

DESIGN REVIEW COMMISSION
CITY HALL COUNCIL CHAMBERS
Tuesday, September 26, 2017
6:00 p.m.

The regular meeting of the Design Review Commission was scheduled and held in the Council Chambers of City Hall on September 26, 2017.

1. Chairman Bruns called the meeting to order at 6:00 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; Mr. Ralph Smith; Mr. Neeraj Kumar; Mr. Greg Hurley and Ms. Susan Burrow

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 August 22, 2017

Mr. Landwehr moved to approve the Design Review Commission minutes of August 22, 2017, seconded by Ms. Burrow, with no further comments or discussions.

ROLL CALL: Mr. Landwehr – Yes; Mr. Smith – Yes; Mr. Kumar – Yes; Ms. Burrows - Yes; Alderman Barzizza – Yes; Mr. Hurley – Yes; Mr. Schmidt – Yes; and Chairman Bruns – Yes

MOTION PASSED

During Executive Session, it was decided to place item 6: Shops of Forest Hill – 3075 Village Shops Drive (Shops of Forest Hill) – Approval of a Revised Sign Package. (Case No. 15-547) on the consent agenda as item 4g.

4. CONSENT AGENDA

- a. Oktoberfest – C.O. Franklin Park – Approval of a Special Events Banner (Case No. 17-747).
Timothy Steiner - City of Germantown Parks and Recreation Department
- b. GPAC Food Truck Festival – Germantown Performing Arts Center - Request Approval of a Special Events Banner (Case No. 17-748).
Michelle Byrd – GPAC
- c. Allelon Subdivision – North Side of Allelon Circle North - Request Approval of a Subdivision Entrance Feature (Case No. 16-638).
Gary Thompson – Boyle Investment Company
- d. Vera Bradley – 7615 Farmington Blvd., Ste 31 (Saddle Creek Northeast) – Approval of a Sign Package. (Case No. 17-736).
Bruce Littman – Balton Sign Company
- e. Shops of Forest Hill – 3075 Village Shops Drive (Shops of Forest Hill) – Approval of a Revised Lighting Plan. (Case No. 15-547).
June Hurt – EREP Forest Hill I, LLC

- f. West Street Professional Building – 2277 West Street – Approval of a Building Remodel and Revised Landscaping. (Case No. 17-749).
Murcielago Holdings, LLC – Applicant/Owner
- g. Shops of Forest Hill – 3075 Village Shops Drive (Shops of Forest Hill) – Approval of a Revised Sign Package. (Case No. 15-547). Previously Known as Agenda Item No. 6.
June Hurt – EREP Forest Hill I, LLC

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.

Ms. Sheila Pounder announced a change be made to Agenda Item No. 4F to say “Approval of a Building Remodel and Revised Landscaping.”

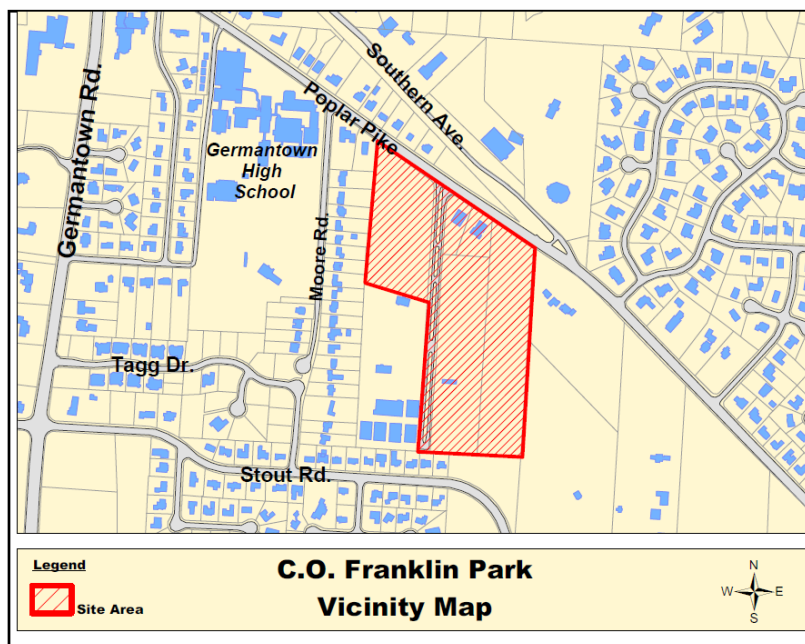
Chairman Brunns requested roll call.

ROLL CALL: Mr. Schmidt – Yes, Mr. Hurley – Yes; Alderman Barzizza – Yes; Ms. Burrow – Yes; Mr. Smith – Yes; Mr. Kumar – Yes; Mr. Landwehr – Yes; and Chairman Brunns – Yes, but recused himself from item no. 4f.

MOTION PASSED


STAFF'S COMMENTS / DISCUSSIONS REGARDING THE CONSENT AGENDA ITEMS

- a. Oktoberfest – C.O. Franklin Park – Approval of a Special Events Banner (Case No. 17-747).



BACKGROUND: On May 26, 2015, the Design Review Commission (DRC) adopted a revised Special Events Banner Policy.

DISCUSSION: The applicant is requesting approval for seven (7) temporary special event banner locations. Oktoberfest will be held the first weekend in November at C.O. Franklin Park, sponsored by the Germantown Education Foundation and benefitting the Germantown Municipal School District (GMSD). This is the first year for the festival. If successful, it will be held subsequent years. Thus, the applicant is requesting three year approval for the special events banners. The banners will be erected two (2) weeks prior to the scheduled dates of the festival and removed the day after the event. The specifics of the request are as follows:

BANNERS:	
Location & Height:	The height of the banners will be approximately seven (7) feet above the surrounding grade, in the following locations: <ol style="list-style-type: none"> 1. Civic Center Complex/ C.O. Franklin Park (Festival location) 2. Wolf River Blvd. near the eastern city limit 3. Center median of Wolf River Blvd. near western city limit 4. Center median of Forest Hill-Irene Rd., near western city limit 5. GPAC at intersection of Germantown and Neshoba Rds. 6. North side of Poplar Pike near western city limit 7. Poplar/Poplar Pike intersection near the eastern city limit
Message:	
Banner Size:	28 sq. ft. (4'x7')
Letter Height & Style:	6"; Myriad Pro-Bold
Colors & Materials:	<p>Letters: Orange</p> <p>Background: Cream</p> <p>Materials: Vinyl</p>
Mounting Structure:	4' x 7' city metal banner frames

STAFF COMMENTS:

1. The proposed banners meet all the requirements of the City's banner policy. See attached Special Events Banner Policy.
2. If approved, the applicant shall notify the Economic and Community Department when the banners are ready to be erected at least one (1) month prior to the event.

3. If approved, the applicant shall remove the banners the day after the event.
4. If approved, the temporary special events banners will be permitted for Oktoberfest until 2019, sponsored by the Germantown Education Foundation. The applicant must re-apply for approval for the 2020 Oktoberfest.

DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on September 14, 2017, and recommended placing this application on the consent agenda.

PROPOSED MOTION: To approve a special events banner request for Oktoberfest at C.O. Franklin Park and sponsored by the Germantown Education Foundation, subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application.

LETTER FROM APPLICANT

Dear Members of the Design Review Commission,

In preparation of the new special event "Germantown Oktoberfest" we would like to use seven of the City medal frames that have been used previously by the Germantown Farmers Market and by the Germantown Kiwanis Club. This event is benefiting the Germantown Education Foundation and GMSD schools and is sponsored by the City of Germantown.

Event Details:

Germantown Oktoberfest

Saturday, November 4, 10 a.m. to 10 p.m.

Germantown Civic Club Complex, 7745 Poplar Pike

Be a part of this inaugural festival that will put the German back in Germantown. Focused on fun, family and tradition, the festival is estimated to draw an attendance of 20,000 or greater. Presented by the Germantown Education Foundation, Germantown Oktoberfest is expected to become the largest annual fundraiser for Germantown Municipal School District schools. Visit OktoberfestGermantown.com for more information.

Duration of banners: We would like an extension of the current policy for one week to the duration of four weeks prior to the event for display and take down after event on Monday, November 6.

Length of Approval: We are requesting the maximum of three years for the length of this approval. This will be an annual Germantown event and we would like to use the same signage for the next three years only changing the date of the event.

Locations: We are open to change locations but would like to use up to seven sign frames for this event. This event is sponsored by City of Germantown.

1. In front of the Picking Center at 7771 Poplar Pike
2. Wolf River Blvd. near the eastern City Limit.
3. Within the center median of Wolf River Bld. Near the western City Limit.
4. Within the center median of Forest Hill-Irene Road, near the southern City Limit.
5. The Germantown Performing Arts Center (GPAC) at the intersection of Germantown and Neshoba Road.
6. North side of poplar Pike near the western City Limit.
7. At the Poplar/Pike intersection near the eastern City Limit.

Size: Each banner is 28 square feet (four feet wide by seven feet tall) and will be designed to fit in the frames.

Content: Signage features the logo for Germantown Oktoberfest featuring event name, date and time, November 4, 10 a.m. to 10 p.m. and location, Germantown Civic Club Complex, 7745 Poplar Pike.

Number Allowed: We are requesting seven banners for Germantown Oktoberfest; event is expected to have an attendance of 20,000 or more. Event lasts for 12 hours.

Color and Materials: Featured below is the proposed Germantown Oktoberfest banner. It will feature an orange similar to the Germantown Farmers Market banner.



Will would like to be put on the next agenda for the Germantown Design Review Commission if possible. I will be requesting the Germantown Oktoberfest event as a Germantown City employee of Parks and Recreation. Please let me know if I need to provide any additional details.

Sincerely,

Timothy Steiner
Special Events, Programs and Marketing Coordinator
City of Germantown
2276 West Street
Germantown, TN 38138-5955
Germantown-TN.gov
901-757-7382



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: _____

PERMANENT SIGN APPLICATION (ADMINISTRATIVE/DESIGN REVIEW COMMISSION)

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: X No: _____ If no, explain: _____

-
- Sign Owner/Tenant: City of Germantown Parks and Recreation Phone No: 901-757-1382
 - Sign Owner's/Tenant's Address: 2276 West Street Email Address: TSteiner@Germantown-TN.gov
 - Sign Location Address and Name of Shopping Center: Welcome sign location listed on attached letter
 - Zoning District: Commercial X; Residential X; Old Germantown _____; Office _____
 - Sign will be mounted on: Wall _____; Ground X
 - Type Sign: _____ Tenant Identification _____ Project Identification
 _____ Building Identification _____ Traffic Directional
 _____ Exterior Directory _____ Subdivision Identification
 _____ Service Station Sign X Other (If other, explain on separate page)
 - Number of Sign Faces: One X; Two _____
 - Linear feet of building frontage occupied by business where sign will be located: N/A feet.
 Size of tenant space: N/A square feet
 - Size of Sign: Width: 4 feet 0 inches; Height: 7 feet 0 inches
 TOTAL AREA OF SIGN IN SQUARE FEET: 28
 - Height of sign at its highest point above the surrounding grade: 8 feet 0 inches.
 - Size of Letters: 1) Height 6 inches Width 3 inches Font: 45pt Myriad Pro Bld.
 2) Height _____ Width _____ Font: _____
 3) Height _____ Width _____ Font: _____
 - Colors: Letters: Orange SUBMIT COLOR SAMPLES
 Background: White SUBMIT COLOR SAMPLES
 - Orientation of Sign to the Street: Parallel X; Perpendicular _____; Angled _____
 - 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: Welcome sign location for medal frames
 _____ Feet _____ Inches Name of Street: _____
 - 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: _____
 - Sign Content (words, letters, logos): October fest logo | November 9th 10 a.m. - 10 p.m. | Germantown Civic Club Complex 7745 Poplar Pike
 - Size of logo: Horizontal 3 feet 6 inches; Vertical 7 feet 6 inches.
 - Sign Materials: Letters Screen Print; Sign Face Vinyl Banner
 Mounting Structure (type and materials): medal frames C City provided
 - Sign Illumination, if applicable (type, location and wattage): N/A
 - Sign Landscaping, if applicable landscape plan shall be submitted
 - Additional Comments: N/A

All applicable parties shown below must sign the application:

Name of Applicant (please print) Timothy Steiner
 Address: 2276 West Street, Germantown, TN 38138
 Phone No: 757-7382 Email Address: TSteiner@Germantown-TN.gov
 Applicant Signature: [Signature]

Name of Property Owner/Landlord (please print) Pam Beasley / Parks and Recreation
 Address: 2276 West Street, Germantown TN 38138
 Phone No: 757-7375 Email Address: PBeasley@Germantown-TN.gov
 Property Owner/Landlord Signature: [Signature]

Name of Tenant/Sign Owner (please print) Stephanie Brockway
 Address: 668 S Poplar Ave Suite 202, Germantown TN 38138
 Phone No: 752-7907 Email Address: GEF@gmsdK12.org
 Tenant/Sign Owner Signature: [Signature]

Name of Sign Erecting Company Jim Bruce Willettio Graphics
 Address: 2277 West Street Ste 100 Germantown, TN 38138
 Phone No: 901-417-7128 Email Address: design@GEMetroGraphics.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 all 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

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 property 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:

Applicant: Timothy Steiner, City of Germantown Parks and Recreation
 Address: 2276 West Street, Germantown, TN 38138
 Authorized Signature for Applicant: [Signature]

President or Equivalent Chief Executive Officer: Stephane Brockway, Germantown Education Foundation
 Address: 6685 Poplar Ave Suite 202, Germantown, TN 38138
 Signature: [Signature]

Members of the Board of Directors of the Owner:

Name	Business or Home Address
<u>Mike Palazzolo</u>	<u>Mayor, City of Germantown</u>
<u>David Bayliss</u>	<u>Methodist Olive Branch Hospital</u>
<u>Marissa Lopez</u>	<u>Thinkwell Creative</u>
<u>Tripp Turner</u>	<u>OrthoOne Sports Medicine/Recovery</u>
<u>Dice Leike</u>	<u>Cry-Leike, Inc.</u>
<u>Gary Yenser</u>	<u>SpeedPro Imaging</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/Property 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.

GERMANTOWN SPECIAL EVENTS BANNER POLICY

Revised May 26, 2015

Section 1: Allowability: The sign frames are the property of the City of Germantown. The locations where they are typically placed are on city property or near the “Welcome to Germantown” signs. These locations imply an affiliation of the event with the City of Germantown. Because of this, use of the sign frames shall be limited to events that are run by the City, sponsored by the City, endorsed by the City, or take place either on City property, Germantown Municipal School District property, or Shelby County school property. Local civic groups that use city or school property for their event are also allowed to use the frames. (see Section 7 *Number Allowed*) The leasing of a City park or facility does not entitle the event to a banner. Allowability is based on a first come – first serve basis. A schedule of approved events is attached.

Section 2: Duration: The signs shall be erected no earlier than one (1) week before a one-day ~~the~~ event, or two weeks before a two or more day event. Signs shall be removed the day after the event. The DRC may approve longer durations of time for a sign to be erected for an event.

Section 3: Length of Approval: The DRC may grant approvals for up to three (3) years, provided that the applicant does not change the number, location, content or other elements (other than date of the event) of the approved sign. The DRC may grant additional number and location with its initial approval of the sign.

Section 4: Location & Height Above Ground: All of the sign frames are approximately eight (8) feet in height. Wherever possible, the signs shall be placed a minimum of thirty (30) feet from the curb.

Approved locations are:

1. the Municipal Center, in the median on Farmington Blvd. in front of the City Hall, Fire Station or Library.
2. the Germantown Performing Arts Center (GPAC) at the intersection of Germantown Road and Neshoba Road,
3. in front of the Pickering Center at 7771 Poplar Pike,
4. on the West Street frontage of the Parks and Recreation Office at 2276 West Street; and
5. next to the “Welcome to Germantown” signs. The “Welcome” signs are found at the following locations:
 - a. South side of Poplar Avenue, near the western City Limit; (note – because of the large number of underground utility lines near the City Limit, the actual location is near the entrance to Carrefour shopping center)
 - b. North side of Poplar Pike near the western City Limit;
 - c. Within the center median of Wolf River Blvd. near the western City Limit.
 - d. West side of Germantown Road south of the Wolf River Bridge
 - e. At the Poplar/Poplar Pike intersection near the eastern City Limit.
 - f. Wolf River Blvd. near the eastern City Limit.
 - g. Within the center median of Forest Hill-Irene Road, near the southern City Limit
6. On the major street frontage of any City park;
7. Events run or sponsored by the City shall be allowed to use any of the locations listed above. Civic groups may erect two signs, one sign at the event location and the second at the intersection of Germantown Rd. and Neshoba Rd., by the Germantown Performing Arts Center, Municipal Center, in the median on Farmington Blvd. in front of the City Hall, Fire Station or Library.

Section 5: Size: 28 square feet (4 feet wide by 7 feet tall). The banners shall be designed to fit correctly into the sign frames. Banners that hang over the sides of the frame, or that are too small for the frame shall not be allowed.

Section 6: Content: Content shall be limited to the name of the organization and/or event, the date(s) of the event, and the location of the event. Logos shall be allowed, provide that they do not comprise more than 33 percent of the total sign area.

Section 7: Number Allowed: A maximum of seven (7) banners per organization/event shall be allowed for events that 1) have a total attendance of at least 3,000 people and 2) last for a minimum of 1 day or 10 hours. Other groups shall be allowed two (2) signs, as described in Section 4.

Section 8: Colors & Materials: Recommended color scheme is dark lettering (e.g. black, forest green or burgundy) on an off-white background. Other earth-tone colors (tan, brown, terra cotta, dark blue, and similar) may be used for lettering, graphics and logos provided they 1) maintain the banner's primary purpose of providing information to the public about the subject, date, time and location of an event that is of general interest to the public and 2) are consistent with the general intent of the overall Germantown sign policy.

Section 9: Mounting Structure: Metal sign frame.

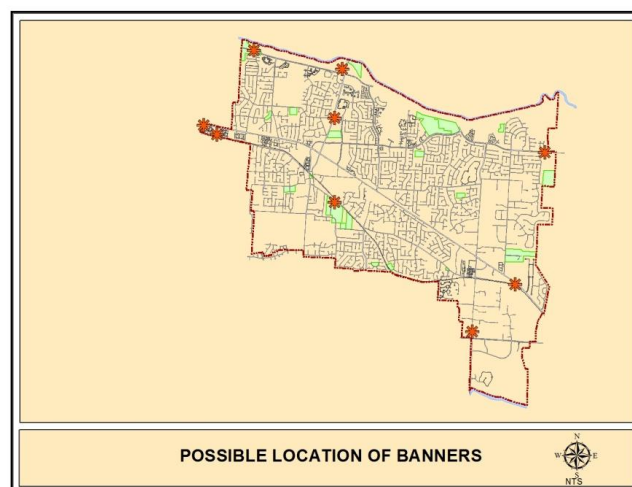
Section 10: Reserved

Section 11: Lighting: Not applicable

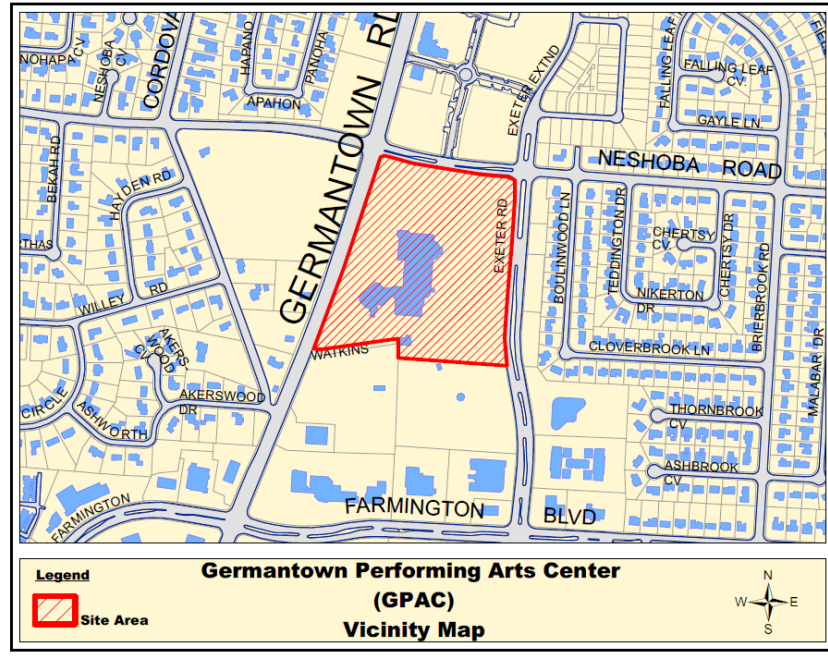
Section 12: Landscaping: Not applicable.

Section 13: Installation & Removal: The Parks and Recreation Department, with sufficient notification (2-3 days prior to the approved installation date), is willing to attach the banners to the frames and place them at their approved locations. The Planning Division will forward a list and schedule of the approved users of the sign frames. The Planning Division will request delivery of the approved banner to the office of the Department of Economic and Community Development, to then be forwarded to Parks and Recreation. This is to ensure that the signs are not installed prior to the date approved by the DRC. The organization holding the event shall be responsible for removing their banners from the frames on the day after the event. The Parks and Recreation Department will be notified of the date to pick up the frames.

Section 14: Appeals: Appeals of ECD staff decisions may be appealed to the Design Review Commission at a regularly scheduled meeting.




- b. GPAC Food Truck Festival – Germantown Performing Arts Center - Request Approval of a Special Events Banner (Case No. 17-748).



BACKGROUND: On May 26, 2015, the Design Review Commission (DRC) adopted a revised Special Events Banner Policy.

