Design Review Committee
January 15, 2019
6:30 P.M.
Meeting Minutes

I. Call to Order and Roll:

Present:
Jeremy Biggs, Secretary
Ronald Colin
Daniel Davidson
Josh Holtgrewe, Chairman
Jeanne Myers
Tommy Reyes
Deadrick Turner

Others Present:
Cathy Durant, Town Administrator
Angela Reeder, Town Planner
Janet Lucci, Administrative Assistant

II. Approval of Minutes from December 11, 2018, Meeting:

Chairman Holtgrewe called for a motion to approve the December 11, 2018 meeting minutes as submitted.

Motion: Daniel Davidson made the motion. Jeremy Biggs seconded it.

Vote on Motion: The motion carried unanimously.

III. Old Business:

A. Other as Properly Presented

There was no old business to come before the Committee.

IV. New Business:

A. ABRA Auto Body Collision – Site Plan – West side of Airline Rd., roughly 600 feet south of Memphis Arlington Rd.

Chairman Holtgrewe recognized Angela Reeder, Town Planner, who presented the staff report for ABRA (on file). Ms. Reeder stated the applicant is requesting DRC approval of a site plan for a new auto body repair business. She noted the site is located on the
west side of Airline Road, just south of Arlington Automotive. The site is currently unimproved, largely paved, and just over 2 acres in size zoned SC: Shopping Center.

Ms. Reeder stated the applicant proposes to construct and 18,026 square foot building that will front Airline Road and share the existing driveway from adjacent Arlington Automotive, which straddles their property lines. There will be employee parking in the back behind the 8-foot-tall fence.

The Board of Zoning Appeals (BZA) approved a Conditional Use Permit for ABRA on December 20, 2018.

Ms. Reeder reviewed the building elevations describing the building as long and narrow. The main entrance is on the northeast corner with customer parking in front. This area is identified by a slightly taller parapet and larger windows on each side.

She explained the proposed materials are a mixture of clay brick (driftwood and charcoal colors) and stucco to match the driftwood brick. Brick is the predominant material. Ms. Reeder pointed out the windows and door framing systems, as well as downspouts, are proposed in a black color to match the charcoal brick. Doors are proposed to be painted to match the adjacent wall with most matching the lighter driftwood brick.

Ms. Reeder noted a minimal amount of the ABRA orange will be on the safety bollards. The elevation of the building offers different heights to break up the 225 length of the building. Ms. Reeder passed around the material board for review.

The landscaping meets and exceeds the minimum open space requirement and offers a variety of trees, shrubs and groundcover throughout. The project is consistent with the Airline Road plate.

Ms. Reeder noted BZA raised concerns about screening and added a condition of approval that at least 12-foot-tall evergreens be planted along the south side at +/- 20-foot centers.

Ms. Reeder stated the lighting plan shows two parking lot fixtures on 25-foot tall poles, one at the front and one at the rear. Each includes a square black pole and slim-profile LED head. The lights are within the maximum height permitted. Ms. Reeder noted there are an additional 14 black wallpack lights proposed around the perimeter of the building. The proposed lighting provides little, if any, trespass onto adjacent properties.

Ms. Reeder explained the dumpsters are located at the rear of the site, behind the 8-foot black, privacy fence. The applicant has not proposed a separate masonry enclosure, but instead proposed a concrete pad with bollards. If approved, it shall be noted that should the use change and the fence ever be removed, a masonry trash enclosure would be required of the new user.

Ms. Reeder noted rooftop units shall be screened by the parapet and Site Line drawings were provided to support this. A condition of approval notes additional approved screening shall be provided if that is not the case. Also, ground mounted equipment or meters must be screened by landscaping or other means. Most should be screened by the 8” tall privacy fence surrounding most of the site.

Ms. Reeder stated staff recommends approval of the ABRA site plan subject to the following conditions and any additional conditions recommended by the DRC.
Chairman Holtgrewe called for a motion.

**Main Motion:** Jeanne Myers made a motion to approve the ABRA Site Plan. Ron Colin seconded the motion.

**Discussion:** Mr. Holtgrewe proposed the DRC members completely discuss each section, agree to any conditions and then move to the next section. The board members agreed. Mr. Holtgrewe opened the discussion for elevations. Ms. Myers asked the reason for using EIFS on the building behind the sign field. The applicant, Mr. Doug Kantral with MJM Architects, explained EIFS was a better building material to use behind halo signs as it was easier to repair and clean. He noted it is a minimal amount. Ms. Myers asked the sf of the area. The applicant responded it was 352 sf in size.

Mr. Turner relayed his positive impression of the site. Mr. Colin said the applicant had done a nice job with what is a very long building. He likes the use of high and low elevations and the appropriate mix of materials.

Mr. Biggs stated he thought it was a good-looking building. He continued the east side facing Airline Rd. had nice black/gray mix. Mr. Biggs proposed that the east elevation of the building be changed to brick only and remove the stucco. Mr. Kantral explained introducing the stucco on the front of the building provides a cohesive look when the stucco is continued around to the sides. If the stucco is suddenly introduced on the sides it will not have a cohesive design element.

