

**DESIGN REVIEW COMMISSION
MUNICIPAL CENTER COUNCIL CHAMBERS
Tuesday, December 20, 2011
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 December 20, 2011. Chairman Saunders called the meeting to order at 6:00 p.m. requesting the roll call. Ms. Regina Gibson called the roll of the Board and established a quorum:

COMMISSIONERS PRESENT:

Mr. Keith Saunders, Chairman; Mr. Ralph Smith, Vice Chairman; Mr. Parker McCaleb, Secretary; Alderman Greg Marcom; Mr. Neil Sherman; Mr. Eric Alter; and Mr. Sidney Kuehn

DEVELOPMENT STAFF PRESENT:

Mr. Andy Pouncey, Economic & Development Services Director; Mr. Wade Morgan, Chief Planner; Ms. Regina Gibson, Administrative Secretary; and Mr. Robert McLean, Attorney

1. Approval of Minutes for November 22, 2011.

Mr. McCaleb moved to approve the Design Review Commission minutes of November 22, 2011, seconded by Mr. Sherman, with no further comments or discussions.

Mr. Smith requested that these minutes be changed to reflect (1-4) of the staff comments to be added to the motion concerning the Germantown Collection Revised Lighting Plan.

ROLL CALL: Mr. Kuehn – Yes; Mr. Alter – Yes; Alderman Marcom – Yes; Mr. Smith – Yes; Mr. Sherman – Yes; Ms. Pahlow – Yes; Mr. McCaleb – Yes; Chairman Saunders – Abstain.

MOTION PASSED

2. Ella David Salon – 7518 Second Street – Request Approval to Enlarge the Building.

BACKGROUND: On July 26, 2005, the DRC granted a change in use from residential to salon/day spa/retail use, and on September 27, 2005 approved the preliminary and final plans for the salon. The property has an existing 1,865 square foot house that was built in 1910.

DISCUSSION: The applicant proposes to demolish an existing carport and storage building on the north (rear) side of the principal building and construct a 992 sq. ft., two-story, addition.

Land Area Coverage: The carport and storage area is 622.75 sq. ft. in area, and the proposed addition's ground floor is 549.67 sq. ft. in area. The overall pervious/imperious ratio of 55/45 will increase slightly on the pervious side.

Siding Material and Color: the applicant proposes to use brick on the addition, with the new brick matching the existing brick. She is also requesting, as a backup position, to use wood siding that matches that of the existing building. The siding will be painted to match the existing siding. A paint sample will be available at the DRC meeting.

