE FEET: 11.25**  
 10. Height of sign at its highest point above the surrounding grade: 113 inches.  
 11. Size of Letters: 1) Height 12" Width 12" Font: National store chain - copyrighted branded and trademarked.  
 2) Height      Width      Font:       
 3) Height      Width      Font:       
 12. Colors: Letters: Antique Slate 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).  
     Feet      Inches Name of Street: This is in Exeter village Shopping center.  
     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).  
     Feet      Inches Name of Street: n/a  
     Feet      Inches Name of Street:       
 16. Sign Content (words, letters, logos): WORDS "Quest Diagnostics"  
 17. Size of logo: Horizontal n/a feet      inches; Vertical      feet      inches.  
 18. Sign Materials: Letters Aluminum; Sign Face Aluminum  
 Mounting Structure (type and materials): Stud mounted with 2" spacers  
 19. Sign Illumination, if applicable (type, location and wattage): Halo lit / Reverse lit  
 20. Sign Landscaping, if applicable landscape plan shall be submitted  
 21. Additional Comments: na

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Name of Applicant (please print) Tammy Jones @ City Signs

Address: 65 Bonwood Drive

Phone No: 731-424-5551 Email Address: installation@citysigns.com

Applicant Signature: Tammy Jones

Name of Owner (please print) Lightman Exeter Village C.

Address: 5100 Poplar Ave Suite 2607

Phone No: 901-685-2222 Email Address: n/a

Owner Signature: see letter of authorization

Name of Developer (please print) n/a

Address: \_\_\_\_\_

Phone No: \_\_\_\_\_ Email Address: \_\_\_\_\_

Developer Signature: \_\_\_\_\_

Name of Sign Erecting Company City Signs, LLC

Address: 65 Bonwood Drive Jackson, TN

Phone No: 731-424-5551 Email Address: installation@citysigns.com

**\*ALL APPLICATIONS MUST BE SUBMITTED IN PERSON AND THE SUBMITTER MUST RECEIVE A RECEIPT FROM STAFF**

.....  
**Please Note:** Following approval of your sign application from the City of Germantown, a sign permit must be obtained from Shelby County Construction Code Enforcement for the installation of the approved sign(s) on the subject property. SCCCE may be contacted at 901-222-8374.

.....  
**FOR APPROVING AUTHORITY ONLY**

APPROVED                      COMMENTS:

DISAPPROVED

\_\_\_\_\_

Date

Signature

Title

**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, sole proprietor, general partnership, limited partnership, corporation, limited liability company, R.E.L.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: Exeter Village Shopping Center  
Retail Management Services Co. - Debra Owings, President  
Address: 5100 Poplar Ave., Ste. 2607, Memphis, TN 38137

Lessee: Quest Diagnostics (Tenant)  
Address: 2075 Exeter Rd., Ste. 40, Germantown, TN 38138

Developer: \_\_\_\_\_  
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.





*Retail Management Services Co.*

5101 Poplar Avenue, Suite 2037  
Memphis, TN 38117  
Office 901-315-2220  
Fax 901-315-2229

March 10, 2017

Sarah L. Goralewski, AICP  
Planner City of Germantown  
Economic and Community Development Department - Planning Division  
1920 S. Germantown Rd.  
Germantown, TN 38138

RE: 2075 Exeter Road, Suite 40 Exeter Village Shopping Center  
Sign for Quest Diagnostics (tenant)

Dear Sarah,

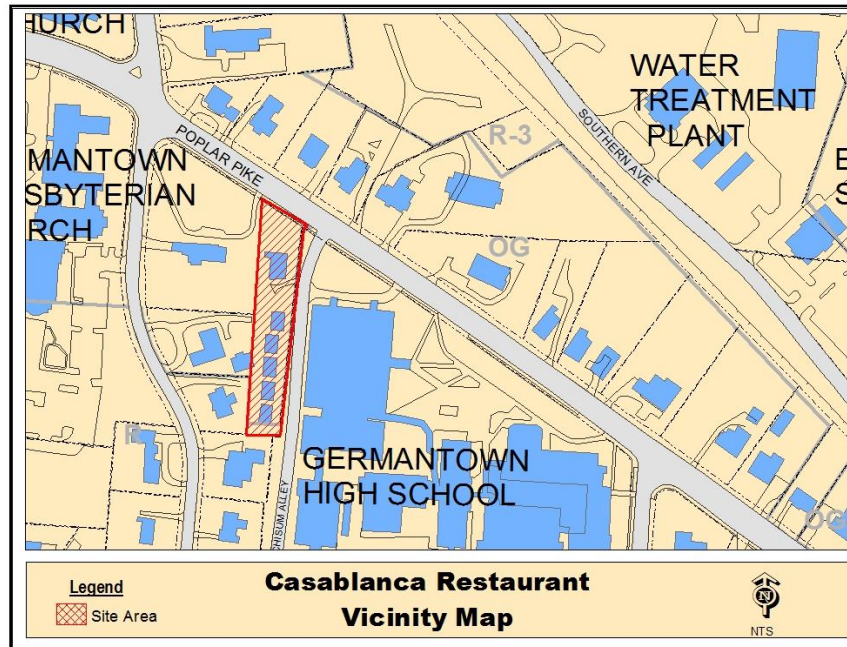
Please accept this letter as Landlord approval for Quest Diagnostics to use their copyrighted font for the channel letters on their sign at above referenced location. Please contact me with any questions.