Mr. Biggs still thought the east would look better if it were brick only. He said the north and south elevations could also be brick on the portion closest to Airline Road. Mr. Biggs would like stucco to be introduced further along the sides and in the rear of the building. Mr. Biggs said that will give the building a nicer look. Mr. Kantral replied this would be a less articulate look and the sides would be brick with no interesting design elements.

Mr. Biggs explained he is concerned with how the building will look in 25 years. Stucco stains and will show its age more quickly than brick. Ms. Myers noted Mr. Biggs may be referencing to EIFS which does not age well. Mr. Colin agreed that EIFS does not age as well if it is not installed properly.

Mr. Kantral said the building will be well maintained and refurbished. Mr. Kantral noted that many companies are trying to paint and freshen up their brick buildings to modernize them. Mr. Kantral believes stucco is easier to maintain, clean and refurbish to keep it looking modern and new.

Mr. Colin stated he was glad to see there was no EIFS on the base of the building and the building had a nice brick base. He felt that gives the building nice character.

Mr. Reyes agreed with Mr. Biggs as far as brick on the front elevation. Mr. Reyes noted Arlington Automotive next door is brick all the way around. Mr. Reyes said he does not mind if there is some stucco further back on the sides. He noted we have required more brick from new developments in Town.

Mr. Kantral explained the current design was developed based on the Town’s design guidelines. The design codes provided direction and they strove to meet the DRC requirements.

Mr. Turner asked if it were possible for them to use a lighter brick on the front of the building. Mr. Colin pointed out this would be introducing a third brick color to the
elevation. Mr. Colin further noted that both Olympic Steak & Pizza and O’Reilly’s have stucco on their buildings.

Mr. Holtgrewe stated Arlington Automotive’s new building was just a plain rectangle built to blend in with the original building. However, ABRA has many more architectural details added to their building. Mr. Holtgrewe pointed out that brick is not a one size fits all material. If you change materials half way down the building on the north or south elevation it will draw your eye more and be distracting. Mr. Holtgrewe noted ABRA had a consistent, finished look around the entirety of the building. Changing materials midway would, in his opinion, give the building an unfinished look as if the design had not continued around the sides and rear of the building.

Ms. Myers noted the proposed site is 29.48% stucco and the majority is brick. She pointed out that stucco is a secondary material and it comes in just below the 30% mark. As designed the building is nicely balanced and proportioned.

Ms. Reeder suggested Mr. Biggs make a motion to add a condition.

**Motion:** Jeremy Biggs made a motion to add a condition that the stucco on the east elevation shall be replaced with brick and the north and south elevations on the eastern most ends shall have the proposed stucco replaced with brick.

**Vote on Motion:** There was a roll call vote. The motion failed 3 votes to 4. Yes: Davidson, Reyes and Biggs. No: Holtgrewe, Colin, Myers and Turner.

Mr. Holtgrewe moved the discussion to Landscaping. Mr. Davidson added his conditions including adding seasonal colors around the front of the building and adding color trees to screen the fence. Ms. Reeder noted the PC added a condition about the trees to screen the fence. Mr. Davidson said adding 10-12-foot holly trees spaced along the fence would help to soften it.

Mr. Biggs said this was a very long black fence. Mr. Biggs proposed adding grey brick columns every so often to serve as posts. Mr. Kantral said the holly trees would line up with the column/posts of the fence making the brick posts unnecessary as they will be screened by the trees.

Mr. Biggs is concerned about the side fence with a proposed gap between the applicants fence and the Arlington Automotive fence. Mr. Kantral said they would maintain the area between the fences. Ms. Reeder explained that area could not be asphalated due to open space requirement.

Mr. Biggs asked if the applicant could take down the wood fence and build their fence closer to their property line. Mr. Turner suggested the applicant speak with Arlington Automotive to see if they would be willing to allow ABRA to take down their wood fence as ABRA will be installing the vinyl fence close to their property line. Mr. Kantral indicated they would be willing to speak with Arlington Automotive.

Mr. Holtgrewe noted this was not something the members could fix tonight as the other interested property owner, Arlington Automotive, was not present to represent their interests. Mr. Holtgrewe suggested this condition be deferred to staff and the applicant to solve the fence problem. Ms. Reeder agreed staff had it for action.

Ms. Myers asked for confirmation if the property ever changed hands, the garbage collection area would be screened. Ms. Reeder confirmed that to be the case.
Mr. Biggs asked if the members were ok with the proposed long black fence. Mr. Holtgrewe noted there are so few fences like this so there are no set standard or guidelines. Mr. Davidson noted this will set the standard. Ms. Reeder pointed out there are very few fenced commercial properties.

Ms. Reeder noted Arlington Pet Hospital had proposed a wrought-iron fence with brick posts around their site. This fence was more decorative and not intended for screening. Mr. Kantral again mentioned the holly trees will be spaced to line up with the fence posts. The fence is 200 feet long. He proposed holly trees every third post.

