

DESIGN REVIEW COMMISSION
MUNICIPAL CENTER COUNCIL CHAMBERS
Tuesday, June 27, 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 June 27, 2017.

1. Alderman Barzizza called the meeting to order at 6:00 p.m.
2. Alderman Barzizza requested the roll call. Ms. Regina Gibson called the roll of the Commission and established a quorum:

COMMISSIONERS PRESENT:

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

3. Approval of Minutes for May 23, 2017

Mr. Smith moved to approve the Design Review Commission minutes of May 23, 2017, seconded by Mr. Sherman, with no further comments or discussions.

ROLL CALL: Mr. Sherman – Yes; Mr. Smith – Yes; Ms. Burrow – Yes; Mr. Hurley – Yes; Alderman Barzizza - Yes

MOTION PASSED

4. CONSENT AGENDA

- a. River Center Shopping Center – 7730 Wolf River Blvd – Approval of an Amended Sign Policy (Case No. 17-726).
Cindy McBrayer w/McNeill Real Estate – Applicant/Agent
- b. The Bridges at Germantown Apartments – 7491 Wyndhurst Place – Approval of a Ground-Mounted Sign (Case No. 17-727).
Glenn Taylor w/Chickasaw Signs – Applicant/Agent
- c. The Village at Germantown-Common Area Modification – 7820 Walking Horse Circle – Approval of a Revised Preliminary and Final Site Plan (Case No. 14-490).
Brian Martinelli w/ANF Architects – Applicant/Agent
- d. Domino’s Pizza – 2086 S. Germantown Rd. – Approval of a Sign Package (Case No. 17-721). Previously Known as Agenda Item No. 5
Phillip Pedigo w/20/20 Memphis, 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 determine 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.

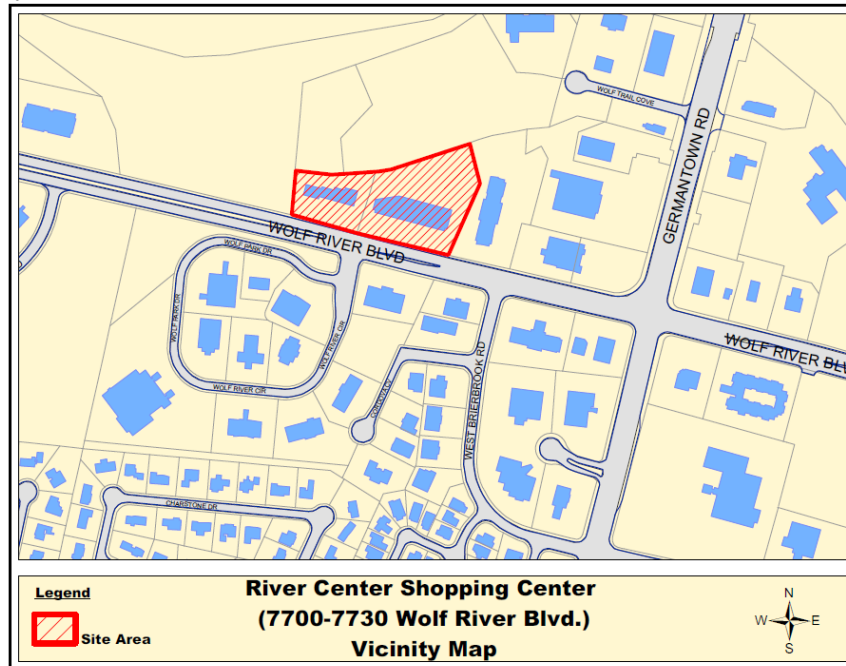
Mr. Hurley made a motion to approve the Consent Agenda as presented and seconded by Ms. Burrow.

ROLL CALL: Mr. Sherman – Yes; Mr. Smith – Yes; Ms. Burrow – Yes; Mr. Hurley – Yes; Alderman Barzizza – Yes

MOTION PASSED

STAFF'S COMMENTS / DISCUSSIONS REGARDING THE CONSENT AGENDA ITEMS

- a. River Center Shopping Center – 7730 Wolf River Blvd – Approval of an Amended Sign Policy (Case No. 17-726).



BACKGROUND: The Board of Mayor and Alderman approved the rezoning of this site (Lots 1 and 2) from “R-T” to “O” and “C-1” on Third and Final Reading on November 27, 1995. The Development Contract for River Center Subdivision (No. 400) was approved at the March 24, 1997, meeting of the Board of Mayor and Alderman. River Center was approved as Project Development Contract No. 1014 by the Board of Mayor and Aldermen on December 8, 1997. On November 24, 1998, the Design Review Commission (DRC) approved a sign policy for the shopping center. On November 28, 2006, the DRC approved an amended sign policy.

DISCUSSION: The specific request by the applicant is approval of an amended Sign Policy that includes changes to update the policy to align with the current City Sign Ordinance. The most significant changes are as follows:

1. Logos of regional and nation chain stores will now be allowed with administrative approval, so long as they comply with the City Sign Ordinance.
2. Wall signs will be permitted to be 1.0 square foot for each linear foot of tenant space frontage (up to 75 square feet, whichever is less), or as allowed by Section 14-34(c) of the Municipal Code.

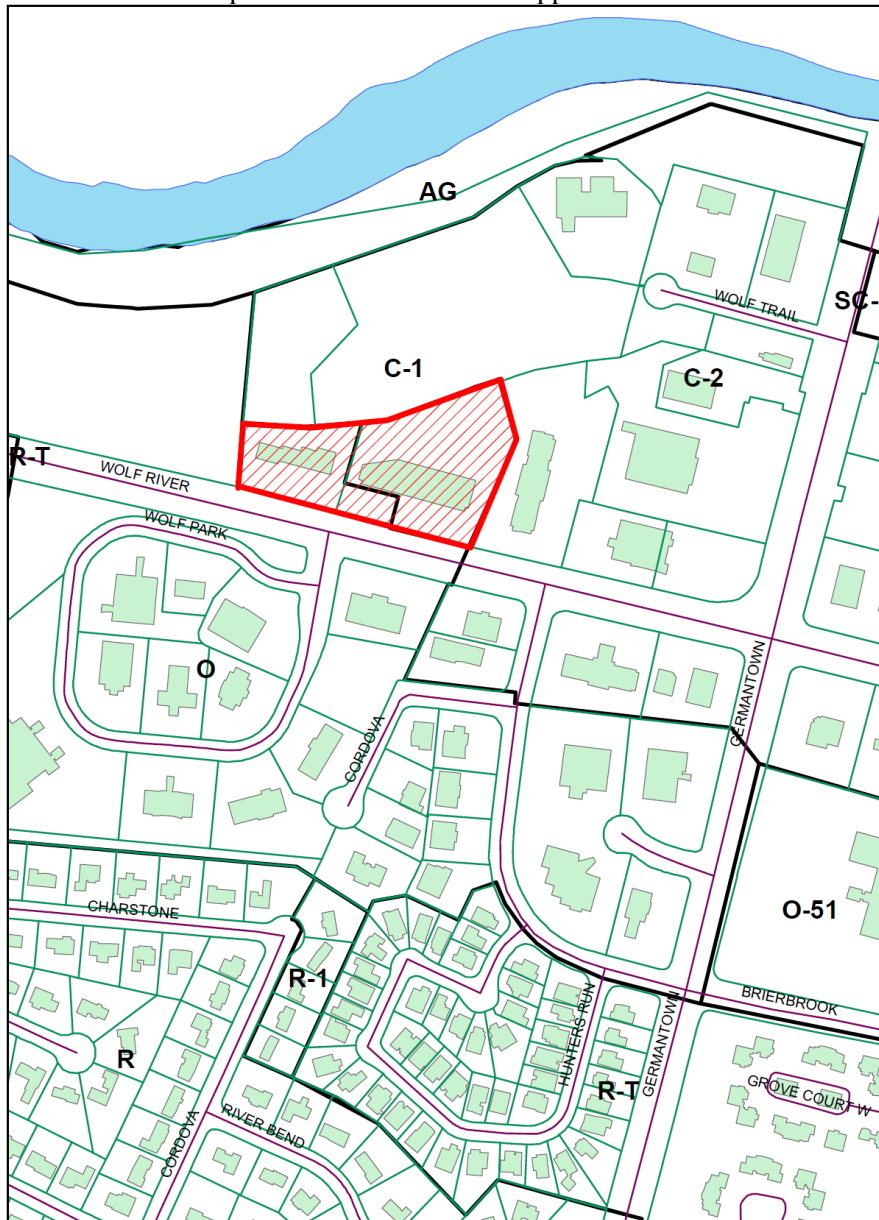
STAFF COMMENTS:

