

DESIGN REVIEW COMMISSION  
MUNICIPAL CENTER COUNCIL CHAMBERS  
Tuesday, October 23, 2018  
6:00 p.m.

The regular meeting of the Design Review Commission was scheduled and held in the Council Chambers of the Municipal Center on October 23, 2018.

1. Chairman Bruns called the meeting to order at 6:10 p.m.
2. Chairman Bruns requested the roll call. Ms. Pam Rush called the roll of the Commission and established a quorum:

COMMISSIONERS PRESENT:

Mr. Paul Bruns, Chairman; Mr. Greg Hurley, Vice Chairman; Mr. Steve Landwehr, Secretary; Mr. Christopher Schmidt; Mr. Neeraj Kumar; and Alderman Forrest Owens

DEVELOPMENT STAFF PRESENT:

Mr. Cameron Ross, Economic & Community Development Director; Ms. Sheila Pounder, Planning Division Manager; Ms. Sarah Goralewski, Senior Planner; Ms. Pam Rush, Administrative Secretary, and Mr. Robert McLean, Attorney

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3. Approval of Minutes for September 25, 2018

Mr. Hurley moved to approve the Design Review Commission minutes of September 25, 2018, seconded by Mr. Landwehr, with no further comments or discussions.

ROLL CALL: Mr. Landwehr – Yes; Mr. Kumar – Yes; Alderman Owens – Yes; Mr. Hurley – Yes; Mr. Schmidt – Yes; Chairman Bruns – Yes

MOTION PASSED

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4. CONSENT AGENDA

During Executive Session the following items were placed on Consent:

- a. Casablanca Restaurant – 7609 Poplar Pike – Approval of a Ground-Mounted Sign (Old Germantown)(Case No. 16-626) Previously Known as Agenda Item No. 5  
Samir Shtaya – Owner
- b. Chicos - 7615 Farmington Blvd (Saddle Creek Northeast) – Approval of a Sign Package (Case No. 18-838) Previously Known as Agenda Item No. 6  
Mitchell Robinson – Memphis Sign Erectors
- c. First Bank – 6815 Poplar Ave (Travure) – Approval of a Sign Package (Case No. 18-839) Previously Known as Agenda Item No. 7  
Bob Sebastian, VP Corporate Real Estate – First Bank
- d. Maplewood Planned Development – Winston Woods Circle North and south at Forest Hill-Irene Rd. – Approval for Subdivision entrance Gates and a Revised Landscape Plan (Case No. 18-829) Previously Known as Agenda Item No. 8  
John Duke – Shaw’s Creek Builders, LLC

During executive session, the DRC placed the following conditions of approval on the items listed below:

- Item 4a: Casablanca Restaurant Ground-Mounted Sign
  - The sign shall be 15’ back from the face of the curb of Poplar Pike.
  - The sign cabinet is to be completely enclosed with no seams.
  - The writing shall be off-white or cream (not pure white).

- The landscaping shall follow the suggested plan enclosed with the approved sign drawing.
- All dead landscaping on the property shall be replaced.
- Item 4c: First Bank Signage
  - Logo shall be removed from both wall signs.
  - Overall sign shall be reduced so that the total sign area (together with the existing wall signs for MAA) shall not equal more than 100 sq.ft. per façade. Thus, a warrant is no longer needed.

Chairman Bruns reminded the Commissioners that voting on all matters on the Consent Agenda constitutes an acknowledgment that the member has read and reviewed the application materials/plans/staff reports and determined 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 called for a motion.

Mr. Landwehr made a motion to approve the Consent Agenda and it was seconded by Mr. Schmidt.

ROLL CALL: Mr. Landwehr – Yes; Mr. Kumar – Yes for items B and C but recused himself from items A and D; Alderman Owens – Yes for items A, B, and C but recused himself from item D; Mr. Hurley – Yes; Mr. Schmidt – Yes; Chairman Bruns – Yes

MOTION PASSED

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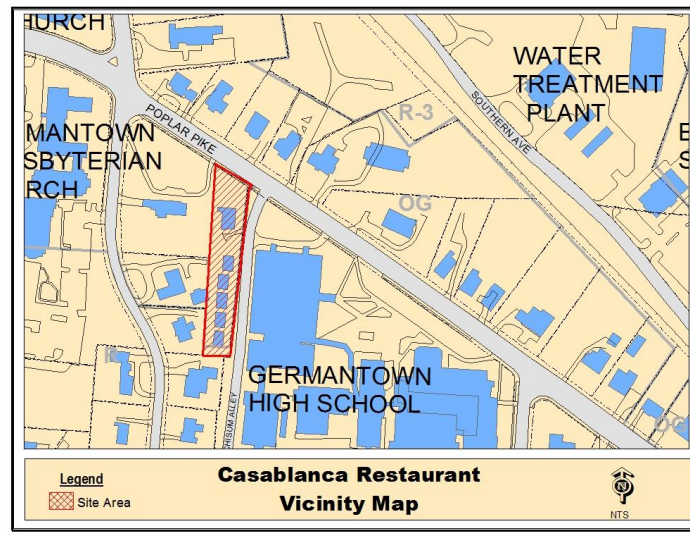
STAFF'S COMMENTS / DISCUSSIONS REGARDING THE CONSENT AGENDA ITEMS

- a. Casablanca Restaurant – 7609 Poplar Pike – Approval of a Ground-Mounted Sign (Old Germantown)(Case No. 16-626) Previously Known as Agenda Item No. 5

INTRODUCTION:

Case Number	16-626
Location:	7609 Poplar Pike
Applicant/Property Owner:	Samir Shtaya
Current Zoning District:	“OG” Old Germantown Zoning District
Description of Request:	Approval of a Ground-Mounted Building Identification Sign

\*Refer to the Disclosure Form attached for more information




**DRC SUBCOMMITTEE REPORT:** The DRC Subcommittee did not meet to review this request.

**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. On September 26, 2017, the DRC reviewed an application for a ground-mounted sign. However, the DRC voted to table the application, as the applicant was not present and outstanding items related to previous site approvals had not been addressed. Since then, the applicant has addressed the outstanding items related to the site.

**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 13 feet from the back of the pavement on Poplar Pike; 4 feet tall from the surrounding grade.
Total Sign Area:	10 sq. ft. total for both faces (20” x 36” per face)
Content:	
Colors & Materials:	Color: Letters = White Background = Blue PMS 287 Materials: Letters = Vinyl Sticker Face = Aluminum
Font:	Caslon Bold and Regular
Letter Size:	Varies from 3” to 5” in height
Mounting Structure:	New 4” x 4” wood posts, painted blue (PMS 287) to match sign
Lighting:	None proposed
Landscaping:	Per approved landscape plan

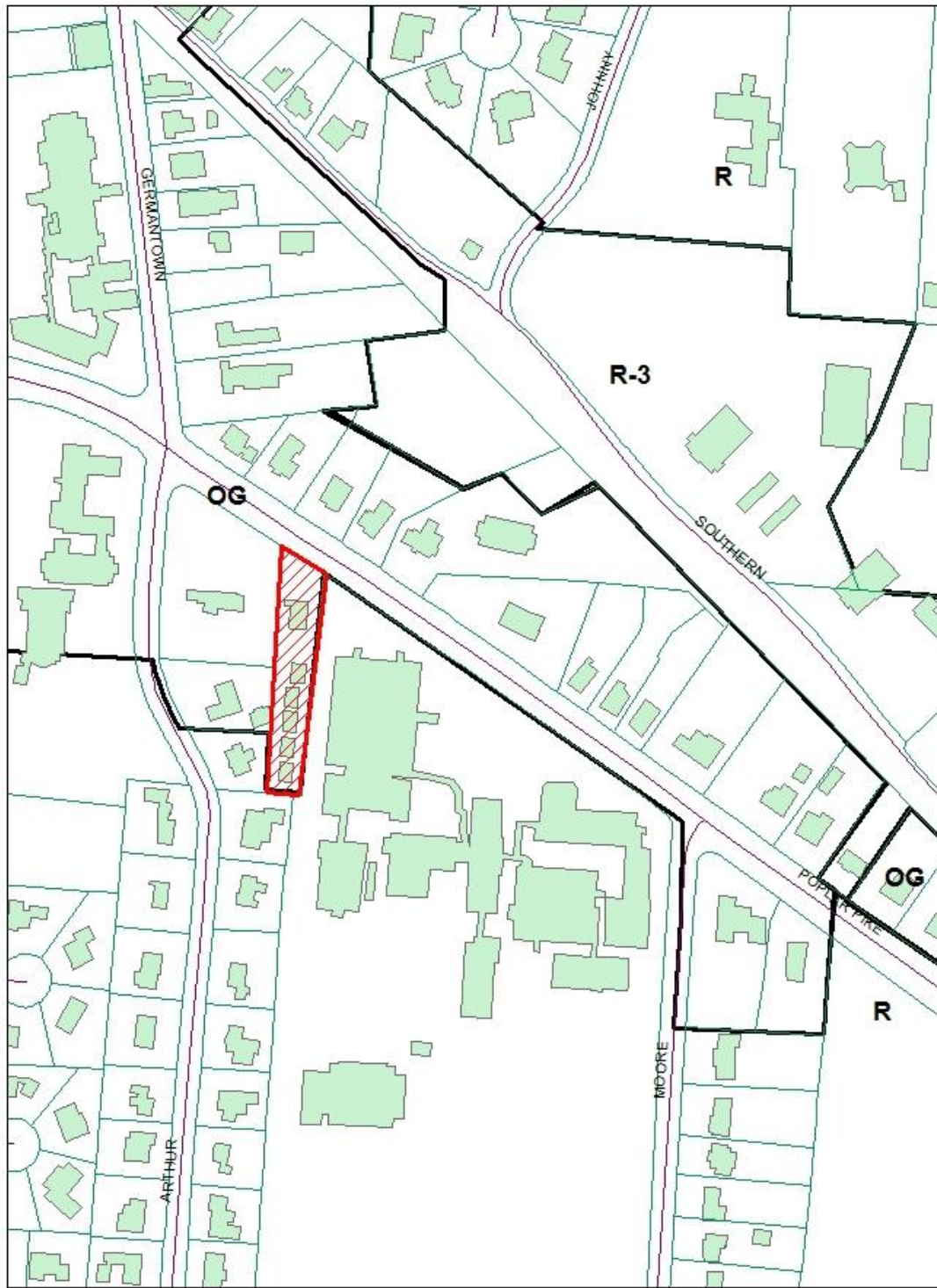
STAFF COMMENTS:

1. At the DRC meeting on September 26, 2017, the DRC tabled the sign application as the following items related to the sign request and previous site approvals had not been addressed. The following items have since been resolved:
  - 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
2. 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.
3. 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. Per the application, the ground-mounted sign will be located 13 ft. from the curb of Poplar Pike. The applicant is requesting a 2-foot waiver from the minimum required distance for the sign location.
4. Planning Division staff recommends that the lettering on the proposed ground-mounted sign be antique white or cream, rather than the proposed pure white, as the Design Review Commission typically discourages pure white color for signage.
5. 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.
6. No lighting is being proposed for the sign.
7. For the landscaping around the sign base, Planning Division staff is recommending a landscape plan that consists of dwarf youpon hollies and day lilies, similar to that for the approved ground-mounted sign at Dogwood Elementary School (see p. 6 of this staff report). If approved, a revised landscape plan reflecting this shall be submitted to the Planning Division.
8. If approved, the applicant shall obtain a permit from the Memphis/Shelby County Office of Code Enforcement prior to installing the signs.