Mr. Turner expressed concern introducing brick columns in a black vinyl fence. He has never seen a fence like it and thinks it may be too busy. Ms. Myers noted the landscaping will buffer the fence and is content with that. Mr. Davidson stated the landscaping will buffer the fence if the holly trees are on 20 foot spacing.

Mr. Holtgrewe asked if there was a consensus the holly trees will provide enough of a buffer for the black vinyl fence. The members agreed and a condition was added to landscaping along with Mr. Davidson’s other recommendations.

Mr. Reyes asked if the walkway from Airline Road has a handrail. The applicant responded it would have a handrail. Mr. Reyes asked if there was a way to make the walkway less steep. The applicant replied it is a steep grade to the building and the walkway was positioned in the best possible location.

Mr. Holtgrewe moved the discussion to lighting. He noted the lighting fixtures are consistent with what the town requires. He will not include a condition for auto diming due to the nature of the business.

Chairman Holtgrewe called for a vote on motion to approve the ABRA Site Plan with the conditions agreed upon during discussion for landscaping.

Vote on Main Motion: The motion carried unanimously.

CONDITIONS OF APPROVAL:

1. It is found that the DRC application and plans dated January 4, 2019, along with the conditions of approval, meets the provisions of the Town of Arlington Zoning Ordinance and the Design Guidelines Manual. The project shall be constructed in accordance with all provisions of the Zoning Ordinance and Design Guidelines Manual.

2. Any approval shall be contingent upon the applicant satisfying all requirements/conditions of Site Plan approval levied by the Planning Commission.

3. All plans submitted to Shelby County for the issuance of a building permit shall be consistent with the plans approved by the Planning Commission and Design Review Committee. Any plan changes require prior approval by Town of Arlington staff and/or the appropriate Committee.

4. The site shall be maintained in accordance with the approved plans for the life of the project. Any revisions to the site or building require prior approval from the appropriate Board/Commission.

5. No application for signage has been presented. A separate application shall be presented to staff for consideration of any signs and shall conform to the requirements of the Town Sign Ordinance.
6. If the use of the building ever changes and the privacy fencing is ever removed, the new user will be required to install a masonry dumpster enclosure on-site.

7. Prior to the starting construction, the applicant shall address the following conditions and make any necessary amendments to the plans. Amended plans must be submitted to staff for consideration and approval.

a. Additional approved screening measures shall be added if the proposal does not adequately screen rooftop equipment from adjacent roadways.

b. Irrigation for designated landscape areas is required. An irrigation plan shall be submitted to Staff for review and approval prior to issuance of a building permit.

c. Note that all ground mounted equipment or meters must be screened by landscaping or other approved measures, unless the equipment is required to maintain visibility and access. All roof-mounted equipment must be fully screened by the building parapet.

d. Provide a revised Landscape plan to meet BZA requirements. It shall include Savannah Holly a minimum of 12-foot-tall and planted at 24-foot centers outside the fence on the south property line to ensure year-round screening of the storage area, due to elevation differences between the site and Airline Road.

e. Revise the landscape plan as follows: Replace the Dwarf Burford Holly at the southern and northern (around walkway) ends of the streetscape with Crimson Loropetalum for variation in height and colors, replace Lilyturf around ground sign with seasonal color, and utilize 7 gal Japanese Cleysera planted at 4-foot centers around the lift station enclosure.

B. Wendy's – Site Plan – Southwest corner of Airline and Memphis-Arlington Rd.

Chairman Holtgrewe recognized Angela Reeder, Town Planner, who presented the staff report for Wendy’s (on file). Ms. Reeder stated the applicant is requesting approval of a site plan for a new drive-through Wendy’s restaurant on the southwest corner of Airline Road and Memphis Arlington Road. The area is largely paved and unimproved. The site is 1 acre in size and zoned SC: Shopping Center. The Planning Commission approved this site on December 17, 2018.

Ms. Reeder noted the building is a narrow, rectangular structure, roughly 2,562 square feet in size. It faces Airline Road with a customer entrance on either side, a small patio with three umbrellas out front, and a drive-through that wraps around the rear and sides. Ms. Reeder pointed out the order board is on the west side of the building with pickup window on the south side.

She explained the applicant proposes an exterior of primarily clay brick in a marble gray color with cottage stone wainscoting. The window and door framing systems, as well as downspouts, are proposed in a dark bronze. Ms. Reeder passed around the material board and noted gray accent walls with taller parapets are shown at the two pick-up windows, as well as two small awnings over the windows in dark bronze. A red brick accent wall is the primary feature in front of the building. The brick is proposed in place of the typical red stucco wall and is more in keeping with our Guidelines.

Ms. Reeder stated the project meets minimum open space requirements and will exceed the required 20 tree density units, providing 39.9 tdu. Ms. Reeder explained the applicant
has proposed Redbuds and Tree Form Yaupon along the Airline Road streetscape due to the overhead utility lines which restricts their use of the larger Pin Oaks. The applicant has replaced Crape Myrtles to avoid the bark scale disease in the region. DRC has allowed this in the past.