DISCUSSION: The applicant is requesting approval for a temporary special events banner for the GPAC Food Truck Festival, which will be held on October 15, 2017 at GPAC and sponsored by GPAC. The applicant is requesting three year approval for the special events banners. The banner may be erected two (2) weeks prior to the scheduled dates of the festival and removed the day after the event. The specifics of the request are as follows:

BANNERS:	
Location & Height:	The height of the banner will be approximately seven (7) feet above the surrounding grade, in the following location: 8. GPAC at intersection of Germantown and Neshoba Rds.
Message:	

	
Banner Size:	28 sq. ft. (4'x7')
Letter Height & Style:	Varies; varies
Colors & Materials:	<p>Letters: White, black and green Background: White Materials: Vinyl</p>
Mounting Structure:	4' x 7' city metal banner frames

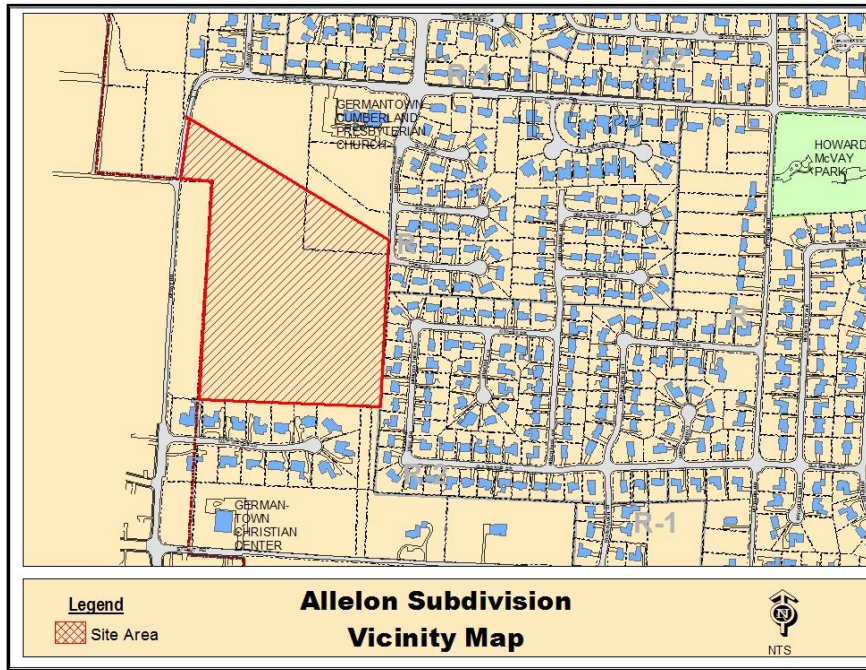
STAFF COMMENTS:

1. The proposed banner appears to meet most of the requirements of the City’s banner policy. See attached Special Events Banner Policy.
 - a. Per Section 6 “Content,” logos may be no more than 33% of the banner. The image of the food truck appears to comply with this.
 - b. Per Section 8 “Colors and Materials,” the background of the banner shall be cream. The background of the proposed banner is white.
2. If approved, the applicant shall notify the Economic and Community Department when the banners are ready to be erected at least one (1) month prior to the event.
3. If approved, the applicant shall remove the banners the day after the event.
4. If approved, the temporary special events banners will be permitted for GPAC Food Truck Festivals, sponsored by GPAC, until 2019. The applicant must re-apply for approval for the 2020 GPAC Food Truck Festival.

DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on September 14, 2017, and recommended placing this application on the consent agenda.

PROPOSED MOTION: To approve a special events banner request for the GPAC Food Truck Festival at the Germantown Performing Arts Center (GPAC) and sponsored by GPAC, subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application.



- c. Allelon Subdivision – North Side of Allelon Circle North - Request Approval of a Subdivision Entrance Feature (Case No. 16-638).



BACKGROUND: On September 6, 2016, the Planning Commission approved a 50-lot subdivision (Allelon) near the intersection of Mesick and McVay Rds.

DISCUSSION: The applicant is requesting approval of a secondary portion of a subdivision entrance feature (SEF) for Allelon Subdivision, located in Common Open Space A (COS A). The primary, southern portion of the SEF is in the City of Memphis, for which it has already been granted approval. While this will match the SEF proposed in this request, it is not part of this application. The specifics of this request are as follows:

SUBDIVISION ENTRANCE IDENTIFICATION SIGN:

Location & Height:	One sign (plaque) is to be located on a stacked fieldstone column with the landscaped COS A area at the new street entrance on Allelon Circle North. The column height is 9'3". The plaque is 6'9" high on the column, as measured from grade.
SEF Column:	
Plaque Content:	
Plaque Color & Materials:	Natural limestone. Letters will chiseled directly into limestone.
Plaque Size:	4 sq. ft. (2'x2')
Plaque Letter Size:	3-1/2"
Plaque Font:	Greek/Roman Numerals
Logo Sign Area:	None
Mounting Structure:	Individual letters chiseled directly into the limestone plaque affixed to the stacked field stone column structure
Lighting:	LED uplighting on the four corners at the base of the column

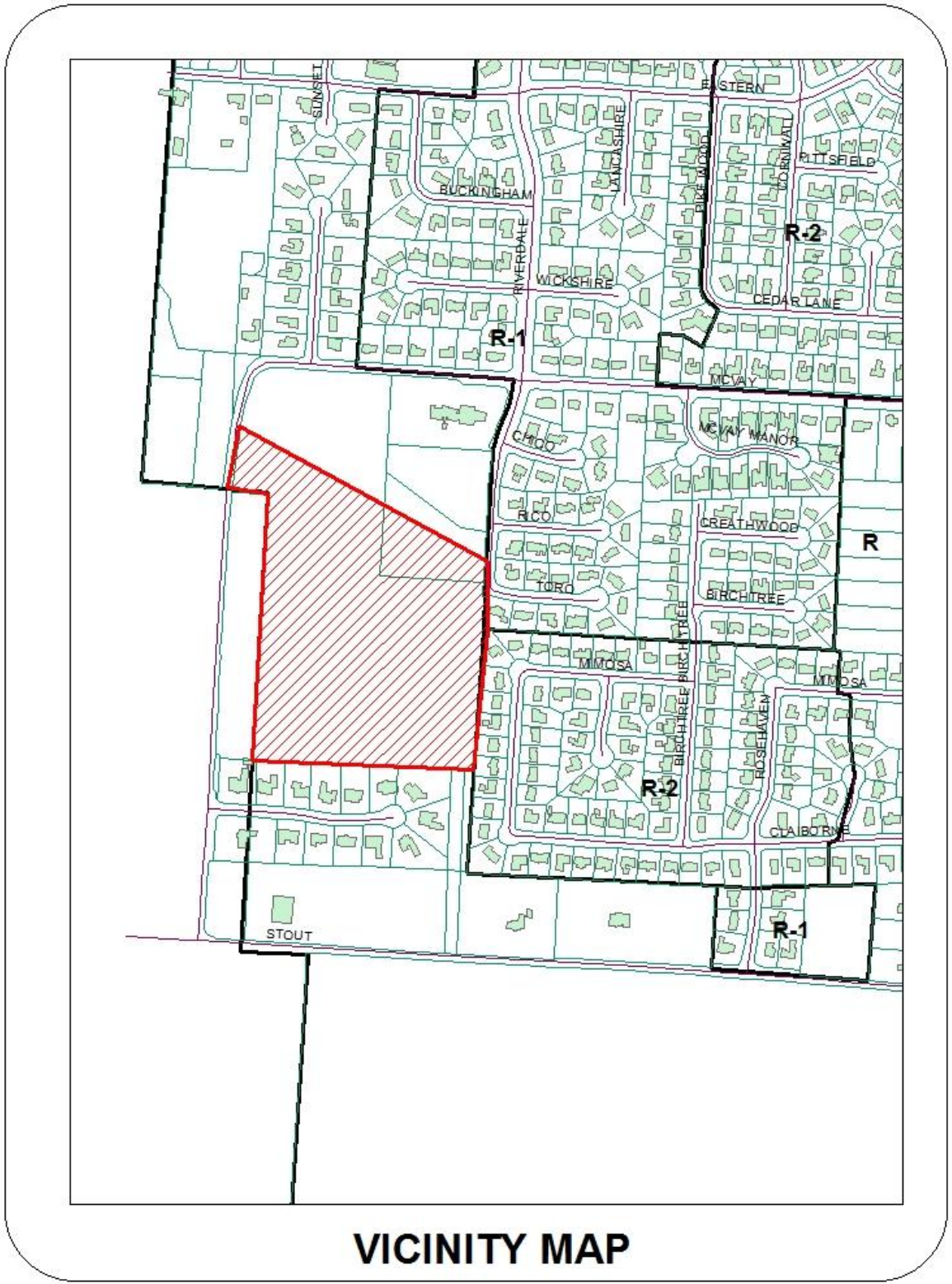
STAFF COMMENTS:

1. Per Section 14-32(c)(1), the maximum total sign area for a subdivision entrance identification sign is 50 square feet, with 25 sq. ft. per face. The applicant is requesting the sign (plaque) to be 4 sq. ft., which is one face. This plaque is secondary signage to the main subdivision entrance identification sign, which is located in the City of Memphis, and this plaque will face inward, towards Allelon Circle North.
2. Section 14-32(d)(1) of the Sign Regulations requires subdivision entrance identification 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". Per Section 6-105, "subdivision entrance features shall be set back a minimum of 15 feet from the curb."

- a. The proposed column with the sign will be setback 11 feet from Allelon Circle North, less than the required amount. However, Allelon Circle North is a secondary street for the subdivision. The applicant is requesting an exception of approximately 4 feet for the location of the column from the face of curb. The purpose of this location is to preserve more trees in the COS A, and also be aligned symmetrically with the subdivision entrance feature on the City of Memphis side of the development.
 - b. Per Section 6-105(b), the SEF is to be setback a minimum of 50 feet from an intersection, so as not to impair the line of sight. The column is setback 70 feet from the intersection of McVay Rd. and Allelon Circle North.
3. Per Section 14-32(e)(1), the “subdivision identification...sign shall indicate only the name of the subdivision.” However, per Section 6-105(a), “a subdivision entrance feature (SEF) shall be defined as a cohesively designed element(s) to a subdivision, intended to create a unique, identifying entrance area. The SEF shall be located within a common open space area or landscape easement, adjacent to a street on the perimeter of the subdivision, span no more than 25 linear feet, and be composed of at least two of the following components: wall/fence, landscaping, pedestrian gates, signs and associated decorative items such as lights and finials.”
 - a. The SEF will consist of the 4’6” wide fieldstone column and 8’ long section of 4’6” high split rail fence. The fence will then jog perpendicular and continue to the east for another 32’.
 - b. In addition to the name, the applicant is requesting the date of the subdivision’s establishment to be included on the plaque. There is a precedent of this date being added to SEF, such as on the SEF for Somerset (approved March 27, 2015).
4. Per Section 6-105(c), the maximum allowable height for a subdivision entrance feature is 10 feet from grade. The proposed fieldstone column would be 9’3” high.
5. In addition to the fieldstone column with the secondary subdivision entrance identification sign, the applicant is proposing a 4’6” high wooden, split rail fence attached to the column. Per Section 6-102(a)(3), fences attached to subdivision entrance features may be a maximum of 8 feet tall, thus the proposed fence is in compliance.
6. If approved, the applicant shall apply for a fence permit through the Neighborhood Services Division for the wooden fence attached to the subdivision entrance feature.
7. If approved, the approved subdivision entrance feature shall be shown in the Common Open Space (COS A) on the construction plans and the final plat for this subdivision, with notes about maintenance and ownership.

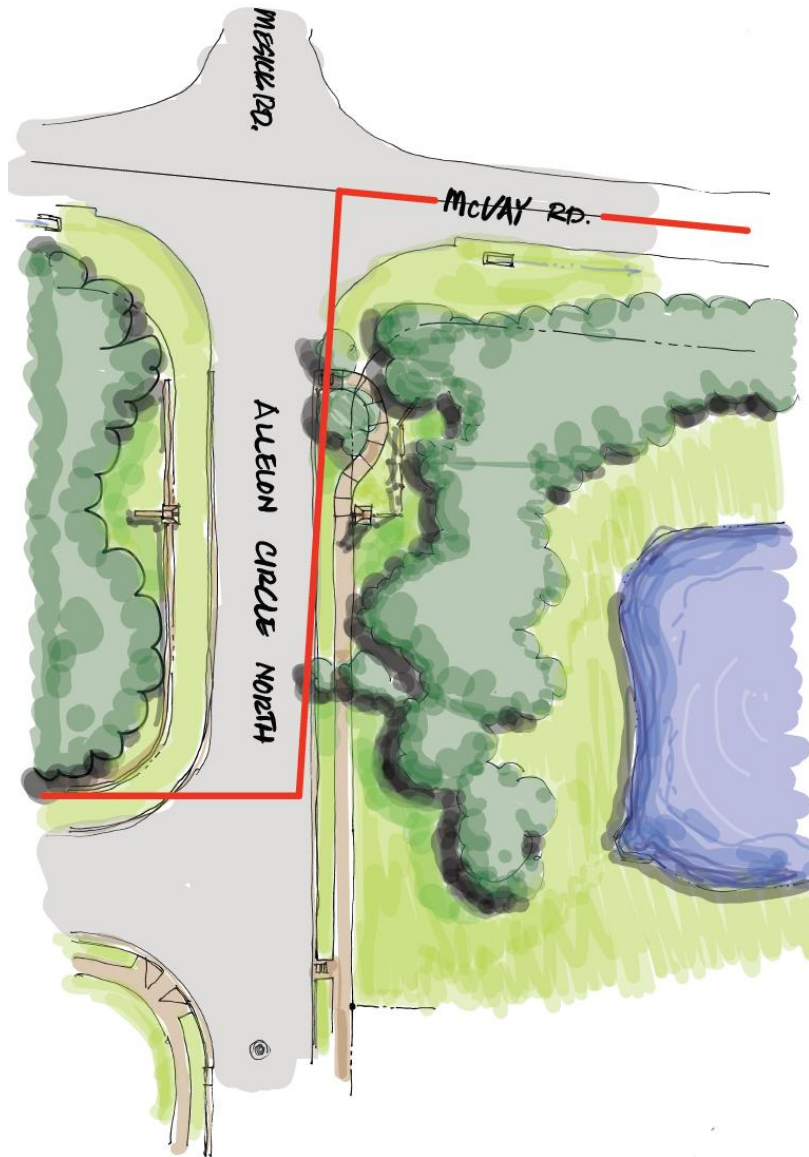
DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on September 14, 2017, and recommended placing this application on the consent agenda.

PROPOSED MOTION: To approve a secondary portion of a subdivision entrance feature (SEF) for Allelon Subdivision, with an inscribed 4 s.f. plaque containing both the name (facing inward) and year of establishment and the 9’3” column placed 11’ from the curb of Allelon Circle North, subject to the Commission’s discussion, staff comments in the staff report, and the documents and plans submitted with the application.



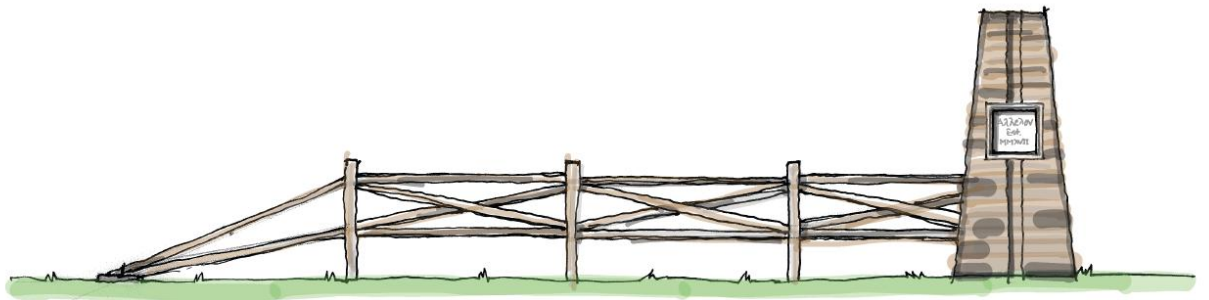
VICINITY MAP

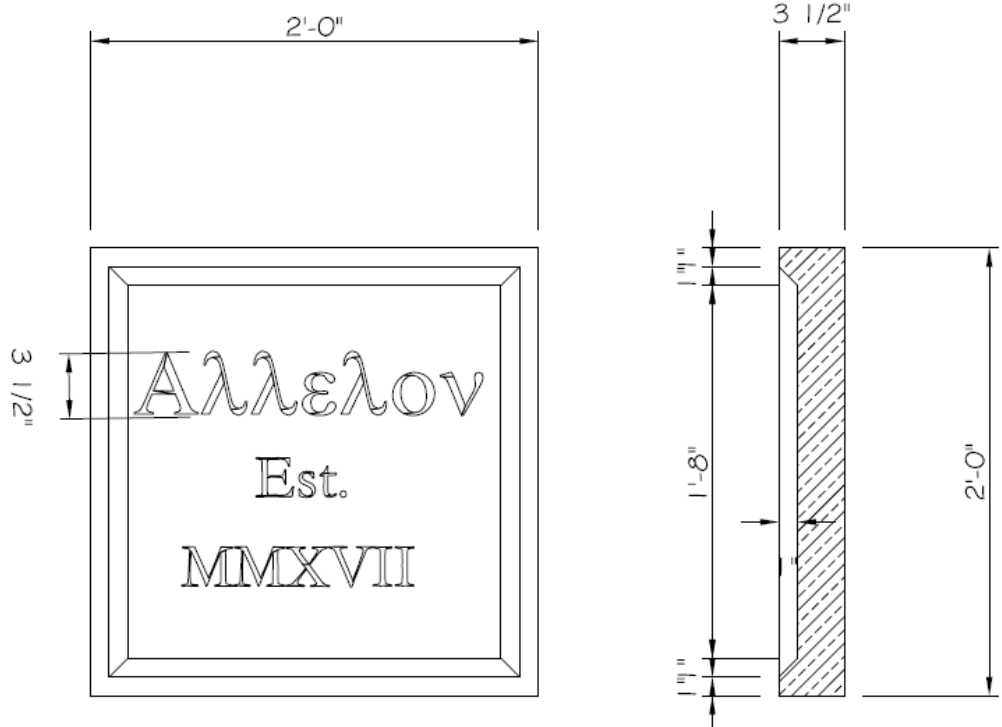
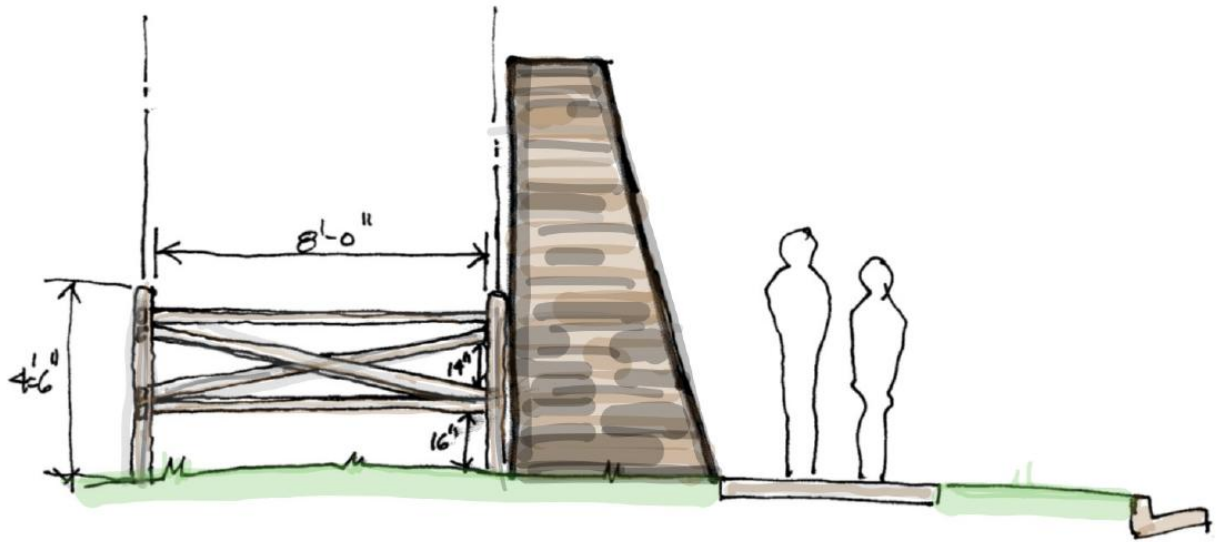
RENDERING OF LOCATION FOR
PROPOSED SUBDIVISION ENTRANCE FEATURE (SEF)

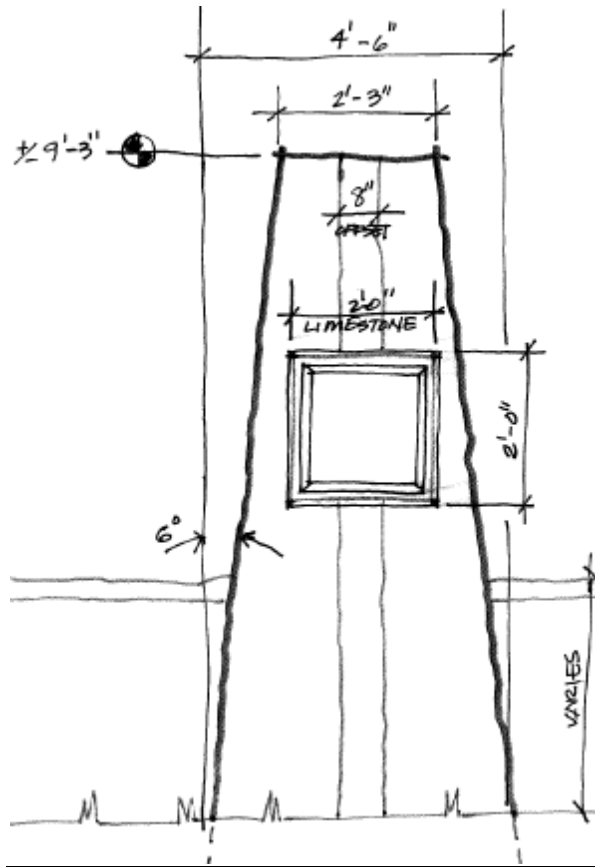




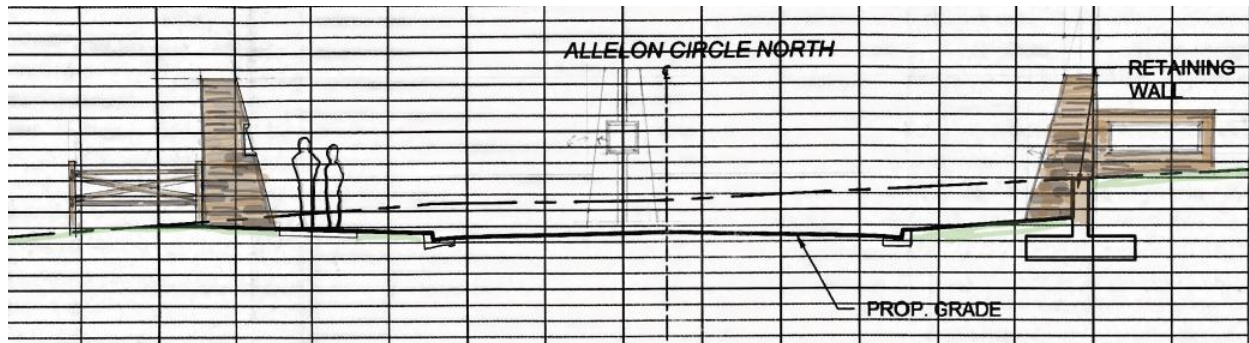
PROPOSED SUBDIVISION ENTRANCE FEATURE (SEF)