REVISED Proposed Motion: To approve ground-mounted sign for Casablanca Restaurant, located at 7609 Poplar Pike in Old Germantown, that is a total of 10 sq. ft. (5 sq. ft. per face) and located 15 ft. from the curb of Poplar Pike, subject to the Board’s discussion, staff comments and conditions in the staff report, and the documents and plans submitted with the application, as well as the following conditions of approval:

- The sign shall be 15’ back from the face of the curb of Poplar Pike

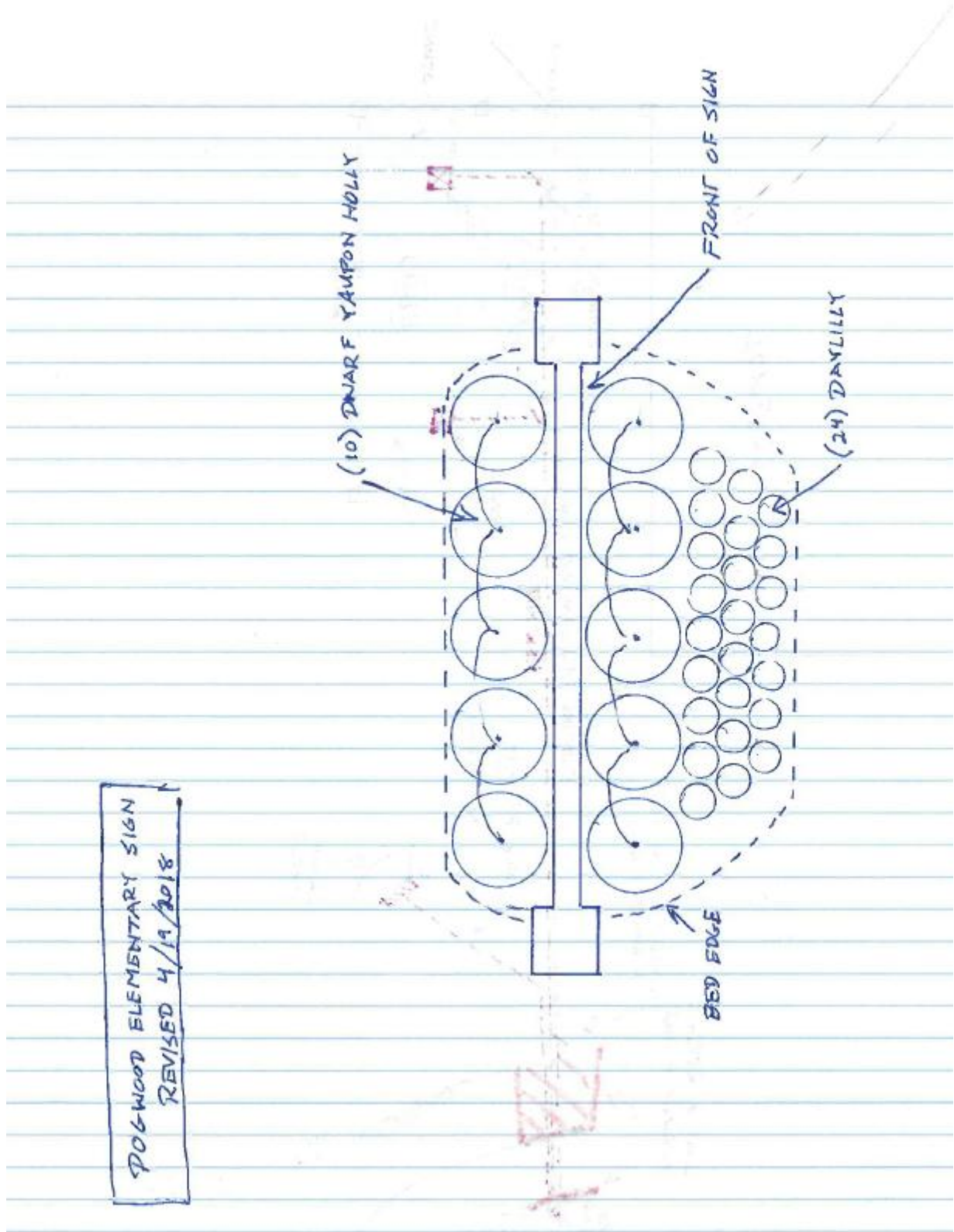
- The sign cabinet is to be completely enclosed with no seams
  - The writing shall be off-white or cream (not pure white)
  - The landscaping shall follow the suggested plan enclosed with the approved sign drawing
  - All dead landscaping on the property shall be replaced
-



ZONING MAP



PLANNING DIVISION STAFF RECOMMENDED LANDSCAPE SCHEME







# 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: \_\_\_\_\_

**RECEIVED**  
 SEP 26 2018  
 CITY OF GERMANTOWN

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


Action Requested (Please circle one): Administrative Sign Approval / Design Review Commission Approval  
 Does this sign meet every criterion included in the sign policy for this location?


Yes:  No: \_\_\_\_\_ If no, explain: \_\_\_\_\_

**\*\*Complete this first page for each separate sign request\*\***

1. Sign Owner/Tenant: Aimer Shtaya Phone No: (901) 421-9050
2. Sign Owner's/Tenant's Address: 7609 Poplar Pike Email Address: aimerishtaya@gmail.com
3. Sign Location Address and Name of Shopping Center: 7609 Poplar Pike
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: 45 feet.  
 Size of tenant space: 4700 square feet
9. Size of Sign: Width: \_\_\_\_\_ feet 30 inches; Height: \_\_\_\_\_ feet 20 inches  
**TOTAL AREA OF SIGN IN SQUARE FEET: 5 sq. ft.**
10. Height of sign at its highest point above the surrounding grade: \_\_\_\_\_ feet 44 inches.
11. Size of Letters: 1) Height 5" Width \_\_\_\_\_ Font: Caslon Semi Bold  
 2) Height 3" Width \_\_\_\_\_ Font: Caslon Bold Regular  
 3) Height 3" Width \_\_\_\_\_ Font: \_\_\_\_\_
12. Colors: Letters: White (5kt) **SUBMIT COLOR SAMPLES**  
 Background: Blue (Pms 287) **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  
 \_\_\_\_\_ 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).  
30 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 Composite  
 Mounting Structure (type and materials): 4" x 4" Treated Wood Posts
19. Sign Illumination, if applicable (type, location and wattage): NONE
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: 901-441-9050 Email Address: almershtaya@gmail.com  
Applicant Signature: 

Name of Property Owner/Landlord (please print) Samir S. Hays  
Address: 7609 Poplar Pike  
Phone No: 901-441-9050 Email Address: \_\_\_\_\_  
Property Owner/Landlord Signature: 

Name of Tenant/Sign Owner (please print) Samir S. Hays  
Address: 7609 Poplar Pike  
Phone No: 901-441-9050 Email Address: \_\_\_\_\_  
Tenant/Sign Owner Signature: 

Name of Sign Erecting Company Wright's Sign Installation  
Address: 8610 Afterglow Lane Cordova, TN  
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**

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.

Applicant: \_\_\_\_\_  
Address: \_\_\_\_\_  
Signature of Applicant: \_\_\_\_\_

Property Owner/Landlord: Samir Shitaya  
Address: 3to 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
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

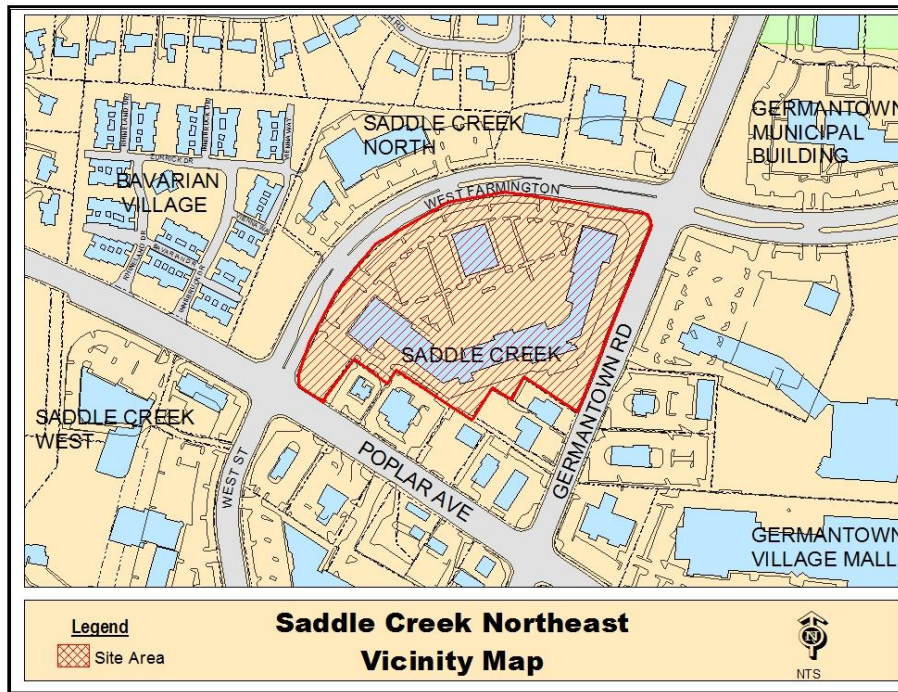
\*See language in parenthesis above.

- b. Chicos - 7615 Farmington Blvd (Saddle Creek Northeast) – Approval of a Sign Package (Case No. 18-838) Previously Known as Agenda Item No. 6

**INTRODUCTION:**

Case Number:	18-838
Location:	7615 Farmington Blvd.
Owner:	Heitman LLC – Mark Hudgins, Senior Vice President
Tenant:	Chicos – Anthony Maldonado
Applicant/Representative Name:	Memphis Sign Erectors – Jerry Roberts
Zoning District:	”T-5” Urban Center Zoning District (utilizing the pre-existing “SC-1” district regulations)
Description of Request:	Approval of a Sign Package for New Tenant

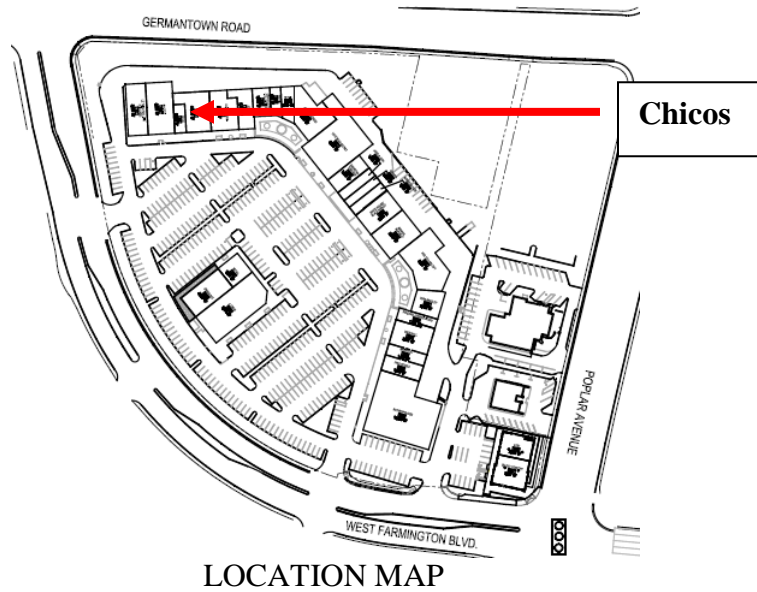
\*Refer to the Disclosure Form attached for more information



**DRC SUBCOMMITTEE REPORT:** The DRC Subcommittee did not meet to review this request.

**BACKGROUND:** The subject property is in the Saddle Creek NE shopping center. The Shops of Saddle Creek center was approved by the Planning Commission and the Board of Mayor and Aldermen in 1987. The Design Review Commission recommended approval of a building facade renovation, landscape and lighting plan at its December 15, 2015 meeting. In 2007, Chico’s received approval of a wall sign on the brick canopy. However, approvals for the second wall sign above the entrance and the blade sign could not be located in the city’s available records, nor by the applicant.

**DISCUSSION:** The subject store is an existing tenant in Saddle Creek Shopping Center Northeast and is requesting to upgrade their signage with new branding. The applicant is requesting two wall signs (one on the exterior building wall, and one underneath the canopy above the door) and one blade sign.



LOCATION MAP


**WALL SIGN #1: Tenant Identification (Front, facing parking lot)**

Location & Height:	Sign to be mounted on the wall of the tenant space on fascia band of front entrance façade (10 ft. from grade)
Total Sign Area:	13.98 sq. ft.
Content:	
Colors & Materials:	Color: Letters = Black (SW #GF5-95794) Background = Building Façade Materials: Letters = Aluminum
Font:	Corporate
Letter Size:	1'6" high
Logo:	None
Mounting Structure:	Aluminum stud mounting on storefront façade
Lighting:	White LED (back-lit reverse channel letters)

**WALL SIGN #2: Tenant Identification (Front Under Canopy, Above Store Entrance)**

Location & Height:	Sign to be mounted on the wall of the tenant space above the front entrance door, under the façade canopy (10 ft. from grade)
Total Sign Area:	6.21 sq. ft.
Content:	
Colors & Materials:	Color: Letters = Black (SW #GF5-95794) Background = Building Façade Materials: Letters = Aluminum Plate Letters
Font:	Corporate
Letter Size:	14-3/4"
Logo:	None
Mounting Structure:	Aluminum stud mounting on building façade
Lighting:	Non-illuminated

**BLADE SIGN**

Location & Height:	One double-faced hanging sign to be mounted on the southern building façade of the storefront entrance; with a maximum height of 7'9" from the surrounding grade.
Total Sign Area:	3.79 sq. ft.
Content/Logo:	
Colors & Materials:	Color: Letters = Black (SW #GF5-95794) Background = White (SW GF5-95865) Materials: Letters = Acrylic Sign Face = Aluminum
Font:	Corporate
Letter Height:	5"
Mounting Structure:	Hanging sign attached with black bolts directly attached to the face of brick façade, next to the store entrance
Lighting:	None

**STAFF COMMENTS:**

1. Neighboring tenants in Saddle Creek NE, such as Xfinity and Brahmin, have two wall signs on their front entrance, one on the façade fascia and another located in the undercanopy area, directly over the store entrance.
2. Acrylic is not a permitted sign material per the Saddle Creek NE sign policy. Planning Division staff recommends that the blade sign letters be revised to either routed aluminum or painted letters.
3. The total allowable sign area is 46sq. ft. (based on the lineal footage of the entrance building wall of the tenant space). The Saddle Creek NE sign policy provides for 1 square foot of signage per linear foot of frontage, with the option to request from the DRC up to 1.5 sq. ft. per linear foot of frontage, up to a maximum of 75 sq. ft. The total amount of signage for the two wall signs is 20.91 sq.ft., which would be allowed with DRC approval. (Per the Saddle Creek NE sign policy, blade sign area is not counted in the total sign area.)
4. Per Sec. 14-34(b)(1)(a), more than one wall sign on a wall containing a major entrance requires approval by the Design Review Commission.
5. If approved, the applicant must obtain a permit from the Memphis/Shelby County Office of Code Enforcement prior to installing the signs.