Debra Owings, President

RETAIL MANAGEMENT SERVICES CO.

[Dowings@rrmsco.net](mailto:Dowings@rrmsco.net)

5. Casablanca Restaurant – 7609 Poplar Pike – Request Approval of Revisions to the Approved Site Plan (Case No. 16-626).



**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. On May 24, 2016, the Design Review Commission approved a Change of Use from office/retail (“George Antique Importer”) to restaurant for this property. On September 27, 2016, the Design Review Commission approved plans for building modifications that included changes to the existing building, construction of a new 2 story building addition; and a revised site plan that included parking, lighting, and landscaping.

**DISCUSSION:** The current request is to amend the site plan to allow for the construction of a patio in the front yard of the site. Since the previous approval and the beginning of site renovations, a number of site plan issues have been identified on this project that should be addressed prior to any additional approvals by the Design Review Commission or continued work by the applicant. The Subcommittee met on April 13<sup>th</sup> and considered the applicant’s request based on submitted site plans that reflected the existing conditions since their last review of this application in September 2016 and recommendations made by staff.

**PLAN REVISIONS:** *Since the April DRC Subcommittee meeting, the site plan has been revised to address most of the issues previously identify in this project. Items that still need to be addressed are listed below in the Staff Comments section of this report and should be address before issuance of a temporary or final certificate of occupancy.*

**STAFF COMMENTS:**

1. The recently installed sawcut joints in the concrete driveway apron on Poplar Pike are not deep enough. They are cut around 1/2" to 3/4" deep. Based on the thickness of the apron, the sawcuts should be 2" to 2 1/2" deep.

2. Site Plan
  - A. If parking lot traffic is one way going south then the parking spaces should be angled not perpendicular, subject to the obtaining an ingress/egress access easement from Shelby County Schools.
  - B. Poplar Pike R.O.W. should be dedicated by a recordable document. The existing "R.O.W. Easement" should not be permanent.
  - C. Building setback review must be determined by Poplar Pike R.O.W. verification. If there is a building encroachment and it exceeds more than 12", a variance from the BZA may be required in this area. If less than 12", an administrative setback variance may be obtained from ECD.
3. Landscaping:
  - A. In response to the DRC Subcommittee recommendation, the pervious surface on this site has been increased to 27%.
  - B. Provide a detail of the proposed garage dumpster on the revised site plan, landscape plan or building elevation drawings.
  - C. Landscaping installation details needed.
  - D. Irrigation design/plans not included. Note says "Contractor to provide irrigation plan". At a minimum, the plans should show the size and location of the irrigation service line.
4. Building Elevations/Materials (Information regarding changes to building plans has not been submitted as requested by staff)
  - A. Provide revised color elevations, highlighting changes from originally approved plan, to include details of the patio in the front yard.
  - B. Provide east and west elevation drawings, noting the change in materials, as well as A/C units and screening. Provide detailed information on plan to paint the roof top units to blend with roofing material in the short-term while seeking a more long term screening solution as required by the DRC Subcommittee.
  - C. Provide detailed information on lighting on front of building and entrance doors.
5. Provide an updated agreement from Shelby County Schools on the use of private alley, Chism Alley, for egress from parking lot. The applicant has indicated that he is in contact with Shelby County Schools. A documentation of their agreement to grant access to this project via Chism Alley should be obtained prior to approval of this application and a new easement agreement between the parties should be recorded prior to the City's final acceptance of this project.

**PROPOSED MOTION:** To approve a revised site plan and building modifications for Casablanca Restaurant, located in Old Germantown, 7609 Poplar Pike, 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: 2/2/2017  
RECEIVED BY: Galathea

#16-626

## 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: Patio @ front

Other; Explain \_\_\_\_\_

Project Name: Casablanca

Project Address: 7609 Poplar Pike, Germantown TN

Previous Tenant: 310 N Graham Memphis TN 38117

Applicant's Name: Samir Staya

Mailing Address: \_\_\_\_\_

Email Address: AimerShtaya@gmail.com Telephone: 901-421-9050

Owner's Name: Samir Staya

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Developer's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Lessee's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

DRC Project Review Application  
Page 2

Zoning District where project is to be located: OG

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

Adding wood patio w/wood handrail  
similar to original plan to the front of  
the building

Print Name of Applicant  
Samir S Hany  
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.*

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: Samir Shetty 310 N Graham Memphis TN 38117  
Address: \_\_\_\_\_

Lessee: \_\_\_\_\_  
Address: \_\_\_\_\_

Developer: \_\_\_\_\_  
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.