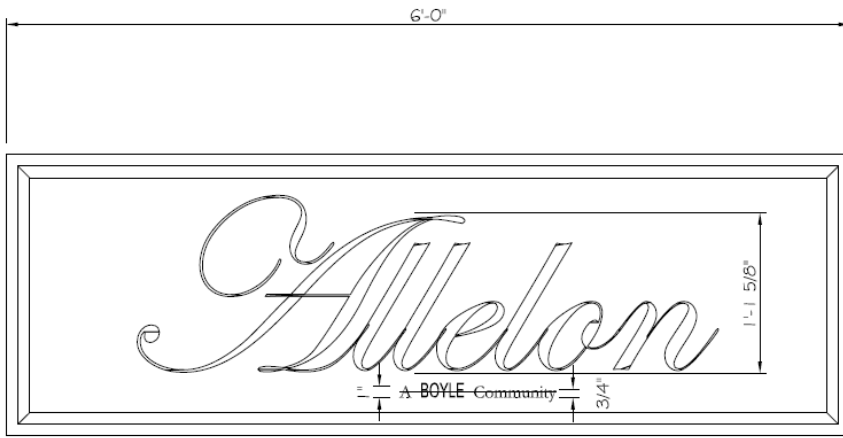




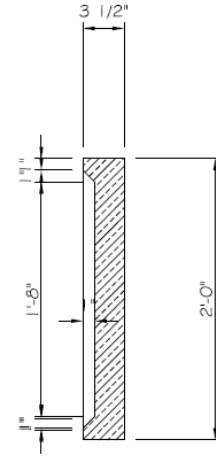
COMPLETE SEF SHOWING BOTH
GERMANTOWN AND MEMPHIS PORTIONS



PRIMARY SEF SIGN LOCATED ON THE MEMPHIS SIDE
(NOT PART OF THIS APPROVAL)



SIGN ELEVATION



SIGN SECTION

PROPOSED COLUMN MATERIALS
FOR SUBDIVISION ENTRANCE FEATURE (SEF)



PROPOSED FENCE FOR SUBDIVISION ENTRANCE FEATURE (SEF)





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: _____

- *****
- Sign Owner: Boyle Phone No: 901-766-4246
 - Sign Owner's Address: 5700 Poplar Ave Ste 111 38119 Email Address: gary@boyle.com
 - Sign Location Address and Name of Shopping Center: North side of Allelon Circle North entrance drive
 - Zoning District: Commercial ; Residential ; Old Germantown ; Office .
 - Sign will be mounted on: Wall ; Ground .
 - Type Sign: Tenant Identification Project Identification
 Building Identification Traffic Directional
 Exterior Directory Subdivision Identification
 Service Station Sign Other (If other, explain on separate page)
 - Number of Sign Faces: One ; Two .
 - Linear feet of building frontage occupied by business where sign will be located: N/A feet.
 - Size of Sign: Width: 2 feet 0" inches; Height: 2 feet 0" inches
TOTAL AREA OF SIGN IN SQUARE FEET: 450 FT.
 - Height of sign at its highest point above the surrounding grade: 6 feet 9" inches.
 - Size of Letters: 1) Height 3.5 Width Font: GREEK/ROMAN NUMERALS
 2) Height Width Font:
 3) Height Width Font:
 - Colors: Letters: INCISED LIMESTONE **SUBMIT COLOR SAMPLES**
 Background: INDIANA LIMESTONE **SUBMIT COLOR SAMPLES**
 - Orientation of Sign to the Street: Parallel ; Perpendicular ; Angled .
 - Distance sign is set back from street curb or edge of pavement (corner lots, provide distance from both streets).
11 Feet 0" Inches Name of Street: Allelon Circle North
 Feet Inches Name of Street:
 - Distance building is set back from street curb or edge of pavement (corner lots, provide distance from both streets).
N/A Feet Inches Name of Street:
 Feet Inches Name of Street:
 - Sign Content (words, letters, logos): SEE ATTACHED
 - Size of logo: Horizontal N/A feet inches; Vertical feet inches.
 - Sign Materials: Letters INCISED LIMESTONE Sign Face INDIANA LIMESTONE
 Mounting Structure (type and materials): DRY STACKED FIELD STONE
 - Sign Illumination, if applicable (type, location and wattage): LOW VOLTAGE LED
 - Sign Landscaping, if applicable landscape plan shall be submitted
 - Additional Comments: PLAN IS TO SAVE AS MUCH EXISTING NATURAL PLANT MATERIALS AS CONSTRUCTION ALLOWS.

Name of Applicant (please print) GARY THOMPSON / BOYLE INVESTMENT CO.

Address: 5900 POPULAR AVE STE 100, MEMPHIS, TN 38119

Phone No: 901-766-9246 Email Address: gary@boyle.com

Applicant Signature: [Signature]

Name of Owner (please print) SAME AS ABOVE

Address: _____

Phone No: _____ Email Address: _____

Owner Signature: _____

Name of Developer (please print) SAME AS ABOVE

Address: _____

Phone No: _____ Email Address: _____

Developer Signature: _____

Name of Sign Erecting Company LARRY BRADLEY MASONRY

Address: P.O. BOX 339 DEONSVILLE, TN 38014

Phone No: 901-409-2346 Email Address: lrbradleyinc@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

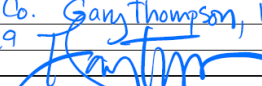
Title

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.

Applicant: Boyle Investment Co. Gary Thompson, Vice President
 Address: 5900 Poplar Ave. Memphis, TN. 38119
 Signature of Applicant: 

Property Owner/Landlord: Boyle Investment Co. Gary Thompson, Vice President
 Address: 5900 Poplar Ave. Memphis, TN. 38119
 Signature of Property Owner/Landlord: 

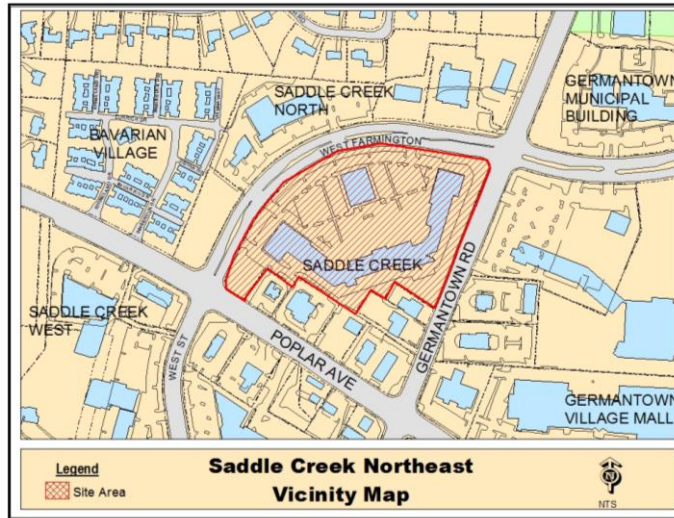
Tenant/Lessee: _____
 Address: _____
 Signature of Tenant/Lessee: _____

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

Name	Business or Home Address
<u>Paul Boyle</u>	<u>5900 Poplar Ave. Memphis, TN 38119</u>
<u>Henry Morgan, Jr.</u>	<u>" " "</u>
<u>Bayard Morgan</u>	<u>" " "</u>
_____	_____
_____	_____
_____	_____

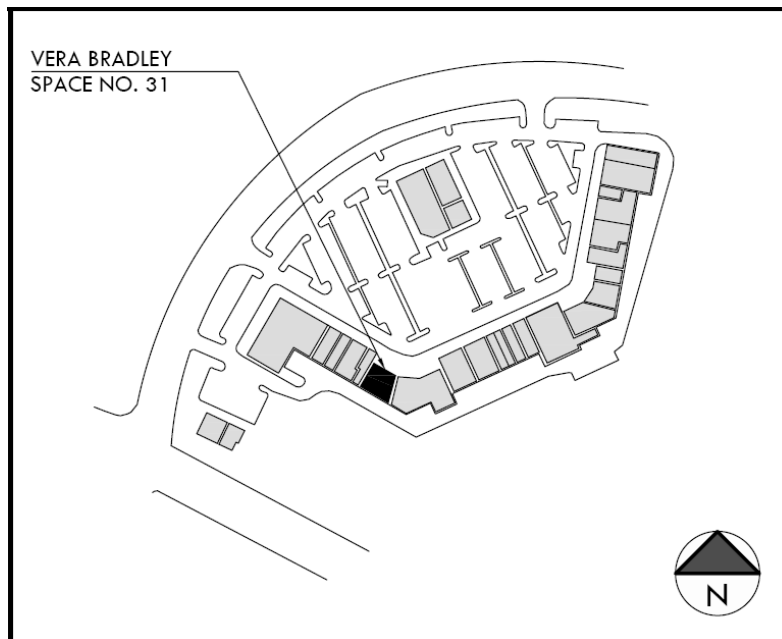
*See language in parenthesis above.

- d. Vera Bradley – 7615 Farmington Blvd., Ste 31 (Saddle Creek Northeast) – Approval of a Sign Package. (Case No. 17-736).




BACKGROUND: On March 17, 2010, the Economic and Community Development Department administratively approved two walls signs (11.2 s.f. each) for Vera Bradley, one on the brick archway and one over the entrance to the store. On July 25, 2017, the Design Review Commission approved a storefront modification for this tenant.

DISCUSSION: The subject store is an existing tenant within Saddle Creek Northeast Shopping Center Northeast. The applicant is requesting updated signage as part of a corporate rebranding.




LOCATION MAP

SIGN 1: Wall-Mounted Building Identification

Location & Height:	Sign to be mounted on the wall of the tenant space above the entrance door (16.3 ft. from grade)
Total Sign Area:	16.73 sq. ft.
Content:	 The image shows the text "Vera Bradley" in a serif font. The letter "V" is significantly larger than the other letters. A vertical dimension line next to the "V" indicates a height of 9.11 feet.
Colors & Materials:	Color: Letters = Black Background = Brick Facade Materials: Letters = Aluminum
Font:	Cora (Corp)
Letter Size:	Varies from 9" to 24"
Logo:	None
Mounting Structure:	Aluminum stud mounting on building façade
Lighting:	White LED (internally illuminated reverse channel letters)

SIGN 2: Wall-Mounted Building Identification

Location & Height:	Sign to be mounted on the wall of the free standing brick arch wall located in front of the store between the pedestrian sidewalk and storefront.
Total Sign Area:	16.73 sq. ft.
Content:	 The image shows the text "Vera Bradley" in a serif font. The letter "V" is significantly larger than the other letters. A vertical dimension line next to the "V" indicates a height of 9.11 feet.
Colors & Materials:	Color: Letters = Black Background = Brick Facade Materials: Letters = Aluminum
Font:	Cora (Corp)
Letter Size:	Varies from 9" to 24"
Logo:	None
Mounting Structure:	Aluminum stud mounting on building façade
Lighting:	White LED (internally illuminated reverse channel letters)

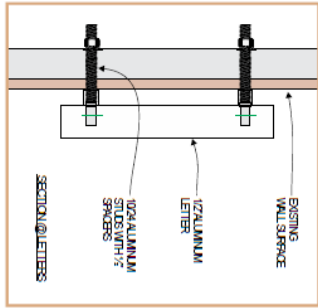
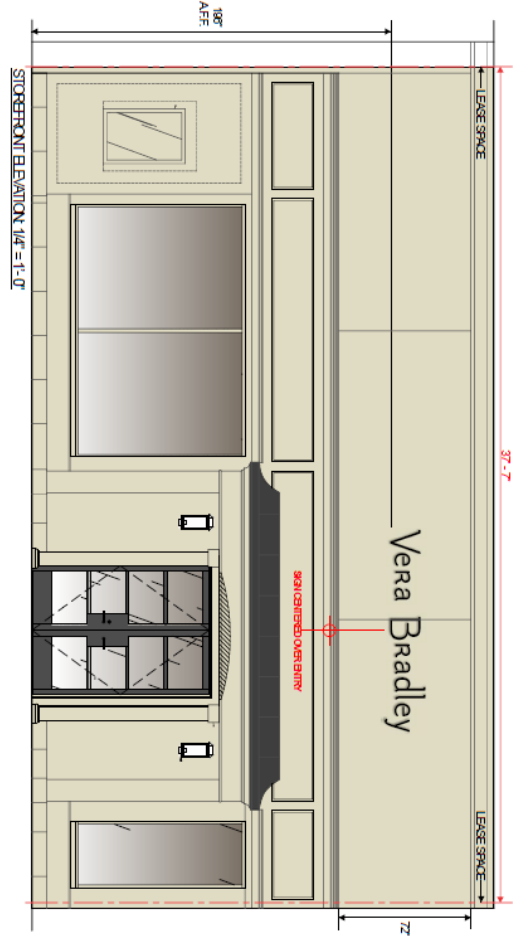
STAFF COMMENTS:

1. Previous sign policy allowed the location of tenant names on freestanding brick façade arch, the new policy is silent on this issue. However, it does allow for multiple tenant signs for a sign business.
2. The total allowable sign area is 37.58 sq. ft. (based on the lineal footage of the building wall & size of the building). The total amount of signage proposed for the two wall signs is 33.46 sq.ft., which complies with the City sign regulations and the Saddle Creek Northeast Sign Policy.
3. If approved, the applicant must obtain a permit from the Memphis/Shelby County Office of Code Enforcement prior to installing the signs.

DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on September 14, 2017, and recommended placing this application on the consent agenda, should the applicant revise the total sign area to be in compliance with the City sign regulations. The applicant has completed this.

PROPOSED MOTION: To approve two wall signs totaling 33.46 s.f. for Vera Bradley (7615 Farmington Blvd., Ste. 31) at Saddle Creek Northeast Shopping Center subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application.





108'-0"
(107.33'±)

22"

16.375"

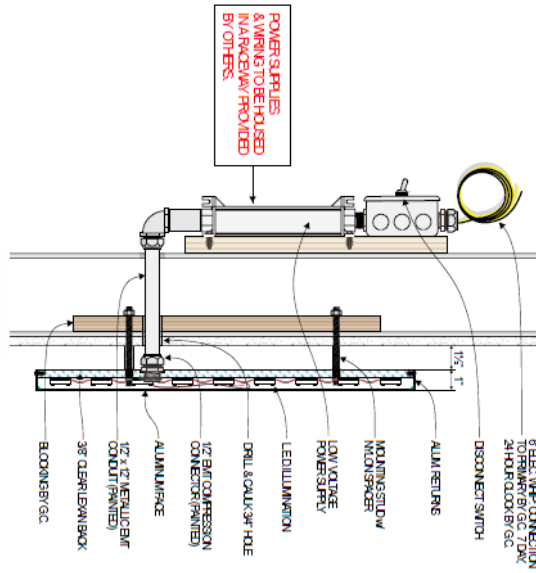
3.11"

Vera Bradley

- SIGN ELEVATION, 3/8" = 1'-0"
- REFACE EXISTING GLASS
- 1/2" THICK FOAM ALUMINUM LETTERS
- PAINTED TO MATCH EXISTING BLACK
- SIGNED AND DATED TO BE BOLTED
- 1/2" THICK FOAM ALUMINUM LETTERS (SM6389)
- EXISTING STOREFRONT LETTERS TO BE REMOVED

This is a copy and duplicate of the original drawing. It is not to be used for construction purposes. The original drawing is the only one to be used for construction purposes.

[Signature]
 Project Manager, [Company Name]



22"
 16.375"
 9.11"
 108.8"
 (107.35")
Vera Bradley

- INTERVALY ILLUMINATED REVERSE CANAL LETTERS**
INTERIOR (REVERSE)
- 067" ALUM. BEZELS & 1" DEEP RETURN
 - 375" CLEAR POLY CARBONATE BLOCK W/ 10.24 IN. MOUNTS
 - TO ACCEPT STAINLESS STEEL ROD
 - 300X WHITE LED ILLUMINATION
 - BEZEL TO VOLT IN IT POWER SUPPLY
 - MOUNTED TO WALL WITH STAINLESS STEEL ROD
 - SPACED 1/8" OFF WALL WITH STAINLESS SPACERS PAINTED TO MATCH COLOR (W/ 15/16" X 3/8")
 - SIGN COLOR PAINTED TO MATCH FRAME & BOLT PITCH BLACK/GR86
 - WIRE HOSES NOT REQUIRED
 - ALL LABEL BEZEL NOT VISIBLE FROM WALL (COMMON AREA)
 - DISCONNECT SWITCH INCLUDED
 - PRIMARY ELECTRICAL SERVICE BY OTHERS
 - 7 DAY 24 HOUR CLOCK BY GC
 - INSTALLATION PATTERNS FURNISHED

The design is included in the
 Landmark Approval of SIGNAGE
 DIMENSIONS (REV. 08/17)

By Design Commission, Project
 Manager
 [Signature]

DATE: 09/26/17



SECTION 10 TO SCALE



SECTION 10 TO SCALE
CENTER SIGN COLUMN
BASELINE OF 'V' LOCATED
AT THE SAME HEIGHT
AS THE SIGNAGE
CURRENT SIGNAGE
CURRENT SIGNAGE

This drawing and signature indicate
I have reviewed the proposed design
and find it to be in accordance with
the applicable code requirements.
DATE: 09/26/17
BY: [Signature]
TITLE: [Title]



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: _____

PERMANENT SIGN APPLICATION (ADMINISTRATIVE/DESIGN REVIEW COMMISSION)

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/Tenant: VERA BRADLEY Phone No: 260-482-4673
2. Sign Owner's/Tenant's Address: 709 POPLAR #31 Email Address: COMILLEE@VERABRADLEY.COM
3. Sign Location Address and Name of Shopping Center: 709 POPLAR AVE SUITE 31
SHOPS AT SABLE CREEK
4. Zoning District: Commercial ; Residential _____; Old Germantown _____; Office _____
5. Sign will be mounted on: Wall ; Ground _____
6. Type Sign: Tenant Identification _____ Project Identification _____
 _____ Building Identification _____ Traffic Directional _____
 _____ Exterior Directory _____ Subdivision Identification _____
 _____ Service Station Sign _____ Other (If other, explain on separate page)
7. Number of Sign Faces: One ; Two _____
8. Linear feet of building frontage occupied by business where sign will be located: 38 feet.
 Size of tenant space: _____ square feet
9. Size of Sign: Width: 9 feet 11 inches; Height: 2 feet _____ inches
 TOTAL AREA OF SIGN IN SQUARE FEET: 19.9
10. Height of sign at its highest point above the surrounding grade: _____ feet _____ inches.
11. Size of Letters: 1) Height 9.11" Width 6" Font: CORA
 2) Height 12.11" Width 12" Font: " "
 3) Height 24" Width 12" Font: " "
12. Colors: Letters: BLACK 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).
37V Feet _____ Inches Name of Street: FARMINGTON
 _____ 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).
37V Feet _____ Inches Name of Street: FARMINGTON
 _____ Feet _____ Inches Name of Street: _____
16. Sign Content (words, letters, logos): VERA BRADLEY (NO LOGO)
17. Size of logo: Horizontal _____ feet _____ inches; Vertical _____ feet _____ inches.
18. Sign Materials: Letters ALUMINUM; Sign Face ALUMINUM
 Mounting Structure (type and materials): BRICK
19. Sign Illumination, if applicable (type, location and wattage): WHITE LED 3000K
BACK-LIT
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: _____



**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: _____

**PERMANENT SIGN APPLICATION
 (ADMINISTRATIVE/DESIGN REVIEW COMMISSION)**

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/Tenant: VERA BRADLEY Phone No: 260-482-4673
2. Sign Owner's/Tenant's Address: 709 POPLAR #31 Email Address: CONNIE C VERA BRADLEY
3. Sign Location Address and Name of Shopping Center: 709 POPLAR AVE SUITE 31
SHOPS AT SABLE CREEK
4. Zoning District: Commercial ; Residential _____; Old Germantown _____; Office _____
5. Sign will be mounted on: Wall ; Ground _____
6. Type Sign: Tenant Identification _____ Project Identification _____
 _____ Building Identification _____ Traffic Directional _____
 _____ Exterior Directory _____ Subdivision Identification _____
 _____ Service Station Sign _____ Other (If other, explain on separate page)
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 Background: _____ SUBMIT COLOR SAMPLES
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14. Distance sign is set back from street curb or edge of pavement (corner lots, provide distance from both streets).
37V Feet _____ Inches Name of Street: FARMINGTON
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17. Size of logo: Horizontal _____ feet _____ inches; Vertical _____ feet _____ inches.
18. Sign Materials: Letters ALUMINUM; Sign Face ALUMINUM
 Mounting Structure (type and materials): BRICK
19. Sign Illumination, if applicable (type, location and wattage): WHITE LED 3000K
BACK-LIT
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: _____

All applicable parties shown below must sign the application:

Name of Applicant (please print) BALTON SIGN CO.
Address: 3058 SOUTH WALL ST. MEMPHIS, TN. 38114
Phone No: 901 472-7371 Email Address: BOUCE C BALTON SIGNS. CO.
Applicant Signature: [Signature]

Name of Property Owner/Landlord (please print) TRADEMARK PROPERTY
Address: 1701 River Run Suite 500 Fort Worth, TX 76101
Phone No: 817.639.2705 Email Address: bgrisham@trademarkproperty.com
Property Owner/Landlord Signature: [Signature]

Name of Tenant/Sign Owner (please print) VERA BRADLEY
Address: _____
Phone No: _____ Email Address: _____
Tenant/Sign Owner Signature: [Signature]

Name of Sign Erecting Company BALTON SIGN CO.
Address: 3058 SOUTH WALL ST. MEMPHIS TN. 38114
Phone No: 901 472-7371 Email Address: BOUCE C. BALTON SIGNS. CO.