Other proposed trees and shrubs are detailed in the staff report. Ms. Reeder noted black aluminum railings are proposed to frame out the small front patio and each customer entrance.

Ms. Reeder reviewed the lighting plan which shows five 26-foot tall pole lights each with square bronze poles and slim-profile LED heads. There are a variety of lights around the perimeter of the building detailed in the staff report.

Ms. Reeder noted the garbage collection area is a double-wide trash enclosure proposed in brick to match the building, presumably marble gray, with a precast stone cap and deckplate door panels on metal frames. Staff recommends the door color be identified in a color to complement the building.

Ms. Reeder stated no rooftop units are identified however a condition stipulates any would have to be screened by the parapet. Additionally, Ms. Reeder noted ground mounted equipment or meters must be screened by landscaping.

Ms. Reeder noted no application for signage has been submitted at this time. A separate application must be presented to staff for consideration of any signs.

Ms. Reeder said staff recommends approval of the Wendy’s Site Plan subject to the following conditions and any additional conditions recommended by the DRC.

Mr. Holtgrewe called for a motion.

**Main Motion:** Jeanne Myers made a motion to approve the Wendy’s Site Plan. Jeremy Biggs seconded it

**Discussion:** Mr. Holtgrewe asked for input on the elevations. Mr. Colin had a question about the material board. Specifically, he wanted to know what the proposed material around the bump out on the teller windows is. Don Nichols, Carlisle Corporations, replied the material is stucco. Mr. Colin inquired about the material on the back of the building, the proposed Mississippi Bronze. Mr. Nichols responded the material is a prefinished metal.

Mr. Colin stated the building had a nice contemporary design; however, he did not like the metal box attached to the wall in the rear of the building. It looked like an afterthought. Mr. Colin would like to see this finished in a brick or at a minimum have a stone base.

Mr. Nichols said Wendy’s is striving to have a modern design and agreed to make the box brick and not metal. He indicated he would use the light grey brick. Mr. Colin stated this would be a big improvement and he liked the look of the building.

Mr. Nichols said he would hide any mechanical structures; nothing would be visible.

Mr. Biggs complimented Mr. Nichols on the building especially the red brick wall in front. Mr. Turner also complimented the building and thinks it will blend with ABRA and Arlington Automotive.
Mr. Holtgrewe raised the question of signage. Ms. Reeder responded staff will review the signs. As Wendy’s is on a corner lot, they are allowed signage on each street frontage. They will not be allowed signage on the south side as there is no shared drive. Ms. Durant noted signs are a separate application.

All members agreed with the proposed elevation of Wendy’s. Mr. Holtgrewe moved the discussion to Landscaping. Mr. Davidson put forth his recommendations on changing some of the proposed plants and shrubs and decreased some of the spacing. Mr. Davidson included seasonal color in the beds and ensured there would be no steel edging in the landscaped beds. His specific recommendations were added to the conditions.

Mr. Reyes inquired if the applicant knew the color of the gates on the dumpster. Mr. Nichols responded the gates would be a Mississippi Bronze like the windows.

Mr. Holtgrewe moved the discussion to lighting. He indicated none of the lighting fixtures seemed out of the ordinary, but he asked why they planned for double headed fixtures. Mr. Nichols responded the double headed fixtures allow for a good blanket of lighting without spillover and it limits the number of light poles.

Mr. Holtgrewe asked to include dimming lights and the site be required to dim their lights after hours to 40%. Mr. Nichols responded he would prefer the lights shut off when the establishment is closed.

Mr. Reyes asked what type of material the patio tables are made from. Mr. Nichols responded they will be made from a synthetic material that looks like wood and the fencing will be aluminum black.

Ms. Reeder summarized the conditions; the rear cooler area will be bricked in marble gray, the Landscaping will be revised according the Mr. Davidson’s recommendations, the doors on the garbage collection will be painted Mississippi bronze to match the building, and light dimming will be installed or the lights will turn off during closing hours.

Vote on Motion: The motion passed unanimously.

CONDITIONS OF APPROVAL:

1. It is found that the DRC application and plans dated January 4, 2019, along with the conditions of approval, meets the provisions of the Town of Arlington Zoning Ordinance and the Design Guidelines Manual. The project shall be constructed in accordance with all provisions of the Zoning Ordinance and Design Guidelines Manual.

2. Any approval shall be contingent upon the applicant satisfying all requirements/conditions of Site Plan approval levied by the Planning Commission.

3. All plans submitted to Shelby County for the issuance of a building permit shall be consistent with the plans approved by the Planning Commission and Design Review Committee. Any plan changes require prior approval by Town of Arlington staff and/or the appropriate Committee.

4. The site shall be maintained in accordance with the approved plans for the life of the project. Any revisions to the site or building require prior approval from the appropriate Board/Commission.
5. No application for signage has been presented. A separate application shall be presented to staff for consideration of any signs and shall conform to the requirements of the Town Sign Ordinance.