Mr. David Bray w/The Bray Firm and Mr. Samir Shtaya, Owner were both there to answer any questions the commission might have.

Ms. Patsy McLaughlin expressed her appreciation to the detail that the commissioners was interested in, to insure that this is a safe building for the public. She asked the commission to explain what type of landscaping will be seen as you drive down Poplar Pike. She expressed her disappointment in the recent developments being built right up to the sidewalk and she missed the softness that landscaping offers to a building. She requested the commission to make sure that we have a little bit more landscaping in front of our future developments so as to make it a bit more pleasant.

Chairman Bruns confirmed that there would be evergreen shrubs around the entire front as well as some trees.

After much discussion, Chairman Bruns called for a motion.

Mr. Landwehr moved to conditionally approved revised building modification (elevation plans) and site plan for Casablanca at 7609 Poplar Pike, subject to the Board's discussion, staff comments in the staff report and as recorded, and the documents submitted with the application, seconded by Mr. Schmidt.

The following are specifically agreed upon conditions:

1. Provide an updated agreement from Shelby County Schools on the use of private alley, Chism Alley, for egress from parking lot. The applicant has indicated that he is in contact with Shelby County Schools. A documentation of their agreement to grant access to this project via Chism Alley should be obtained prior to approval of this application and a new easement agreement between the parties should be recorded prior to the City's final acceptance of this project.
2. The current Design Review Commission approval is contingent upon the Shelby County Schools granting the necessary access needed for this site to have adequate traffic flow. If access is not granted by Shelby County Schools, the applicant shall resubmit to the Design Review Commission a revised site plan with a traffic flow plan to address one-way traffic on this site.
3. The recently installed saw cut joints in the concrete driveway apron on Poplar Pike are not deep enough. They are cut around 1/2" to 3/4" deep. Based on the thickness of the apron, the saw cuts should be 2" to 2 1/2" deep. Correction to work to be verified by ECD Inspectors.
4. Site Plan
  - A. If parking lot traffic is one way going south then the parking spaces should be angled not perpendicular, subject to the obtaining an ingress/egress access easement from Shelby County Schools.
  - B. Poplar Pike R.O.W. should be dedicated by a recordable document. The existing "R.O.W. Easement" should not be permanent.
  - C. Building setback review must be determined by Poplar Pike R.O.W. verification. If there is a building encroachment and it exceeds more than 12", a variance from the BZA may be required in this area. If less than 12", an administrative setback variance may be obtained from ECD.
  - D. Where concrete is to be removed, curb and gutter is to be installed by the applicant.

5. Landscaping:
  - A. In response to the DRC Subcommittee recommendation, the pervious surface on this site has been increased to 27%.
  - B. Provide a detail of the proposed garage dumpster on the revised site plan, landscape plan or building elevation drawings.
  - C. Landscaping installation details needed. Trees along the western property are to be planted 8 foot on center and label grass areas shown on the landscape plan.
  - D. Revised the landscape plan to address a possible location conflict between the Ginko Trees and light poles.
  - E. Irrigation design/plans not included. Note says "Contractor to provide irrigation plan". At a minimum, the plans should show the size and location of the irrigation service line.
6. Building Elevations/Materials (Information regarding changes to building plans has not been submitted as requested by staff)
  - A. Provide revised color elevations/rendering, highlighting changes from originally approved plan, to include details of the patio in the front yard. Provide an updated material board based on materials and colors used on the existing building and proposed for this project. Note where the information on the new board differs from the information on the previously submitted board.
  - B. Provide east and west elevation drawings, noting the change in materials, as well as A/C units and screening. Provide detailed information on plan to paint the roof top units to blend with roofing material in the short-term while seeking a more long term screening solution as required by the DRC Subcommittee.
  - C. Provide detailed information on lighting on front of building and entrance doors and all sides of the building, including type of fixtures and informational cut-sheets. Also, provide an updated photometric plan for this site.
  - D. Provide material samples and color swatches of the non-slip grip tread material to be used on the front steps of this site.
  - E. Provide detail information on the site plan about all railings to be used on this site and verify that they met all Building Code requirements.
  - F. Paint the mechanical units at the rear of the building to match the building paint color and plant trees outside the wooden enclosure to blend these units with their surroundings so as to virtually disappear from a distance. The trees should be an evergreen multi trunk (Locusts Evergreen) approximately 6 to 7 feet in height at initial planting.
  - G. Handicapped access is provided only at the rear of the building but not the front. Verify with Shelby County Construction Code Enforcement, Building Dept. that this meets ADA requirements.

ROLL CALL: Ms. Burrow – Yes; Alderman Barzizza – Yes; Mr. Smith – Yes; Mr. Schmidt – Yes; Mr. Landwehr – Yes; Mr. Kumar – Yes; Mr. Sherman – Yes; Chairman Bruns – Yes



MOTION PASSED

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ADJOURMENT

There being no further business, comments, or questions by the Commission, the Chairman adjourned the meeting at 7:03 p.m.