1. The River Center Shopping Center has an existing sign policy in place. The revised Sign Policy for Permanent Tenant Identification Signs is attached with the revisions notes.

2. If approved, the River Center Sign Policy will allow staff to grant administrative approval to signs that meet the criteria of the Policy and the City Sign Ordinance.
3. Any sign request submitted to staff for administrative approval must be accompanied by a 'Letter of Approval' or a signed sign drawing from the management of River Center.
4. If a sign is granted administrative approval based on this policy, the applicant must obtain a sign permit from the Shelby County Office of Construction Code Enforcement for installation of the sign.

DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on June 15, 2017, and recommended this application be placed on the consent agenda.

PROPOSED MOTION: To approve an amended sign policy for River Center Shopping Center at 7700-7730 Wolf River Blvd., subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application.



ZONING MAP



Commercial Real Estate

May 23, 2017

Ms. Sarah L. Goralewski, AICP
Planner
City of Germantown
Economic and Community Development – Planning Division
1920 S. Germantown Road
Germantown, TN 38138

RE: DRC Review of Updated Sign Criteria
River Center, Germantown, TN

Dear Ms. Goralewski:

Per your request we are submitting an application, the application fee of \$100.00 as well as a draft of the revised sign criteria for River Center. We have made revisions to our existing sign criteria so that it follows the criteria of the updated version of the sign criteria for the City of Germantown. We ask that the Design Review Committee review and approve the attachment.

Should you or the members of the DRC have any questions please feel free to contact our property manager, Terri Townsend at ttownsend@mcneillcre.com. Thank you.

Sincerely,


Phillip H. McNeill, Sr.
Owner
McNeill Commercial Real Estate

River Center Sign Criteria

(Revised May 2017)

(Changes in red proposed by applicant, changes highlighted proposed by City of Germantown)

The purpose of this manual is to define and specify all exterior signage criteria for the River Center Shopping Center, 7730 Wolf River Blvd., Germantown, TN.

Each tenant shall provide a signage package for their space as described below by area designation:

- 1. Main Signage Panel**
- 2. Front Door Address Numerals and Tenant Name**
- 3. Rear Door Address Numerals**
- 4. Use of Logo's**
- 5. Window Signs**

All sign packages shall be submitted to McNeill Commercial Real Estate for preliminary approval, and then to the City of Germantown Economic and Community Development Department, prior to fabrication and installation. The cost of fabrication, permits, installation and maintenance shall be the Tenant's responsibility. All signs shall be in compliance with code requirements of the City of Germantown sign ordinance and the instructions, limitations and criteria of this manual.

If the proposed sign meets the requirements outlined herein, it may be approved administratively by the City of Germantown Economic and Community Development Department. Any deviation from these requirements shall require approval from the City of Germantown Design Review Commission (DRC).

Administrative approval applies only to tenant identification signs on the front façade of the leased space, and to front and rear door address numerals and front door tenant names. Administrative approval does not apply to permanent window signs. Any signage requests which do not meet the minimum standards for administrative approval must receive approval from the City of Germantown Design Review Commission (DRC).

Sign requests for this shopping center must be submitted to the City of Germantown Economic and Community Development Department for approval with a letter of approval from McNeill Commercial Real Estate.

Once signs are approved by the City of Germantown Economic and Community Development Department, the applicants must obtain a sign permit from the Memphis and Shelby County Construction Code Enforcement office prior to erecting the sign.

Main Signage Panel

Tenants are allowed one wall sign facing a major parking lot or public street, per the criteria outlined below:

- Main Tenant Signs shall have a maximum total area of 1.0 square foot for each linear foot of tenant space frontage (up to 75 square feet, whichever is less), or as allowed by Section 14-34(c) of City of Germantown Sign Ordinance.
- The Main Tenant Sign shall fit within the signage space above the tenant premises.
- The maximum width of the sign is 75% of the lease space.

- Logos of regional or national chain stores, which equal no more than 10% of the total allowable sign area, may be approved at the Landlord's discretion, subject to the City of Germantown Economic and Community Development's approval. If a logo is determined not to be considered either a regional or national chain store (determination by the City of Germantown) then use of the logo is not allowed.

Single or multiple tenant names, including logos, shall be erected within the maximum sign height. Square footage for retail tenant names shall be measured as a block drawn around the entire name.

The "Signage Space" is the area in which a sign is permitted to be located.

In the event a tenant leases multiple bays, they are allowed to incorporate both "Signage Spaces" and the space in between for their use for signage as the formula permits.

Main Tenant Signs shall be all individual letters, upper or lower case letters, minimum of 14" to a maximum of 24". Single or multiple tenant names, including logos, shall be erected within the maximum sign height above. Square footage for retail tenant names shall be measured as a block drawn around the entire name.

All letters are to be individual cutout reverse channel type letters with 4" return edge and constructed of .80" aluminum finished in one of the following Sherwin Williams paint colors:

- Real Red SW 6868
- Shade Grown SW 6188
- Georgian Bay SW 6509
- Rhumba Orange SW 6642.

Letters shall be pegged out from wall and illuminated by 7000 white LEDs or the modern equivalent of 6500 white neon, providing halo effect around letters. All letters shall be erected directly to the fascia with transformers located behind the fascia wall in metal boxes. All exposed aluminum joints shall be welded and ground smooth. All letters shall have concealed non-corrosive attached devices, clips, and wires, and shall be designed and fabricated in accordance with the Germantown code. All ballasts shall meet UL standards.

The type of typography shall be similar in character and overall appearance, but not limited to the following.

Arial Bold
Bookman Old Style
CG Times
Times New Roman
Tahoma

Any other letter style shall first be approved the Landlord, and then by the City of Germantown Economic and Community Development Department.