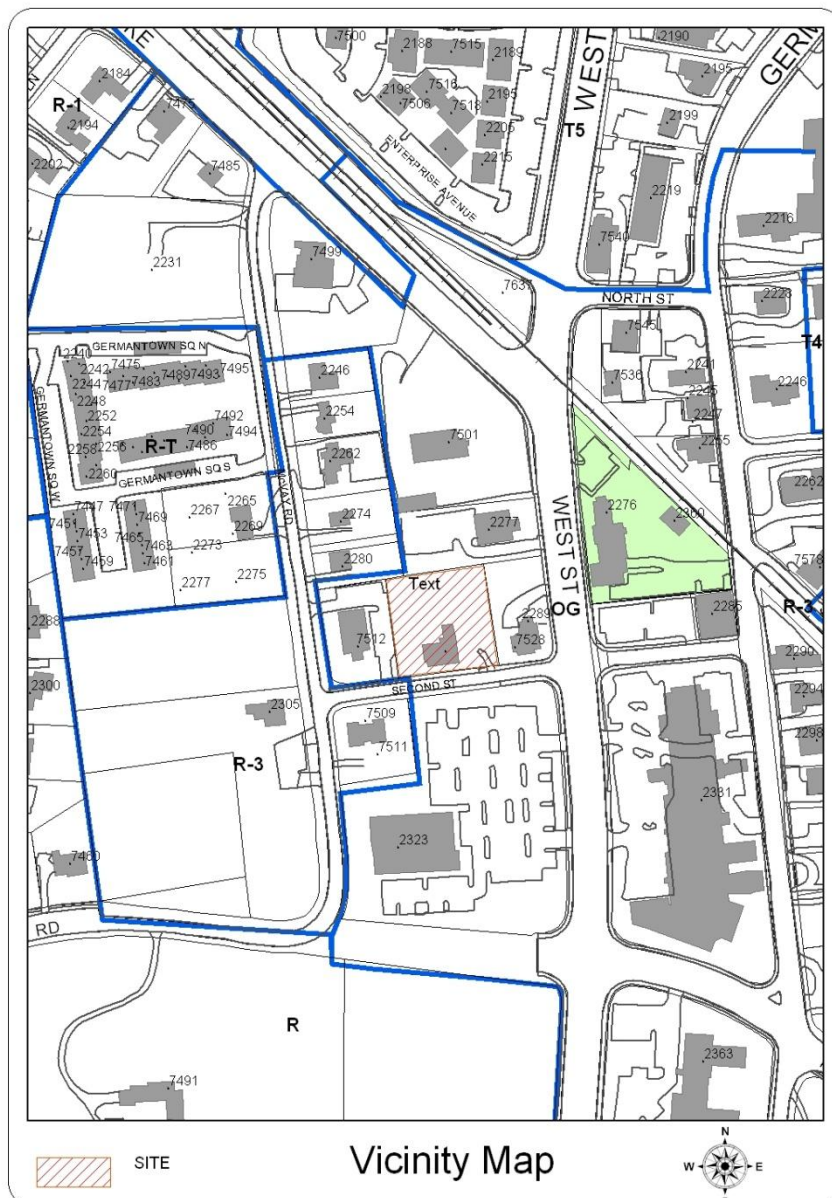
Brick: all new brick, whether on the entire addition or only at the foundation, will match that used on the existing building.

Windows: the windows on the street side of the salon are original to the building. Windows on the rear of the existing building are vinyl. The applicant proposes to use vinyl windows on the addition and match them in size and configuration to existing ones.

Roofing: a new shingle roof was installed on the building approx. three years ago. The addition is to be shingled to match the existing. A sample of the shingles will be available at the DRC meeting.

STAFF COMMENTS:

1. Photographs of the carport and storage area as it exists at present are also included with this staff report.
2. The carport and storage building has a shed roof and appears to have been added to the main building sometime after its original construction.
3. The salon was approved with 8-operator chairs in the salon, which required 24 parking spaces (three off-street parking spaces for each operator chair). 24 parking spaces are provided. The applicant states in her application that the addition is not for the purpose of adding any additional chairs or employees, but will allow the existing equipment and staff to spread out.
4. Prior to any construction of the addition, the applicant shall submit construction drawings for approval from the Germantown Fire Marshal and Dept. of Economic and Community Development.





EXISTING CARPORT AND STORAGE BUILDING TO BE DEMOLISHED – view from east



EXISTING CARPORT AND STORAGE BUILDING TO BE DEMOLISHED – view from northwest



CITY OF GERMANTOWN

TENNESSEE

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

DESIGN REVIEW COMMISSION PROJECT REVIEW APPLICATION

Date: 11-28-11

Project Name: Ella David Salon

Project Address: 7518 Second Street

Previous Tenant: _____

Applicant's Name: Laura Davidson

Mailing Address: _____

Email Address: laura.davidson.005@gmail.com

Telephone: 901-309-1421 Cell # 901-401-2075
Fax Number: _____

Zoning District where project (sign or item) is to be located: OG

Specific Approval requested:

- Preliminary Plan? Final Plan Change in Use
(Site plan, building elevations, landscaping, lighting, etc.) *(Complete "OG" Checklist)*
- Wireless Transmission Facility Landscaping (only) Lighting (only)

Other → Original plans approved are remaining same except carport/utility bldg. area. New addition to be added in same space.

