

CITY OF GERMANTOWN
DESIGN REVIEW COMMISSION
COUNCIL CHAMBERS – CITY HALL
Tuesday, November 16, 2021
6:00 p.m.

1. Call to Order: Chairman Paul Bruns called the meeting to order at 6:00 p.m.
2. Roll Call and Establishment of a Quorum: Regina Gibson called the roll and established a quorum.

Members Present: Chairman Paul Bruns; Vice Chairman Christopher Schmidt; Secretary Robert Sloan; David Nischwitz; Brian Carney; Brian White; and Alderman Sherrie Hicks

Members Absent: Tim Gibson and Patricia Sherman

Staff Present: Cameron Ross, Economic and Community Development Director; Sheila Pounder, Economic and Community Development Assistant Director; Sarah Goralewski, Planning Division Manager; Regina Gibson, Office Manager; Bob McLean, Assistant City Attorney.

3. Approval of the Minutes

Vice Chairman Christopher Schmidt moved to approve the Design Review Commission minutes of October 26, 2021, seconded by Secretary Robert Sloan.

ROLL CALL:

Hicks – Yes
White – Yes
Schmidt -Yes
Nischwitz – Yes
Sloan – Yes
Carney – Yes
Bruns - Yes

MOTION PASSED 7-0-0

4. Consent Agenda

During the Executive Session, items 5D and 5E on the regular agenda became items 4A and 4B on the consent agenda.

- A. Case Number & Project Name: (21-009) Olde Field Green Subdivision – 1st Addition.
Location: 9100 Winchester Rd.
Property Owner: Followell-Smith Development, LLC – Vince Smith Jr.
Applicant: Integrated Land Solutions, LLC – Cory Brady
Request: Approval of a Landscape Plan and Tree Mitigation
- B. Case Number & Project Name: (21-034) Cluster Mailbox Unit Guidelines
Location: City-Wide
Property Owner/Applicant: City of Germantown
Request: Approval of Cluster Mailbox Unit and Standardized Address Numbers Policy Guidelines

* Refer to complete applications, staff reports and attachments on file.

MOTION:

Vice Chairman Christopher Schmidt moved to approve the consent agenda, with the conditions of approval as discussed during Executive Session, seconded by Secretary Robert Sloan.

ROLL CALL:

Schmidt – Yes
White – Yes
Hicks – Yes
Carney – Yes
Sloan – Yes
Nischwitz – Yes
Bruns – Yes

MOTION PASSED 7-0-0

5. Regular Agenda

- A. Case Number & Project Name: (21-014) People First Urgent Care
Location: 9301 Poplar Ave.
Property Owner: Hamad Ahmad, MD
Applicant: Gayden Signs – Josh Flynt
Request: Approval of a Sign Package

* Refer to complete application, staff report and attachments on file.

Sarah Goralewski (Planning Division Manager) made a staff presentation.

The applicant, Mike Gayden with Gayden Signs, 11789 George R. James Rd, Eads, TN 38028, answered commissioners' questions.

Chairman Bruns opened the public hearing.

No one spoke in support or opposition of this item.

Chairman Bruns closed the public hearing and called for a motion.

MOTION:

Vice Chairman Christopher Schmidt moved to approve a sign package (wall sign and ground-mounted sign) for People First Urgent Care and Imaging Center at 9301 Poplar Avenue, subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by Brian White, with the following conditions:

- The wall-mounted sign is approved as presented
- The ground-mounted sign shall be redesigned with the logo removed, the cabinet reapportioned accordingly, and the lighting specifications provided. The applicant shall submit the revised drawings of the ground-mounted sign to Planning Division staff for final review and approval.

Should the revisions not meet the above specifications, the ground-mounted sign proposal shall return to the Design Review Commission for their review and approval.

Chairman Bruns lead the Commission in a discussion of the item.

Chairman Bruns called for a vote.

ROLL CALL:

Schmidt – Yes
Nischwitz – No
Carney – Yes
Hicks – Yes
Sloan – No
White – Yes
Bruns – Yes

MOTION PASSED 5-2-0

- B. Case Number & Project Name: (21-033) Truist Bank
Location: 7770 Poplar Ave.
Property Owner/Applicant: National Bank of Commerce – Mendy McNeill, SVP
Representative: Visual Dynamics – Harold Jackson
Request: Approval of a Sign Package

* Refer to complete application, staff report and attachments on file.

Sarah Goralewski (Planning Division Manager) made a staff presentation.

The applicant's representative, Harold Jackson, with Visual Dynamics, 941 E. Alcy Rd, Memphis, TN 38106 made a presentation and answered commissioners' questions.

Chairman Bruns opened the public hearing.

No one spoke in support or opposition of this item.

Chairman Bruns closed the public hearing and called for a motion.

MOTION:

Secretary Robert Sloan moved to approve a Sign Package for Truist Bank at 7770 Poplar Ave., subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by Vice Chairman Christopher Schmidt, with the following conditions:

- The wall-mounted signs are approved as presented
- The ground-mounted sign facing Poplar Ave. shall be painted matte, the lighting specifications provided and the landscaping enhanced with end cap evergreen plants and additional liriopie filling in front of the sign
- The ground-mounted sign facing Exeter Rd. shall be painted matte off-white, and the landscaping enhanced with end cap evergreen plants and additional liriopie filling in front of the sign

- The applicant shall submit the revised drawings of the ground-mounted signs to Planning Division staff for final review and approval. Should the revisions not meet the above specifications, the ground-mounted sign proposals shall return to the Design Review Commission for their review and approval

Chairman Bruns lead the Commission in a discussion of the item.

Chairman Bruns called for a vote.

ROLL CALL:

Sloan – Yes

Carney – Yes

Schmidt – Yes

Hicks – Yes

Nischwitz – Yes

White – Yes

Bruns – Yes

MOTION PASSED 7-0-0

- C. Case Number & Project Name: (21-030) Landmark Center (Lot 2, Blair James Commercial SD)
Location: 1215-1227 S. Germantown Rd.
Property Owner/Applicant: Germantown Station, LLC – John B. Walker
Request: Approval of a Façade Modification

* Refer to complete application, staff report and attachments on file.

Secretary Robert Sloan recused himself from this item and left the Council Chambers.

Sarah Goralewski (Planning Division Manager) made a staff presentation.

The applicant John B. Walker, 1774 Plantation Rd, Germantown, TN 38138 made a presentation and answered commissioners' questions.

Chairman Bruns opened the public hearing.

No one spoke in support or opposition of this item.

Chairman Bruns closed the public hearing and called for a motion.

MOTION:

Secretary Robert Sloan moved to approve a façade modification for the Landmark Center (Lot 2, Blair James Commercial SD) at 1215-1227 S. Germantown Rd., subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by David Nischwitz.

Chairman Bruns lead the Commission in a discussion of the item.

Following the Commission's discussion, the applicant requested to withdraw the request, in advance of a vote.

WITHDRAWN BY APPLICANT

6. Commission Liaison Reports:

Chairman Bruns asked if there were any Commission Liaison Reports and there was none.

7. Old Business:

Chairman Bruns asked if there were any Old Business and there was none.

8. New Business:

Cameron Ross (ECD Director) updated the Commission regarding proposed amendments to the Vegetation Ordinance (Section 22) regarding tree mitigation.

9. Adjournment:

There being no further business, comments, or questions by the Commission, Chairman Bruns announced the meeting was adjourned at 7:47 p.m.

Paul Bruns, Chairman
Design Review Commission