**PROPOSED MOTION:** To approve a sign package for Chico's consisting of two wall signs and a blade sign (aluminum), located at 7615 Farmington Blvd. in Saddle Creek NE Shopping Center, subject to the Board's discussion, staff comments and conditions in the staff report, and the documents and plans submitted with the application.



BLADE SIGN

**C BLADE SIGN - ELEVATION**  
Scale: 1 1/2" = 1' - 0"

**BLADE SIGN - SECTION**

**SIGN - DETAILS**

- 1 MOUNTING PLATE AND STRUCTURAL SPACER FULLY WELDED TO FRAME ASSEMBLY AND PAINTED BLACK - SW #GF3-95794. TO BE DIRECTLY FASTENED TO WALL, INTO G.C. PROVIDED BLOCKING
- 2 1" x 2" ALUMINUM FRAME WITH 1/2" SQUARE ALUMINUM TUBE STRUCTURE AND ROUTED ALUMINUM STRUCTURAL BLADE PANELS ON EACH SIDE, FULLY WELDED AND ALL SIDES PAINTED BLACK - SW #GF3-95794
- 3 ROUTED .040" ALUMINUM PANELS PAINTED MATTE WHITE S.W. GF5-95865 AND MOUNTED TO STRUCTURAL PANELS WITH 3M D/S TAPE AND SILICONE
- 4 1/2" THICK ACRYLIC FLAT CUT OUT LETTERS PAINTED BLACK - SW #GF3-95794 ON ALL SIDES AND MOUNTED FLUSH WITH THREADED STUDS AND SILICONE TO BOTH SIDES OF BLADE

**ch BLD39 blk**      **PAGE: 5**

93 Industry Drive  
PO Box 349  
Versailles, KY 40383  
859.879.1199

**chico's**

Store 60  
Space 41

THE SHOPPES OF SADDLE CREEK  
7615 WEST FARMINGTON BLVD  
GERMANTOWN, TN 38138

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

RUGGLES SIGN DOES NOT PROVIDE PRIMARY ELECTRICAL TO SIGN LOCATION

Submittal Date: 07/25/18  
Acct Rep: Vickie Richardson  
Designer: Jason Elmore

REVISIONS	
r1: 07/26/18	r7:
r2: 08/14/18	r8:
r3: 09/04/18	r9:
r4:	r10:
r5:	r11:
r6:	r12:

LETTER DETAIL OF PROPOSED WALL SIGNS #1

**A CHANNEL-ILLUM. LETTERS - ELEVATION**  
Scale: 1" = 1' - 0"

**CHANNEL-ILLUM. LETTERS - SECTION**

**SIGN - DETAILS**

- 1 2" DEEP ALUMINUM BACK-LIT CHANNEL LETTERS, FACE AND RETURNS PAINTED BLACK - SW GF5-95794 ALL INTERIOR SURFACES OF LETTERS ARE PAINTED HIGH GLOSS WHITE
- 2 LETTER RETURNS & FACES ARE FULLY CAULKED TO ELIMINATE ANY LIGHT LEAKS
- 3 3/16" THICK SignFlex DIFFUSED SIGN GRADE ACRYLIC LETTER BACKS
- 4 GE Tetra MAX 4100K WHITE LED ILLUMINATION
- 5 MASONRY FASTENERS THROUGH LETTER BACKS AND SPACERS INTO BRICK FACADE
- 6 CLIPS ARE RIVETED TO LETTER BACKS AND FACES ARE SCREWED TO THE LETTER BACKS WITH SMALL #6 x 1/2" PAN HEAD SCREW PAINTED TO MATCH RETURNS
- 7 3/8" RIGID CONDUIT FOR LOW VOLTAGE PASS-THRU (LEAVE SLACK IN THE LINE FOR FUTURE SERVICE) LEADING TO bitro Alpha Slimline 12V-60W Power Supply (ASU-60-12U) (120-277 VOLT) CONTAINED INSIDE Palge Electric SNAP 2 box (980054C)
- 8 DEDICATED PRIMARY SIGN CIRCUIT AND DISCONNECT PROVIDED BY ELECTRICIAN

ALL PENETRATIONS TO THE BRICK TO BE DONE IN THE MORTER JOINTS

**ch18BL blk**      **PAGE: 4**

93 Industry Drive  
PO Box 349  
Versailles, KY 40383  
859.879.1199

**chico's**

Store 60  
Space 41

THE SHOPPES OF SADDLE CREEK  
7615 WEST FARMINGTON BLVD  
GERMANTOWN, TN 38138

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

RUGGLES SIGN DOES NOT PROVIDE PRIMARY ELECTRICAL TO SIGN LOCATION

Submittal Date: 07/25/18  
Acct Rep: Vickie Richardson  
Designer: Jason Elmore

REVISIONS	
r1: 07/26/18	r7:
r2: 08/14/18	r8:
r3: 09/04/18	r9:
r4:	r10:
r5:	r11:
r6:	r12:



LETTER DETAIL OF PROPOSED WALL SIGN #2 (NON-ILLUMINATED)

**D** FLAT CUT OUT LETTERS - ELEVATION  
 Scale: 1" = 1' - 0"

93 Industry Drive  
 PO Box 349  
 Versailles, KY 40383  
 859.879.1199

WSA MEMBER MVA GROUP

**SIGN - DETAILS**

**SIGN - DETAILS**

- ① 1/2" THICK ALUM. "CHICO'S" COPY, ALL SIDES PAINTED BLACK - SW #GF5-95794
- ② COPY MOUNTS FLUSH TO WALL WITH 8-32 x 1" THREADED STUDS AND SILICONE

**chico's**

Store 60  
 Space 41

THE SHOPPES OF SADDLE CREEK  
 7615 WEST FARMINGTON BLVD  
 GERMANTOWN, TN 38138

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

RUGGLES SIGN DOES NOT PROVIDE PRIMARY ELECTRICAL TO SIGN LOCATION!

Submittal Date: 07/25/18  
 Acct Rep: Vickie Richardson  
 Designer: Jason Elmore

REVISIONS	
r1: 07/26/18	r7:
r2: 08/14/18	r8:
r3:	r9:
r4:	r10:
r5:	r11:
r6:	r12:

ch12FCO brz

**PAGE: 7**

**WALL SIGN #1**

DATE RECEIVED: \_\_\_\_\_  
 RECEIVED BY: \_\_\_\_\_



**CITY OF  
 GERMANTOWN  
 TENNESSEE**

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

Does this sign meet every criterion included in the sign policy for this location?

Yes: \_\_\_ No: \_\_\_ If no, explain: \_\_\_\_\_

**\*\*Complete this first page for each separate sign request\*\***

\*\*\*\*\*

1. Sign Owner/Tenant: CHICO'S Phone No: (901) 754-1670
2. Sign Owner's/Tenant's Address: 7615 W FARMINGTON Email Address: \_\_\_\_\_
3. Sign Location Address and Name of Shopping Center: SHOPPES OP SADDLE CREEK
4. Zoning District: Commercial ; Residential \_\_\_\_\_; Old Germantown \_\_\_\_\_; Office \_\_\_\_\_.
5. Sign will be mounted on: Wall ; Ground \_\_\_\_\_.
6. Type Sign:  Tenant Identification \_\_\_\_\_ Project Identification  
 \_\_\_\_\_ Building Identification \_\_\_\_\_ Traffic Directional  
 \_\_\_\_\_ Exterior Directory \_\_\_\_\_ Subdivision Identification  
 \_\_\_\_\_ Service Station Sign \_\_\_\_\_ Other (If other, explain on separate page)
7. Number of Sign Faces: One ; Two \_\_\_\_\_.
8. Linear feet of building frontage occupied by business where sign will be located: 46 feet.  
 Size of tenant space: \_\_\_\_\_ square feet
9. Size of Sign: Width: 9 feet 3 inches; Height: 1 feet 6 inches  
**TOTAL AREA OF SIGN IN SQUARE FEET: 13.88**
10. Height of sign at its highest point above the surrounding grade: 10 feet \_\_\_\_\_ inches.
11. Size of Letters: 1) Height 18" Width 18" Font: MICROGAMMA 4  
 2) Height \_\_\_\_\_ Width \_\_\_\_\_ Font: \_\_\_\_\_  
 3) Height \_\_\_\_\_ Width \_\_\_\_\_ Font: \_\_\_\_\_
12. Colors: Letters: BLACK **SUBMIT COLOR SAMPLES**  
 Background: BLACK-WHITE **SUBMIT COLOR SAMPLES**
13. Orientation of Sign to the Street: Parallel ; Perpendicular \_\_\_\_\_; Angled \_\_\_\_\_.
14. Distance sign is set back from street curb or edge of pavement (corner lots, provide distance from both streets).  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_
15. Distance building is set back from street curb or edge of pavement (corner lots, provide distance from both streets).  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_
16. Sign Content (words, letters, logos): Chico's
17. Size of logo: Horizontal \_\_\_\_\_ feet \_\_\_\_\_ inches; Vertical \_\_\_\_\_ feet \_\_\_\_\_ inches.
18. Sign Materials: Letters ALUMINUM; Sign Face \_\_\_\_\_  
 Mounting Structure (type and materials): BLACK
19. Sign Illumination, if applicable (type, location and wattage): Back-lit LED
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: \_\_\_\_\_

**WALL SIGN #2**

DATE RECEIVED: \_\_\_\_\_  
RECEIVED BY: \_\_\_\_\_



**CITY OF  
GERMANTOWN  
TENNESSEE**

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  
Does this sign meet every criterion included in the sign policy for this location?  
Yes: \_\_\_ No: \_\_\_ If no, explain: \_\_\_\_\_

**\*\*Complete this first page for each separate sign request\*\***

\*\*\*\*\*

1. Sign Owner/Tenant: chico's Phone No: (901) 754-1670
2. Sign Owner's/Tenant's Address: 7615 W. FARMINGTON Email Address: \_\_\_\_\_
3. Sign Location Address and Name of Shopping Center: SHOPPES OF SADDLE CREEK
4. Zoning District: Commercial ; Residential \_\_\_\_\_; Old Germantown \_\_\_\_\_; Office \_\_\_\_\_.
5. Sign will be mounted on: Wall ; Ground \_\_\_\_\_.
6. Type Sign:  Tenant Identification \_\_\_\_\_ Project Identification \_\_\_\_\_  
\_\_\_\_\_ Building Identification \_\_\_\_\_ Traffic Directional \_\_\_\_\_  
\_\_\_\_\_ Exterior Directory \_\_\_\_\_ Subdivision Identification \_\_\_\_\_  
\_\_\_\_\_ Service Station Sign \_\_\_\_\_ Other (If other, explain on separate page)
7. Number of Sign Faces: One ; Two \_\_\_\_\_.
8. Linear feet of building frontage occupied by business where sign will be located: 46 feet.  
Size of tenant space: \_\_\_\_\_ square feet
9. Size of Sign: Width: 6 feet 2 inches; Height: 1 feet 23/4 inches  
**TOTAL AREA OF SIGN IN SQUARE FEET:** 2.20
10. Height of sign at its highest point above the surrounding grade: 10 feet \_\_\_\_\_ inches.
11. Size of Letters: 1) Height 12", Width 12" Font: MICROGAMMA  
2) Height 1 3/4, Width 12" Font: MICROGAMMA  
3) Height \_\_\_\_\_ Width \_\_\_\_\_ Font: \_\_\_\_\_
12. Colors: Letters: BLACK **SUBMIT COLOR SAMPLES**  
Background: BRICK **SUBMIT COLOR SAMPLES**
13. Orientation of Sign to the Street: Parallel ; Perpendicular \_\_\_\_\_; Angled \_\_\_\_\_.
14. Distance sign is set back from street curb or edge of pavement (corner lots, provide distance from both streets).  
\_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_  
\_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_
15. Distance building is set back from street curb or edge of pavement (corner lots, provide distance from both streets).  
\_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_  
\_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_
16. Sign Content (words, letters, logos): chico's
17. Size of logo: Horizontal \_\_\_\_\_ feet \_\_\_\_\_ inches; Vertical \_\_\_\_\_ feet \_\_\_\_\_ inches.
18. Sign Materials: Letters ALUMINUM; Sign Face \_\_\_\_\_  
Mounting Structure (type and materials): BRICK
19. Sign Illumination, if applicable (type, location and wattage): \_\_\_\_\_
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: \_\_\_\_\_

**BLADE SIGN**

DATE RECEIVED: \_\_\_\_\_  
 RECEIVED BY: \_\_\_\_\_



**CITY OF  
 GERMANTOWN  
 TENNESSEE**

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

Does this sign meet every criterion included in the sign policy for this location?