No part of sign shall be closer than 24" to adjacent tenant demising wall or project out of Signage Space area.

All main tenant signs are to be centered in the signage band as shown on attached drawings.

1. Front Door

Front Address Numerals and Tenant Name

Front address numerals shall be vinyl attached to inside surface of glazing and color shall be white.

All numerals shall be 6" Arial Font

Numerals shall be centered over front door, with bottom of numerals 1" above door frame. Locations are to be visible to the street and subject to approval of City of Germantown Fire Department.

Tenant may place name of business and business hours on front door. Letters will be:

White in color

Arial Font

Tenant's name and business hours shall not exceed a total area of one square foot. Any deviation from this must be approved by Landlord and City of Germantown DRC. This section of signage is in Municipal Code Section 14-31 (e).

2. Rear Door

Rear Address Numerals

Rear address numerals shall be 3M brand, 2 mil pressure-sensitive, die-cut vinyl letters attached to outside surface of door, and color shall be brown. Letters shall be centered on door, and top of letters shall be 24" below top of door.

All numerals shall be 3" Arial Font

3. Use of Logos

Logos of regional or national chain stores, which equal no more than 10% of the total allowable sign area, may be approved at the Landlord's discretion, subject to the City of Germantown Economic and Community Development's approval. If a logo is determined not to be considered either a regional or national chain store (determination by the City of Germantown) then the use of a logo will not be allowed.

4. Window Signs

Decals, numerals, names, addresses, hours, credit information, etc., attached to doors or windows and all of which occupy a total area of one square foot or less are excluded from review by the City of Germantown. (Additional window signage is not permitted by the City of Germantown.)



**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
 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: MCNEILL COMMERCIAL REAL ESTATE Phone No: 901-754-7774
 2. Sign Owner's Address: 1468 Kimbrough #103 Email Address: T.TOWNSEND@MCNEILLCRE.COM
 3. Sign Location Address and Name of Shopping Center: 7730 Wolf Run Blvd, Germantown, TN River Center
 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	<input checked="" type="checkbox"/> 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: ___ feet.
 9. Size of Sign: Width: ___ feet ___ inches; Height: ___ feet ___ inches
 TOTAL AREA OF SIGN IN SQUARE FEET: _____
 10. Height of sign at its highest point above the surrounding grade: ___ feet ___ inches.
 11. Size of Letters: 1) Height ___ Width ___ Font: _____
 2) Height ___ Width ___ Font: _____
 3) Height ___ Width ___ Font: _____
 12. Colors: Letters: _____ 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): _____
 17. Size of logo: Horizontal ___ feet ___ inches; Vertical ___ feet ___ inches.
 18. Sign Materials: Letters _____; Sign Face _____
 Mounting Structure (type and materials): _____
 19. Sign Illumination, if applicable (type, location and wattage): _____
 20. Sign Landscaping, if applicable landscape plan shall be submitted
 21. Additional Comments: _____

** Seeking approval of updating existing sign criteria to be in line with City of ST sign criteria.*

All applicable parties shown below must sign the application:

Name of Applicant (please print) MCNEILL COMMERCIAL REAL ESTATE
Address: 1468 Kimbrough # 103, Germantown TN. 38138
Phone No: 901-754-7774 Email Address: HTOWNSEND@MCNEILLCRE.COM
Applicant Signature: _____

Name of Owner (please print) MCNEILL COMMERCIAL REAL ESTATE
Address: 1468 Kimbrough # 103, Germantown TN. 38138
Phone No: 901-754-7774 Email Address: HTOWNSEND@MCNEILLCRE.COM
Owner Signature: _____

Name of Developer (please print) _____
Address: _____
Phone No: _____ Email Address: _____
Developer Signature: _____

Name of Sign Erecting Company _____
Address: _____
Phone No: _____ Email Address: _____

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

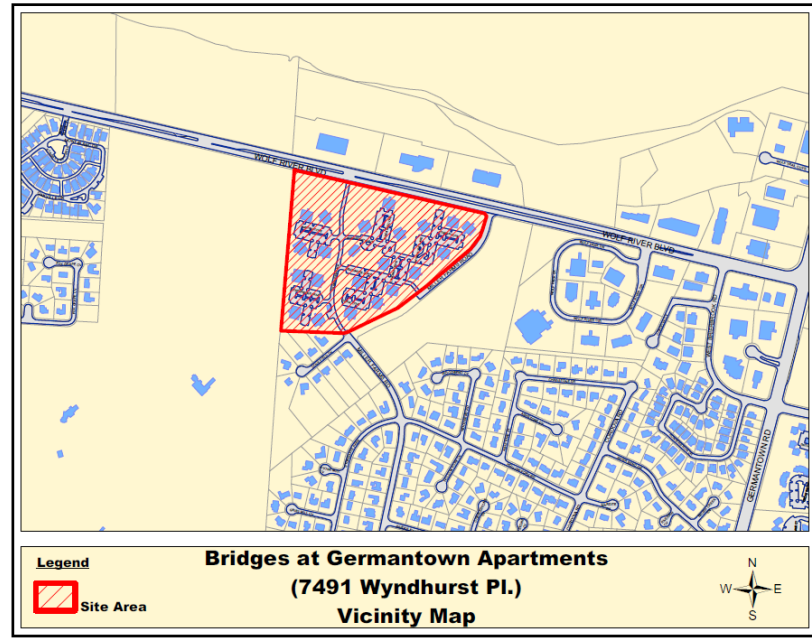
.....
**Please Note: Following approval of your sign application from the City of
Germantown, a sign permit must be obtained from Shelby County Construction
Code Enforcement for the installation of the approved sign(s) on the subject
property. SCCCE may be contacted at 901-222-8374.**

.....
FOR APPROVING AUTHORITY ONLY

- APPROVED COMMENTS: _____
- DISAPPROVED

Date Signature Title

- b. The Bridges at Germantown Apartments – 7491 Wyndhurst Place – Approval of a Ground-Mounted Sign (Case No. 17-727).



BACKGROUND: On November 11, 1991, the Board of Mayor and Alderman approved Project Development Contract No. 945 for Phase I of the Grove Apartments. On February 28, 1994, the Board of Mayor and Alderman approved Project Development Contract No. 962 for Phase II of the Grove Apartments. In 1991, the Design Review Commission granted approval for the identification and miscellaneous signage associated with Phase I of the Grove Apartments. On January 31, 1995, the Design Review Commission granted approval for the identification and miscellaneous signage associated with Phase II of the Grove Apartments. On April 23, 2002, the DRC approved revised signage for the apartment complex, as it changed ownership to become Brook Chase Apartments. On November 21, 2012, the Economic and Community Development Department administratively approved a revised ground-mounted (The Bridges at Germantown Apartments) as the property management company changed.