6. Prior to starting construction, the applicant shall address the following conditions and make any necessary amendments to the plans. Amended plans must be submitted to staff for consideration and approval.
   a. Irrigation for designated landscape areas is required. An irrigation plan shall be submitted to Staff for review and approval prior to issuance of a building permit.
   b. Note that all ground mounted equipment or meters must be screened by landscaping or other approved measures to the satisfaction of staff, unless the equipment is required to maintain visibility and access. All roof-mounted equipment must be fully screened from public right-of-way view by the building parapet.
   c. Revise the trash enclosure doors to be painted to match the building color, Mississippi Bronze. The brick shall be Marble Gray to match the building.
   d. The rear portion of the building, specifically including the coolers, shall be bricked in the marble gray color brick to match the remainder of the building.
   e. Parking lot lighting shall either utilize light dimming occupancy censors for the evenings after closing, or lights may be turned off during closed hours.
   f. Revise the landscape plan as follows: Variegated Liriope and Dwarf Tickseed shall be planted at 12” centers instead of 18”, intersperse Purple Diamonds Loropetalum in place of sections of the Dwarf Horned Holly around the streetscape for variation in height and colors, replace Dwarf Tickseed near the entrance with seasonal color, all shrubs shall be minimum 3 gal planted at 3 foot centers, replace plantings around trash enclosure with 6 foot Nellie R. Steven Holly or similar, remove Dwarf Fountain Grass by patio and replace with Autumn Bravo Azalea and seasonal color at this front entrance.

C. Fairfield Inn & Suites — Site Plan — West side of Airline Rd., roughly 300 feet south of Brooks Branch Rd.

Chairman Holtgrewe recognized Ron Colin. Ron Colin disclosed he is an employee of the architecture firm, Renaissance, that worked on the Fairfield Inn & Suites project. Although he was not directly involved in the project, he recused himself from the discussion.

Mr. Hotlgrew recommended item D, Sentry Self-Storage, be moved to the next item on the agenda and Fairfield be moved to the end of the agenda. This will allow Mr. Colin to leave after Sentry Self-Storage. The board agreed and item C was tabled.

D. Sentry Self-Storage — Site Plan — West side of Airline Rd., roughly 300 feet south of Brooks Branch Rd.

Chairman Holtgrewe recognized Ron Colin who disclosed he works for Renaissance but has not had involvement with this project. Chairman Holtgrewe then recognized Angela Reeder, Town Planner, who presented the staff report for Sentry (on file). Ms. Reeder noted the applicant is requesting approval of a site plan for a self-storage facility on the
west side of Airline Road, just south of I-40 in the Arlington Trails Commercial Planned Development. The site is almost 5 acres in size and zoned SC: Shopping center. Ms. Reeder said the Planning Commission approved the Site Plan on December 17, 2018.

Ms. Reeder explained the applicant proposes a single story 83,240 sf facility which fronts both Airline Road and the new Arlington Trails extension. The rental office and primary entrance/exit will face Arlington Trails. There is a second emergency-only access facing Airline Road.

She noted the building is proposed with a red clay brick with a wainscoting of manufactured stone (alabaster, ground face) and Slate Gray brick cap. There is a pitched, standing seam metal roof in charcoal gray, as are the exterior gutters.

Ms. Reeder said the building is roughly 17 feet tall at the ridge of the roof with four tower features that are 28-32 feet in height. Gray stucco is proposed above the red brick on the towers. The window and door framing systems are proposed as clear anodized.

Ms. Reeder pointed out this is a unique project due to the size of the building with exterior walls from 150 – 260 feet in length. The applicant has attempted to overcome this by changing the set backs from the ROW for some of the building. Ms. Reeder added other portions of the elevations include “faux windows” and roof variations with the less adorned side facing the backs of other buildings.

Ms. Reeder presented the material board to members and noted the ground face stone differs from what has previously been accepted and suggested a different texture, such as chisel face stone, would be more consistent. Red brick pavers are proposed which were included in the PD as elements to tie the development together.

The project meets the open space requirements and will exceed the required 99 tree density units by providing 126 tdu as currently proposed. Ms. Reeder said the site is landscaped with a variety of trees, shrubs and groundcover and the Arlington Trails streetscape is consistent with the PD. The Airline Road streetscape will replace Trident Maples with Pin Oaks to be consistent with the PD.

Ms. Reeder noted the Planning Commission recommended enhanced planting along Airline Road to help screen the view beyond the emergency access gates. A long row of Holly are proposed along the west building line and a cluster of holly are proposed along the other elevations to soften the building appearance. Annuals are proposed by the entrance for color.

Ms. Reeder said the site is well light and includes four 25-foot bronze pole lights. Other building lights include bronze wall fixtures around the customer parking lot and some accent lights along Airline Road.

There is no visible trash enclosure proposed as it will be located within the building enclosure. There are three rooftop units anticipated, a correction from the staff report, and these must be screened.