Describe project item(s) to be reviewed: *(please provide additional sheet / letter if needed)*

I have enclosed a letter of explanation.
I would like to add an addition to my building where an existing carport is at now. I will not be disturbing existing landscape etc... Laura Davidson

Print Name of Applicant / Agent

Signature of Applicant / Agent

By my signature, I attest that all of the required information associated with this application has been submitted to the Department of Community Development by the scheduled deadline date. Any failure on my part not to submit any of the required information may result in the removal of the application from the agenda.

ELLA DAVID SALON

Laura Davidson
7518 Second Street
Germantown, Tn. , 38138
Phone (901) 309-1421
Lauradavidson005@gmail.com
Cell (901) 461-2075
Elladavidsalon@aol.com

Design Review Committee,

I am requesting alterations to my building as follows;

- * To remove the existing carport and utility building.
- * To build an addition of approx. 854 sq. ft. in the area the old carport
And utility room would be removed.

The addition would be within the guidelines of green space ratio. Originally when the property was approved for commercial, the carport and utility were counted in the area of green space/ building ratio. The new addition would take up the same amount of space. The Handicap ramp originally approved will not be altered in any way. Our main entrance to the building will remain the same. The new addition will be built along side the existing handicap ramp. We will have double doors as an entrance into the new area if needed for handicap access.

The new space will be used to perform the same services we currently offer. Hairstyling, Nail services, skin care and retail of products used in our industry are the scopes of work we currently do. All services will be provided downstairs. The second floor will be office space for me as an owner and possibly a facial room for a more quiet area. Facials will also be able to be provided downstairs in case of handicap accessibility is needed. There will be no hairstylist working upstairs. The space is not to hire new employees, but to provide a larger work space for the employees I already have. Parking should remain the same since we are not hiring anyone new.

Landscaping will remain the same. We have in our budget to repair any landscaping damaged in construction.

I am providing pictures of our salon to provide a visual of the carport and utility building area. I believe this addition will add to the beauty and charm of our Germantown area. It will allow our current employees to continue to grow their business and increase revenue dollars for Germantown.

Laura Davidson

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 ("Owner") is a for-profit entity, i.e. 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:

Jimmy and Laura Davidson

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

| Name | Business or Home Address |
|-----------------------|--|
| <u>Jimmy Davidson</u> | <u>10095 Woolsey Rd ^{OB MS} 38654</u> |
| <u>Laura Davidson</u> | <u>10095 Woolsey Rd ^{OB MS} 38654</u> |
| _____ | _____ |



PROPOSED MOTION: To approve a 992 sq. ft. addition to the Ella David salon at 7518 Second Street, subject to the site plan filed with the application and to staff comments.

Mr. Shawn Green, 4925 Cherry Tree Road, Olive Branch, MS explained that the applicant wanted to keep everything basically the same. However, if the brick can be located to match what is on the existing

structure then she is asking the board to approve her to use brick on the new addition. However, she is not opposed to using the siding if the board would prefer and it would be cheaper for her.

After much discussion about the appropriateness of brick verses wood siding, the Board all agreed that the applicant should keep with the Old Germantown look.

Mr. Parker made a motion to approve this request if the applicant will match the siding, brick and shingle on the original structure as close as they possibly can and carry that same pattern onto the new addition and is subject to staff's verification, seconded by Mr. Sherman.

ROLL CALL: Mr. Smith – Yes; Mr. Kuehn – Yes; Mr. McCaleb – Yes; Alderman Marcom – Yes; Mr. Alter – Yes; Ms. Pahlow – Yes; Mr. Sherman – Yes; Chairman Saunders – Yes.

MOTION PASSED

3. Walgreens at Saddle Creek PUD, Lot 3 – West side of Germantown Road, North of West Farmington Blvd. – Request Preliminary and Final Plan Approval.