Yes: \_\_\_ No: \_\_\_ If no, explain: \_\_\_\_\_

**\*\*Complete this first page for each separate sign request\*\***

\*\*\*\*\*

1. Sign Owner/Tenant: CHICO'S Phone No: (901) 754-1670
2. Sign Owner's/Tenant's Address: 7615 W FARMINGTON Email Address: \_\_\_\_\_
3. Sign Location Address and Name of Shopping Center: SHOPPES OF SADDLE CREEK
4. Zoning District: Commercial ; Residential \_\_\_\_\_; Old Germantown \_\_\_\_\_; Office \_\_\_\_\_.
5. Sign will be mounted on: Wall ; Ground \_\_\_\_\_.
6. Type Sign:  Tenant Identification \_\_\_\_\_ Project Identification  
 \_\_\_\_\_ Building Identification \_\_\_\_\_ Traffic Directional  
 \_\_\_\_\_ Exterior Directory \_\_\_\_\_ Subdivision Identification  
 \_\_\_\_\_ Service Station Sign \_\_\_\_\_ Other (If other, explain on separate page)
7. Number of Sign Faces: One \_\_\_\_\_; Two .
8. Linear feet of building frontage occupied by business where sign will be located: 46 feet.  
 Size of tenant space: \_\_\_\_\_ square feet
9. Size of Sign: Width: 3 feet 3 inches; Height: 1 feet 2 inches  
**TOTAL AREA OF SIGN IN SQUARE FEET: 3.8**
10. Height of sign at its highest point above the surrounding grade: 8 feet 0 inches.
11. Size of Letters: 1) Height 5" Width 4" Font: microganna BLADE SIGN  
 2) Height \_\_\_\_\_ Width \_\_\_\_\_ Font: \_\_\_\_\_  
 3) Height \_\_\_\_\_ Width \_\_\_\_\_ Font: \_\_\_\_\_
12. Colors: Letters: BLACK **SUBMIT COLOR SAMPLES**  
 Background: MATTE WHITE **SUBMIT COLOR SAMPLES**
13. Orientation of Sign to the Street: Parallel \_\_\_\_\_; Perpendicular ; Angled \_\_\_\_\_.
14. Distance sign is set back from street curb or edge of pavement (corner lots, provide distance from both streets).  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_
15. Distance building is set back from street curb or edge of pavement (corner lots, provide distance from both streets).  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_
16. Sign Content (words, letters, logos): CHICO'S
17. Size of logo: Horizontal \_\_\_\_\_ feet \_\_\_\_\_ inches; Vertical \_\_\_\_\_ feet \_\_\_\_\_ inches.
18. Sign Materials: Letters ACRYLIC; Sign Face ALUMINUM  
 Mounting Structure (type and materials): PLATE MOUNTED TO WALL
19. Sign Illumination, if applicable (type, location and wattage): NONE
20. Sign Landscaping, if applicable landscape plan shall be submitted
21. Additional Comments: \_\_\_\_\_



**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.

Name & Title of Applicant: Jerry Roberts - MEMPHIS SIGN ELECTORS  
 Address: 2234 DYCKA AVENUE MEMPHIS, TN 38114  
 Signature of Applicant: [Signature]

Name & Title of Property Owner/Landlord: MARK HUDGINS, VP, SHOP AT SADDLE CREEK, INC.  
 Address: 610 HETTMAN LLC, 141 N WACKER DR, CHICAGO IL 60606  
 Signature of Property Owner/Landlord: [Signature]

Name & Title Tenant/Lessee: Anthony Maldonado, SVP - Real Estate, Store Design, Construction, Facilities  
 Address: Chico's FAS, Inc., 11215 Metro Parkway, Fort Myers, FL 33966  
 Signature of Tenant/Lessee: [Signature]

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

Name	Business or Home Address

\*See language in parenthesis above.

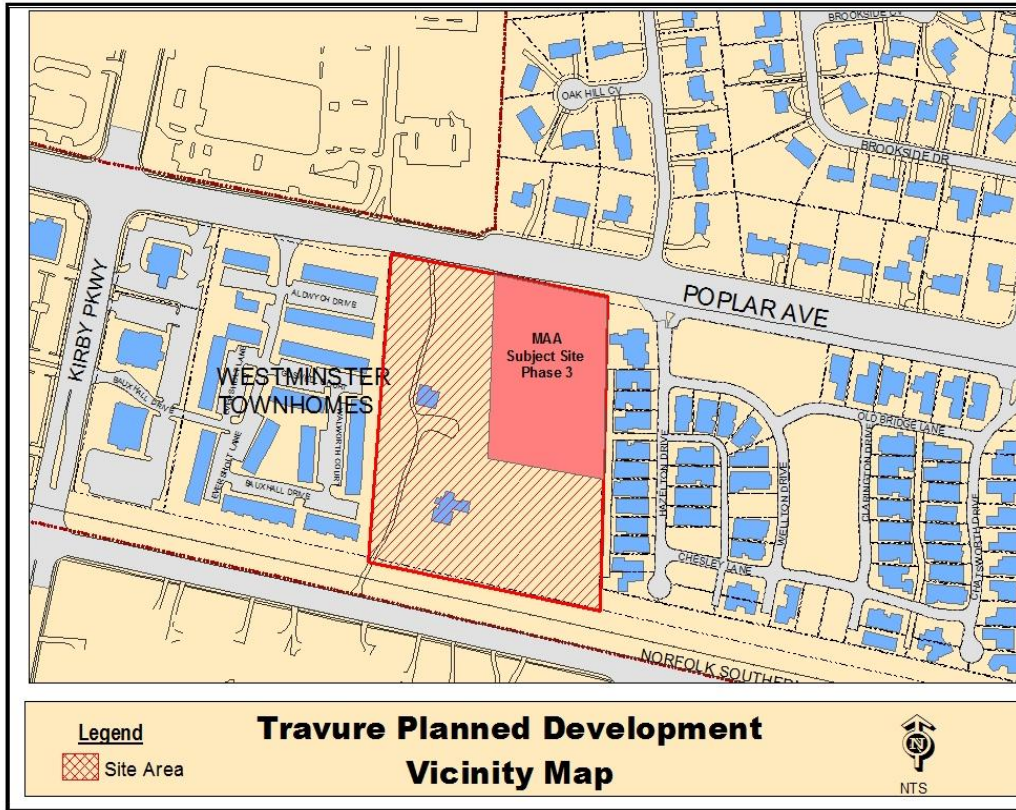
- c. First Bank – 6815 Poplar Ave (Travure) – Approval of a Sign Package (Case No. 18-839)  
 Previously Known as Agenda Item No. 7

**INTRODUCTION:**  
 Case Number: 18-839  
 Location: 6815 Poplar Ave. (Travure Office Building)  
 Applicant/Representative Name: First Bank, Bob Sebastian, VP Corporate Real Estate

Current Zoning District: "T-5" Urban Center and "T-4R" General Urban Restricted Districts

Description of Request: Request Approval of Two Wall-Mounted Tenant Identification Signs (including 1 warrant)

\*Refer to the Disclosure Form attached for more information




Location is Approximated

DRC SUBCOMMITTEE REPORT: The DRC Subcommittee did not meet to review this request.

BACKGROUND: The property was rezoned from the "OG-1" Old Germantown District to the T-4R and T-5 districts as part of the Western Gateway Small Area Plan rezoning in October 2014. The Amended Outline Plan and the Final Plans were reviewed by the Smart Code Review Committee on November 24, 2015, and were approved by the Planning Commission on December 8, 2015. On February 22, 2016, the Board of Mayor and Aldermen approved the Amended Outline Plan and the Final Plans for TraVure Phases 1-3. The DRC approved two building identification signs for Mid-America Apartments (MAA) on November 29, 2016.

DISCUSSION: The applicant, First Bank, is a ground floor tenant in the five-story office building located within the Travure Planned Development. The applicant is requesting approval of a sign package that consists of two wall-mounted tenant identification signs to be located on the north face of the building façade fronting on Poplar Avenue and the west face of the building façade fronting on Travure Drive. (See the building elevation drawings for exact sign locations.) The specifics of the request are as follows:

**SIGN – Two (2) -TENANT IDENTIFICATION WALL SIGNS**

Location & Height:	Two sign is to be mounted parallel on the north face of the building façade and the other is to be mounted parallel on the west face of the building façade; 13.2 ft. above the surrounding grade (ground floor).
Sign Area	20.56 square feet (per sign)
Content:	
Color & Materials:	Channel Letters = Blue Paint-Matte (AKZO Nobel Sign 1102 (PMS 295Cc)) Gray Paint-Matte (AKZO Nobel Sign436H1) Material = Aluminum Background = Building Facade Logo = Blue Satin-Matte (AKZO Nobel Sign 1102 (PMS 295Cc)); Gray Paint - Matte (AKZO Nobel Sign436H1); white paint Material = Aluminum Background = Building Facade
Font:	Corporate
Logo size:	3.79 square feet (per sign)
Letter Height:	21 inches max. (Logo Height = 17 inches)
Mounting Structure:	Attached to the precast concrete wall with Aluminum Studs
Lighting:	Text = White LED, Halo Lit ; Logo = Halo Lit
Landscaping	N/A

**STAFF COMMENTS:**

1. This site is located with the Western Gateway Small Area Plan area and is regulated by Smart Code zoning districts, “T-5” Urban Center and “T-4R” General Urban Restricted.
2. Section 23-741 INTENT: This Code (i.e., this Code) has been adopted to promote the health, safety and general welfare of the City of Germantown, Tennessee (“City”) and its citizens, including without limitation: protection of the environment; conservation of land, energy and natural resources; reduction in vehicular traffic congestion; more efficient use of public funds; economic development; a more balanced and sustainable tax revenue stream; health benefits of a pedestrian environment; historic preservation; education and recreation; reduction in sprawl development; and improvement of the built environment and human habitat.
3. Section 23-805.C.2.c. states “Wall signs shall have a maximum total sign area per exterior façade with the entrance of 50 square feet, or one-half square foot for each linear foot of building wall or lease space on which the sign is erected, whichever results in the smaller sign area, never to exceed 100 square feet”. The current request is for two tenant identification wall signs that are 20.56 sq. ft. per exterior façade (northern and western elevations), based on the calculated linear footage of the building walls on which the sign will be erected, 112.8 feet along Poplar and 127 feet along TraVure Drive.
4. On November 29, 2016, the DRC approved two building identification signs for Mid-America Apartments (MAA) totaling 82.85 sq. ft. per building wall in conformance with the Smart Code Sign Ordinance.
5. The current request for two wall signs in addition to the existing wall signs approved for MAA will bring the total sign area to 103.41 sq. ft. per exterior building façade, which exceeds the maximum permitted by Section 23-805.C.2.c. Consequently, a warrant must be granted to allow the addition of two new walls signs for First Bank, thereby exceeding the maximum allowable sign area for each exterior façade on the TraVure office building.
6. **WARRANTS:**  
 Per Section 23-745, any requested deviation from the Smart Code District’s regulations must be granted by approval of a warrant.



In those instances where reasons are shown that would justify a deviation from the strict requirements of the provisions of the Smart Code, the Planning Commission shall have authority to permit such deviations. A warrant is an official decision that permits a practice that is not consistent with a specific provision(s) of this Code, but is justified by its "intent" and is consistent with the urban design guidelines and/or development concepts in the "Germantown Smart Growth Plan".