Ms. Reeder stated if the exterior walls are satisfactorily enhanced, staff supports approval of the Sentry Storage Site Plan subject to the following conditions and any additional recommended by the DRC.

**Main Motion:** Jeanne Myers made a motion to approve the Sentry’s Site Plan. Tommy Reyes seconded it
Discussion: Mr. Holtgrewe recommended we start the discussion with elevations. Ms. Myers expressed concern with the look and placement of the “faux windows.” She did not like the inlay. Mr. Biggs liked the look of the inlay. Other members agreed they liked the look of the windows as designed.

Ms. Myers asked to change the base of the building to a white brick or a darker stone. Mr. Reyes and Mr. Biggs agreed and expressed concern with the proposed white stone. Mr. Colin asked if the stone on the bottom could be changed to match the proposed brick around the top. Ms. Reeder said the brick around the top is a grey brick.

Ms. Myers and Mr. Colin both liked the idea of the darker grey brick, being used around the base of the building. Mr. Grant said he would switch the brick on the bottom of the exterior of the building to the grey brick, noting it was less expensive than the white stone.

Mr. Turner asked if that would be continued on the interior as well. Mr. Grant replied the interior will be a concrete block brick, also grey.

Ms. Myers voiced concern regarding the spacing of the “faux windows,” feeling the wall was too long and the windows too far apart. Ms. Myers would like to see either 3 triple “faux windows” or 4 pairs of “faux windows.”

Mr. Holtgrewe suggested staff work with the applicant and determine the best option for the spacing of the “faux windows.” Ms. Reeder confirmed the applicant will be required to add additional “faux windows” and will work on the appropriate spacing. Mr. Holtgrewe reiterated that the brick on the base of the building will be switched.

Mr. Reyes asked if the stucco on the towers was acceptable to DRC members. Ms. Myers responded that the building was mostly brick and the percentage of stucco was within guidelines and acceptable. Members were in agreement.

Mr. Reyes asked if the interior doors, which will be blue, would be visible from the outside. Mr. Biggs suggested the doors and gutters be painted grey to match the building as these doors will be visible through the gate when you drive by.

Mr. Grant replied the interior doors will be difficult to see from the outside. He expressed concern about painting the doors grey as opposed to the proposed polar blue, feeling grey brick and grey doors would be redundant. Mr. Reyes proposed brown. There was no consensus for brown doors.

The material board was viewed again by the members and the polar blue of the doors was analyzed. Ms. Durant pointed out the polar blue is a darker blue, more earth tone, and not a neon or bright blue. Mr. Holtgrewe commented that the color added character and some balance to the design. Mr. Colin indicated it was more of a grey blue and was not too bright; he found it to be a pleasant color. Ms. Reeder stated that the doors are internal so there is less concern and agreed it is not a bright blue.

Mr. Holtgrewe asked if there was a consensus regarding the elevation. All members were in agreement. Mr. Holtgrewe summarized the changes agreed upon; staff will work on the spacing of the “faux windows” and the stone on the base of the building will be changed to grey brick.

Mr. Davidson provided his recommendation for landscaping. These recommendations were added into the conditions and included enhancing the trees along Airline Road and
ensuring seasonal color in the beds at the entrance. Mr. Davidson also recommended changing the trees along the south entrance to add color and height variety. Ms. Reeder noted that the landscaping would be shifted to match the new placement of the “faux windows.”

Mr. Biggs asked what the gate at the emergency-only entrance will look like. Ms. Reeder showed the picture. Mr. Biggs noted you will be able to see through the gate. Ms. Reeder explained the PC discussed this issue and due to security concerns decided enhanced landscaping around the gate would offer sufficient screening.

Mr. Reyes asked about the existing overhead electrical lines and Mr. Grant explained he will request MLGW remove those lines.

Mr. Holtgrewe moved the discussion to lighting. He requested the wall pack lights on the west face be changed to a cut-off fixture to save energy. Mr. Holtgrewe asked the hours of operation. Mr. Grant explained the site will be open from 5 am to 11 pm however customers may pay extra to have 24-hour access. Mr. Holtgrewe requested the lights be on a motion sensor. Mr. Grant replied the internal lights will be on timers and will cut off.

**Vote on Motion:** The motion passed unanimously with the discussed Conditions of Approval added.

**CONDITIONS OF APPROVAL:**

1. It is found that the DRC application and plans dated January 4, 2019, along with the conditions of approval, meets the provisions of the Town of Arlington Zoning Ordinance and the Design Guidelines Manual. The project shall be constructed in accordance with all provisions of the Zoning Ordinance and Design Guidelines Manual.

2. Any approval shall be contingent upon the applicant satisfying all requirements/conditions of Site Plan approval levied by the Planning Commission.

3. All plans submitted to Shelby County for the issuance of a building permit shall be consistent with the plans approved by the Planning Commission and Design Review Committee. Any plan changes require prior approval by Town of Arlington staff and/or the appropriate Committee.

4. The site shall be maintained in accordance with the approved plans for the life of the project. Any revisions to the site or building require prior approval from the appropriate Board/Commission.