BACKGROUND: The lot was created with the approval of the Walgreens at Saddle Creek PUD on November 8, 2004, when the Board of Mayor and Aldermen approved Subdivision Contract No. 459 for the Walgreen's at Saddle Creek PUD. Also, on November 8, 2004, the Board of Mayor and Aldermen approved Development Contract No. 1113 for the development of Walgreen's on Lot 2 of the PUD. The office/retail building on Lot 1 was approved by the Planning Commission on July 12, 2005. When the Walgreens building was constructed, all improvements needed for this lot were constructed – parking, drives, sanitary sewer, water, storm drains and detention facilities. The PUD also established the allowed use and building envelope for the lot. The Planning Commission approved the preliminary and final site plan on November 1, 2011.

DISCUSSION: The applicant proposes to develop an office building on Lot 3 of the Walgreen's at Saddle Creek PUD, a 1.23-acre parcel. Access to the site will be via shared access drives off of West Farmington Boulevard and Germantown Road. The site data for the proposed development is as follows:

| | |
|-------------------------|------------------|
| Site Area: | 1.226 acres |
| Total Required Parking: | 38 spaces |
| Total Proposed Parking: | 4 spaces |
| Handicap Accessible: | 4 spaces |
| Regular: | 70 spaces |
| Building Area: | 7500 square feet |
| Building Height: | 32.5 feet |

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

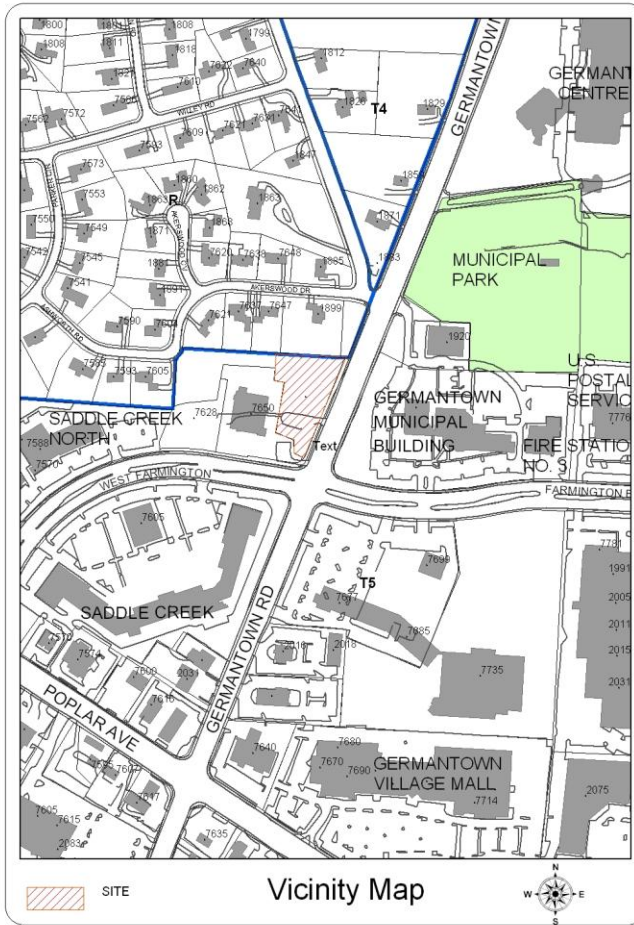
DESIGN REVIEW COMMISSION CHECKLIST:

1. *Site Layout:* the building will be placed on the lot in the location approved for it by the Walgreens at Saddle Creek PUD outline plan. It will utilize the existing driveways to Germantown Rd. and West Farmington. Building entrances are to be on the west and south elevations.
2. *Building Elevations:* the building is to be constructed with a brick and stone façade, the two entry-ways are to be glass storefronts and the roof is to be shingled. The brick is to be "Old Mississippi" style. The stone is to be man-made stone with a "Durango" finish. Windows and door are to be dark bronze finish. The shingles are to be "Hattaras – Oyster Gray". Trim is to be painted "Shalestone". See comment no. 1.
3. *Street Improvements and Curb Cuts:* no change to the existing curb cuts to Germantown Rd. or West Farmington.