*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 all 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: Shops at Saddle Creek, Inc., c/o Heitman
Address: 191 N. Wacker Dr. Suite 2500 Chicago, IL 60606

Lessee: _____
Address: _____

Developer: Trademark Property
Address: 1701 River Run Suite 500 Fort Worth, TX 76107

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

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

*See language in parenthesis above.

- e. Shops of Forest Hill – 3075 Village Shops Drive (Shops of Forest Hill) – Approval of a Revised Lighting Plan. (Case No. 15-547).



BACKGROUND: The Design Review Commission approved the preliminary and final site plan approval for The Village Shops of Forest Hill Shopping Center on November 20, 1990. On December 4, 1990, the Planning Commission granted approved the final site plan and a grading permit. The Board of Mayor and Aldermen approved the Village Shops of Forest Hill with Project Development Contracts number 938 and 939 on December 18, 1990.

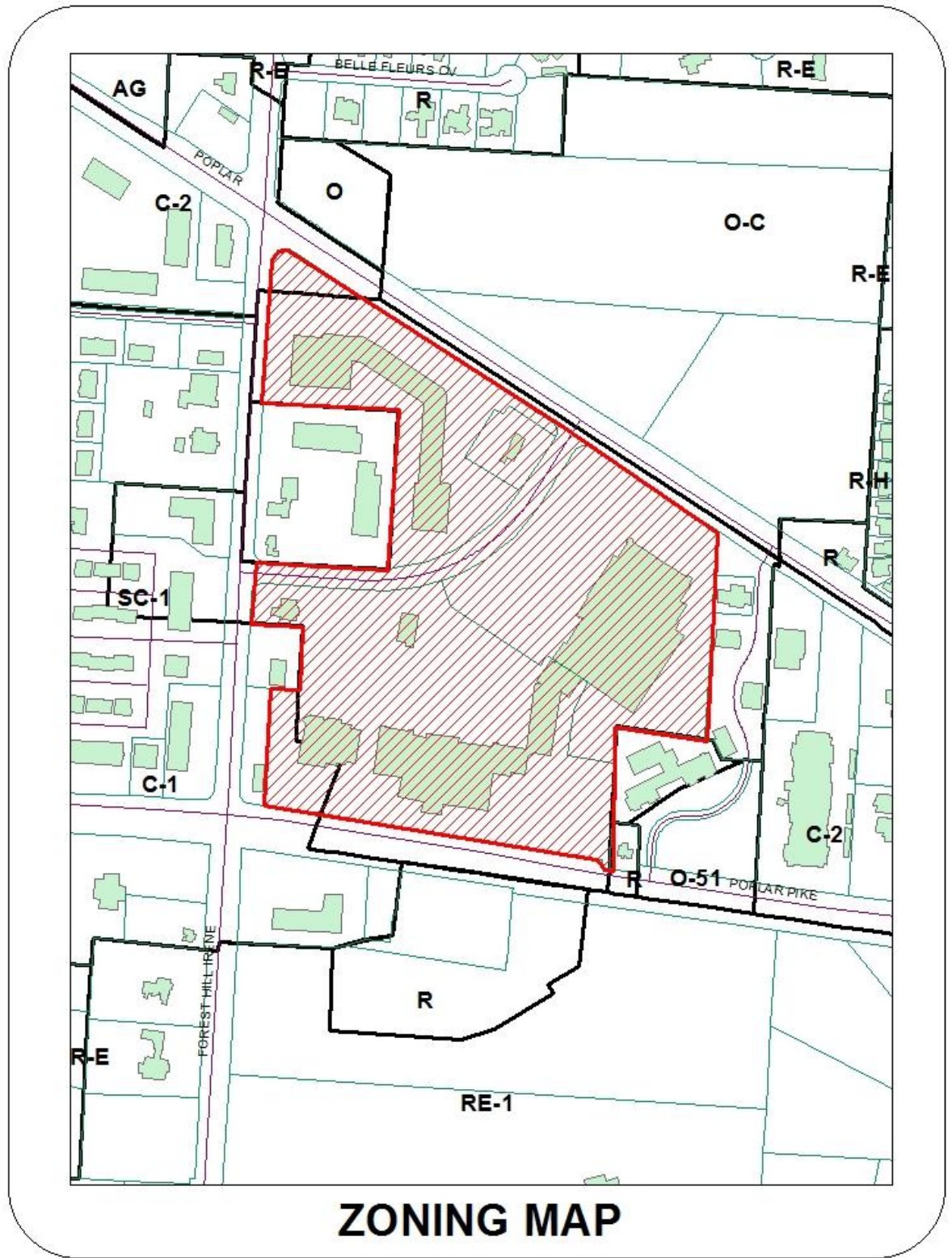
DISCUSSION: The request is for DRC approval of a revised lighting plan to upgrade the existing lighting for the shopping center. The new lighting consists of replacing the existing pole and flood lights with LED throughout the site. Detailed information concerning location and wattage, along with a new photometric plan has been provided and is included in this report package.

STAFF COMMENTS:

1. The photometric plan for this shopping center has been revised to comply with the DRC Manual recommendation of a maximum average of 2.5 foot-candles of illumination.
2. Photometric analysis perimeter lighting requirements per Section 3.5.2 of the DRC Design Manual states that "lighting levels adjacent to commercial properties shall not exceed one (1) footcandle of illumination at the property line ...". The photometric plan has been revised accordingly and now complies with this recommendation.
3. The photometric plan should be revised to include the proposed lighting standards for the newly proposed internally illuminated signs, if approved by DRC. The applicant's lighting and sign consultants are still working on this completing this analysis but should have the results prior to the DRC meeting.

DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on September 14, 2017, and recommended placing this application on the consent agenda subject to the plans being modified as discussed at the subcommittee meeting.

PROPOSED MOTION: To approve a revised Lighting Plan for Shops of Forest Hill Shopping Center, located 2277 West Street, subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application.





1375 West Brierbrook
Germantown, TN 38138
901.590.1750 Phone ♦ 901.590.1757 FAX

July 25, 2017

Shops of Forest Hill
9155 Highway 72
Germantown, TN 38138

Re: Site Lighting Improvements

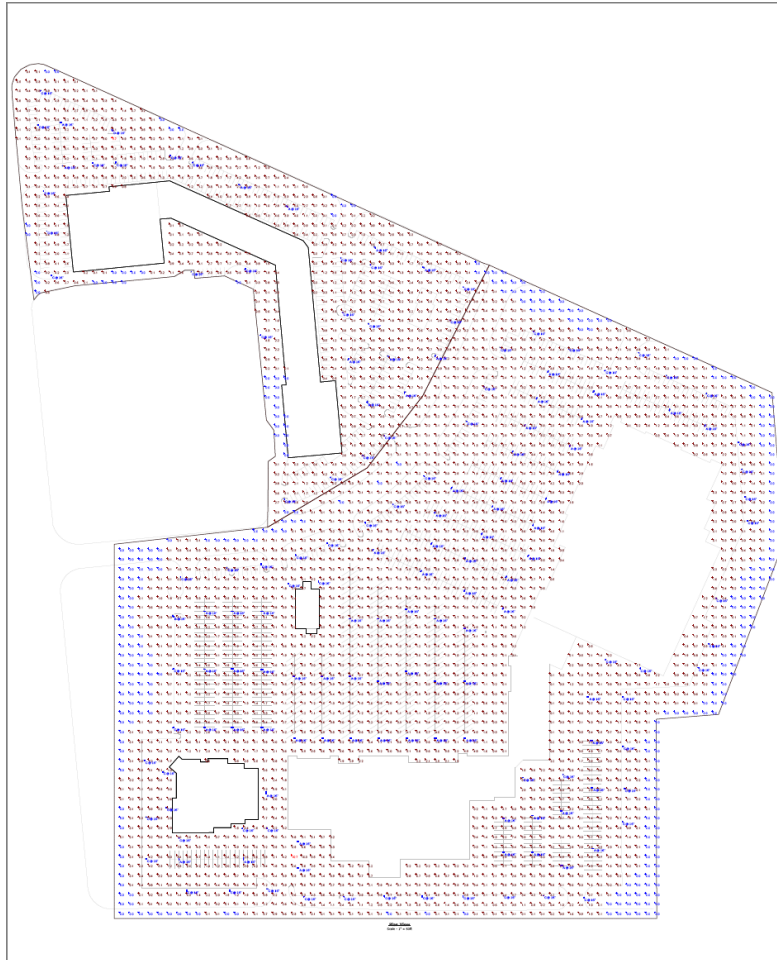
The proposed site lighting upgrade from HID Lighting to LED lighting for the pole mounted fixtures and flood lights will have no change from the current light levels at the site.

The new fixtures are lower wattage, energy friendly fixtures with less maintenance than the current fixtures. The light levels will be the same as they are currently at the site. The pole mounted fixtures will have the same housing as the current fixtures, so the physical look of the fixtures will also not be affected with the upgrade.

We have conducted a site survey to confirm the current light levels for the property. We also have a proposed site lighting photometric plan (included) showing the foot-candle level from the proposed site lighting fixture improvement.

Thank You,

Bradley Eison
Spectrum Lighting Controls, Inc.




Statistics

Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Lot	+	2.5 fc	10.7 fc	0.0 fc	N/A	N/A
North Lot	+	2.0 fc	9.7 fc	0.0 fc	N/A	N/A

Schedule

Symbol	Label	Qty	Catalog Number	Lumens per Lamp	LLF	Wattage	Polar Plot
+	A	78		1587	0.9	371.8	
•	B	2	AK3P70-BOLAK-NFO	1587	0.9	371.8	
•	C	77	AK3P70-BOLAK-NFO	1587	0.9	185.9	
+	D	1	AK3P70-BOLAK-NFO	1587	0.9	557.7	



FLL LED FLOODLIGHT	Cat.# FLL-28L-95-4K7-M-U-K-DE		 Approvals
	Job SHOPS OF FORREST HILL	Type B	

SPECIFICATIONS

Intended Use:

Large LED flood with beam distribution for lighting applications such as safety/security, facade, area, or signs

Construction:

- Corrosion resistant, rugged die-cast aluminum housing with powder coat paint finish
- Tempered glass lens protects LEDs and allows for cleaning/debris removal
- Vented housing isolates LED module from driver, maximizing product life and performance
- Visor, louver and vandal accessories available

LED:

- 28 high power LED's (Stock/MTO)
- 42 high power LED's (MTO)
- 140 high power LED's (Stock)
- Ambient operating temperature -35°C to 40°C
- Stock Versions: 4000K and 5000K CCT
- MTO Versions: 3000K nominal with 80 CRI, 4000K and 5000K CCT nominal with 70 CRI

Optical/Electrical:

- Variety of NEMA distributions - N (3x3), M (4x4), RM (5x4) and W (6x6) - for wide range of lighting applications; Stock version Wide (6x6) only
- 120-277V operation, 50/60Hz, 95W, 1050mA, 100 LPW (Stock/MTO - 28LED)
- 120-277V operation, 50/60Hz, 150W, 158mA, 98 LPW (Stock only - 140LED)

Optical/Electrical (Cont.)

- 120-277V, 347V, and 480V operation, 50/60Hz, 95W, 700mA, up to 119 LPW (MTO only - 42LED)
- IP65 fixture, Driver IP66 and RoHS compliant
- 10KV surge protector comes standard
- 0-10V dimming driver standard, continuous dimming option to have leads pulled out for easy connection

Installation:

- Knuckle mount 15° aiming angle increments for precise aiming and control, fits 2-3/8" tenons or pipes
- Heavy duty steel yoke with adjustable stainless steel hardware, mounting holes for one center - 3/4" bolt or two side - 3/8" bolts
- 3' SE00W cord with yoke mount

Listings:

- IP65, Listed to UL1598 for use in wet locations.
- DLC Qualified (4000K and 5000K models only); Consult DLC website for more details: <https://www.designlights.org/QPL>
- EPA = 1.0ft²

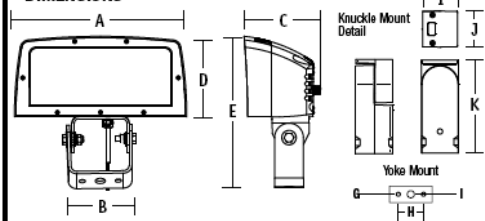
Warranty:

For more information visit: <http://www.hubbellighting.com/resources/warranty/>

PRODUCT IMAGE(S)



DIMENSIONS



A	B	C	D	E	F	G	H	I	J	K
14.9"	5.5"	6.0"	7.0"	14.57"	17/32"	7/8"	3-1/8"	3.0"	2.9"	7.57"
378mm	140mm	152mm	177mm	370mm	14mm	22mm	79mm	77mm	75mm	192mm

CERTIFICATIONS/LISTINGS



SHIPPING INFORMATION

Catalog Number	G.W(kg)/CTN	Carton Dimensions		
		Length Inch (cm)	Width Inch (cm)	Height Inch (cm)
FLL (Single Carton)	25 (12.3) lbs	17.72" (45)	13.0" (33)	10.00" (25.5)

Carton dimensions for shipping purposes only

ORDERING INFORMATION - STOCK VERSION

Catalog Number	Mount	Max Candle Power	Beam Pattern	Wattage	# Drivers/ Current	Voltage	Color Temperature/ CRI	Lumens	LPW	Weight lbs. (kg)	Finish
FLL-95-Y	Yoke	7789	Wide	98w	1@1050mA	120-277V	5000K/70	10536	108	20 (9.0)	Bronze
FLL-28L4K	Yoke	7560	Wide	98w	1@1050mA	120-277V	4000K/70	10291	105	20 (9.0)	
FLL-150-4K-U-Y	Yoke	5627	Wide	150w	1@158mA	120-277V	4000K/80	14665	98	20 (9.0)	
FLL-150L5K-U-Y	Yoke	5731	Wide	150w	1@158mA	120-277V	5000K/80	14764	98.4	20 (9.0)	
FLL-K-140L4K-U	Knuckle	5627	Wide	150w	1@158mA	120-277V	4000K/80	14665	98	20 (9.0)	
FLL-150-5K-U-K	Knuckle	5731	Wide	150w	1@158mA	120-277V	5000K/80	14764	98.4	20 (9.0)	

ORDERING INFORMATION - MADE TO ORDER

FLL - [] - [] - [] - 7 - [] - [] - [] - [] - [] - []

FAMILY	# LEADS	WATTS	CCT	CRI	DISTRIBUTION	VOLTAGE	MOUNTING	FINISH	CONTROL OPTION	OPTIONS
FLL FACTOR	28L 28 LED	95 95W	3K 3000K	7 70 CRI	N 3x3	U 120V-277V	K Knuckle	DB Bronze	PC Photocontrol (voltage specified and determined by voltage field)	F Fusing 120 or 277V only (determined by voltage field)
Flood	42L 42 LED	4K 4000K			M 4x4	1 120V	Y Yoke	BL Black		
Large		5K 5000K			RM 5x4	2 208V		WH White		
					W 6x6	3 240V		GR Gray	CD Continuous dimming	
						4 277V		PS Platinum silver		
						5 ¹ 480V		CC Custom Color		
						F ¹ 347V				

¹ 42L only

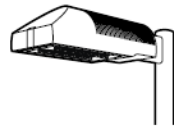


AR-LED-KIT

The Archetype® Large PicoPrism™ LED Upgrade Kit

revision 4/20/17 • kl_arpledkit_spec.pdf

Type:
 Job:



Standard Features

Fixture
 Cat. No. designates fixture and distribution

- AR-LED-KIT
- Upgrade Kit:**
 AR-LED-KIT
- Distribution:**
- 1 = Type I
 - 2 = Type II
 - 3 = Type III
 - 4 = Type IV
 - 5 = Type V
 - L = Type L Left
 - R = Type R Right
- Optic:**
 P = PicoPrism™
- Current:**
 35 = 350 mA
 70 = 700 mA

Light Distribution:



TYPE I



TYPE II



TYPE III



TYPE IV



TYPE V



TYPE R
 One-Way Right



TYPE L
 One-Way Left

Electrical Module

Cat. Nos. for Electrical Modules available:

- 80L
- Source:**
 80L = 80 LED's
- Color Temperature:**
- 2K = 580nm - Amber
 - 3K = 3000K
 - 4K = 4200K
 - 5K = 5100K
- Voltage:**
- 120 = 120V¹
 - 208 = 208V¹
 - 240 = 240V¹
 - 277 = 277V¹
 - 347 = 347V
 - 480 = 480V

¹120V through 277V is a variable driver.

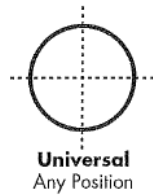
400 Watt Probe Start Lamp

59441 DATA SHEET



White-Lux®
 Retrofit Lamps
 for HPS Fixtures

**Switch To Bright,
 White Light
 From Existing
 HPS Fixtures**
 As Simple as a
 Change of a Lamp



ED28
 Dia. = 3.5" (90mm)
 MOL = 8.3" (211mm)
 LCL = 5.0" (127mm)
 Base = Mogul (E39)

**(800) 451-2606
 or (440) 248-3510**
 Fax: (800) 451-2605
 7905 Cochran Road
 Glenwillow, Ohio 44139 USA
 E-mail: venture@adlt.com
VentureLighting.com

MH 400W/U/LU/ED28

GENERAL Characteristics

Lamp Type	Standard MH Single Ended
ANSI Code	S51/E Compatible
Bulb Shape	ED28
Base Type	Mogul (E39)
Bulb Finish	Clear
Rated Life	20000 hours
Operating Position	Universal
Dimming	50% Rated Power

PHOTOMETRIC

Initial Lumens	41000
Scotopic Lumens (S/P 1.7)	70000
Lumens Per Watt	95
Lamp Lumen Depreciation (LLD)	.65 (65%) @ 8000 hours
Correlated Color Temperature	4000K
Chromaticity Coordinates (CIE-x,y)	.385 .390
Color Rendering Index (CRI) or (Ra)	65

PHYSICAL

Bulb Diameter	3.5" (90mm)
Max. Overall Length (MOL)	8.3" (211mm)
Light Center Length (LCL)	5.0" (127mm)
Effective Arc Length	35.4 mm
Max. Base Temperature (°C)	230
Max. Bulb Temperature (°C)	450
Socket Pulse Rating (KV)	4
Luminaire Type	Enclosed Rated

ELECTRICAL

Lamp Watts	430
Lamp Oper. Voltage (Nom.)	-
Metal Halide Replacement for	LU 400

SUSTAINABILITY

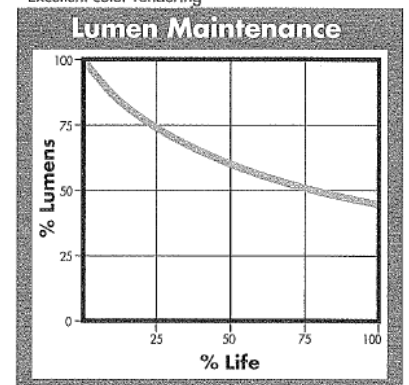
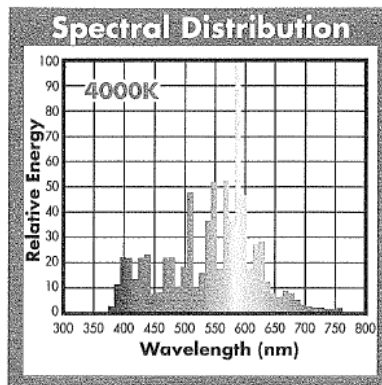
Recycling Program	Smartpac® 800-451-2606
Picograms Hg per Mean Lumen Hour	71
MR-Credit 4 Reduced Mercury in Lamps	1 LEED point

NOTES

Lamp performance ratings published in this data sheet are based on operation with magnetic ballasts. Performance ratings of Universal lamps are based upon Vertical (±15°) operation. Dimming applicable only when lamp is installed in the Base Up ±15° (BU±15°) position. To calculate nighttime Scotopic lumens, multiply the lumen rating by the S/P ratio.

Change Just the Lamp:

- Complete electrical compatibility with HPS systems
- Designed for photometric compatibility with HPS systems
- Clear and coated outer jacket options
- Shrouded open-rated lamps available in 250 and 400 watts
- Excellent color rendering



Complies with (CE), Low Voltage (CE), WEEE and RoHS Directives

Warning: This lamp can cause skin burn and eye inflammation from shortwave ultraviolet radiation if outer envelope of the lamp is broken or punctured. Do not use where people will remain for more than a few minutes unless adequate shielding or other safety precautions are used. Lamps that will automatically extinguish when outer envelope is broken or punctured are commercially available.

This Product is Recyclable Through Smartpac



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: 8/26/2017
RECEIVED BY: Boonder

DESIGN REVIEW COMMISSION PROJECT REVIEW APPLICATION

Specific Approval Requested:

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

Project Name: The Shops of Forest Hill

Project Address: 9155 Poplar Avenue, Germantown, TN 30138

Previous Tenant: _____

Applicant's Name: EREP Forest Hills I, LLC

Mailing Address: 515 S Congress Ave., Ste. 1925 Austin TX 78704

Email Address: bbonuccelli@epicrepartners.com Telephone: 512-686-3746

Property Owner's Name: EREP Forest Hills I, LLC

Mailing Address: 515 S Congress Ave, Ste. 1925 Austin TX 78704

Email Address: bbonuccelli@epicrepartners.com Telephone: 512-686-3746

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: SC-1 & C-2

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

Parking lot pole lights and flood lights upgrade to LED.