DISCUSSION: The applicant is requesting approval of a revised ground-mounted sign for an existing apartment complex in the “R-T” Residential Townhouse zoning district. The specifics of the request are as follows:

SIGN: *Tenant Identification (Ground-Mounted)*

Location & Height:	New sign to be mounted on existing base, perpendicular to Wolf River Blvd., 6’ high from grade.
Total Sign Area:	21.67 sq. ft. per face (78” x 40”)
Content/Logo:	
Colors & Materials:	Color: Letters = Antique White Background = Urban Bronze Materials: PVC sign face with 1” return and etched copy

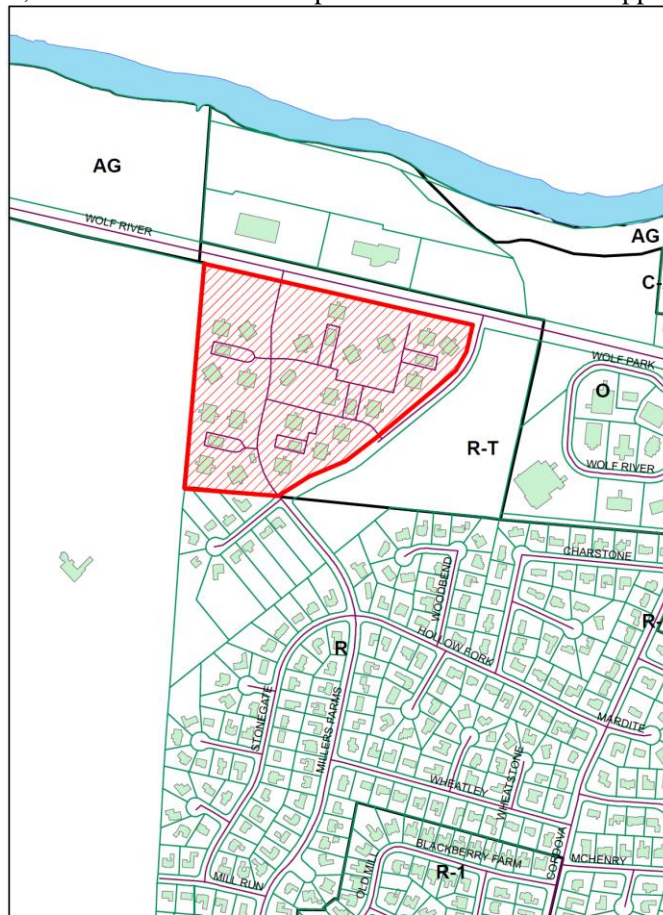
Font:	Script and Times Roman
Letter Size:	4" to 22" high
Mounting Structure:	Aluminum cabinet on existing brick base
Lighting:	No new lighting proposed. (Existing exterior illumination to remain.)

STAFF COMMENTS:

1. Currently, there is an existing ground-mounted sign with 16 s.f per face, approved by the Economic and Community Development Division on 11-21-2012. Per Section 14-33(c)1, the total allowable sign area for permanent ground-mounted identification signs in multi-family districts is 25 sq.ft. per face. The proposed sign would be 21.67 s.f. per face and placed in the exact location of the previous sign on the existing base. Thus, the proposed sign conforms with the City Sign Ordinance.
2. The new cabinet/mounting structure would be fabricated in which to place the new sign faces.
3. If approved, the applicant must obtain a permit from the Memphis /Shelby County Office of Code Enforcement prior to installing the sign.

DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on June 15, 2017, and recommended this application be placed on consent agenda.

PROPOSED MOTION: To approve a revised ground-mounted sign for the Bridges at Germantown apartment complex, located at 7491 Wyndhurst Place, subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application.



ZONING MAP

BACKGROUND COLOR DURANODIC/SW URBAN BRONZE

COPY COLOR ANTIQUE WHITE

PVC SIGN FACES WITH 1" RETURN AND ETCHED COPY

21.67 SQUARE FEET PER SIGN FACE





**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: 5/3/2017
 RECEIVED BY: G. R. Lewis
 #17-727

**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: Whitney Builders LLC Phone No: (516) 352-6100
2. Sign Owner's Address: 202 Dallas Ave #2 N118 Email Address: KEAVER@WHITNEYB.COM
3. Sign Location Address and Name of Shopping Center: 7491 Wyndhurst Pl. Germantown, TN 38138
4. Zoning District: Commercial ; Residential ; 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: 200 feet
9. Size of Sign: Width 6 feet 6 inches; Height: 3 feet 4 inches
TOTAL AREA OF SIGN IN SQUARE FEET: 21.67 - PER SIGN FACE
10. Height of sign at its highest point above the surrounding grade: 6 feet 4 inches.
11. Size of Letters: 1) Height 4" Width 3" Font: Serif
 2) Height 22" Width 20" Font: Serif
 3) Height 5" Width 4.5" Font: Times Roman
12. Colors: Letters: White SUBMIT COLOR SAMPLES
 Background: Dark Blue 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).
50 Feet 0 Inches Name of Street: Wolf River Parkway
 _____ 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).
45 Feet 0 Inches Name of Street: Wolf River Parkway
 _____ Feet _____ Inches Name of Street: _____
16. Sign Content (words, letters, logos): The Bridges at Germantown Apartments
17. Size of logo: Horizontal _____ feet _____ inches; Vertical _____ feet _____ inches.
18. Sign Materials: Letters: ROUTED Sign Face: PVC
- Mounting Structure (type and materials): Aluminum Cabinet
19. Sign Illumination, if applicable (type, location and wattage): N/A EXISTING EXTERIOR ILLUMINATION
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: No change in landscaping at this time

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Name of Applicant (please print) Chickasaw Signs Holding Company
Address: 6716 Whitten Place MTN 38153
Phone No: 901 306 1919 Email Address: gtoplace@chickasawsigns.com
Applicant Signature: [Signature]
Name of Owner (please print) Whitney Bridges, LLC
Address: 2026 Marcus Ave SE MILB / Lake Success NY 11042
Phone No: (516) 552-6100 Email Address: KRIMM@WHITNEYBRIDGES.COM
Owner Signature: [Signature]
THOMAS GRADWILE, ADMINISTRATOR
Name of Developer (please print) _____
Address: _____
Phone No: _____ Email Address: _____
Developer Signature: _____
Name of Sign Erecting Company Chickasaw Signs Holding Company
Address: 6716 Whitten Place MTN 38153
Phone No: 901 306 1919 Email Address: whs@chickasawsigns.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.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.