5. No application for signage has been presented. A separate application shall be presented to staff for consideration of any signs and shall conform to the requirements of the Town Sign Ordinance.

6. Prior to starting construction, the applicant shall address the following conditions and make any necessary amendments to the plans. Amended plans must be submitted to staff for consideration and approval.

   a. Irrigation for designated landscape areas is required. An irrigation plan shall be submitted to Staff for review and approval prior to issuance of a building permit.
b. All trees must be planted at a minimum size of 2.5” caliper, except for the Airline Rd streetscape to meet the goal of screening the emergency exit. Crepe Myrtles shall be planted at 10-12 foot heights, Pin Oaks (replacing Trident Maples) shall be planted at 3” caliper, and replace Nicks Compact Juniper with Purple Diamond Loropetalum for added height (and color).

c. Note that all ground mounted equipment or meters must be screened by landscaping or other approved measures to the satisfaction of staff, unless the equipment is required to maintain visibility and access. All roof-mounted equipment must be fully screened from public right-of-way view by the building parapet.

d. Utilize the proposed slate gray brick around the entire building base, in place of the alabaster Cordova stone.

e. Due to the uniqueness of the building, work with staff on the spacing of the decorative panels (aka faux windows) so that they have a spacing of roughly 50-foot centers or utilize banks of 3 panels (instead of 2) at the current spacing.

f. The proposed Type SC wallpack shall be a full cutoff fixture.

g. Revise the landscape plan as follows, in addition to comments above: remove Liriope and Daylilies around sign and replace with seasonal color, remove daylilies on ends of south elevation and Dwarf Burford Hollis in center and replace with Purple Diamond Loropetalum (3 gal at 3-foot centers), and recommend changing Arborvitaes to 8-foot Nellie R. Stevens for a hardier plant with less maintenance.

C. Fairfield Inn & Suites – Site Plan – West side of Airline Rd., roughly 300 feet south of Brooks Branch Rd.

Chairman Holtgrew then returned to item C and recognized Angela Reeder, Town Planner, who presented the staff report for Fairfield (on file). Ms. Reeder noted the applicant is requesting a site plan for a hotel on the southwest corner of Airline Road and Brooks Branch/I-40. The site is 2.34 acres in size and zoned SC: Shopping Center with a PD overlay. Ms. Reeder said the Planning Commission approved the Site Plan on December 17, 2018.

Ms. Reeder explained the applicant proposed to construct a four-story, 56,776 square foot hotel at the end of Fair Springs Cove. The building will sit in the center of the site with the entrance facing I-40 and the pool enclosure on the opposite side.

Ms. Reeder stated the building will be a mixture of clay brick (slate gray, dove gray, and crimson), ledgestone, stucco and architectural metal panels. The distribution of materials is detailed in the staff report. The windows and door framing systems are proposed as clear anodized to complement the lighter brick and stucco. Ms. Reeder noted the windows will be a low e glass, with no tint.

Ms. Reeder further noted the stucco is proposed in two colors; white being the primary with beige proposed in horizontal stripes under the windows. Brick pavers are proposed as accents in the drop-off area and will tie it to the rest of the development.

Ms. Reeder said the project meets open space requirements and will well exceed the required 50 tree density units, providing 107 tdu as currently proposed. The site is
landscaped with a variety of trees, shrubs and groundcover and is consistent with the PD landscape plate. Several types of trees and shrubs are proposed and detailed in the staff report. Mr. Reeder noted an irrigation plan will be required prior to issuing a building permit.

Ms. Reeder stated the site is well lit but shows little trespass onto adjacent properties. The lighting plan shows twelve 25-foot tall pole lights within the parking lot, each with bronze poles and slim-profile LED heads. There are two similar lights on 14-foot poles around the pool. Ms. Reeder noted there are a variety of other building lights around the perimeter. Due to the amount of building lighting a vertical photometric plan was required and shows the lighting primarily concentrated on the lower floor with little light reaching the top floors.

Ms. Reeder explained the trash enclosure is proposed on the south side of the site. It will be brick matching the slate gray on the building with a precast stone cap and metal door panels to match the brick on metal frames.

Ms. Reeder noted the rooftop units will be screened by parapets, screen walls and the height of the building. Ground mounted equipment must be screened by landscaping or other means.

Ms. Reeder stated staff supports approval of the Fairfield Site Plan subject to the following conditions and any additional recommended by the DRC.

Main Motion: Jeanne Myers made a motion to approve the Fairfield Inn & Suites’ Site Plan. Jeremy Biggs seconded it.

Discussion: Mr. Holtgrewe asked for comments regarding the elevation of the site. Mr. Biggs indicated he had visited the applicant’s site in Collierville that was currently under construction to see what some of the materials on the material board would look like as built. Mr. Grant agreed some of the materials on the hotel in Collierville were similar.

Mr. Reyes asked if the hotels were meant to be similar and Mr. Grant responded yes.