All applicable parties shown below must sign the application:

EREP Forest Hills I, LLC
Print Name of Applicant

Blair Bonucall
Signature of Applicant

EREP Forest Hills I, LLC
Print Name of Property Owner

Blair Bonucall
Signature of Property Owner

Print Name of Developer

Signature of Developer

Print Name of Lessee

Signature of Lessee

By these signatures, we 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 our 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.

Applicant: EREP Forest Hills I, LLC
Address: 515 S Congress Ave. Ste. 1925, Austin, TX 78701
Signature of Applicant: *Blair Bonucelli*

Property Owner: EREP Forest Hills I, LLC
Address: 515 S Congress Ave. Ste. 1925, Austin TX 78701
Signature of Property Owner: *Blair Bonucelli*

Lessee: _____
Address: _____
Signature of Lessee: _____

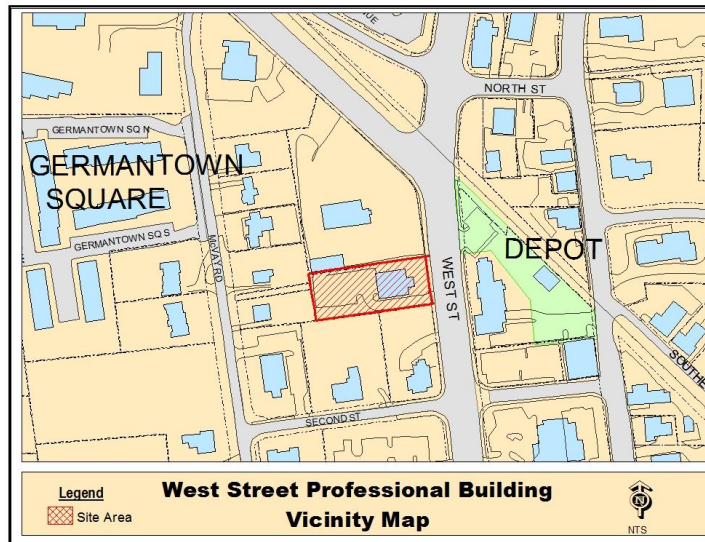
Developer: _____
Address: _____
Signature of Developer: _____

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

Name	Business or Home Address
<u>Epic Real Estate Partners</u>	<u>Real Estate Holdings I LLC</u>
_____	<u>515 S Congress Ave., Ste 1925</u>
_____	<u>Austin, TX 78701</u>
_____	_____
_____	_____
_____	_____

*See language in parenthesis above.

- f. West Street Professional Building – 2277 West Street – Approval of a Building Remodel and Revised Landscaping. (Case No. 17-749).



BACKGROUND: The Shelby County Assessor of Property records reflects that the existing building was built in 1966 and is 9,385 square feet in size. Although a number of changes have occurred through the years, the West Street Professional Building is currently under new ownership, which has been working to update and remodel the building and overall site.

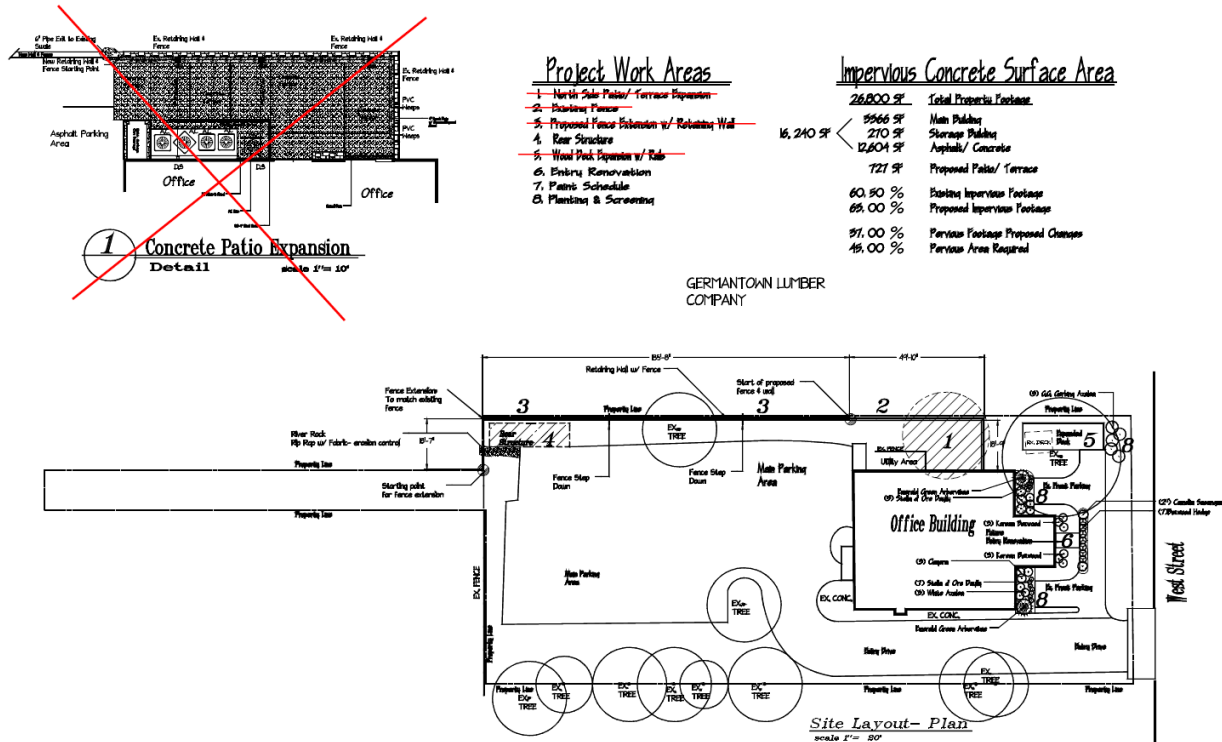
DISCUSSION: This request is to allow modifications to the existing building, which include renovation of the building entrance fronting West Street, new exterior building paint and new landscaping planting along the front façade of the building. See supplemental documents for details of changes proposed.

STAFF COMMENTS:

1. This application has been revised to only address the building entrance renovations, exterior building painting, and revised landscaping plan.
2. In addition to the new exterior building paint colors (window and door trim, shutters, gutters and downspouts, and brick façade including the brick trash enclosure) this request also proposes new brick pavers and railing at the entrance to the building. (See supplemental documents for colors and material descriptions.)
3. The applicant indicated in the filing that new entrance doors may possible be installed on the front of the building and new awning added over the rear entrance. Information on these items was neither included in the originally submitted materials nor by the September 19th resubmittal deadline for the September 26th DRC meeting. Staff recommends that approval of this application exclude new entrance doors and awnings for this site.
4. The applicant is requesting to install new landscape plantings in the front of the office building since it appears that previous material was removed prior to new owners (applicant) acquiring the property. Landscaping to be as shown on site plan.
5. The applicant must file a separate application for approval of any changes to existing signage for this project.
6. 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 September 14, 2017, and recommended placing this application on the consent agenda subject to the plans being modified as discussed at the subcommittee meeting.

PROPOSED MOTION: To approve a building façade remodel for West Street Professional Building, located 2277 West Street, subject to the Commission’s discussion, staff comments in the staff report, and the documents and plans submitted with the application.



WEST STREET
 PROFESSIONAL BUILDING
 2255 West Street- Germantown, TN 38138



Good Winds
 Design Studio & Construction

West Street Professional Building

DRC Application September 2017

Item #6: Entry Renovation

The front entry will be updated with the new paint scheme, path material and railing. The existing concrete will be removed and the entire path will be widened to meet the outside of the windows. The finished path will be a brick paver as shown in the attached picture. The wood railing will be removed and an iron railing installed. The iron railing example is attached.



West Street Professional Building

DRC Application September 2017

Item #7: Building Paint

East Elevation-Entry



West Street Professional Building

DRC Application September 2017

Item #6: Entry Renovation

Site Photos-Pavers and Railing



West Street Professional Building

DRC Application September 2017

Item #7: Building Paint

East Elevation-South

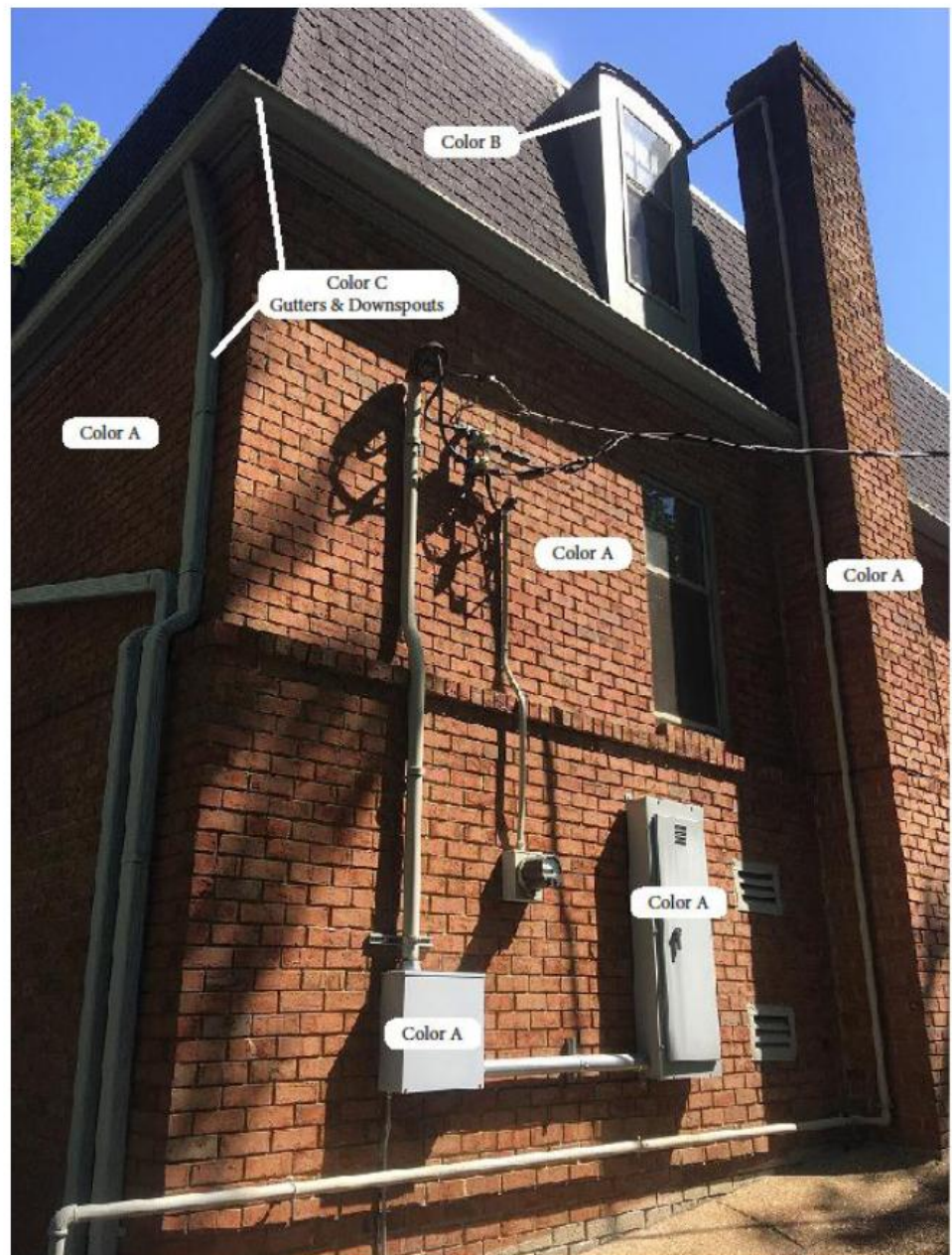


West Street Professional Building

DRC Application September 2017

Item #7: Building Paint

South Elevation

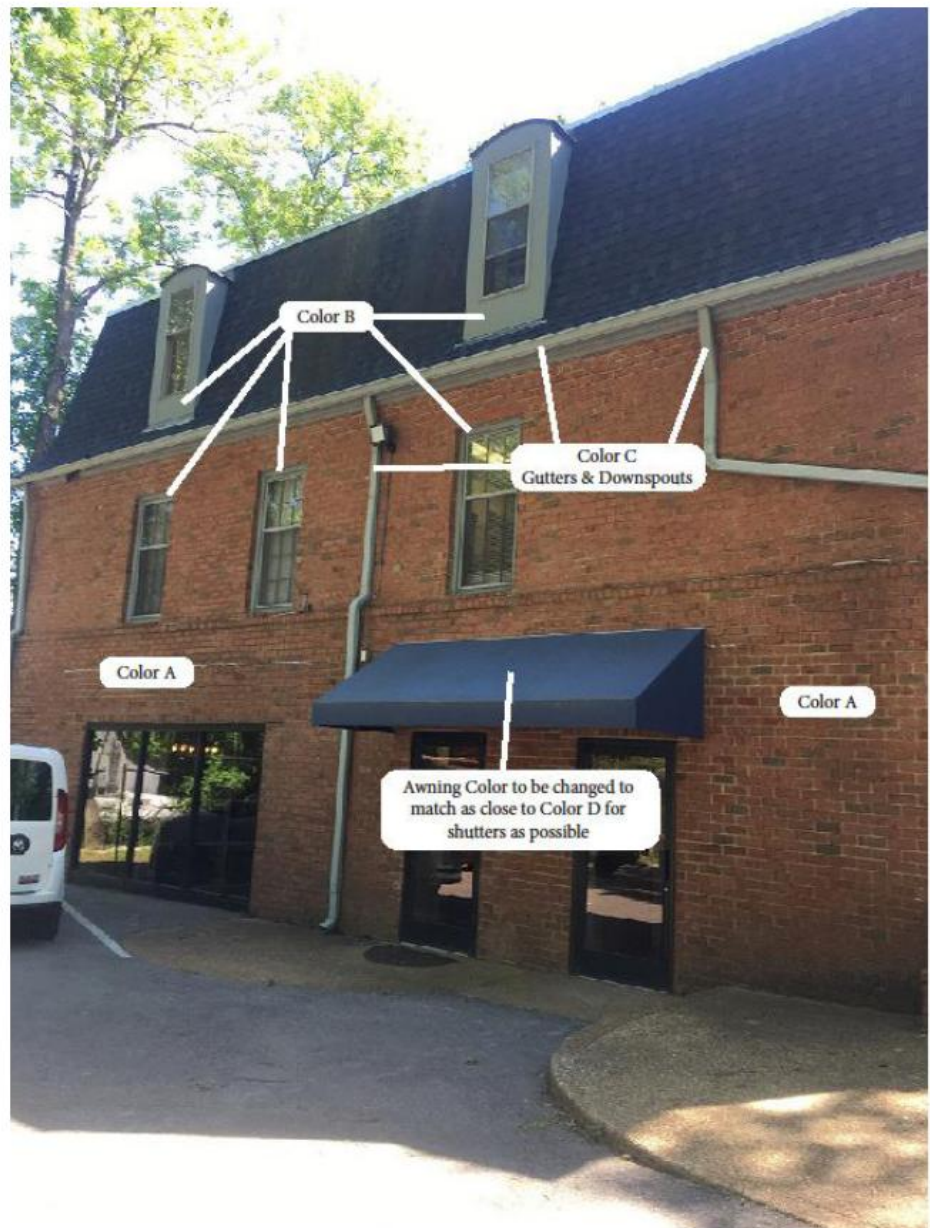


West Street Professional Building

DRC Application September 2017

Item #7: Building Paint

West Elevation



West Street Professional Building

DRC Application September 2017

Item #7: Building Paint

North Elevation



West Street Professional Building

DRC Application September 2017

Item #7: Building Paint

North Elevation



West Street Professional Building

DRC Application September 2017

Item #7: Building Paint

Shutter Style-Color



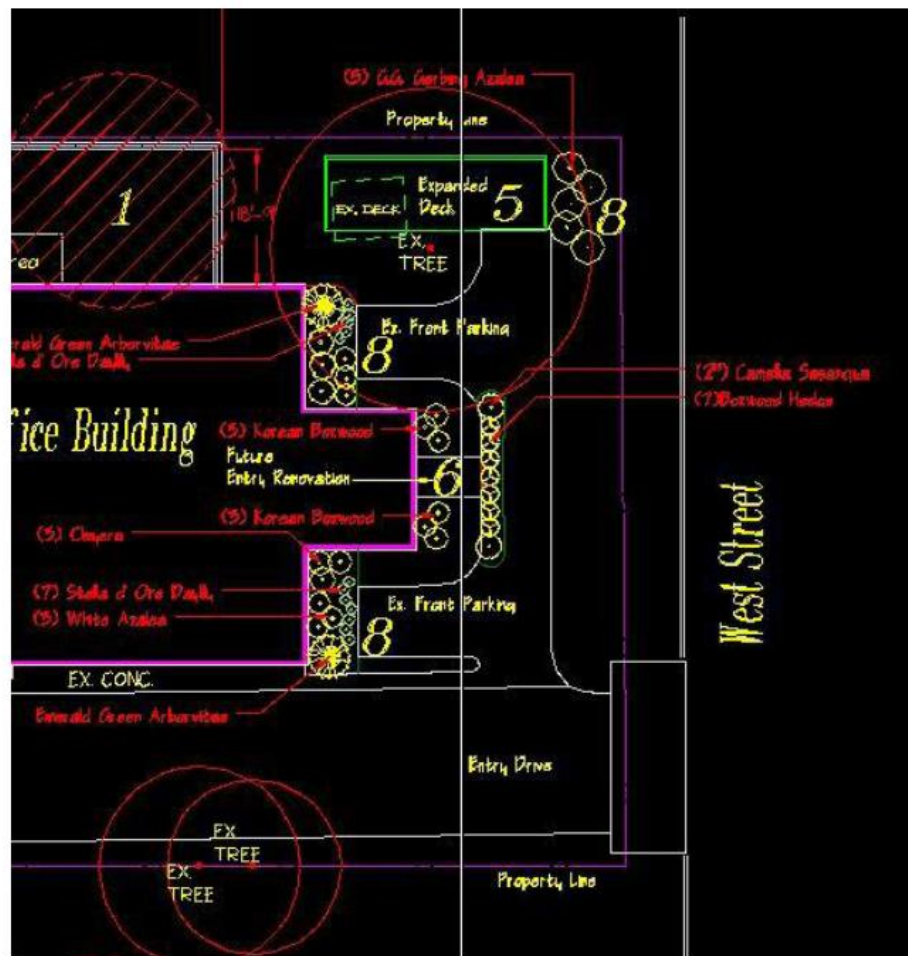
Shutter style - Paint D-SW 2848 Roycroft Pewter

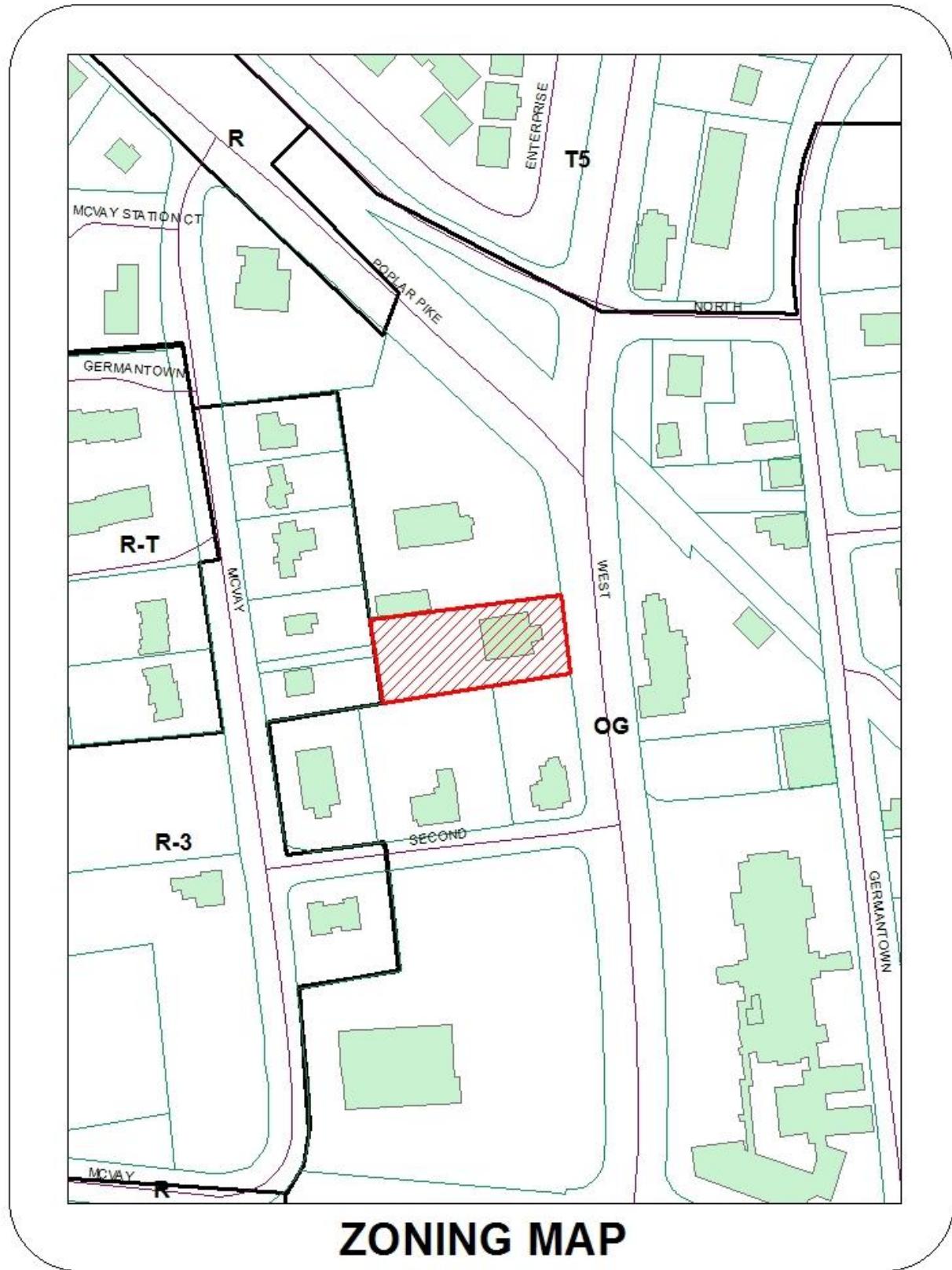
West Street Professional Building

DRC Application September 2017

Item #8: Landscape Planting

The landscape in front of this office building has been removed before the new ownership and new plantings are being proposed. Arborvitae, azaleas, boxwoods and daylilies will be used in the front of the building. A small hedge has been designed across the front to help conceal parked cars. Lastly, a small group of azaleas has been planned to screen the proposed wood deck.