Applicant: Chickasaw Signs Holding Company
 Address: 10116 Littlefield Hwy, Place, Germantown, MS 39153
 Signature of Applicant: [Signature]

* Owner: [Signature]
 Address: 10116 Littlefield Hwy, Place, Germantown, MS 39153
 Signature of Owner: [Signature]

Lessee: _____
 Address: _____
 Signature of Lessee: _____

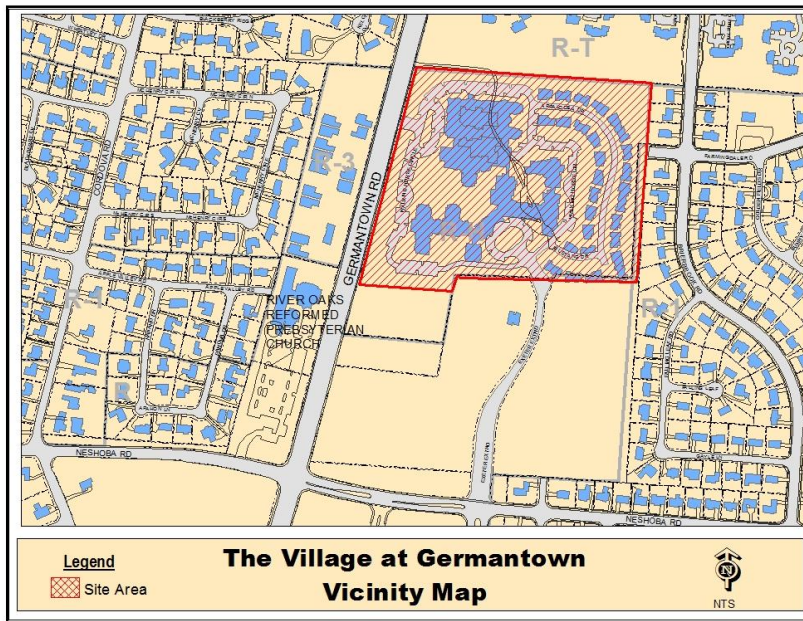
Developer: _____
 Address: _____
 Signature of Developer: _____

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

Name	Business or Home Address
* <u>[Signature]</u>	<u>10116 Littlefield Hwy, Place, Germantown, MS 39153</u>
_____	_____
_____	_____
_____	_____
_____	_____

*See language in parentheses above.

- c. The Village at Germantown-Common Area Modification – 7820 Walking Horse Circle – Approval of a Revised Preliminary and Final Site Plan (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, which was also approved by the DRC on March 25, 2014.

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

A second revision to preliminary and final site plan was approved by the Planning Commission and Design Review Commission on January 5, 2016 and January 26, 2016, respectively. This revised plan reduced the building height of the newly approved independent living building to 3-storey, increased the number of units to 33, removed the underground parking garage, and added 19 additional new surface parking spaces in front of the building and 20 on the south side of Walking Horse Circle.

The Planning Commission on July 5, 2016 and Design Review Commission on July 26, 2016 approved a third revision to the preliminary and final site plan to allow the expansion of four common areas that changed and increased the approved building footprint for this project. The four common areas approved for expansion are the fitness room, activity room, maintenance facility, and bar/bistro.

DISCUSSION: The current request seeks to revise the preliminary and final site plan a fourth time to allow modification to accommodate relocation of two existing common areas that will again change the approved building footprint for this project. The two common areas to be relocated to newly added building space are the facility's private dining room and billiards room. Detailed information about each common area is as follows:

	Private Dining Room	Billiards Room	Total Project Expansion	OVERALL DEVELOPMENT AREA
Development Size			0.17 ac.	27.49 ac.
BUILDING SIZES				
Existing	378 sq. ft.	225 sq. ft.		216,407 sq. ft
Relocated Addition	508 sq. ft.	399 sq. ft.	907 sq. ft.	217,314 sq. ft
BUILDING HEIGHT (above grade)	31.3'	20'	N/A	35'
NUMBER OF PARKING SPACES	No Change	No Change	No Change	No Change

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

DESIGN REVIEW COMMISSION CHECKLIST:

1. *Site Layout:* Two common areas relocated within the existing buildings that include an additional 907 square foot expansion area 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:* Lighting is the same as used on existing building.
6. *Garbage Collection Area:* No change from previous plan, using existing dumpsters.
7. *Vents:* No change from previous plan.
8. *Gas, Electric and Water:* No change from previous plan.
9. *Mechanical Units:* No change from previous plan, using existing units.
10. *Emergency Generators:* No change from previous plan.
11. *Landscaping:* No change from previous plan.
12. *Mailboxes:* No change from previous plan, using existing facility at main office.

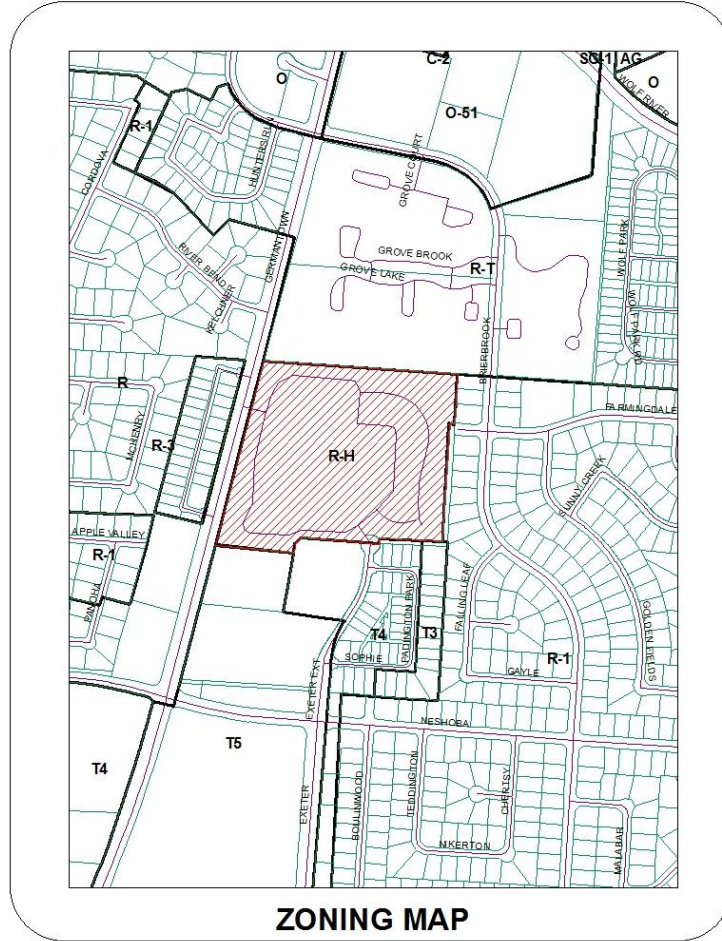
13. *Signs*: No change from previous plan.

STAFF COMMENTS:

1. The Planning Commission and Design Review Commission approved the expansion of four common areas (fitness room, activity room, maintenance facility, and bar/bistro) for the Village at Germantown in 2016. The Board of Mayor and Alderman approved Contract 1213 on September 26, 2016 for this project. Construction on these areas began at the beginning of this year.
2. The current modifications to the revised site plan for the maintenance, private dining, and billiard room additions were approved by the Planning Commission on May 2, 2017. If the current changes are approved by the DRC, then the expected completion of all modifications for this project will be November, 2017.
3. The proposed exterior building colors and materials will match the existing building. (See attached plans for colors and material descriptions)
4. If approved, the applicant shall obtain a building permit from Shelby County Construction Code Enforcement Office prior to commencing work.