The following is from the Smart Code section of the zoning regulations: "In determining justifiable reasons for granting a warrant, the PC (or the DRC when appropriate) shall take into account, among other relevant factors that may be applicable, the relationship of the property to other properties, whether the deviation would be in accord with the intent of the Smart Code, principles of good land use planning as same may evolve over time, the topography of the property, and peculiar and exceptional practical difficulties or undue hardship upon the owner of the property. In determining whether to grant a warrant, financial hardship shall not alone be considered sufficient to justify a deviation. In all events, the PC (or the DRC when appropriate) shall take into consideration whether the proposed deviation may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of the Smart Code provisions."

7. Per Section 23-805.B.1. Wall signs. General. A wall sign mounted parallel to a building wall is permitted, provided that the wall contains the major entrance for public entry of the occupant and faces a public street. The following signs may also be allowed with the approval of the DECD, provided that such additional signs do not result in a total area of signage in excess of the size permitted in subsection (b) below:
  - a. A wall sign on another wall of an occupant's premises in lieu of or in combination with a sign on a wall containing an entrance;
  - b. More than one wall sign when there is more than one major entrance; provided, however, that such additional sign is on a wall facing a public street or customer parking lots and containing a major entrance, and provided that any such sign facing parking lots is not apparent from residential areas; and...

Neither of the two proposed signs will be located over a public entrance since the main entrance into the bank is from the interior of the office building. However, the signs do conform to the sign code because the northern façade will face a public street and the sign on the western façade will face customer on-street parking along a private drive (TraVure Drive).

8. Logos are not restricted to a minimum size by the sign regulations of the Smart Code zoning districts as would be required in the standard commercial or office zoning districts under Section 14 of the sign regulations.

The Logo is proposed to be a painted internally illuminated aluminum cabinet. Section 23-804.B.7 states "Interior lighted translucent letters are allowed for wall signs for the purpose of building identification only, provided that any wall sign containing translucent letters is architecturally recessed into the building façade as approved by the DRC. Translucent background shall not be used;... Sign cabinets are not traditionally used on buildings. The approval of this type of signage is a departure from what the DRC have previous require for building wall sign. The applicant has provided an example of the proposed logo signage so as to determine how the light will reflect from the sign.

9. The two signs as proposed meet the sign regulations in Division 8 of the Smart Code zoning districts with the approval of one warrant for an increase in total allowable sign area on the northern and western building façade.
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 did not meet to review this request.

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REVISED MAIN MOTION: To approve two (2) wall-mounted tenant identification signs, each 16.77 sq.ft. (with no logo) for First Bank, located at 6815 Poplar Ave. (Travure Office Building), subject to the

Board's discussion, staff comments, and conditions contained in the staff report, and the documents and plans filed with the application.

**WARRANT:**

~~PROPOSED MOTION: To approve a warrant from 23 805.C.2.c.: to increase the total allowable sign area on the northern and western exterior building façade by permitting two new tenant identification wall signs (20.56 sq. ft. each) on the same wall as the existing MAA wall signs, which will bring the total sign area to 103.41 sq. ft. for each of the two exterior building façade. REQUEST REVISED. Warrant not needed. Each wall sign shall be 16.77 sq.ft. (logo removed), bringing the total signage per façade (with MAA's existing signs) to 99.62 sq.ft.~~

ITEM #	DESCRIPTION	TOTAL QUANTITY
1	20P THIN ALUMINUM FACE (SEE COLOR SCHEDULE)	600
2	20P THIN 1/4" CLEAR ALUMINUM REVERSE SIDE (SEE COLOR SCHEDULE)	600
3	1/2P THIN CLEAR POLYCARBONATE BACK	600
4	1/2" X 1/2" X 1/2" LOGO ALUMINUM (SEE TYP.)	600
5	1/2" X 1/2" X 1/2" LOGO ALUMINUM (SEE TYP.)	600
6	1/2" X 1/2" X 1/2" LOGO ALUMINUM (SEE TYP.)	600
7	ALIGHT PRO MINI (SEE LED COLOR SCHEDULE)	100
8	ALIGHT PRO MINI (SEE LED COLOR SCHEDULE)	100
9	ALIGHT PRO MINI (SEE LED COLOR SCHEDULE)	100
10	ALIGHT PRO MINI (SEE LED COLOR SCHEDULE)	100
11	1/2" THIN LEAD FREE FURNACE CONDUIT	600
12	20 AMP DISCONNECT SWITCH	1
13	1/2" ALUMINUM PAN-HEAD SCREWS (SEE COLOR SCHEDULE)	600
14	1/2" THIN ALUMINUM MOUNT	600
15	1/2" THIN ALUMINUM MOUNT (SEE COLOR SCHEDULE)	600
16	1/2" THIN ALUMINUM MOUNT (SEE COLOR SCHEDULE)	600
17	1/2" THIN ALUMINUM MOUNT (SEE COLOR SCHEDULE)	600
18	1/2" THIN ALUMINUM MOUNT (SEE COLOR SCHEDULE)	600
19	1/2" THIN ALUMINUM MOUNT (SEE COLOR SCHEDULE)	600
20	1/2" THIN ALUMINUM MOUNT (SEE COLOR SCHEDULE)	600
21	1/2" THIN ALUMINUM MOUNT (SEE COLOR SCHEDULE)	600
22	1/2" THIN ALUMINUM MOUNT (SEE COLOR SCHEDULE)	600
23	1/2" THIN ALUMINUM MOUNT (SEE COLOR SCHEDULE)	600
24	1/2" THIN ALUMINUM MOUNT (SEE COLOR SCHEDULE)	600

**LETTER CONSTRUCTION NOTES:**

- FACE TREATMENT:** SEE COLOR SCHEDULE.
- RETURN TO BACK ATTACHMENT:** SEE TYPICAL SECTION.
- LED SPECIFICATIONS:** AGILIGHT PRO MINI - LS-PRO160-50K-2B1C WHITE LEDS; AGILIGHT PRO MINI - LS-PRO160-50K-3B1C WHITE LEDS.
- LETTER INTERIOR:** PAINT INTERIOR STARBRITE WHITE. CAULK INSIDE PERIMETER OF LETTERS TO PREVENT LIGHT LEAKS.
- PAINT:** ALL EXTERIOR PAINTS TO HAVE SATIN-GLOSS FINISH. ALL PAINTS TO HAVE A 2.8 VOC, OR LESS AS REQUIRED BY CODE.

**INSTALLATION NOTES:**

- MANUFACTURER TO PROVIDE FULL SIZE MOUNTING PATTERN.
- INSTALLER TO DRILL MOUNTING HOLES. INSTALL CONDUIT ON BACK OF LETTERS TO PASS THRU WALL.
- JUNCTION BOXES TO BE INSTALLED ON THE INSIDE OF WALL BEHIND LETTERS.
- INSTALLER TO RUN CONDUIT AND CONNECTING WIRE TO EACH JUNCTION BOX.
- INSTALLATION OF JUNCTION BOXES AND ELECTRICAL CONNECTIONS TO BE DONE BY QUALIFIED INDIVIDUAL THAT MEETS LOCAL AND NATIONAL CODES.
- MANUFACTURER TO SUPPLY TRANSFORMER BOX WITH LOUVERED VENTS AND SCREENS, TO HELP IN THE DISSIPATION OF HEAT.
- INSTALLER TO SUPPLY MOUNTING ANGLE.
- WHEN USING HLT1 ANCHORING SYSTEM, IT IS TO BE USED IN STRICT ACCORDANCE WITH MANUFACTURER'S GUIDELINES.

**GENERAL NOTES:**

- DO NOT USE GRAPHICS SHOWN ON THIS DRAWING FOR PRODUCTION REFER TO PRODUCTION ELECTRONIC FILES.
- INSTALLER SHALL VERIFY ALL SITE CONDITIONS AND DIMENSIONS.
- EXISTING WALL CONSTRUCTION TYPE MUST BE DETERMINED AT THE ACTUAL PROPOSED LOCATION OF THE LETTERS BY THE INSTALLER.
- INSTALLER SHALL VERIFY THAT FASTENERS CHOSEN ARE SUITABLE WITH WALL CONDITION TO WITHSTAND THE STATED PULL-OUT FORCE.
- THE BUILDING ENGINEER SHALL INCLUDE THE LOADS APPLIED BY THE SIGN STRUCTURE IN THE DESIGN OF THE WALL SYSTEM.
- INSTALLATION SHALL CONFORM TO NATIONAL ELECTRICAL CODE AND OTHER APPLICABLE CODES.

**NOTE:** 20 AMP DISCONNECT SWITCH SHOULD BE LOCATED ON THE PRIMARY SIDE OF ALL MASTER POWER SUPPLIES. SWITCH MUST BE LOCATED IN SIGHT OF LETTERS OR HAVE CAPABILITY OF BEING LOCKED IN OPEN CIRCUIT POSITION TO MEET U.L. REQUIREMENTS.

**FRONT ELEVATION @ 21" LETTERSET W/ 17 3/4" LOGO**  
(SEE COLOR SCHEDULE)

**FRONT BANK COLOR SCHEDULE**

FACE MATERIAL: 20P THIN ALUMINUM  
 FACE TREATMENT: AGCO WHITE (SEE LED COLOR SCHEDULE)  
 BACK MATERIAL: CLEAR 1/2" THIN CLEAR POLYCARBONATE  
 BACK TREATMENT: BY PRODUCE WHITE (SEE COLOR SCHEDULE)

FRONT BANK COLOR SCHEDULE

FACE MATERIAL: 20P THIN ALUMINUM  
 FACE TREATMENT: AGCO WHITE (SEE LED COLOR SCHEDULE)  
 BACK MATERIAL: CLEAR 1/2" THIN CLEAR POLYCARBONATE  
 BACK TREATMENT: BY PRODUCE WHITE (SEE COLOR SCHEDULE)

CLIENT	DESCRIPTION	DATE	SHT.	BY	PROJECT NUMBER	
	FIRST BANK - 17IN LOGO	10/2/18	1	JPR	FBK00248	
	21" LETTERS HALO LIT		3		B369121	

1715 Oak Hill Highway  
 Suite 100, Richmond, VA 23261  
 Tel: 804.328.1011

**TYPICAL SECTION**

**FRONT ELEVATION @ 21" LED LAYOUT**  
(SEE ELECTRICAL CHART)

**NOTE:**  
EACH INDIVIDUAL LETTER TO BE GROUNDED

LED ELECTRICAL CHART			
LTR.	WHITE LED	TRANSFORMER	AMPS
LOAD	12		
F	20		
I	7		
R	8		
S	11	1	0.03
T	9		
B	25		
A	13		
N	14		
K	19		
<b>TOTAL</b>	<b>118</b>	<b>1</b>	<b>0.03</b>

**NOTE:**  
(1) 20 AMP CIRCUIT REQUIRED

**ELECTRICAL INSTALLATION KIT**

AN ELECTRICAL INSTALLATION KIT TO BE INCLUDED WITH ALL LETTERS IS SHIPPED. THESE SHALL INCLUDE:

- (1) MOUNTING PATTERN
- (30) WATERPROOF CONDUIT
- (4) JUNCTION BOXES
- (32) CONDUIT CONNECTORS
- (3) TRANSFORMER BOXES WITH MASTER POWER SUPPLY

**LED NOTE:**  
LED LAYOUT TO BE REVIEW PRIOR TO MANUFACTURING

CLIENT: **FB FirstBank**

DESCRIPTION: **FIRST BANK - 17IN LOGO  
21" LETTERS HALO LIT  
1 LINE COPY**

DATE: 10/2/18

PROJECT NUMBER: **FBK00248**

DRAWING NUMBER: **B369121**

NOTES: Dimensions and plate indicated on this drawing are the sole property of the design studio. No part of this drawing may be reproduced, stored in a retrieval system, or used for any purpose other than the intended application without the prior written consent of the design studio. Discontinuation of any of the information on-board while, without consent of owner, is a violation of intellectual property and shall not be tolerated.