CITY OF GERMANTOWN TENNESSEE

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

DATE RECEIVED: _____
RECEIVED BY: _____

DESIGN REVIEW COMMISSION PROJECT REVIEW APPLICATION

Specific Approval Requested:

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

Wireless Transmission Facility Landscaping (only) Lighting (only)

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

Other; Explain BUILDING AND SITE IMPROVEMENTS

✓ Project Name: 2277 WEST STREET
✓ Project Address: 2277 WEST STREET, GERMANTOWN, TN 38138
✓ Previous Tenant: UNKNOWN - MULTIPLE TENANTS
✓ Applicant's Name: MURCIELAGO HOLDINGS, LLC (BY JAMES BRUCE)
✓ Mailing Address: 2277 WEST STREET, SUITE 300 GERMANTOWN, TN 38138
✓ Email Address: JIMBRUCE2918@ATT.NET Telephone: 901-634-1901
✓ Property Owner's Name: MURCIELAGO HOLDINGS, LLC
✓ Mailing Address: 2277 WEST STREET, SUITE 300 GERMANTOWN, TN 38138
✓ Email Address: JIMBRUCE2918@ATT.NET Telephone: 901-634-1901
✓ Developer's Name: SAME AS OWNER INFO
✓ Mailing Address: _____
✓ Email Address: _____ Telephone: _____
Lessee's Name: N/A
Mailing Address: _____
Email Address: _____ Telephone: _____

DRC Project Review Application
Page 2

Zoning District where project is to be located: OG

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

SEE ATTACHED

All applicable parties shown below must sign the application

JAMES BRUCE
Print Name of Applicant

[Signature]
Signature of Applicant

MURCIELAGO HOLDINGS, LLC
Print Name of Property Owner

[Signature] FOR MURCIELAGO HOLDINGS, LLC
Signature of Property Owner

MURCIELAGO HOLDINGS, LLC
Print Name of Developer

[Signature] FOR MURCIELAGO HOLDINGS, LLC
Signature of Developer

N/A
Print Name of Lessee

Signature of Lessee

By these signatures, we 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 our 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

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✓ Applicant: JAMES D BRUCE FOR MURCIELAGO HOLDINGS, LLC
Address: 2277 WEST STREET, STE 300 GERMAN TOWN, TN 38138
Signature of Applicant: [Signature]

✓ Property Owner: MURCIELAGO HOLDINGS, LLC
Address: 2277 WEST STREET, STE 300 GERMAN TOWN, TN 38138
Signature of Property Owner: [Signature] FOR MURCIELAGO HOLDINGS, LLC

✓ Lessee: N/A
Address: _____
Signature of Lessee: _____

✓ Developer: SAME AS OWNER
Address: _____
Signature of Developer: _____

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

Name	Business or Home Address
✓ James Bruce	2277 WEST ST #300 GERMAN TOWN, TN
BRET CB RODRIGUEZ	2277 WEST ST #300 GERMAN TOWN, TN
_____	_____
_____	_____
_____	_____
_____	_____


*See language in parenthesis above.

- g. Shops of Forest Hill – 3075 Village Shops Drive (Shops of Forest Hill) – Approval of a Revised Sign Package. (Case No. 15-547). Previously Known as Agenda Item No. 6. Previously Known as Agenda Item No. 6




REVISIONS UPDATE: This application was reviewed at the September 14, 2017 DRC subcommittee meeting, at which the applicant was informed that the proposed signs did not comply with the maximum total square footage allowed per sign, tenant directory sign area, lettering height, or individual tenant blade sign size. Also, the DRC ask that Sign #1 be revised to set at an angle to the Poplar and Forest Hill Irene Roads intersection and to increase the setback on the sign as much as possible given the existing mature landscaping located at this intersection. Sign #2, which is proposed to replace the IberiaBank ground-mounted monument sign, needed to be revised to reflect the name of the shopping center as the primary element on the sign and not the bank’s name. Although the submission of these revisions was requested to be made to staff by September 19, 2017, the applicant needed additional time to complete the changes to comply with the sign regulations. The changes have been made, as requested, so that all three signs conform to the sign regulations, except for the location requirement as described in the Staff Comment #6. Staff Comments have been revised to reflect the changes made to the proposed signs for this shopping center. Also, one additional comment has been added pertaining to the replacement of the existing IberiaBank ground-mounted monument sign with project directory Sign #2. The details of the new signs are as follows:

SIGN 1:

Location & Height:	The sign will be 25 feet behind the curb of Poplar Avenue and Forest Hill Irene Road, angled to the street intersection, with a maximum height of 7.5 feet (90”) above the ground.
Sign Area:	53.65 sq. ft. total, per face (51.5”x150”)
Tenant Sign Panel	3.89 sq. ft. (16”x 35”)
Content:	
Colors & Materials:	<p>Color: Letters = White Tenant Panels: Letters = White Background = Cabinet Structure - Dark Bronze</p> <p>Materials: Sign Face & Letters = Aluminum, Steel, & Acrylic Cabinet Structure = Aluminum Tenant Panels & Letters = Aluminum & Acrylic</p>


	Base = Brick
Font:	Logo Style
Letter Size	Routed Lettering = varies from 6" x 9" Tenant Sign Letter Height = 6" x 9"
Logo:	N/A
Mounting Structure:	The sign is to be mounted on brick and steel base
Lighting:	Internal Illumination (White LED, low voltage, 3 amp)
Landscaping	Plan provided by applicant; see supplemental information

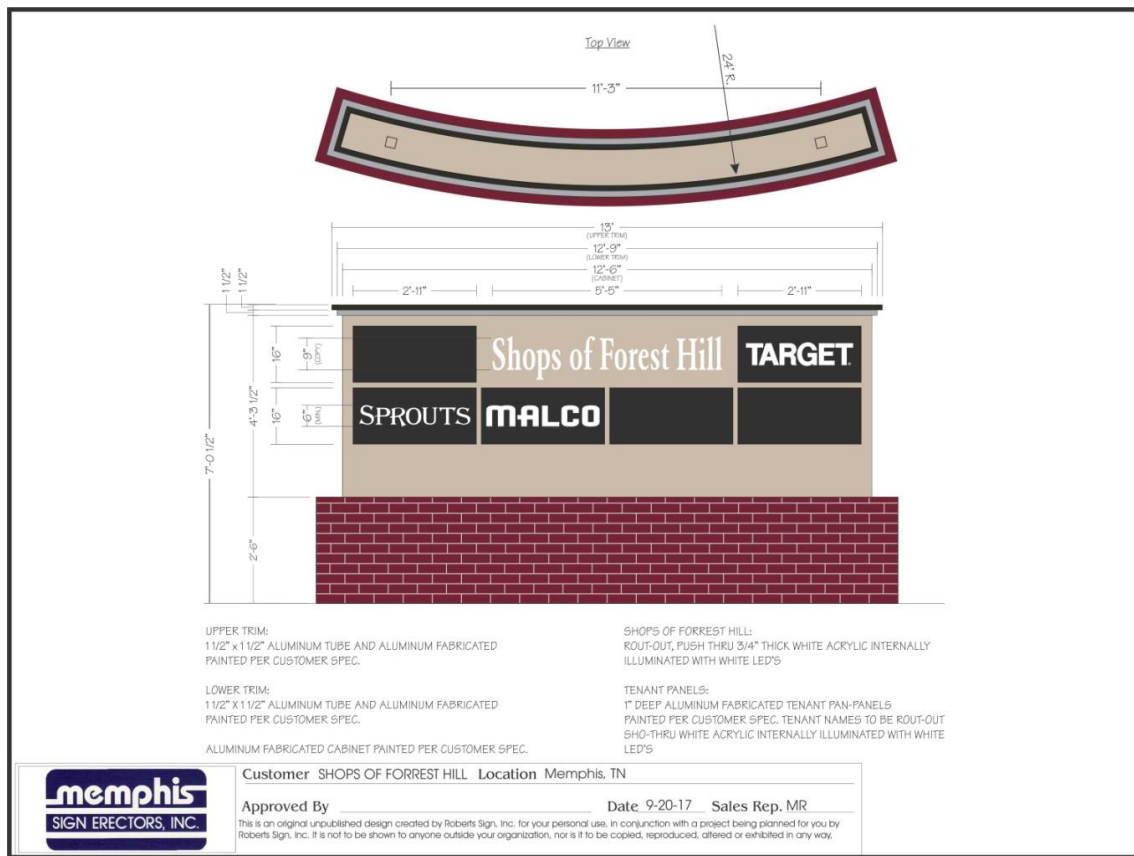
SIGN 2:

Location & Height:	The sign will be 21.6 feet behind the curb of Forest Hill Irene Road & 41 feet behind the curb of Village Shops Drive, perpendicular to the street, with a maximum height of 12.10 feet (154") above the ground.
Sign Area:	114.21 sq. ft. total, per face (127"x129.5") 60 sq. ft. (90"x96") = Tenant Sign Area
Tenant Sign Panel	8.7 sq. ft. (13"x96")
Content:	
Colors & Materials:	Color: Letters = White Tenant Panels: Letters = White Background = Cabinet Structure - Dark Bronze Materials: Sign Face & Letters = Aluminum Cabinet Structure = Aluminum Tenant Panels & Letters = Aluminum Base = Brick
Font:	Logo Style
Letter Size	Reverse Channel Lettering = varies from 9" to 14" Tenant Sign Letter Height = 10" maximum
Logo:	N/A
Mounting Structure:	The sign is to be mounted on brick and steel base
Lighting:	Internal Illumination Cabinet & Back-lit Lettering (White LED, low voltage, 3 amp)
Landscaping	Plan provided by applicant; see supplemental information

SIGN 3:

Location & Height:	The sign will be 21.6 feet behind the curb of Poplar Pike, perpendicular to the street, with a maximum height of 12.10 feet (154") above the ground.
Sign Area:	114.21 sq. ft. total, per face (127"x129.5") 60 sq. ft. (90"x96") = Tenant Sign Area
Tenant Sign Panel	8.7 sq. ft. (13"x96")

Content:	
Colors & Materials:	<p>Color: Letters = White Tenant Panels: Letters = White Background = Cabinet Structure - Dark Bronze</p> <p>Materials: Sign Face & Letters = Aluminum Cabinet Structure = Aluminum Tenant Panels & Letters = Aluminum Base = Brick</p>
Font:	Logo Style
Letter Size	Reverse Channel Lettering = varies from 9" to 14" Tenant Sign Letter Height = 10" maximum
Logo:	N/A
Mounting Structure:	The sign is to be mounted on brick and steel base
Lighting:	Internal Illumination Cabinet & Back-lit Lettering (White LED, low voltage, 3 amp)
Landscaping	Plan provided by applicant; see supplemental information



12'-8"
 10'-9 1/2"
 8'

1'-3"
 90"
 12'-10"
 2'-3"

Shops of Forest Hill

IBERIABANK
SPROUTS
MALCO

Individual reverse channel letters stud mounted 2 1/2" from background. Letters will be backlit by white LED.

1'-1" x 8' x .063 aluminum panels with 10" routed copy. Panels backed with 3/16" white plex. Copy illuminated by H.O. fluorescent tubes.

LETTER PROFILE

CABINET PROFILE

- Steel Angle Iron Frame
- Fabricated Aluminum Face Painted Dark Bronze
- Routed Copy Backed with White Plex Lighted by LED
- Flashed Aluminum Face for Future Replacement
- Internally Illuminated by G.E. Tetra Max White LED
- LED Power Pack 120 Volt 6 Amps

A	PVC GREENFIELD CONDUIT
B	PRIMARY ELECTRICAL SOURCE
C	MOUNTING STUDS, LETTERS MOUNTED 2 1/2" FROM BKGD.
D	LED POWER SUPPLY
E	2" DEEP .063 ALUM. RETURN PAINTED WHITE
F	3/16" CLEAR LEXAN BACK
G	WHITE LED MODULES
H	.090 ALUMINUM FACE PAINTED WHITE

Customer SHOPS OF FORREST HILL Location Memphis, TN

Approved By _____ Date 8-10-17 Sales Rep. MR

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12'-8"
 10'-9 1/2"
 8'

1'-3"
 90"
 12'-10"
 2'-3"

Shops of Forest Hill

SPROUTS
MALCO

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Customer SHOPS OF FORREST HILL Location Memphis, TN

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REVISED STAFF COMMENTS:

1. The three revised signs now conform to Section 14-34.C.8.(a) which provides “Major retail center project directory sign shall not exceed 18 feet in height and 130 square feet in total sign area, with a maximum of 60 square feet devoted to directory purposes. The name of the shopping center shall be the primary element of the sign. Individual tenant signs within the directory shall not exceed 15 square feet with a maximum letter height of 14 inches.
2. If approved, the applicant has agreed to comply with Section 14-34.F.1 and ensure that the use of acrylic is on an opaque exterior facing of a dark color that will create a reverse engraved effect.
3. If approved, the applicant has agreed to comply with Staff’s recommendation that the lettering on all proposed signs be changed to antique white or cream, rather than the proposed white.
4. The applicant has provided a revised lighting plan that includes the new sign lighting. The revised plan still confirms to the required lighting standards (that “lighting levels adjacent to commercial properties shall not exceed one (1) footcandle of illumination at the property line ...”). The sign lighting shall have a maximum of 12.0 foot-candles measured five feet directly in front of the sign face.

ADDITIONAL STAFF COMMENTS:

1. If Sign #2 is approved at the Forest Hill Irene and Village Shops Drive intersection; it shall replace the IberiaBank ground-mounted monument sign, which must be removed prior to the installation of the new sign.

Description of Request: Approval of Three Additional Project Directory Signs

*Refer to the Disclosure Form attached for more information




BACKGROUND: The Board of Mayor and Aldermen approved the Village Shops of Forest Hill with Project Development Contracts number 938 and 939 on December 18, 1990. The DRC approved a project identification monument sign for the Shops of Forest Hill on August 21, 1991. On September 27, 2005, the DRC recommended approval of an amendment to the sign ordinance to allow project directory signs. On January 24, 2006, the DRC approved the existing project directory sign at the southeast corner of Poplar Ave. and Village Shops Drive. On October 24, 2006, the DRC approved a revision to the project identification sign to allow its conversion to a project directory sign by adding tenant signage to this monument sign. The DRC approved an additional exterior directory sign at the southwest corner of Poplar Ave. and Village Shops Drive on August 26, 2008.


DISCUSSION: The applicant is requesting approval of three additional project directory signs to be located at three major road intersections into the shopping center: Poplar Avenue and Forest Hill Irene Road; Village Shops Drive and Forest Hill Irene Road; and the entrance driveway from Poplar Pike. The

signs will be double-sided and internally illuminated as reflected on the submitted sign details. The specifics of the request are as follows:

SIGN 1:


Location & Height:	The sign will be 15 feet behind the curb of Poplar Avenue and Forest Hill Irene Road, perpendicular to the street, with a maximum height of 7.5 feet (90") above the ground.
Sign Area:	53.64 sq. ft. total, per face (51.5"x150")
Tenant Sign Panel	3.89 sq. ft. (16"x 35")
Content:	
Colors & Materials:	<p>Color: Letters = White Tenant Panels: Letters = White Background = Cabinet Structure - Dark Bronze</p> <p>Materials: Sign Face & Letters = Aluminum, Steel, & Acrylic Cabinet Structure = Aluminum Tenant Panels & Letters = Aluminum & Acrylic Base = Brick</p>
Font:	Logo Style
Letter Size	Routed Lettering = varies from 6 x 9" Tenant Sign Letter Height = varies from 2" to 6"
Logo:	N/A
Mounting Structure:	The sign is to be mounted on brick and steel base
Lighting:	Internal Illumination (White LED, low voltage, 3 amp)
Landscaping	Plan provided by applicant; see page of staff report

SIGN 2:

Location & Height:	The sign will be 19 feet behind the curb of Forest Hill Irene Road & 41 feet behind the curb of Village Shops Drive, perpendicular to the street, with a maximum height of 12.10 feet (154") above the ground.
Sign Area:	113.8 sq. ft. total, per face (127"x129") 60 sq. ft. (90"x96") = Tenant Sign Area
Tenant Sign Panel	17.6 sq. ft. (26"x96") = IberianBank & 8.7 sq. ft. (13"x96") = Others
Content:	
Colors & Materials:	<p>Color: Letters = White Tenant Panels: Letters = White Background = Cabinet Structure - Dark Bronze</p> <p>Materials: Sign Face & Letters = Aluminum Cabinet Structure = Aluminum Tenant Panels & Letters = Aluminum Base = Brick</p>
Font:	Logo Style

Letter Size	Reverse Channel Lettering = varies from 3” to 12” Tenant Sign Letter Height = varies from 10” to 17”
Logo:	N/A
Mounting Structure:	The sign is to be mounted on brick and steel base
Lighting:	Internal Illumination Cabinet & Back-lit Lettering (White LED, low voltage, 3 amp)
Landscaping	Plan provided by applicant; see page of staff report

SIGN 3:

Location & Height:	The sign will be 15 feet behind the curb of Poplar Pike, perpendicular to the street, with a maximum height of 12.10 feet (154”) above the ground.
Sign Area:	113.8 sq. ft. total, per face (127”x129”) 75 sq. ft. (113.5”x96”) = Tenant Sign Area
Tenant Sign Panel	8.7 sq. ft. (13”x96”)
Content:	
Colors & Materials:	Color: Letters = White Tenant Panels: Letters = White Background = Cabinet Structure - Dark Bronze Materials: Sign Face & Letters = Aluminum Cabinet Structure = Aluminum Tenant Panels & Letters = Aluminum Base = Brick
Font:	Logo Style
Letter Size	Reverse Channel Lettering = varies from 3” to 12” Tenant Sign Letter Height = 14”
Logo:	N/A
Mounting Structure:	The sign is to be mounted on brick and steel base
Lighting:	Internal Illumination Cabinet & Back-lit Lettering (White LED, low voltage, 3 amp)
Landscaping	Plan provided by applicant; see page of staff report

STAFF COMMENTS:

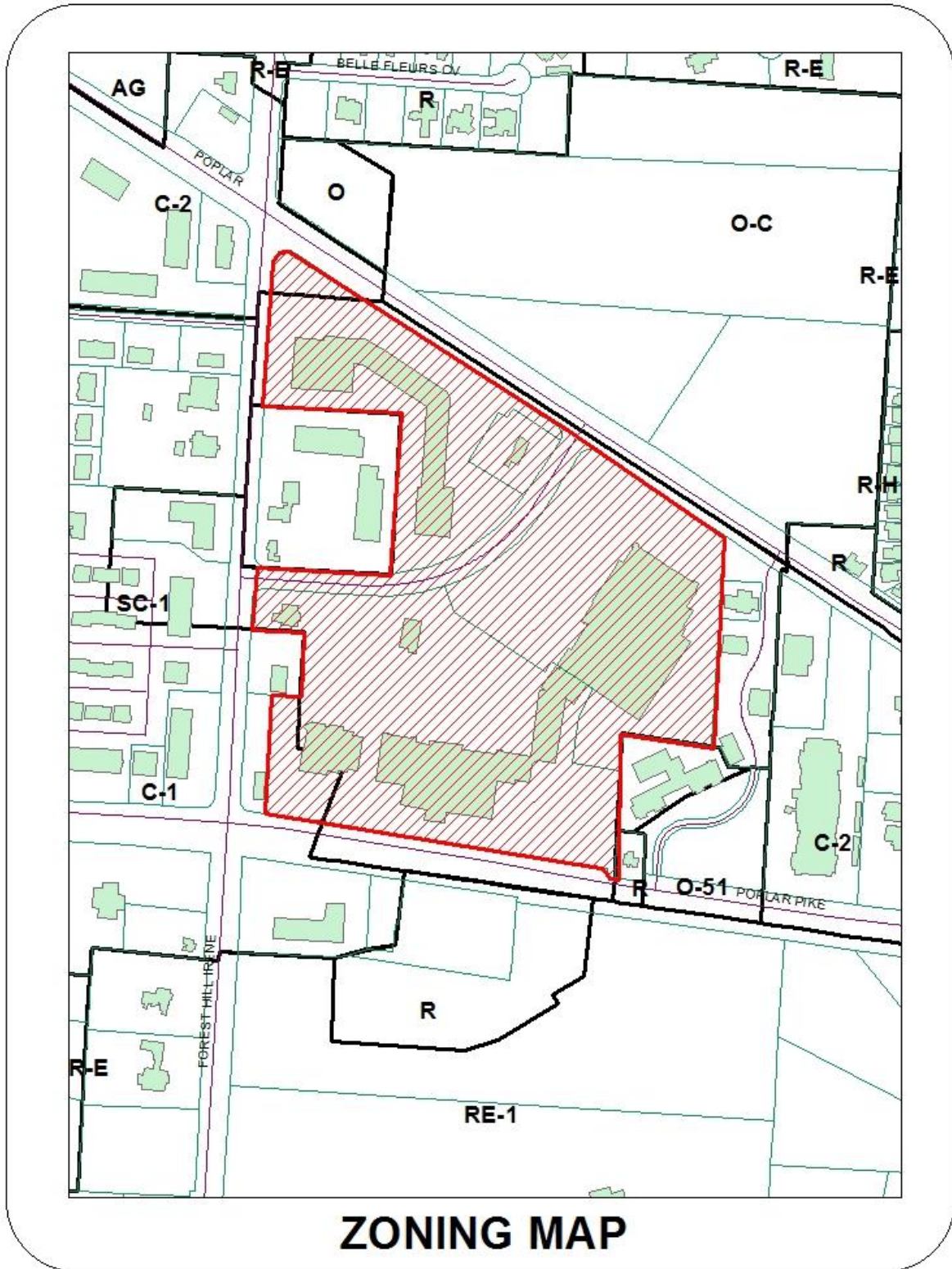
1. In 2008, the DRC considered a request for the approval of three directory signs to be located at the entrances from major roads into the shopping center and approved only one at that time since the applicant indicated that only one was to be built at that time. Consequently, the DRC indicated that when the applicant was ready to construct the other signs that they would need to reapply for review and approval of the detailed plans for the second and third directory signs proposed for Poplar Pike and Forest Hill-Irene Road.
2. The shopping center has two existing project directory signs, one on the southeast corner and on the southwest corner of Poplar Avenue and Village Shops Drive. The current proposal is to add three additional signs.
3. The applicant’s request conforms with Section 14-34.B.10(a) Permanent Project Directory Signs, allows the following: “Planned shopping centers having 20 or more acres of land area and 200,000 or

more square feet of gross building area are permitted either: i) one major retail center project directory sign on each street frontage on which stores have customer entrances; or ii) one major retail center project directory sign, plus, one on each additional street frontage on which stores have customer entrances, one medium retail center project directory sign listing retail tenants”.