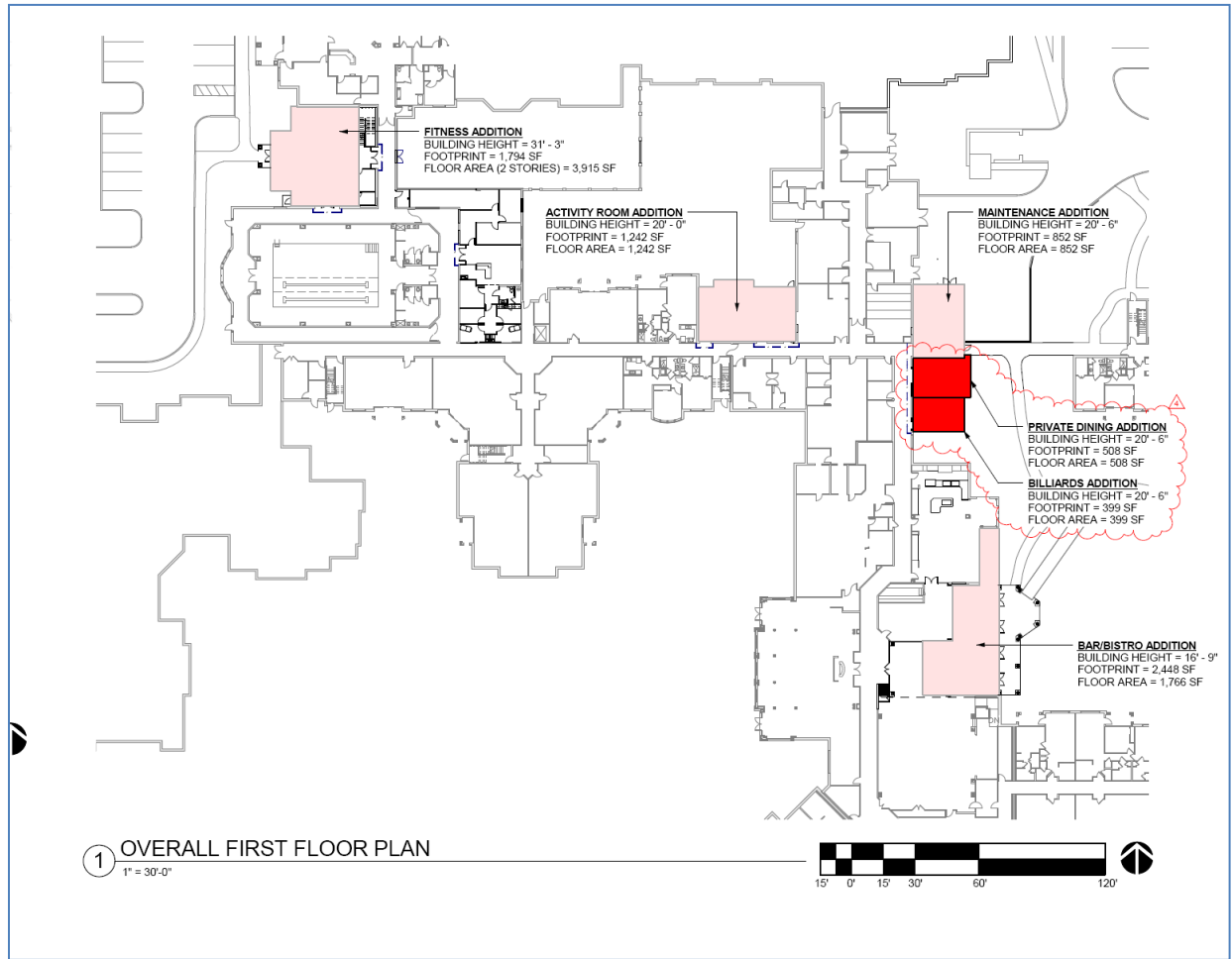
DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on June 15, 2017, and recommended placing this application on the Consent Agenda.

PROPOSED MOTION: To approve a revised preliminary and final site plan for 2 common area-building modifications 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.



ZONING MAP

REVISED SITE PLAN



An enlarged detailed plan is attached this report for review.

Village at Germantown Common Area Expansion Addition Sizes

Red Text below indicates proposed modifications

Fitness Addition

The two-story fitness addition relocates and expands the Village's existing exercise spaces. Currently, their equipment and aerobics rooms are a total of 1,230 SF. The new addition will be 2,685 SF larger, for a total of 3,915 SF. The area previously used for fitness activities will be absorbed by the Clinic as part of a separate interior re-model.

Activity Room Addition

This addition adds a new function – activity space for meetings, crafts, games, etc. – as well as expands the existing wood shop. The new activity space is 906 SF. The wood shop, which is currently 656 SF, will be increased by an additional 336 SF, for a new total area of 992 SF.

Maintenance Addition

This addition gives the Village's maintenance department a second area to perform their work nearby their existing space. Their existing space is 484 SF, with the new addition adding another 852 SF, for a new total area of 1,336 SF. **This addition also relocates the Village's Private Dining and Billiards**

Room to this location so that the existing Private Dining may become additional space for the Auditorium and the Billiards Room may be used for storage. The current Private Dining Room is 378 SF, and the new Private Dining Room will be 436 SF. The current Billiards Room is 225 SF, and the new Billiards Room will be 362 SF. The total area of the Maintenance, Private Dining, and Billiard addition will be 1,759 SF.

Bar/Bistro Expansion

This expansion will enlarge the existing Bar and Bistro, as well as expanding the Auditorium by taking over the area currently occupied by Private Dining. This area is currently 3,198 SF, and will be expanded by an additional 1,766 SF, for a new total area of 4,964 SF. This work will also relocate and expand the size of an exterior covered patio by 382 SF from its current 300 SF, for a new total area of 682SF.



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: The Village at Germantown Common Areas Expansion

Project Address: 7820 Walking Horse Circle

Previous Tenant: _____

Applicant's Name: Brian Martinelli, ANF Architects

Mailing Address: 1500 Union Ave., Memphis, TN 38104

Email Address: brianm@anfa.com Telephone: 901-278-6868

Owner's Name: The Village at Germantown

Mailing Address: 7820 Walking Horse Circle, Germantown, TN 38138

Email Address: dselheimer@village-germantown.com Telephone: 901-752-2508

Developer's Name: _____

Mailing Address: _____

Email Address: _____ Telephone: _____

Lessee's Name: _____

Mailing Address: _____

Email Address: _____ Telephone: _____

DRC Project Review Application
Page 4

2. **Not for Profit Entities.** If the owner of the land which is the subject of this Application (including all owners, lessees and developers) is a not for profit entity, the authorized representative of the Owner must list below the name and business or home address of the President (or equivalent chief executive officer) and the members of its board of directors:

Owner: The Village at Germantown
Address: 7820 Walking Horse Circle

President or Equivalent
Chief Executive Officer: Don Selheimer
Address: 7820 Walking Horse Circle

Members of the Board of Directors of the Owner:

Name	Business <u>or</u> Home Address
<u>SEE ATTACHED SHEET</u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>

Note that approval of the application is based upon information provided herein and any change in this information including any change in ownership interests of the subject real property, after filing the application, may result in reconsideration of any approval.

The Applicant/Owner/Lessee acknowledges and agrees that if the developer of a project is not the owner of the subject real property, the owner/lessee and developer shall be required to join in the project development contract with the City and the obligations of the project development contract shall be the joint and several obligations of the developer, owner, and lessee.