4. *Parking Lots*: no change to the overall parking lot design; three parking spaces will be removed to provide handicap spaces and as part of the new entrance;
5. *Exterior Lighting*: the existing parking lot lights will be used. The building elevation plans indicate decorative wall lights at the entrances, but information on their appearance and type of illumination is not provided. See comment no. 2.
6. *Garbage Collection Area*: the existing garbage enclosure behind the Walgreens store will be used.
7. *Vents*: the building elevation diagrams do not indicate any roof vents.
8. *Gas, Electric and Water*: meters and other equipment is to be located within an enclosed utility court on the east side of the building.
9. *Mechanical Units*: these will be located in the enclosed utility court on the east side of the building.
10. *Emergency Generators*: none indicated on the plan. see comment no. 3.
11. *Landscaping*: A landscaping plan has been provided. The plan adds trees (Blanchard Magnolias and Nuttall Oaks) along the Germantown Rd. frontage and other material around the building.
12. *Mailboxes*: None proposed.
13. *Building Numbers*: Information not provided
14. *Signs*: none indicated. Any proposed signs will require DRC approval of a separate application.

COMMENTS:

1. Prior to final DRC approval, samples of the shingles, brick, stone and trim paint shall be provided.
2. Prior to final DRC approval, information on the type of exterior lighting (metal halide, incandescent, etc.) and wattage shall be provided. Any exterior lighting shall be shielded or directed so as to not shine directly onto residential property.
3. Any emergency generator(s) shall be completely enclosed by a brick screen wall.
4. Staff recommends that 2 additional Sweet Bay Magnolias be planted: one within the parking lot island near the northwest corner of the building and one within the area north of the access drive.
5. After DRC final approval, the development shall proceed to the Board of Mayor and Aldermen for development contract approval.







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Phone (901) 757-7200 Fax (901) 757-7292 www.ci.germantown.tn.us

DESIGN REVIEW COMMISSION PROJECT REVIEW APPLICATION

Date: November 28, 2011

Project Name: Walgreens at Saddle Creek P.U.D. Lot 3

Project Address: West Side of Germantown Rd. at Farmington Rd

Previous Tenant: None

Applicant's Name: Scot A. Woodard

Mailing Address: P.O. Box 1764, Collierville, TN 38027

Email Address: scot@woodardarch.com

Telephone: 901.221.8224

Fax Number: 901.221.8225

Zoning District where project (sign or item) is to be located: T-5

Specific Approval requested:

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

Wireless Transmission Facility Landscaping (only) Lighting (only)

Other

Describe project item(s) to be reviewed: *(please provide additional sheet / letter if needed)*

Scot A. Woodard

Print Name of Applicant / Agent

Signature of Applicant / Agent

By my signature, I attest that all of the required information associated with this application has been submitted to the Department of Community Development by the scheduled deadline date. Any failure on my part not to submit any of the required information may result in the removal of the application from the agenda.

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Owner: McNeill Commercial Real Estate

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

| Name | Business <u>or</u> Home Address |
|--------------------------|--|
| <u>Phillip H. McNeil</u> | <u>7700 Wolf River Blvd., Germantown, TN 38138</u> |
| <u>M. Spence Ray</u> | <u>7700 Wolf River Blvd., Germantown, TN 38138</u> |
| <u>Mark Layne</u> | <u>7700 Wolf River Blvd., Germantown, TN 38138</u> |
| <u> </u> | <u> </u> |

PROPOSED MOTION: To approve the request for Preliminary and Final Site Plan Approval for the Walgreens at Saddle Creek PUD, Lot 3 building, subject to the comments contained in the staff report.

WITHDRAWN BY APPLICANT

4. Germantown Collection – 7820 Poplar Avenue – Request Approval of a Dumpster Enclosure.

Wade Morgan told the commission that there was nothing to report therefore for this item is tabled until January.

MOTION TABLED

ADJOURNMENT

There being no further business, comments, or questions by the Commission, the Chairman adjourned the meeting at 7:04 p.m.