4. Section 14-34.C.8.(a) provides “Major retail center project directory sign shall not exceed 18 feet in height and 130 square feet in total sign area, with a maximum of 60 square feet devoted to directory purposes. The name of the shopping center shall be the primary element of the sign. Individual tenant signs within the directory shall not exceed 15 square feet with a maximum letter height of 14 inches.
5. The three signs conform to the maximum height allowed, but not the maximum total square footage per sign, tenant directory sign area, lettering height, or individual tenant blade sign size. Although these revisions were requested at the DRC subcommittee, the applicant has indicated that it is their intent to comply with the sign regulations and are still working to modify the sign drawings. They should have this information prior to or at the DRC meeting.
6. Section 14-34.D.7.(a) provides “Major retail center project directory sign shall be located a minimum of 60 feet from the curb of the major street and a minimum of 30 feet from the curb of a collector street or curb of an entrance drive”. None of the proposed sign locations conform to the major street location requirement. Due to the constraints of existing landscaping on these developed intersection corners, the applicant is requesting an exception be granted to allow these signs at reduced setbacks as follows: 25 feet from Poplar Avenue for Sign #1; 15 feet from Forest Hill Irene for Sign #2; and 15 feet from Poplar Pike for Sign #3.
7. Section 14-34.F.1.(a) states “Materials. Major retail center project directory sign. The sign base, sides and cap shall blend normally into the surrounding area with material that is similar in composition, texture and color, to the dominant material of the public frontage of the retail center building and subject to the approval of the Design Review Commission. The sign letters shall be metal. The background of the area containing the center and tenant names shall be masonry or metal”. The applicant proposes the use of routed-out aluminum letters with acrylic insert to allow internal illumination of Sign #1. It is recommended that that any allowance of acrylic is an opaque exterior facing of a dark color that will create a reverse engraved effect. The applicant has agreed to make this change.
8. Staff recommends that the lettering on all proposed signs be changed to antique white or cream, rather than the proposed white. The applicant has agreed to make this change.
9. The applicant is requesting internal illumination which is not permitted by Section 14-34.F.2.(a), which states “Illumination. Major retail center project directory sign. The sign may be illuminated, either by external lighting or backlighting”. The existing signs are internally illuminated as proposed by the applicant (routed-out aluminum letters with acrylic insert to allow internal illumination). The applicant should provide information about the sign lighting on their revised lighting plan to ensure that with the new signs the site will still confirm to the required lighting standards. The sign lighting shall have a maximum of 12.0 foot-candles measured five feet directly in front of the sign face. The applicant’s sign consultant is working with the lighting consultant to provide this information prior to the DRC meeting.
10. If approved, the applicant must obtain a permit from the Memphis /Shelby County Office of Code Enforcement prior to installing the signs.

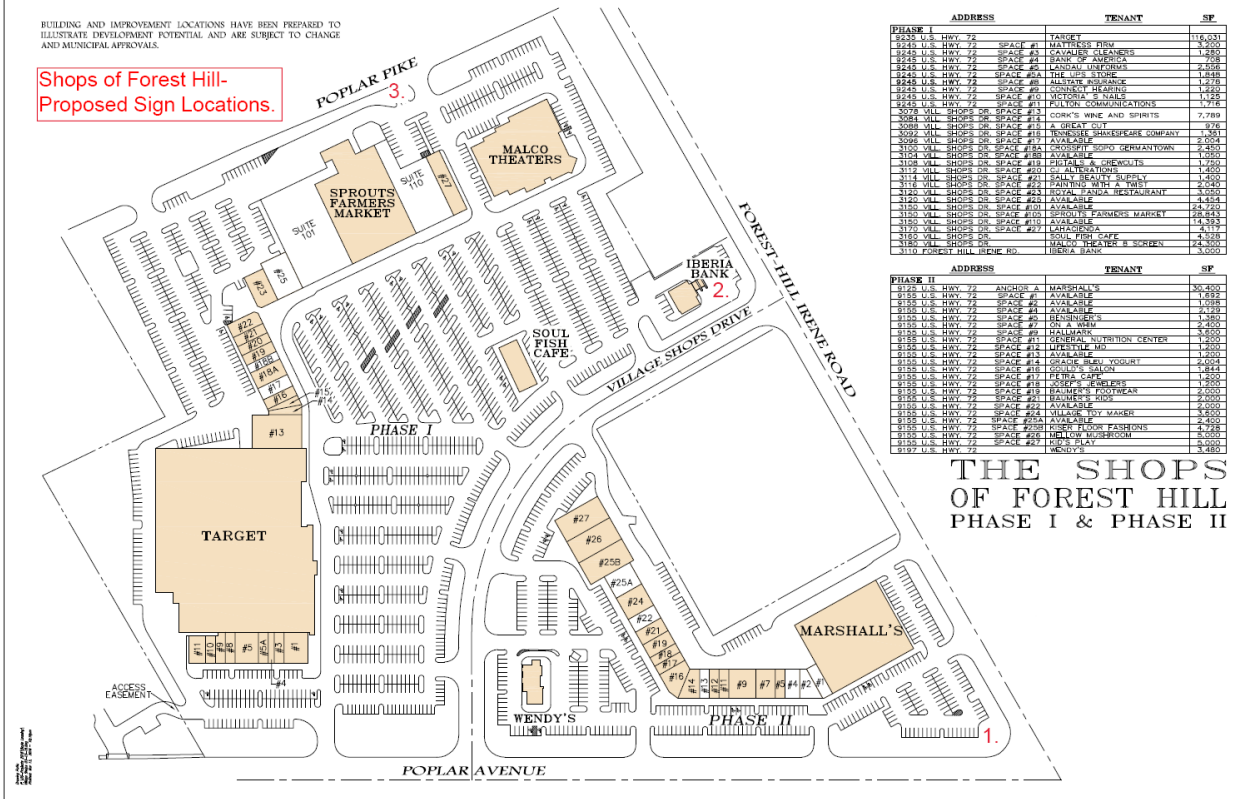
DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on September 14, 2017, and made no recommendation on this item.

PROPOSED MOTION: To approve a revised sign package for Shops of Forest Hill Shopping Center, located 2277 West Street that includes three additional project directory signs, subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application.



BUILDING AND IMPROVEMENT LOCATIONS HAVE BEEN PREPARED TO ILLUSTRATE DEVELOPMENT POTENTIAL AND ARE SUBJECT TO CHANGE AND MUNICIPAL APPROVALS.

**Shops of Forest Hill-
 Proposed Sign Locations.**



ADDRESS	TENANT	SF
PHASE I		
3245 U.S. HWY 72	TARGET	116,000
3245 U.S. HWY 72	SPACE #1	4,900
3245 U.S. HWY 72	SPACE #2	1,200
3245 U.S. HWY 72	SPACE #3	708
3245 U.S. HWY 72	SPACE #4	2,500
3245 U.S. HWY 72	SPACE #5A	1,848
3245 U.S. HWY 72	SPACE #5B	1,273
3245 U.S. HWY 72	SPACE #6	1,400
3245 U.S. HWY 72	SPACE #7	1,452
3245 U.S. HWY 72	SPACE #8	1,778
3024 MILL SHOES DR	SPACE #9	1,749
3024 MILL SHOES DR	SPACE #10	976
3024 MILL SHOES DR	SPACE #11	1,381
3024 MILL SHOES DR	SPACE #12	2,024
3104 VILL SHOES DR	SPACE #13	4,481
3104 VILL SHOES DR	SPACE #14	1,900
3104 VILL SHOES DR	SPACE #15	1,900
3112 VILL SHOES DR	SPACE #16	1,400
3112 VILL SHOES DR	SPACE #17	1,400
3112 VILL SHOES DR	SPACE #18	2,040
3112 VILL SHOES DR	SPACE #19	2,040
3112 VILL SHOES DR	SPACE #20	3,050
3120 VILL SHOES DR	SPACE #21	1,454
3120 VILL SHOES DR	SPACE #22	2,200
3120 VILL SHOES DR	SPACE #23	2,483
3120 VILL SHOES DR	SPACE #24	2,483
3120 VILL SHOES DR	SPACE #25	1,454
3120 VILL SHOES DR	SPACE #26	4,528
3120 VILL SHOES DR	SPACE #27	4,528
3110 FOREST HILL IRENE RD	IBERIA BANK	43,000

ADDRESS	TENANT	SF
PHASE II		
3120 U.S. HWY 72	ANCHOR A	30,400
3120 U.S. HWY 72	SPACE #1	1,652
3120 U.S. HWY 72	SPACE #2	1,652
3120 U.S. HWY 72	SPACE #3	1,652
3120 U.S. HWY 72	SPACE #4	1,652
3120 U.S. HWY 72	SPACE #5	1,652
3120 U.S. HWY 72	SPACE #6	1,652
3120 U.S. HWY 72	SPACE #7	1,652
3120 U.S. HWY 72	SPACE #8	1,652
3120 U.S. HWY 72	SPACE #9	1,652
3120 U.S. HWY 72	SPACE #10	1,652
3120 U.S. HWY 72	SPACE #11	1,652
3120 U.S. HWY 72	SPACE #12	1,652
3120 U.S. HWY 72	SPACE #13	1,652
3120 U.S. HWY 72	SPACE #14	1,652
3120 U.S. HWY 72	SPACE #15	1,652
3120 U.S. HWY 72	SPACE #16	1,652
3120 U.S. HWY 72	SPACE #17	1,652
3120 U.S. HWY 72	SPACE #18	1,652
3120 U.S. HWY 72	SPACE #19	1,652
3120 U.S. HWY 72	SPACE #20	1,652
3120 U.S. HWY 72	SPACE #21	1,652
3120 U.S. HWY 72	SPACE #22	1,652
3120 U.S. HWY 72	SPACE #23	1,652
3120 U.S. HWY 72	SPACE #24	1,652
3120 U.S. HWY 72	SPACE #25	1,652
3120 U.S. HWY 72	SPACE #26	1,652
3120 U.S. HWY 72	SPACE #27	1,652
3120 U.S. HWY 72	SPACE #28	1,652
3120 U.S. HWY 72	SPACE #29	1,652
3120 U.S. HWY 72	SPACE #30	1,652
3120 U.S. HWY 72	SPACE #31	1,652
3120 U.S. HWY 72	SPACE #32	1,652
3120 U.S. HWY 72	SPACE #33	1,652
3120 U.S. HWY 72	SPACE #34	1,652
3120 U.S. HWY 72	SPACE #35	1,652
3120 U.S. HWY 72	SPACE #36	1,652
3120 U.S. HWY 72	SPACE #37	1,652
3120 U.S. HWY 72	SPACE #38	1,652
3120 U.S. HWY 72	SPACE #39	1,652
3120 U.S. HWY 72	SPACE #40	1,652
3120 U.S. HWY 72	SPACE #41	1,652
3120 U.S. HWY 72	SPACE #42	1,652
3120 U.S. HWY 72	SPACE #43	1,652
3120 U.S. HWY 72	SPACE #44	1,652
3120 U.S. HWY 72	SPACE #45	1,652
3120 U.S. HWY 72	SPACE #46	1,652
3120 U.S. HWY 72	SPACE #47	1,652
3120 U.S. HWY 72	SPACE #48	1,652
3120 U.S. HWY 72	SPACE #49	1,652
3120 U.S. HWY 72	SPACE #50	1,652
3120 U.S. HWY 72	SPACE #51	1,652
3120 U.S. HWY 72	SPACE #52	1,652
3120 U.S. HWY 72	SPACE #53	1,652
3120 U.S. HWY 72	SPACE #54	1,652
3120 U.S. HWY 72	SPACE #55	1,652
3120 U.S. HWY 72	SPACE #56	1,652
3120 U.S. HWY 72	SPACE #57	1,652
3120 U.S. HWY 72	SPACE #58	1,652
3120 U.S. HWY 72	SPACE #59	1,652
3120 U.S. HWY 72	SPACE #60	1,652
3120 U.S. HWY 72	SPACE #61	1,652
3120 U.S. HWY 72	SPACE #62	1,652
3120 U.S. HWY 72	SPACE #63	1,652
3120 U.S. HWY 72	SPACE #64	1,652
3120 U.S. HWY 72	SPACE #65	1,652
3120 U.S. HWY 72	SPACE #66	1,652
3120 U.S. HWY 72	SPACE #67	1,652
3120 U.S. HWY 72	SPACE #68	1,652
3120 U.S. HWY 72	SPACE #69	1,652
3120 U.S. HWY 72	SPACE #70	1,652
3120 U.S. HWY 72	SPACE #71	1,652
3120 U.S. HWY 72	SPACE #72	1,652
3120 U.S. HWY 72	SPACE #73	1,652
3120 U.S. HWY 72	SPACE #74	1,652
3120 U.S. HWY 72	SPACE #75	1,652
3120 U.S. HWY 72	SPACE #76	1,652
3120 U.S. HWY 72	SPACE #77	1,652
3120 U.S. HWY 72	SPACE #78	1,652
3120 U.S. HWY 72	SPACE #79	1,652
3120 U.S. HWY 72	SPACE #80	1,652
3120 U.S. HWY 72	SPACE #81	1,652
3120 U.S. HWY 72	SPACE #82	1,652
3120 U.S. HWY 72	SPACE #83	1,652
3120 U.S. HWY 72	SPACE #84	1,652
3120 U.S. HWY 72	SPACE #85	1,652
3120 U.S. HWY 72	SPACE #86	1,652
3120 U.S. HWY 72	SPACE #87	1,652
3120 U.S. HWY 72	SPACE #88	1,652
3120 U.S. HWY 72	SPACE #89	1,652
3120 U.S. HWY 72	SPACE #90	1,652
3120 U.S. HWY 72	SPACE #91	1,652
3120 U.S. HWY 72	SPACE #92	1,652
3120 U.S. HWY 72	SPACE #93	1,652
3120 U.S. HWY 72	SPACE #94	1,652
3120 U.S. HWY 72	SPACE #95	1,652
3120 U.S. HWY 72	SPACE #96	1,652
3120 U.S. HWY 72	SPACE #97	1,652
3120 U.S. HWY 72	SPACE #98	1,652
3120 U.S. HWY 72	SPACE #99	1,652
3120 U.S. HWY 72	SPACE #100	1,652

**THE SHOPS
 OF FOREST HILL
 PHASE I & PHASE II**

sign location #1



CITY OF GERMANTOWN TENNESSEE

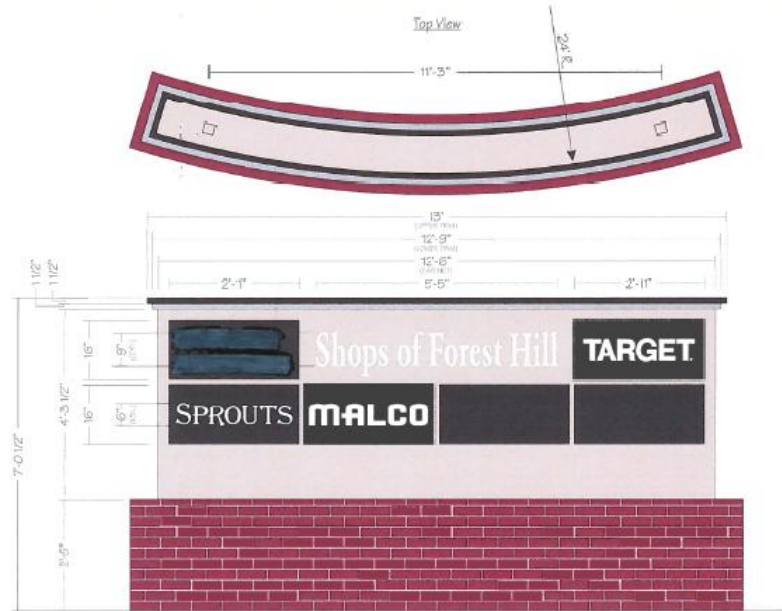
1930 South Germantown Road • Germantown, Tennessee 38138-2815
 Phone (901) 757-7200 Fax (901) 757-7292 www.germantown-tn.gov

DATE RECEIVED: 8/25/17
 RECEIVED BY: Ponder

PERMANENT SIGN APPLICATION (ADMINISTRATIVE/DESIGN REVIEW COMMISSION)

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: _____

- *****
- Sign Owner/Tenant: EREP Forest Hill I LLC Phone No: 512-686-3746
 - Sign Owner's/Tenant's Address: 514 D Congress Ave. Ste 1325 Austin TX 78701 Email Address: bbonnell@repacorp.com
 - Sign Location Address and Name of Shopping Center: The Shops of Forest Hill; Exhibit attached
 - Zoning District: Commercial ; Residential ; Old Germantown ; Office
 - Sign will be mounted on: Wall ; Ground
 - Type Sign: Tenant Identification Project Identification
 Building Identification Traffic Directional
 Exterior Directory Subdivision Identification
 Service Station Sign Other (If other, explain on separate page)
 - Number of Sign Faces: One ; Two
 - Linear feet of building frontage occupied by business where sign will be located: feet.
 Size of tenant space: square feet
 - Size of Sign: Width: 13 feet 6 inches; Height: 7 feet 1/2 inches
TOTAL AREA OF SIGN IN SQUARE FEET: 53.64 SF
 - Height of sign at its highest point above the surrounding grade: 7 feet 1/2 inches.
 - Size of Letters: 1) Height 9" Width 4 1/2" Font: logo style
 2) Height 6" Width 3" Font: logo style
 3) Height 2" Width 1" Font: logo style
 - Colors: Letters: white SUBMIT COLOR SAMPLES
 Background: dark bronze SUBMIT COLOR SAMPLES
 - Orientation of Sign to the Street: Parallel ; Perpendicular ; Angled
 - Distance sign is set back from street curb or edge of pavement (corner lots, provide distance from both streets).
 15 Feet _____ Inches Name of Street: Poplar Ave.
 15 Feet _____ Inches Name of Street: Forest Hill Irene
 - 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: _____
 - Sign Content (words, letters, logos): name of center and various tenants
 - Size of logo: Horizontal _____ feet _____ inches; Vertical _____ feet _____ inches.
 - Sign Materials: Letters aluminium, steel, plastic Sign Face aluminium, steel, plastic
 Mounting Structure (type and materials): brick and steel
 - Sign Illumination, if applicable (type, location and wattage): LED, low voltage, 3 amp
 - Sign Landscaping, if applicable landscape plan shall be submitted
 - Additional Comments: _____



UPPER TRIM:
 1 1/2" x 1 1/2" ALUMINUM TUBE AND ALUMINUM FABRICATED
 PAINTED PER CUSTOMER SPEC.

LOWER TRIM:
 1 1/2" x 1 1/2" ALUMINUM TUBE AND ALUMINUM FABRICATED
 PAINTED PER CUSTOMER SPEC.

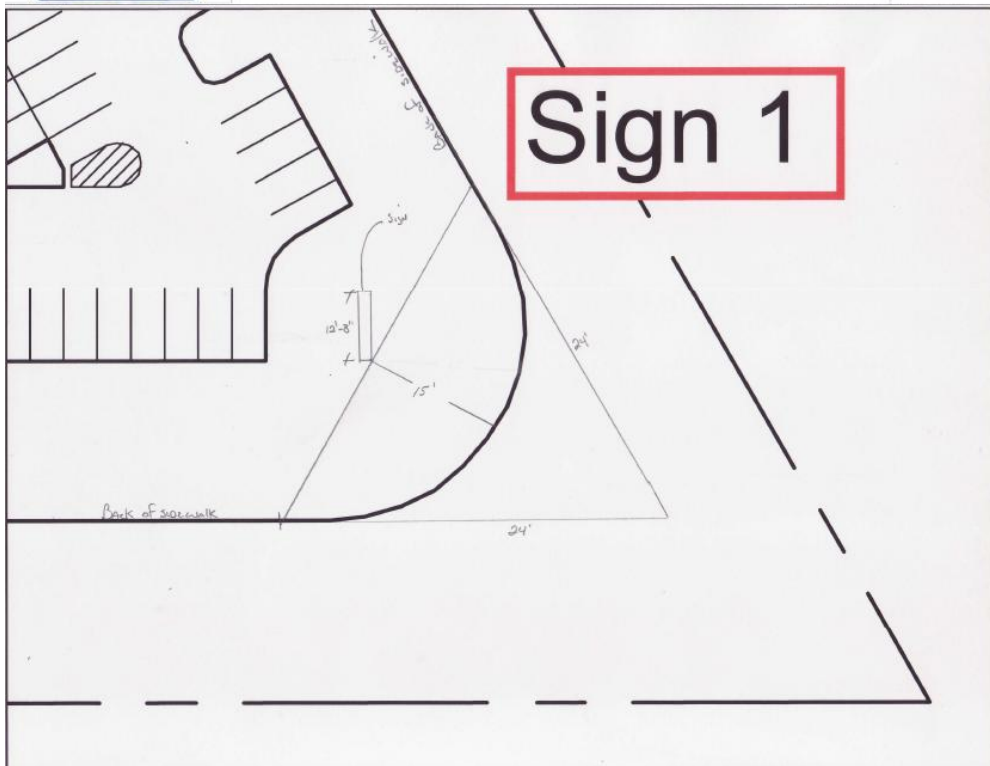
ALUMINUM FABRICATED CABINET PAINTED PER CUSTOMER SPEC.