7875 Oak-Hick Highway  
 Houston, Texas 77051  
 Tel: 832.326.4200  
 Fax: 832.326.1511

**BLUE LETTERSET LOGO FACE DETAIL**

FASTENER SCHEDULE		
	3/8" LAG SCREW	FOR USE WITH WOOD OR EPS WALL SYSTEMS, 1-1/2" MIN PENETRATION (EXCL. TIP)
	3/8" DIA. THREADED ROD	FOR USE WITH WOOD, CONCRETE BLOCK OR EPS WALL SYSTEMS.
	3/8" RED HEAD L.D., (LARGE DIAMETER TAPCON)	FOR USE WITH CONCRETE BLOCK, BRICK OR CONCRETE. EMBED A MIN. OF 2".
	3/8" DIA. H.L.TI HIT ROD WITH HY 150 MAX ADHESIVE	FOR USE WITH CONCRETE. EMBED A MIN. OF 2".
	3/8" DIA. H.L.TI HIT ROD WITH HY20 ADHESIVE	FOR USE WITH MASONRY AND BRICK. EMBED A MIN. OF 3 3/8".
	3/8" DIA. H.L.TI HIT ROD WITH HY20 ADHESIVE	FOR USE WITH CONCRETE BLOCK AND BRICK. EMBED A MIN. OF 2".
	3/8" DIA. H.L.TI HLC SLEEVE ANCHOR	FOR USE WITH CONCRETE, MASONRY AND BRICK. EMBED A MIN. OF 3 3/8".

**NOTE:**  
 FOR ALL OTHER WALL CONDITIONS THAT ARE NOT ON THE APPROVED FASTENER SCHEDULE, INSTALLER TO DETERMINE A SUITABLE METHOD OF ATTACHMENT FOR SIGNAGE AND OBTAIN APPROVAL FROM THE INSITE GROUP. IF INSTALLER IS UNSURE OF A METHOD, THE INSITE GROUP MUST BE CONSULTED. FOR ALL ATTACHMENT METHODS, INSTALLER MUST ADHERE TO GUIDELINES ON USE AND SITE PREPARATION PUT FORTH BY FASTENER MANUFACTURER.

MANUFACTURE'S LABEL & UL LABEL TO BE ON THE BOTTOM OF THE LOGO AND ALL LETTERS. ORIENTATION OF LABELS AS SHOWN. LOCATED ON THE RIGHT HAND SIDE ON LOGO AND SQUARE BOTTOM LETTERS, AND TO THE LOWEST POINT OF ROUND LETTERS

CLIENT <b>FB FirstBank</b>	DESCRIPTION FIRST BANK - 17IN LOGO 21" LETTERS HALO LIT 1 LINE COPY	NOTE: All designs and plans indicated on this drawing are the sole property of the InSite Group. Printed specifically for the noted project. Use of these designs or plans for any purpose other than the intended application shall be prohibited without the written consent of the InSite Group. Disclosure of any of the information enclosed herein, without consent of owner, is a violation of intellectual property and shall not be tolerated.	REV. 3 OF 3	BY JPR DATE 10/2/18	Project Number FBK00248 Drawing Number B369121		1775 DR. HIGHWAY FORT WORTH, TEXAS 76101 Voice: 817.242.6200 Fax: 817.242.6111
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**BUILDING ELEVATIONS WITH PROPOSED SIGNAGE**



TraVure Drive Frontage



Poplar Avenue Frontage



# 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

Does this sign meet every criterion included in the sign policy for this location?

Yes: \_\_\_ No: \_\_\_ If no, explain: \_\_\_\_\_

**\*\*Complete this first page for each separate sign request\*\***

\*\*\*\*\*

- Sign Owner/Tenant: FIRSTBANK Phone No: 615-475-6205
- Sign Owner's/Tenant's Address: 6815 POPLAR AVE. Email Address: \_\_\_\_\_
- Sign Location Address and Name of Shopping Center: 6815 POPLAR AVE - TRAMUE
- 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: 44' feet.  
 Size of tenant space: 2900 square feet
- Size of Sign: Width: 11 feet 9 inches; Height: 1 feet 9 inches  
 TOTAL AREA OF SIGN IN SQUARE FEET: 20.56
- Height of sign at its highest point above the surrounding grade: 13 feet 2 inches.
- Size of Letters: 1) Height 1.9" Width 2.2" Font: Corp. logo  
 2) Height 1.9" Width 18" Font: see attached  
 3) Height \_\_\_\_\_ Width \_\_\_\_\_ Font: \_\_\_\_\_
- Colors: Letters: Blue SUBMIT COLOR SAMPLES  
 Background: Stone / off white 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).  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: TRAMUE  
 \_\_\_\_\_ 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: TRAMUE  
 \_\_\_\_\_ Feet \_\_\_\_\_ Inches Name of Street: \_\_\_\_\_
- Sign Content (words, letters, logos): Logo - FirstBank letters
- Size of logo: Horizontal 2 feet 2 inches; Vertical 1 feet 9 inches.
- Sign Materials: Letters Aluminum; Sign Face Aluminum  
 Mounting Structure (type and materials): Aluminum Stud
- Sign Illumination, if applicable (type, location and wattage): LED / see cutsheet, Halo lit
- Sign Landscaping, if applicable landscape plan shall be submitted
- Additional Comments: Sign is painted aluminum w/ clear acrylic backs. No vinyl. Returns painted gray-matte, faces painted blue-matte logo to receive white paint-matte on blue.





**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.

Name & Title of Applicant: Mitchell Robinson V.P. Sales  
Address: 2234 Dunn Memphis TN 38114  
Signature of Applicant: [Signature]

Name & Title of Property Owner/Landlord: GIL PROPERTIES Raymond Carl III  
Address: 6130 MACON STATION # 114 COLLETONA TN 38018  
Signature of Property Owner/Landlord: [Signature]

Name & Title Tenant/Lessee: FIRST BANK BOB SEBASTIAN  
Address: 615 MEMORIAL BLVD. MEMPHIS TN 37129  
Signature of Tenant/Lessee: [Signature]

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

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

\*See language in parenthesis above.



# 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: \_\_\_\_\_

## SMART CODE WARRANT APPLICATION (TO BE SUBMITTED WITH THE PLANNING COMMISSION APPLICATION)

PROJECT INFORMATION	
Project Name	FIRST BANK - TRAVURE BUILDING
Address	1615 POPLAR AVENUE, GERMANTOWN, TN 38138
Project Description	NEW EXTERIOR "FIRST BANK" SIGNAGE
No. of Acres:	Parcel Identification Number(s): Zoning District:
APPLICANT/PROPERTY OWNER/LESSOR/DEVELOPER INFORMATION	
Applicant Name & Title (Print):	VP of Corporate Real Estate Bob Sebastian / Real Estate
Address:	1615 Memorial Blvd, Murfreesboro, TN 37129
Phone No.:	615-475-1070
Email Address:	vsebastian@firstbank.com
Signature of Applicant:	<i>[Signature]</i>
Owner Name & Title (Print):	Gill Properties / Raymond
Address:	8130 Vision Station # 114, Cordova, TN 38018
Phone No.:	901-753-1100
Email Address:	rm@gillprop.com
Signature of Property Owner:	<i>[Signature]</i>
Lessor Name & Title (Print):	First Bank / Bob Sebastian
Address:	1615 Memorial Blvd Murfreesboro, TN
Phone No.:	615-475-1005
Email Address:	vsebastian@firstbank.com
Signature of Lessor:	<i>[Signature]</i>
Developer Name & Title (Print):	Gill Properties / Raymond
Address:	"
Phone No.:	"
Email Address:	"
Signature of Developer:	<i>[Signature]</i>
APPLICANT INFORMATION	
Name & Title:	Mitchell Robinson
Company Name:	Memphis Sign Erectors
Address:	2834 Dawn Memphis
Phone No.:	901-365-5119
Fax No.:	901-2730
Email Address:	
Who will represent this proposal at the Planning Commission meeting?	Bob Sebastian VP Real Estate First Bank

Smart Code - Warrant Application Form  
Page 2

WARRANT REQUEST(S)
<p><b>WARRANT #1</b></p> <p>Section 23-745, A warrant is an official decision that permits a practice that is not consistent with a specific provision(s) of the Code, but is justified by its intent (Sec. 23-741) and is consistent with the adopted small area plan applicable to that location.</p> <p>Section of Smart Code from which the deviation is sought: <u>Please Waive Section 23-805(b)(2) which deals with the sign size. MAA was approved for sign size of 82 sq ft per sign and the maximum sign is 100 sq ft per sign. Please increase the sign size on each exterior building wall to accommodate the new signs.</u></p> <p>Justification of Intent (provide additional information as necessary to make the case): _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
WARRANT REQUEST
<p><b>WARRANT #2</b></p> <p>Section 23-745, A warrant is an official decision that permits a practice that is not consistent with a specific provision(s) of the Code, but is justified by its intent (Sec. 23-741) and is consistent with the adopted small area plan applicable to that location.</p> <p>Section of Smart Code from which the deviation is sought: _____</p> <p>_____</p> <p>_____</p> <p>Justification of Intent (provide additional information as necessary to make the case): _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

**PLEASE NOTE:** If more than 1 warrant is being requested, please complete this page and attach to the application. If more than 2 warrants are being requested, please make copies of this page, provide the information requested and attach the pages to the back of the application.

Smart Code - Warrant Application Form  
 Page 3

**CITY OF GERMANTOWN**  
**SMART CODE WARRANT APPLICATION CHECKLIST**

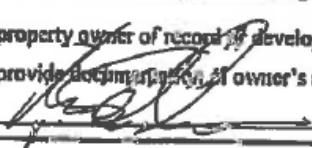
Completed by applicant as of date of submittal		Completed by staff as of date of completeness review	
Completed	Required Items	Staff Verification	Staff Comments:
			A pre-development meeting with staff is required
	A completed application for a warrant and required fees		
	A site plan illustrating the Warrant request		
	Documentation of authorization to represent the property owner, if applicant is not the owner		
	CD of the application and all supporting documents, in .jpg and PDF format.		
	Application Fee \$150 per warrant request		

**Please Note:** The signature of owner authorizes City of Germantown staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. The agent is the official contact person for this project and the single point of contact. All correspondence and communication will be conducted with the agent. If no agent is listed, the owner will be considered the agent.

**(Check One):**  
 I, the owner, will represent this application with the City of Germantown.  
 I, the owner, hereby authorize the person named below to act as my agent in processing this application with the City of Germantown.

I certify that the information in this application is complete and accurate. I understand that I or a representative should be present at all meetings concerning this application.

I am the property owner of record or developer; or  I am the agent authorized to represent the owner in this application (provide documentation of owner's authorization with this application)

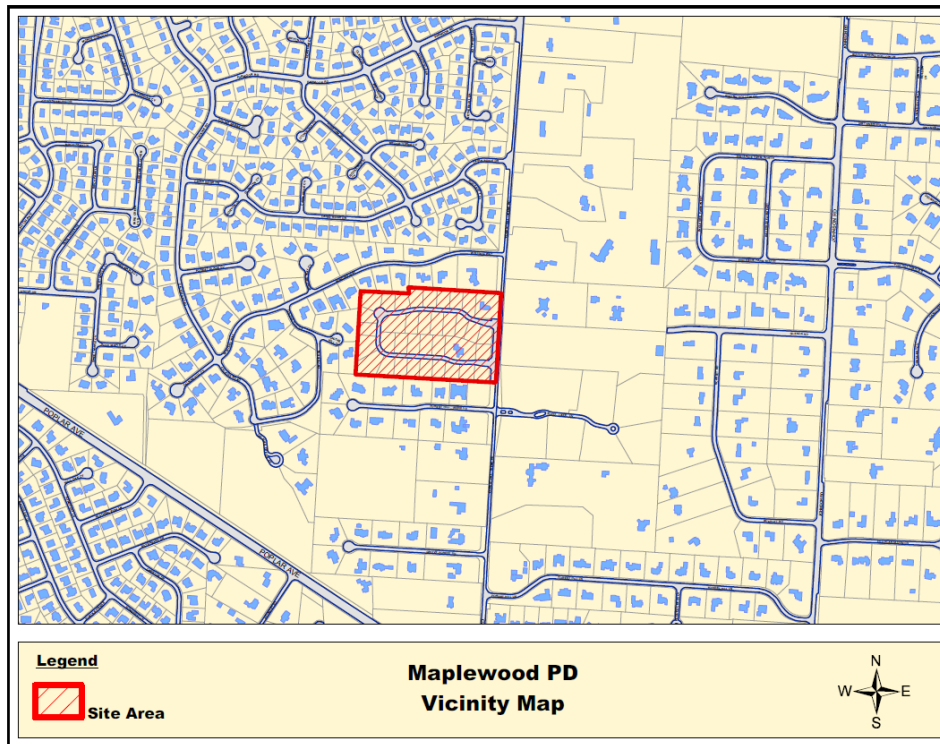
Signature:  Date: 10/18/18

\*\*NO EMAIL APPLICATIONS WILL BE ACCEPTED.\*\*

- d. Maplewood Planned Development – Winston Woods Circle North and south at Forest Hill-Irene Rd. – Approval for Subdivision entrance Gates and a Revised Landscape Plan (Case No. 18-829) Previously Known as Agenda Item No. 8

**INTRODUCTION:**

Case Number:	18-829
Case Name:	Maplewood Planned Development (PD)
Location:	Winston Woods Circle North and South at Forest Hill Irene Rd.
Property Owner:	Shaw’s Creek Builders, LLC – John Duke
Applicant:	Maplewood Homeowners Association – Brett Schubert, Secretary & Agent
Zoning District:	“R” Low-Density Residential District
Description of Request:	Approval for Subdivision Entrance Gates and a Revised Landscape Plan



**BACKGROUND:** On July 2, 2013, the Planning Commission approved a final plan for the 35-lot Maplewood Planned Development (PD) with private streets. The development concept reduced front yard setbacks (to 30 feet) and minimum side yard setbacks of 5 feet on one side and 15 feet on the other side. All driveways are located on the side with a 15 foot setback. The developer provided for the eventual installation of gates at each entrance. However, the plan as presented for approval to the Planning Commission did not include gates and the Planning Commission expressly did not approve gates at the time. With the approval of the PD, the Planning Commission stated, should the developer or Home Owners’ Association propose the installation of gates, that request and the plans associated with it would require additional approval from the Planning Commission. On November 27, 2013, the Design

Review Commission (DRC) granted approval of a preliminary and final plan for the Maplewood PD, which included the subdivision entrance feature (SEF) as well as the associated landscaping and fencing. On October 2, 2018, the Planning Commission recommended approval of the subdivision entrance gates as proposed.