**The Village at Germantown
Board of Directors**

William Kenley, FACHE Chairman

Sr. Vice President/CEO

Methodist Germantown Hospital

7691 Poplar Avenue

Germantown, TN 38138

Donna Abney

Executive Vice President

Methodist Le Bonheur Healthcare

1211 Union Avenue, Suite 700

Memphis, TN 38104

Chris McLean

CFO Methodist Healthcare

1211 Union Avenue, Suite 700

Memphis, TN 38104

Dr. James W. Harkess, M.D.

Campbell Clinic

1458 West Poplar Suite # 100

Collierville, TN 38017

Mark Halperin

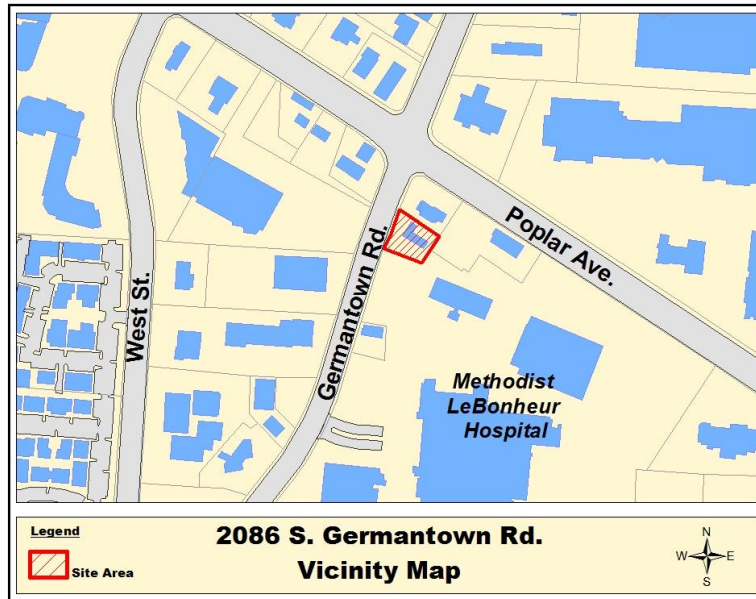
Executive Vice President & Chief Operating Officer

Boyle Investment Company

5900 Poplar Avenue

Memphis, Tennessee 38119


- d. Domino's Pizza – 2086 S. Germantown Rd. – Approval of a Sign Package (Case No. 17-721). Previously Known as Agenda Item No. 5



BACKGROUND: Per City business license records, this site was originally occupied in 2001 as XPert Tune Oil Change. On November 26, 2002, the Design Review Commission granted approval for revisions to a landscape plan and storefront renovations for Castrol/GTX 10-Minute Oil Change. From 2008-2011, the tenant was the Lube Shop. Per City business license information, the site has been vacant since 2011. On May 23, 2017, the DRC approved a preliminary and final site plan (including landscaping and lighting plans) for a new tenant, Domino's Pizza.

DISCUSSION: The applicant is proposing two perpendicular wall signs (signs 1&2) and one ground-mounted sign (sign 3). See details below:

SIGNS 1 & 2: Tenant Identification (Wall)

Location & Height:	Signs 1 & 2: vertical on the corner of the building facing Germantown Rd.; 13'10" high from grade to top of sign Sign 4: horizontal on the patio wall; 10' high from grade to top of sign Sign 5: vertical on the back of the building facing Poplar Ave.; 3' high from grade to top of sign
Total Sign Area:	13.375 sq. ft. (8'11" x 18") each
Content/Logo:	
Colors & Materials:	Color: Letters = Intense blue (3M Translucent Film) Materials: Letters = Vinyl Sticker (sign face); Metal (letter returns)
Font:	Corporate
Letter Size:	13"-18" high
Mounting Structure:	Stud-mounted
Lighting:	LED-backlit

SIGN 3: Tenant Identification (Ground-Mounted Sign)

Location & Height:	Ground-mounted sign on the knee wall facing Germantown Rd., 10' above grade.	
Total Sign Area:	6.25 s.f. (1' 3-1/4" x 2' 5-1/2")	
Content:		
Font:	Corporate	
Colors & Materials:	Color:	Letters; Intense blue; Logo= Intense blue, red and white
	Materials:	Logo = Vinyl sticker , aluminum (returns)
Letter Height:	18"	
Logo:		
Logo Area:	6.25' (16-1/4" x 2' 7-3/8")	
Mounting Structure:	Stud-mounted onto brick knee wall	
Lighting:	Ground-mounted lights shining up onto sign (LED, 78W)	
Landscaping:	Proposed revision of plants around knee wall. (See approved landscaping plan for this site.)	

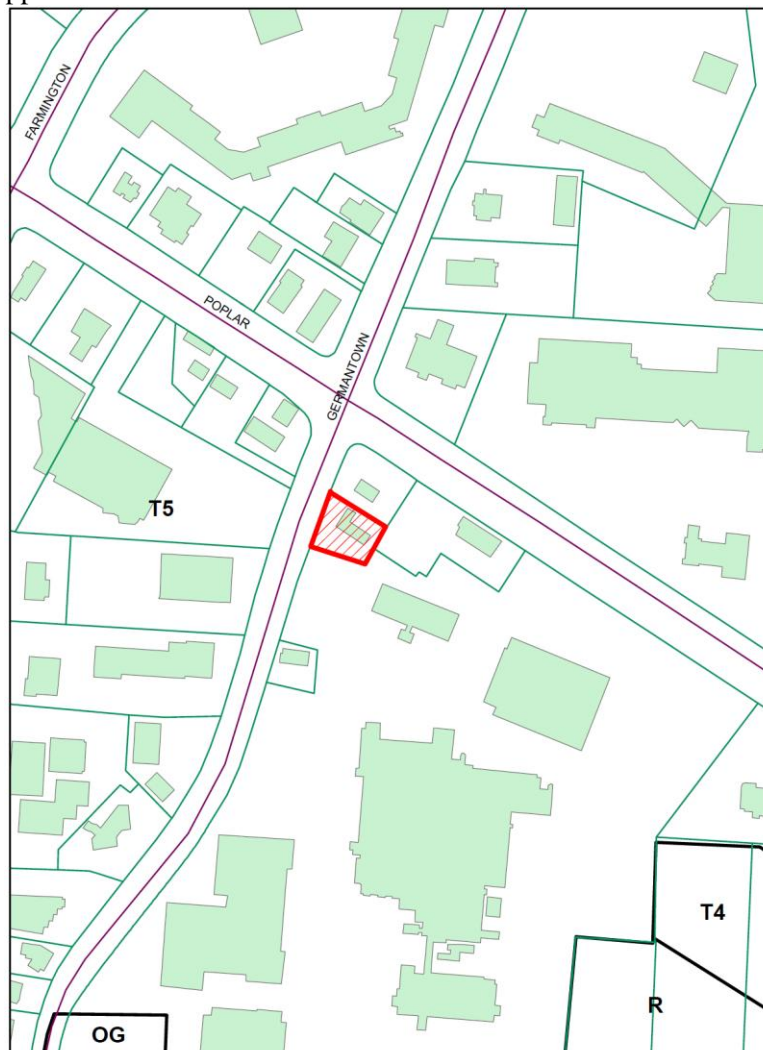
STAFF COMMENTS:

1. Based on the linear frontage of the tenant space, the total allowable sign area is 75 sq. ft. in the "C-2" zoning district for a wall sign (per Section 14-34(c)(1)). The proposed signage for Domino's, which would be 47.69 s.f., complies with this requirement. (This is approximately 12 s.f less than the amount of signage requested at DRC Sub-Committee.) The proposed signage consists of 2 wall signs with the business name (each 13.375 s.f.), and one ground-mounted sign including a logo (20.94 s.f.). See enclosed sign drawings.
2. 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." Proposed wall signs 1 and 2 are perpendicular, not parallel, to the building wall. Sign 1 is not on a wall containing a major entrance. However, per Section 14-34(b)(1)a. and b., the Design Review Commission has the authority to approve the following: "a wall sign on another wall of the occupant's premises in lieu of a sign on a wall containing a major exterior entrance" and "more than one wall sign, when there is more than one major entrance; provided, however, that such additional sign is on a wall facing a public street or customer parking lot and containing a major entrance, and provided that any such sign does not face abutting residential areas."
3. Per Section 14-34(e)(7)d., "the name of the business shall be the primary element of a sign. A logo (if any) shall appear as a secondary element of a sign, subordinate to the primary element of a sign." The applicant has revised sign 3 (ground-mounted sign) to incorporate the company's logo with the business name.
4. Per Section 14-34(e)(7)b., "a logo shall not exceed 10% of the allowable sign area." The logo incorporated into sign 3 complies with this size requirement.

5. The applicant is proposing revising the approved landscaping in front of the ground-mounted sign on the knee wall from “Pink Gumpo” azaleas and “Georgia Petit” Indian hawthorn to monkey grass. (See originally approved landscaping plan.)
6. If approved, the applicant must obtain a permit from the Memphis /Shelby County Office of Code Enforcement prior to installing the sign.

DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on June 15, 2017, and requested revisions to the originally submitted application. The applicant has complied.

PROPOSED MOTION: To approve a sign package for Domino’s Pizza at 2086 S. Germantown Rd., subject to the Commission’s discussion, staff comments in the staff report, and the documents and plans submitted with the application.



ZONING MAP



Wall signs 1+2



**CITY OF
 GERMANTOWN
 TENNESSEE**

1930 South Germantown Road • Germantown, Tennessee 38138-2816
 Phone (901) 757-7200 Fax (901) 757-7292 www.germantown-tn.gov

DATE RECEIVED: 5/26/2017
 RECEIVED BY: Powder

17-721

**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: 20-20 Memphis LLC Phone No: 901-412-0616
 2. Sign Owner's Address: P.O. Box 236 Olive Branch MS 38851 Email Address: aprdign@mydomain.com
 3. Sign Location Address and Name of Shopping Center: 2086 S. Germantown Road
 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: 75 feet.
 9. Size of Sign: Width: 8 feet 11 inches; Height: 2 feet 16 inches
TOTAL AREA OF SIGN IN SQUARE FEET: 13.875 + 4 signs on building
53.5 total
 10. Height of sign at its highest point above the surrounding grade: 0 feet 0 inches.
 11. Size of Letters: 1) Height 18" Width Font: Trade Gothic Bold Condensed #20
 2) Height 15" Width Font: Trade Gothic Bold Condensed #20
 3) Height Width Font:
 12. Colors: Letters: Blue SUBMIT COLOR SAMPLES
 Background: Blue - white dot 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).
50 Feet 0 Inches Name of Street: Germantown Parkway * Sign on radius wall is set back 30'
 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).
50 Feet 0 Inches Name of Street:
 Feet Inches Name of Street:
 16. Sign Content (words, letters, logos): Dominic's lettering
 17. Size of logo: Horizontal feet inches; Vertical feet inches.
 18. Sign Materials: Letters Metal; Sign Face Acrylic
 Mounting Structure (type and materials): Metal Base/Fib
 19. Sign Illumination, if applicable (type, location and wattage): Back lit led
 20. Sign Landscaping, if applicable landscape plan shall be submitted
 21. Additional Comments:

(b) - Logo + Ground-mounted sign - 3



**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: 5/26/2017
 RECEIVED BY: [Signature]

**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: 20-20 Memphis LLC Phone No: 901-412-0616
2. Sign Owner's Address: P.O. Box 224 Olive Branch MS 38851 Email Address: ppedigo@mydomainas.com
3. Sign Location Address and Name of Shopping Center: 2086 S. Germantown Road
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: 75 feet.
9. Size of Sign: Width: 12 feet 10 inches; Height: 2 feet 8 inches
 TOTAL AREA OF SIGN IN SQUARE FEET: 20.94
10. Height of sign at its highest point above the surrounding grade: 3 feet 0 inches.
11. Size of Letters: 1) Height 18" Width 99" Font: Trade Gothic Bold
 2) Height ___ Width ___ Font: ___
 3) Height ___ Width ___ Font: ___
12. Colors: Letters: Blue SUBMIT COLOR SAMPLES (Logo: Blue + Red with white dot)
 Background: N/A 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).
30 Feet 0 Inches Name of Street: Germantown Pkwy
 ___ 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).
50 Feet 0 Inches Name of Street: _____
 ___ Feet ___ Inches Name of Street: _____
16. Sign Content (words, letters, logos): Dominos logo + name
17. Size of logo: Horizontal ___ feet 11 1/4 inches; Vertical 2 feet 7 3/8 inches. (6.25 s.f.)
18. Sign Materials: Letters Metal; Sign Face Acrylic
 Mounting Structure (type and materials): Metal brackets
19. Sign Illumination, if applicable (type, location and wattage): Ground lights shining up on sign
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: _____

 Name of Applicant (please print) 20-20 Memphis LLC
 Address: P.O. Box 236 Olive Branch MS 38654
 Phone No: 901-412-0616 Email Address: ppedigo@mydomain.us.com
 Applicant Signature: [Signature]

Name of Owner (please print) Alice Cartwright Allen
 Address: 48 E Chickasaw Plz, Memphis, TN 38111
 Phone No: (901) 458-8383 Email Address: attorneyaa@att.net
 Owner Signature: Alice Cartwright Allen

Name of Developer (please print) 20-20 Memphis LLC
 Address: P.O. Box 236 Olive Branch MS 38654
 Phone No: 901-412-0616 Email Address: ppedigo@mydomain.us.com
 Developer Signature: [Signature]

Name of Sign Erecting Company Sign Best Sign
 Address: P.O. Box 363 Safford MS 38671
 Phone No: 901-490-0431 Email Address: ~~signbest@signbest.com~~ signbestsigns98@gmail.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.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: Alice Cartwright Allen Alice Cartwright Allen
Address: 42 E Chickasaw Pkwy, Memphis, TN 38111

Lessee: 20-20 Memphis LLC
Address: P.O. Box 236 Olive Branch MS 38654

Developer: 20-20 Memphis LLC
Address: P.O. Box 236 Olive Branch MS 38654

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

Name	Business or Home Address
<u>Alice Cartwright</u>	<u>100%</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

*See language in parenthesis above.

ADJOURNMENT

There being no further business, comments, or questions by the Commission, Alderman Barzizza adjourned the meeting at 6:03 p.m.