SHOPS OF FORREST HILL:
 ROUT-OUT, PUSH THRU 3/4" THICK WHITE ACRYLIC INTERNALLY
 ILLUMINATED WITH WHITE LED'S

TENANT PANELS:
 1" DEEP ALUMINUM FABRICATED TENANT PAN-PANELS
 PAINTED PER CUSTOMER SPEC. TENANT NAMES TO BE ROUT-OUT
 SHD-THRU WHITE ACRYLIC INTERNALLY ILLUMINATED WITH WHITE
 LED'S



Customer SHOPS OF FORREST HILL Location Memphis, TN
 Approved By _____ Date 9-20-17 Sales Rep. MR
 This is an original unpublished design created by Roberts Sign, Inc. for your personal use, in conjunction with a project being planned for you by Roberts Sign, Inc. It is not to be shown to anyone outside your organization, nor is it to be copied, reproduced, offered or exhibited in any way.



sign location #2



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: 8/26/17
 RECEIVED BY: Boulder

PERMANENT SIGN APPLICATION (ADMINISTRATIVE/DESIGN REVIEW COMMISSION)

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/Tenant: EREP Forest Hill I LLC Phone No: 512-686-3746
2. Sign Owner's/Tenant's Address: 511 E Congress Ave, Ste 1310 Austin, TX 78701 Email Address: woodrill@erep.com
3. Sign Location Address and Name of Shopping Center: The Shops of Forest Hill; Exhibit attached
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: _____ feet.
 Size of tenant space: _____ square feet
9. Size of Sign: Width: 12 feet 8 inches; Height: 12 feet 10 inches
TOTAL AREA OF SIGN IN SQUARE FEET: 85.12 sq
10. Height of sign at its highest point above the surrounding grade: 12 feet 10 inches.
11. Size of Letters: 1) Height 12 Width 6 Font: logo style
 2) Height 8 Width 4 Font: logo style
 3) Height 3 Width 1 1/2 Font: logo style
12. Colors: Letters: white SUBMIT COLOR SAMPLES
 Background: dark bronze 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).
19 Feet _____ Inches Name of Street: Forest Hill Irene
41 Feet 2 Inches Name of Street: Village Shops Drive
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): various tenants
17. Size of logo: Horizontal _____ feet _____ inches; Vertical _____ feet _____ inches.
18. Sign Materials: Letters aluminum; Sign Face aluminum
 Mounting Structure (type and materials): steel and brick
19. Sign Illumination, if applicable (type, location and wattage): LED, interior lit cabinet, reverse channel letters, 8 amp
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: See existing landscaping

12'-8"
 10'-9 1/2"
 8'
 1'-3"
 9'0"
 12'-10"
 2'-3"

Individual reverse channel letters stud mounted 2 1/2" from background. Letters will be backlit by white LED.

2'-2" x 8' x .063 aluminum panels with 17" routed copy. Panels backed with 3/16" white plex. Copy illuminated by H.O. fluorescent tubes.

1'-1" x 8' x .063 aluminum panels with 10" routed copy. Panels backed with 3/16" white plex. Copy illuminated by H.O. fluorescent tubes.

LETTER PROFILE

CABINET PROFILE

- Steel Angle Iron Frame
- Fabricated Aluminum Face Painted Dark Bronze
- Routed Copy Backed with White Plex. Lighted by LED
- Formed Aluminum Face for Future Replacement
- Internally Illuminated by G.E. Tetra Max White LED
- LED Flower Pack 120 V/4t 6 Amps

A	PVC GREENFIELD CONDUIT
B	PRIMARY ELECTRICAL SOURCE
C	VOLUNTING STUDS. LETTERS MOUNTED 2 1/2" FROM BACK.
D	LED POWER SUPPLY
E	2" DEEP DRESS ALUM RETURN PAINTED WHITE
F	3/16" CLEAR LEXAN BACK
G	WHITE LED MODULES
H	280 ALUMINUM FACE PAINTED WHITE

Customer SHOPS OF FORREST HILL Location Memphis, TN

Approved By _____ Date 8-10-17 Sales Rep. MR _____

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sign
location
#3



CITY OF GERMANTOWN TENNESSEE

DATE RECEIVED: 8/25/17
RECEIVED BY: [Signature]

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

PERMANENT SIGN APPLICATION (ADMINISTRATIVE/DESIGN REVIEW COMMISSION)

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/Tenant: EREP Forest Hill I LLC Phone No: 512-686-3746
2. Sign Owner's/Tenant's Address: 115 N Congress Ave, Ste 1320 Austin TX 78701 Email Address: [Redacted]
3. Sign Location Address and Name of Shopping Center: The Shops of Forest Hill; Exhibit attached
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
- NA 8. Linear feet of building frontage occupied by business where sign will be located: _____ feet.
Size of tenant space: _____ square feet
9. Size of Sign: Width: 12 feet 8 inches; Height: 12 feet 10 inches
TOTAL AREA OF SIGN IN SQUARE FEET: 85.12 sf
10. Height of sign at its highest point above the surrounding grade: 12 feet 10 inches.
11. Size of Letters: 1) Height 12 Width 6 Font: Logo style
2) Height 8 Width 4 Font: Logo style
3) Height 3 Width 1 1/2 Font: Logo style
12. Colors: Letters: white SUBMIT COLOR SAMPLES
Background: dark bronze 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).
15 Feet _____ Inches Name of Street: Poplar Pike
15 Feet _____ Inches Name of Street: driveway
- NA 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): center name and various tenants
17. Size of logo: Horizontal _____ feet _____ inches; Vertical _____ feet _____ inches.
18. Sign Materials: Letters aluminum; Sign Face aluminum
Mounting Structure (type and materials): steel and brick
19. Sign Illumination, if applicable (type, location and wattage): LED, interior lit cabinet, reverse channel letters, 8 amp
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: _____

12'-8"

10'-9 1/2"

9'

1'-3"

Shops of Forest Hill

SPROUTS
FARMERS MARKET

MALCO

12'-10"

9'-5 1/2"

2'-3"

Individual reverse channel letters stud mounted 2 1/2" from background. Letters will be backlit by white LED.

.063 aluminum panels with routed copy. Panels backed with 3/16" white plex. Copy illuminated by H.O. fluorescent tubes.

LETTER PROFILE

CABINET PROFILE

Steel Angle Iron Frame

Fabricated Aluminum Face Painted Dark Bronzz

Routed Copy Backed with White Plex Lighted by LED

Planned Aluminum Face for Future Replacement

Internally Illuminated by G.E. Tetra Max White LED

LED Power Pack 120 Volt 6 Amps

A	PVC GREENFIELD CONDUIT
B	PRIMARY ELECTRICAL SOURCE
C	MOUNTING STUDS, LETTERS MOUNTED 2 1/2" FROM BKGD.
D	LED POWER SUPPLY
E	2" DEEP .063 ALUM. RETURN PAINTED WHITE
F	3/16" CLEAR LEXAN BACK
G	WHITE LED MODULES
H	.090 ALUMINUM FACE PAINTED WHITE

Customer SHOPS OF FORREST HILL Location Memphis, TN

Approved By _____ Date 8-10-17 Sales Rep. MR _____

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All applicable parties shown below must sign the application:

Name of Applicant (please print) Blair Bonuccelli agent of Epic Real Estate Partners
 Address: 515 S Congress Avenue, Ste. 1925 Austin Tx, 78704
 Phone No: 512-686-3746 Email Address: bbonuccelli@epicrepartners.com
 Applicant Signature: Blair Bonuccelli

Name of Property Owner/Landlord (please print) EREF Forest Hills I, LLC
 Address: 515 S Congress Ave, Ste 1925 Austin Tx 78704
 Phone No: 512-686-3746 Email Address: bbonuccelli@epicrepartners.com
 Property Owner/Landlord Signature: Blair Bonuccelli

Name of Tenant/Sign Owner (please print) EREF Forest Hills I, LLC
 Address: 515 S Congress Ave, Ste 1925 Austin Tx 78704
 Phone No: 512-686-3746 Email Address: bbonuccelli@epicrepartners.com
 Tenant/Sign Owner Signature: Blair Bonuccelli

Name of Sign Erecting Company Memphis Sign Erectors, Inc.
 Address: 2234 Dunn Rd, Memphis, TN 38114
 Phone No: 901-365-9119 Email Address: mhr@robison@mseroberts.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 all 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: Blair Bonucceili agent of Epic Real Estate Partners

Address: 515 S Congress Ave, Suite 1925 Austin TX, 78704

Signature of Applicant: *Blair Bonucceili*

Property Owner/Landlord: EREP Forest Hills I, LLC

Address: 515 S Congress Ave, Suite 1925 Austin Tx 78701

Signature of Property Owner/Landlord: *Blair Bonucceili*

Tenant/Lessee: _____

Address: _____

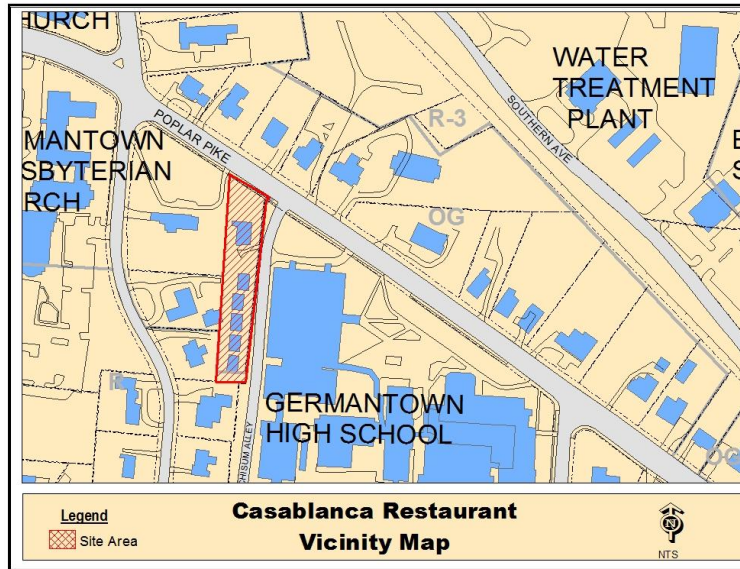
Signature of Tenant/Lessee: _____

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

Name	Business or Home Address
<u>Epic Real Estate Partners</u>	<u>Real Estate Holdings I, LLC</u>
_____	<u>515 S Congress Ave, Ste 1925</u>
_____	<u>Austin, TX 78701</u>
_____	_____
_____	_____
_____	_____

*See language in parenthesis above.


5. Casablanca – 7609 Poplar Pike – Approval of a Ground-Mounted Sign in Old Germantown (Case No. 16-626).



BACKGROUND: On May 24, 2016, the Design Review Commission (DRC) 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 for a new restaurant (Casablanca) 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. On April 25, 2017, the DRC approved a revised site plan for the restaurant.

DISCUSSION: The applicant is requesting approval of a ground-mounted building identification sign for Casablanca Restaurant on the south side of Poplar Pike, next to Germantown High School. The specifics of the request are as follows:

SIGN: *Ground-Mounted Building Identification*

Location & Height:	One double faced perpendicular sign to be mounted 15 feet from the back of the pavement on Poplar Pike; 4 feet tall from the surrounding grade.
Total Sign Area:	10 sq. ft. total (20” x 36” per face)
Content:	
Colors & Materials:	Color: Letters = White Background = PMS 287 Materials: Letters = Vinyl Face = Aluminum
Font:	Times Bold and Garamond
Letter Size:	Varies from 3” to 5” in height
Mounting Structure:	New 4” x 4” wood posts, painted blue to match sign
Lighting:	None proposed

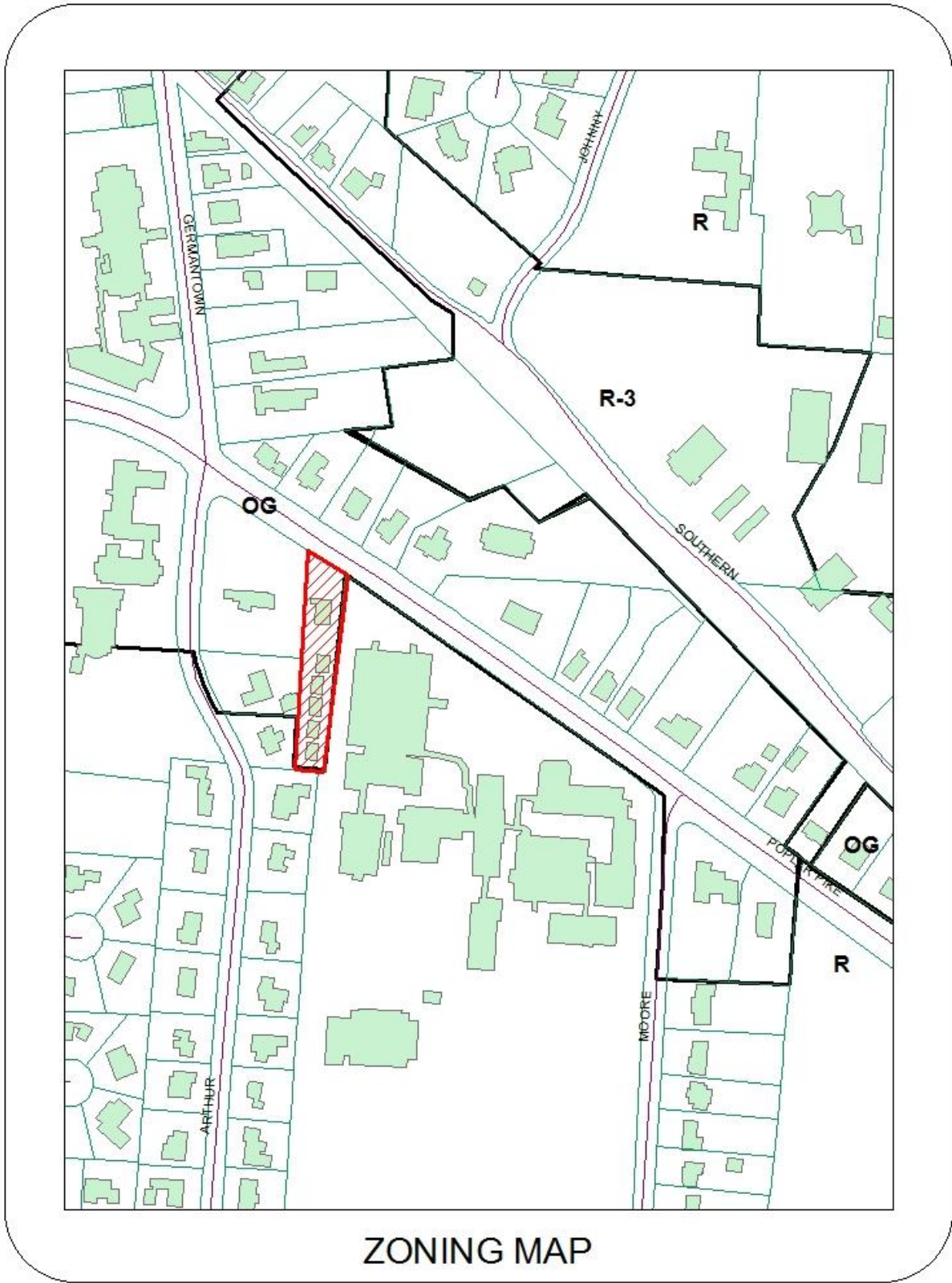
Landscaping:	Per approved landscape plan
--------------	-----------------------------

STAFF COMMENTS:

1. Signage for this business is regulated by the OG district. DRC approval is required for all permanent signs for businesses not located in the OG District. Section 14-37 of the regulations permits ground 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.
2. The requested ground-mounted sign area is 10 sq. ft. or 5 sq. ft. per face, which is the maximum allowable amount per the requirements in Section 14-37 of the Sign Ordinance.
3. Planning Division staff recommends that the lettering on the proposed ground-mounted sign be antique white or cream, rather than the proposed pure white.
4. The ground-mounted sign would consist of two separate panels that are affixed to each side of the post with screws and covered from sight. The top and bottom of the sign has a frame built into it so there is no gapping. The sign is completely enclosed.
5. As part of this ground-mounted sign approval, the applicant shall address the following outstanding items:
 - a. remove the existing metal frame and electrical box in the landscaped area
 - b. bring the neon "Now Open" sign in the window into compliance
 - c. clarify the ground-mounted up-lighting for the sign
 - d. provide evergreen landscaping around the ground-mounted sign
 - e. provide the Design Review Commission with resolution on remaining issues from previous DRC approvals, namely present a plan how to screen the roof top vents
6. If approved, the applicant shall obtain a permit from the Memphis/Shelby County Office of Code Enforcement prior to installing the signs.

DRC SUBCOMMITTEE REPORT: The DRC subcommittee met on September 14, 2017, and requested that the applicant provide more information (as detailed under staff comments #5). Some of those issues still require clarification.

PROPOSED MOTION: To approve a ground-mounted sign totaling 10 s.f. for Casablanca Restaurant (7609 Poplar Pike) in Old Germantown, subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application.



PROPOSED SIGN





CITY OF GERMANTOWN TENNESSEE

DATE RECEIVED: _____
 RECEIVED BY: _____


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

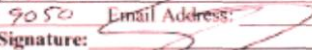
PERMANENT SIGN APPLICATION (ADMINISTRATIVE/DESIGN REVIEW COMMISSION)


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/Tenant: Aimer Shtaya Phone No: 901-721-9050
 2. Sign Owner's/Tenant's Address: 7609 Poplar Pike Email Address: aimershtaya@gmail.com
 3. Sign Location Address and Name of Shopping Center: 7609 Poplar Pike, 38138
 4. Zoning District: Commercial ___; Residential ___; Old Germantown X; Office ___
 5. Sign will be mounted on: Wall ___; Ground X
 6. Type Sign: X 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 X
 8. Linear feet of building frontage occupied by business where sign will be located: 90 feet.
 Size of tenant space: 900 square feet
 9. Size of Sign: Width: 1 feet 8 inches; Height: 3 feet 0 inches
TOTAL AREA OF SIGN IN SQUARE FEET: 18 sq. ft. (5' side)
 10. Height of sign at its highest point above the surrounding grade: 4 feet 0 inches.
 11. Size of Letters: 1) Height 5" Width 4.5" Font: Times Bold
 2) Height 3" Width 3" Font: Times Bold
 3) Height 3" Width 2.5" Font: Garamond
 12. Colors: Letters: white SUBMIT COLOR SAMPLES
 Background: PMS 287 SUBMIT COLOR SAMPLES
 13. Orientation of Sign to the Street: Parallel ___; Perpendicular X; Angled ___
 14. Distance sign is set back from street curb or edge of pavement (corner lots, provide distance from both streets).
15 Feet 0 Inches Name of Street: Poplar Pike
 ___ 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 ___ Inches Name of Street: Poplar Pike
 ___ Feet ___ Inches Name of Street: _____
 16. Sign Content (words, letters, logos): CASABLANCA RESTAURANT
 17. Size of logo: Horizontal ___ feet ___ inches; Vertical ___ feet ___ inches.
 18. Sign Materials: Letters Vinyl; Sign Face Aluminum
 Mounting Structure (type and materials): 4' x 4 x 6' Painted Wood Posts
 19. Sign Illumination, if applicable (type, location and wattage): N/A
 20. Sign Landscaping, if applicable landscape plan shall be submitted
 21. Additional Comments: _____

.....
All applicable parties shown below must sign the application:

Name of Applicant (please print) Samir S. Hays
Address: 7609 Poplar Pike
Phone No: 901-421-9050 **Email Address:** aimershtaya@gmail.com
Applicant Signature: 

Name of Property Owner/Landlord (please print) Samir S. Hays
Address: 7609 Poplar Pike
Phone No: 901-421-9050 **Email Address:** _____
Property Owner/Landlord Signature: 

Name of Tenant/Sign Owner (please print) Samir S. Hays
Address: 7609 Poplar Pike
Phone No: 901-421-9050 **Email Address:** _____
Tenant/Sign Owner Signature: 

Name of Sign Erecting Company Wright's Sign Installation
Address: 8610 Asterglow Cove, Cordova TN 38018
Phone No: 901.581.8014 **Email Address:** signguy126@comcast.net

***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 all 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

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Applicant: _____

Address: _____

Signature of Applicant: _____

~~Property Owner/Landlord:~~ Samir Skitaya

Address: 310 7609 Poplar Pike

Signature of Property Owner/Landlord: _____

~~Tenant/Lessee:~~ Casablanca Restaurant

Address: 7609 Poplar Pike

Signature of Tenant/Lessee: _____

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

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

*See language in parenthesis above.

Chairman Brunns said that since the applicant wasn't present, it was in the best interest of this commission to table this item until next month. Chairman Brunns called for a motion.

Alderman Barzizza made a motion to table Agenda Item No. 5, Casablanca, until next month's meeting in October, seconded by Mr. Landwehr.

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

TABLED UNTIL THE OCTOBER MEETING

ADJOURNMENT

There being no further business, comments, or questions by the Commission, Chairman Bruns adjourned the meeting at 6:10 p.m.