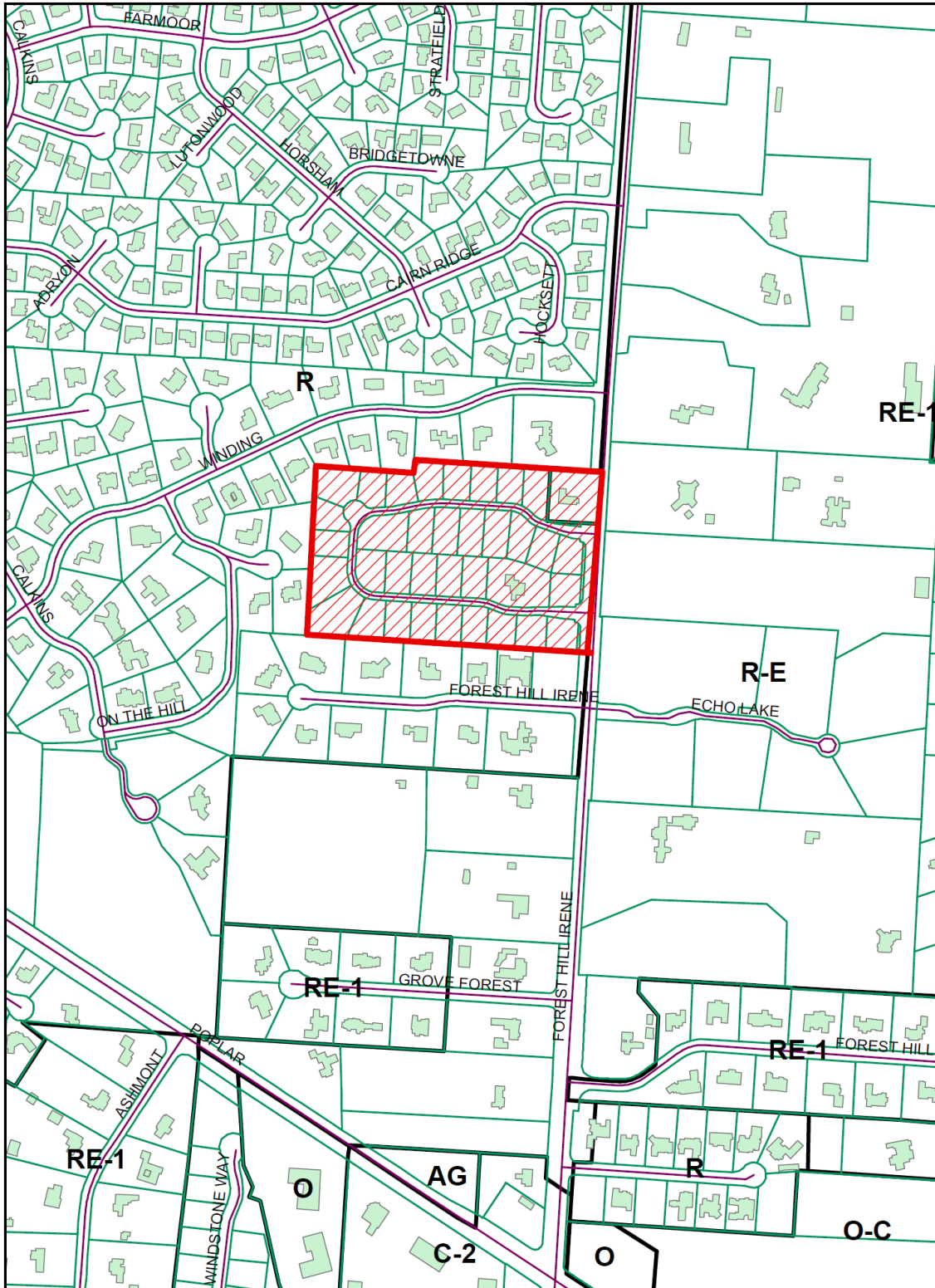
DISCUSSION: The applicant is proposing to install unmanned gates at both subdivision entrances to the Maplewood PD. The gates to the north would be for residents only, and would not have a call box. The gates to the south would be for public use and would have a call box. In order to accommodate a turnaround at the call box of the southern gate, the existing landscaped median would be reduced and a hammerhead turnaround would be constructed on the northern side of the southern entrance. Planning Division staff is recommending that the paved hammerhead turnaround be screened with landscaping.

The proposed subdivision entrance gates would be black wrought iron and would be affixed to existing brick columns. The gates would be no higher than 6' tall at their highest point, thus conforming to Sec. 6-102(a)(2) on fence and gate height.

STAFF COMMENTS:

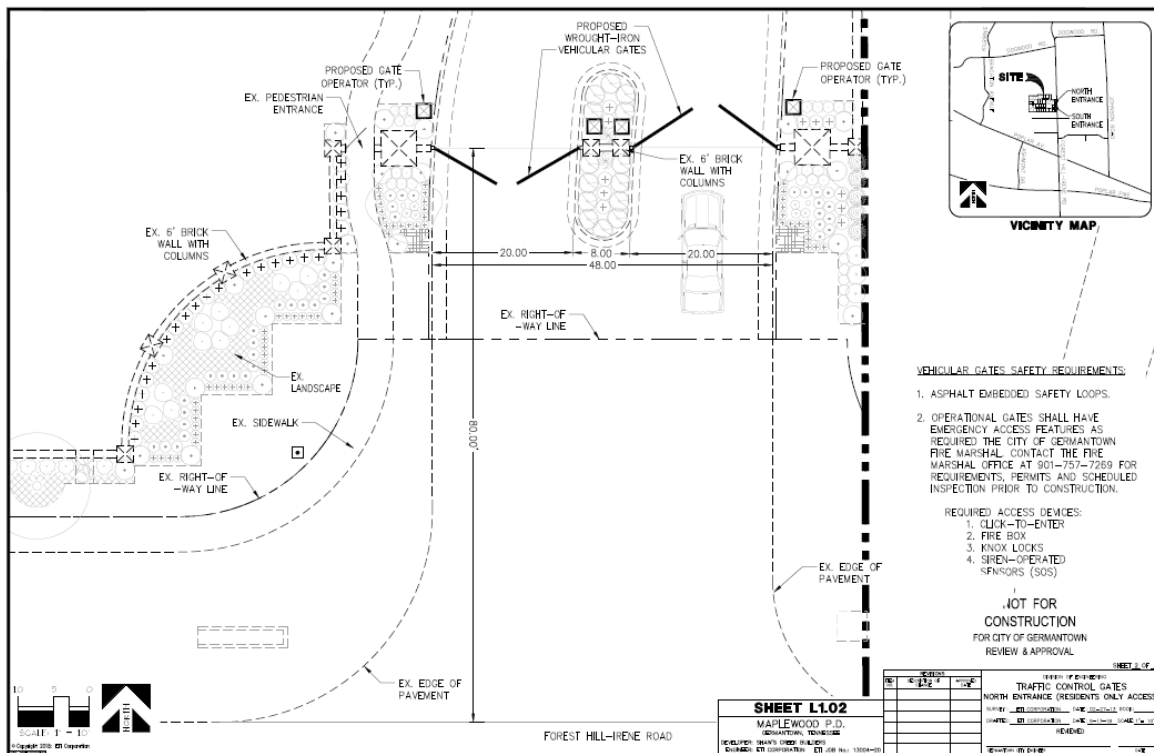
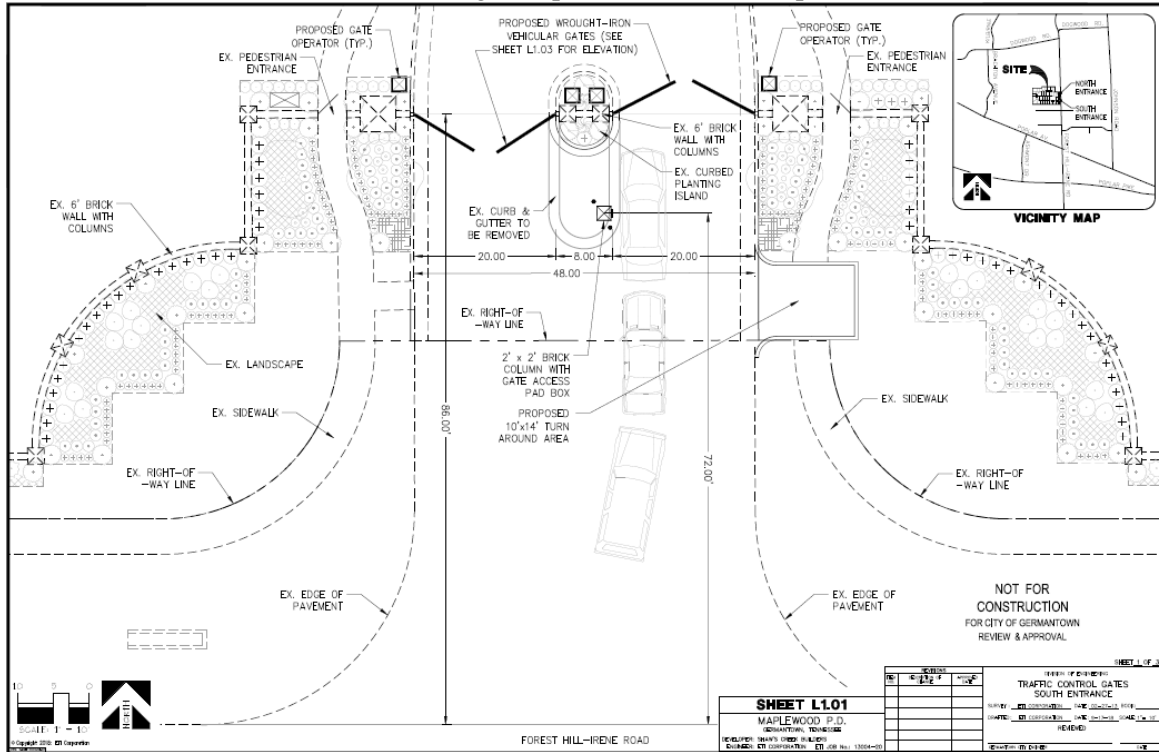
1. With approval of this project, the Planning Commission granted a waiver to the Private Streets Policy (a)iii – Placement and Turnaround. The call box for the south entrance is located 60' from the edge of pavement of an improved intersecting public street, as is required by the City of Germantown Private Streets Policy. However, it is located only 8' from the designated public right-of-way line and vehicles could potentially stack in designated public right-of-way, but likely not in the currently improved portion of Forest Hill Irene Rd.
2. Per the City of Germantown Private Streets Policy, the requirements of the escrow account shall be upheld for the Maplewood PD development. At the time of Final Acceptance for the Maplewood PD, the Homeowners Association (HOA) shall provide verification of this escrow account.
3. As part of the subdivision entrance gate approval from the Design Review Commission, the applicant is requesting a revised landscape plan for the south entrance. In order to enable the vehicular turnaround before the gates, a portion of the landscaped median will need to be removed. Additionally, on the northern side of the southern entrance, a hammerhead turnaround on the northern driveway entrance shall be installed. Planning Division staff is requesting that this hammerhead turnaround be screened with plantings.
4. Following recommendation for approval by the Design Review Commission, the request shall advance to the Board of Mayor and Aldermen for final approval of an amendment to the final plan of the Maplewood PD (gates).
5. Following final approval by the Board of Mayor and Aldermen, the applicant shall apply to the City of Germantown Neighborhood Services Division and the Fire Dept. for a fence/gate permit.
6. If approved, the applicant shall submit the revised landscape plan that reflects the location of the gates and the turnaround to the City Engineer, prior to construction. The turnaround shall be in place, prior to the installation of the gates.
7. Following all approvals, the final plan for the PD shall be re-recorded to include the gates and any requirements.