Mr. Biggs asked if the pool area would be blocked. Mr. Barry Allmon, applicant, replied the pool area would be enclosed on all three sides and guests would not be able to see it from the parking lot. Mr. Biggs asked about the height of the fence around the pool. Mr. Allmon noted it varied from 7 feet 4 inches to 6 feet in height. There is also a pool house to one side and landscaping that would help screen the pool and fence.

Ms. Myers asked a section of the pool building gutter be the same color to blend with the building. Mr. Allmon said they will make sure the pool gutter will blend with the building.

Mr. Reyes asked what the pool house roof material would be. Mr. Allmon responded the roof was grey. Mr. Reyes asked what material the windows surrounds are. Mr. Allmon said they are a clear anodized silver and this material will disappear and not be as noticeable. Mr. Reyes commented it was a nice-looking building.

Mr. Holtgrewe asked if everyone was ok with the elevations. The members responded they were good with the elevation and ok to proceed.

Mr. Davidson addressed his landscaping concerns. Some of his recommendations included changing the trees to 8 to 10 foot in height, planting azaleas in the center island
and adding seasonal color to the front entrance. Mr. Davidson’s recommendations were
detailed as conditions.

Mr. Davidson asked about the retaining wall. Mr. Grant replied the retaining will, if
necessary, be brick. Mr. Davidson requested the retaining wall be red brick to match the
building.

Mr. Turner asked about the lack of shrubs along Brooks Branch Road. Ms. Durant
reminded the members that Brooks Branch Road was scheduled to be removed along I-40. Mr. Turner would like to make sure this area is properly landscaped as needed. Ms.
Reeder replied staff will look at the area and make sure any concerns are addressed.

Mr. Holtgrewe requested the wallpack lights by the pool be cut off fixtures. Mr.
Holtgrewe reviewed the photometric study and asked about two particular fixtures that
seemed to produce a high concentration of light. Mr. Grant explained those were flood
lights positioned on the end walls as guests exit the side exit doors. Mr. Holtgrewe
recommends adding diming on the flood lights so once installed the amount of light
needed may be adjusted to a suitable level. Due to security reasons Mr. Holtgrewe does
not recommend the diming provision after hours as guests will be in and out at all hours.

Mr. Holtgrewe then summarized the DRC recommendations; the gutter and downspout
on the pool house shall match, landscaping recommendations included and adding full
cutoff to the wallpack fixture.

**Vote on Motion:** The motion passed unanimously with the agreed upon conditions added.

**CONDITIONS OF APPROVAL:**

1. It is found that the DRC application and plans dated January 4, 2019, along with the
   conditions of approval, meets the provisions of the Town of Arlington Zoning Ordinance
   and the Design Guidelines Manual. The project shall be constructed in accordance with

2. Any approval shall be contingent upon the applicant satisfying all
   requirements/conditions of Site Plan approval levied by the Planning Commission.

3. All plans submitted to Shelby County for the issuance of a building permit shall be
   consistent with the plans approved by the Planning Commission and Design Review
   Committee. Any plan changes require prior approval by Town of Arlington staff and/or
   the appropriate Committee.

4. The site shall be maintained in accordance with the approved plans for the life of the
   project. Any revisions to the site or building require prior approval from the appropriate
   Board/Commission.

5. No application for signage has been presented. A separate application shall be presented
   to staff for consideration of any signs and shall conform to the requirements of the Town
   Sign Ordinance.

6. Prior to starting construction, the applicant shall address the following and make any
   necessary amendments to the plans. Amended plans must be submitted to staff for
   consideration and approval.
a. Irrigation for designated landscape areas is required. An irrigation plan shall be submitted to Staff for review and approval prior to issuance of a building permit.

b. All trees must be planted at a minimum size of 2.5" caliper.

c. Note that all ground mounted equipment or meters must be screened by landscaping or other approved measures to the satisfaction of staff, unless the equipment is required to maintain visibility and access. All roof-mounted equipment must be fully screened from public right-of-way view by the building parapet.

d. Benches and dog walking stations shall be installed consistent with the approved PD.

e. The gutter and downspout on the pool house shall be a bronze or similar color to match the adjacent stone.

f. The proposed Type SC wallpack shall be a full cutoff fixture.

g. Revise the landscape plan as follows: Zelkova streetscape trees shall be a minimum 3" caliper, Magnolias and Eastern Red Cedar shall be 8-10 foot heights, utilize seasonal color at the front doors as opposed to Daylilies, add some encore Azaleas to the island at the southeast corner of the building to break up the plantings there, change Hawthorns at west building entrance to Encore Azaleas, and the low retaining wall onsite shall be finished with red brick to match the building.

E. Other as Properly Presented.

No other business was presented.

V. Adjournment:
Chairman Holtgrew called for a motion to adjourn.

Motion: Tommy Reyes made the motion. Jeanne Myers seconded it.

Vote on Motion: The motion carried unanimously.

Josh Holtgrew, Chairman

Jeremy Biggs, Secretary

Submitted By: Janet Lucci, Planning Administrative Assistant