PROPOSED MOTION: To approve a revised landscape plan and entrance gates for the Maplewood PD, located at Winston Woods Circle North and South at Forest Hill Irene Rd., subject to the Board's discussion, staff comments and conditions in the staff report, and the documents and plans submitted with the application.

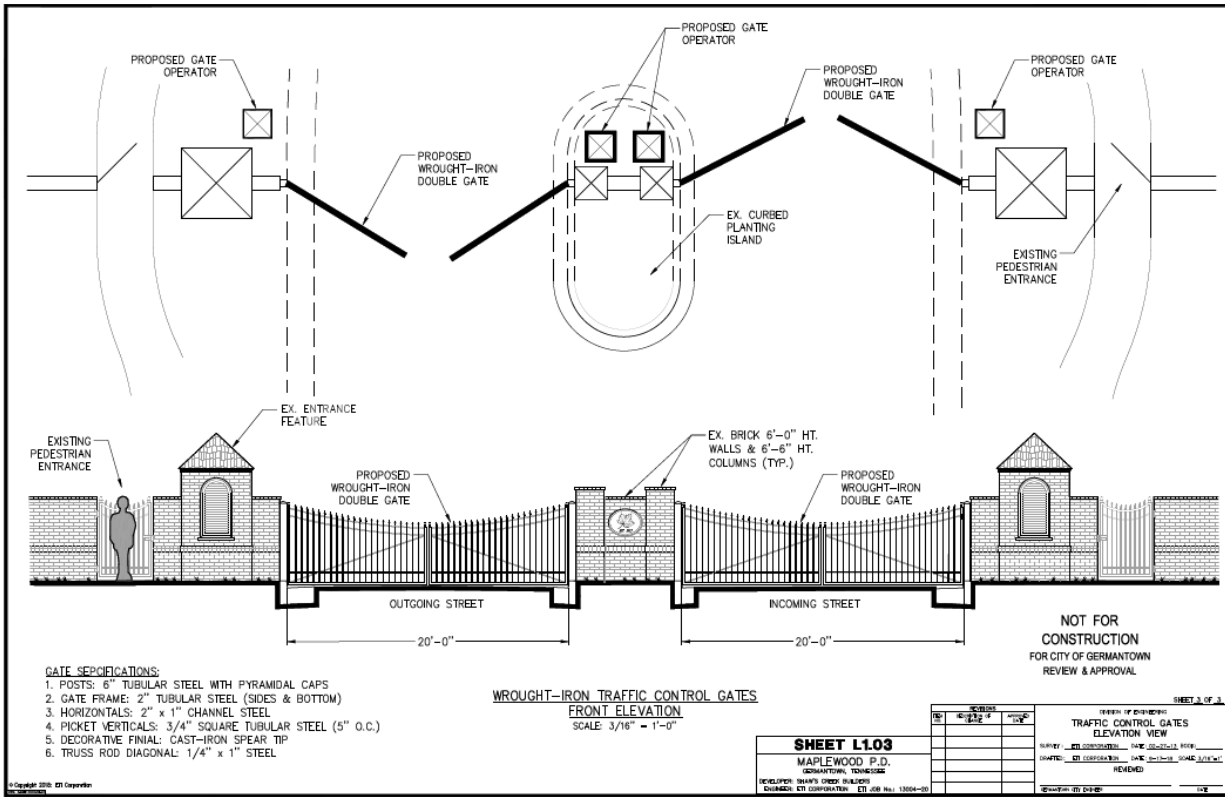


# ZONING MAP

**SITE PLAN**  
 (See agenda packet for full-sized plans)







- GATE SPECIFICATIONS:**
1. POSTS: 6" TUBULAR STEEL WITH PYRAMIDAL CAPS
  2. GATE FRAME: 2" TUBULAR STEEL (SIDES & BOTTOM)
  3. HORIZONTALS: 2" x 1" CHANNEL STEEL
  4. PICKET VERTICALS: 3/4" SQUARE TUBULAR STEEL (5" O.C.)
  5. DECORATIVE FINIAL: CAST-IRON SPEAR TIP
  6. TRUSS ROD DIAGONAL: 1/4" x 1" STEEL

**WROUGHT-IRON TRAFFIC CONTROL GATES**  
**FRONT ELEVATION**  
 SCALE: 3/16" = 1'-0"

**NOT FOR CONSTRUCTION**  
 FOR CITY OF GERMANTOWN  
 REVIEW & APPROVAL

**SHEET L1.03**  
 MAPLEWOOD P.D.  
 GERMAN TOWN, TENNESSEE

NO.	REVISION	DATE	BY	CHKD.
1	ISSUED FOR PERMIT	10/23/18	ET	ET

DESIGNED BY	ET
CHECKED BY	ET
DATE	10/23/18
SCALE	AS SHOWN
PROJECT NO.	18064-00
DRAWN BY	ET

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**MARTIN, TATE, MORROW & MARSTON, P.C.**

**ATTORNEYS AND COUNSELORS**

INTERNATIONAL PLACE, TOWER II  
SUITE 1000  
6410 POPLAR AVENUE  
MEMPHIS, TENNESSEE 38119-4839

**BRETT A. SCHUBERT**

BSCHUBERT@MARTINTATE.COM

LICENSED IN TENNESSEE  
LICENSED IN MISSISSIPPI

TELEPHONE (901) 522-9000

FAX (901) 527-3746

MIDDLE TENNESSEE /  
NASHVILLE OFFICE

P.O. Box 158  
200 MAHR AVENUE  
LAWRENCEBURG, TN 38464

June 29, 2018

City of Germantown  
Economic and Community Development Department  
Attn: Sarah L. Goralewski  
1920 S. Germantown Road  
Germantown, TN 38138

RE: Installation of entrance gates for Maplewood P.D.

Sarah:

In supplement to the application filed with the Design Review Commission and the separate application filed with the Planning Commission, each on June 19, 2018, you have requested that I supplement this cover letter to outline the request and the scope of work.

Not only am I representing the developer of Maplewood, Mr. John Duke, in conjunction with these applications, my wife and I live in Maplewood P.D. (at Lot 2 – 9073 Winston Woods Circle S), and I am the Secretary of the Maplewood P.D. Homeowners Association, Inc. (the “HOA”). Thus, I come before the DRC and the Planning Commission representing Mr. Duke (as the developer), my own personal interest, and the interest of the HOA.

A special meeting of the members of the HOA was held at my office at which time **twenty six (26)** of the lot owners in Maplewood voted to install the gates. At the meeting (through proxy), only **one single** lot owner (a builder who owns three lots) indicated that he did not want gates to be installed or to pay the cost for same through a special assessment. Some homeowners moved into the development anticipating that it would be a gated community; some builders very much wish to market their lot(s) as being part of a future gated community. There is an overwhelming response by the members of the HOA that gates will increase property values and add to the beauty and prestige of another neighborhood in our great City.

As you know, our City has approved the installation of gates at the development directly across the street (Glenn Echo) as well as two other developments with similarly priced homes just south on Forest Hill Irene.

**MARTIN, TATE, MORROW & MARSTON, P.C.**

June 29, 2018

Page 2

Mr. Duke developed the neighborhood with the clear forethought that gates would be installed and that this development would mirror or exceed the prestige of these other three gated developments on Forest Hill Irene. Evident on the landscaping plans, the brick wall that spans and fronts Forest Hill Irene and the brick columns and medians at both entrances to the neighborhood *were already approved* by the City and were clearly installed (at adequate setbacks for gates from Forest Hill Irene) by Mr. Duke in furtherance of his vision to gate this beautiful development. As an additional safety measure, Mr. Duke installed the turn lane/median lane that fronts the entire neighborhood. This development is not densely populated. It generally consists of older "empty nesters" and professionals. I am not aware of one single homeowner that has driving-aged children and more than two (2) cars. There is virtually no traffic. The entrance gates are anticipated to be installed at the center of each of the already installed concrete columns, which are already setback sufficiently for gates. The existing median lane serves as an extra precaution. Because Mr. Duke put so much effort into the installation of the existing brick wall, medians, and columns (with electric installed at the entrance), there are no changes anticipated to the landscaping plans at this time.

Mr. Duke also opted to keep the roads and infrastructure private to further ease of approval of entrance gates. It is my understanding that Mr. Duke was told that gates were "optional" when the development was approved, but that he would simply have to come back before the DRC and Planning Commission for formal approval when the time came to install.

Mr. Duke, myself, and the HOA come before the City at this time because development is moving at a fast pace in Maplewood. Depending upon how many additional slabs are poured in the next couple of months, it is anticipated that Mr. Duke may comply with his obligation to install the final layer of asphalt as early as the late summer/early winter of this year. The community would certainly like to have the electrical code boxes installed at the same time as the road is finished. Installing gates and code boxes thereafter would not only increase the cost to the HOA but would result in a "patchy" and unsightly appearance in the asphalt at both entrances in lieu of the uniform "well-put-together" look that the HOA desires. In essence, the approval sought is the ability to install the gates at such time, and in conjunction with, the installation of the final layer of asphalt by the developer. The short gap period allows the gates to be welded and constructed and the funds to be raised by special assessment from the homeowners.

Thank you so very much for your consideration.

Respectfully,

Brett A. Schubert





# 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...)  
(Circle which one above applies)
- 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 Entrance Gate Approval

Project Name: Maplewood Planned Development

Project Address: Forest Hill Irene at Winston Wood Circle South and North

Previous Tenant: N/A

Applicant's Name: Brett A. Schubert, Esq.

Mailing Address: 6410 Poplar Avenue, Suite 1000, Memphis, TN 38119

Email Address: bschubert@martintate.com Telephone: (901) 522-9000

Property Owner's Name: Shaw's Creek Builders, LLC

Mailing Address: 985 Reddoch Cove, Memphis, TN 38119

Email Address: jdukehome1@aol.com Telephone: (901) 870-5076

Developer's Name: Same as Property Owner

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: Residential

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

Site Plan for Entrance Gates

Landscaping Plans (previously approved)

\_\_\_\_\_

All applicable parties shown below must sign the application:

Brett A. Schubert, Esq.

Print Name of Applicant

  
Signature of Applicant

Shaw's Creek Builders, LLC

Print Name of Property Owner

  
Signature of Property Owner

Same as Property Owner

Print Name of Developer

  
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.*

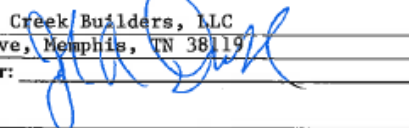
DRC Project Review Application  
Page 3

**DISCLOSURE OF OWNERSHIP INTERESTS**

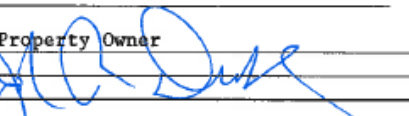
In order to assist staff and appointed and elected officials of the City of Germantown in complying with Ordinances of the City relating to conflicts of interests, the following information is required to be furnished:

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: Brett A. Schubert, Esq.  
Address: 6410 Poplar Avenue, Suite 1000, Memphis, TN 38119  
Signature of Applicant: 

Property Owner: Shaw's Creek Builders, LLC  
Address: 985 Reddoch Cove, Memphis, TN 38119  
Signature of Property Owner: 

Lessee: N/A  
Address: \_\_\_\_\_  
Signature of Lessee: \_\_\_\_\_

Developer: Same as Property Owner  
Address: \_\_\_\_\_  
Signature of Developer: 

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

Name	Business or Home Address
<u>John R. Duke</u>	<u>985 Reddoch Cove, Memphis, TN 38119</u>
<u>Henri Waddel</u>	<u>985 Reddoch Cove, Memphis, TN 38119</u>
_____	_____
_____	_____
_____	_____
_____	_____

\*See language in parenthesis above.

Last Revision Date: 7/2017

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OLD BUSINESS: The Chairman asked if there was any old business. There was none.

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NEW BUSINESS: The Chairman asked if there was any new business. There was none.

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ADJOURNMENT

There being no further business, comments, or questions by the Commission; the Chairman adjourned the meeting at 6:20 p.m.