I. Call to Order and Roll:

Chairman Brian Thompson called the meeting to order and advised that a quorum was established.

Present
Brian Thompson, Chairman
Phillip Fung, Secretary
Susan Payne
Ron Colin
Daniel Davidson

Others Present
Angela Reeder, Town Planner

Absent
Jennifer Walls - Excused
Josh Holtgrewe - Excused

II. Approval of Minutes from June 13, 2017 Meeting:

Motion: Daniel Davidson made a motion to approve the minutes of the June 13, 2017 meeting. Susan Payne seconded the motion.

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. Steamfitters Union Renovations – 5670 Commander Drive – Site Plan

Chairman Thompson recognized Angela Reeder, Town Planner, who provided an analysis (on file) and explained that the applicant is requesting DRC approval of a site plan for the renovation of an existing industrial building at 5670 Commander Drive. The building is existing in the M-1 district and the applicant is looking to convert it to office and industrial space. She noted the Planning Commission approved the site plan in July.

The applicant proposes to expand the existing parking to the rear of the site and remove an existing vestibule at the entrance. The applicant proposes to clean and repaint the older portion of the building to match the more recent “annex” area, resulting in the entire building being the darker brown color. All downspouts, railings, window frames would be cleaned and painted. The concrete base of the building would be cleaned
as well to look new. A new trash enclosure is proposed at the rear of the site, where there is none currently. She noted the brick would need to compliment the building, and the bronze doors would as well.

The landscaping on-site is minimal now, but the applicant proposes to add streetscape planting along Commander and new landscaped islands in the rear parking lot. Alternating Tulip Poplars and October Flory Maples are proposed along the street, with plantings between them. Additional landscaping proposed at the rear of the site. It will exceed the open space and tree density units required. Irrigation will be required for the new trees and landscaped areas.

The lighting plan shows three pole lights within the rear parking lot, each with bronze poles and slim-profile LED heads. Dark bronze wallpack lights were proposed around the building at exterior doors. The dark bronze fixtures will complement the building, and based on photometrics adequately light the parking area and entrances to the building.

There are no rooftop units, nor any proposed. Plans note any ground mounted equipment will need to be screened. No sign plans have been submitted.

Staff felt the renovation to the building exterior was needed and the enhancement of landscaping is needed in the area and could encourage other nearby properties to follow suit. Staff recommended approval of the proposed Steamfitters Union Renovation Site Plan, subject to staff and DRC conditions

**Main Motion:** Daniel Davidson made a motion to approve the Site Plan application for Steamfitters Union Renovations subject to Staff and DRC conditions. Phillip Fung seconded the motion.

**Discussion:**
Brian Thompson noted this is slightly different than a new building, as it is rehabbing an existing, industrial building. Mr. Thompson asked if the primary entrance is where the vestibule is proposed to be removed. Ms. Reeder stated that it was. Mr. Colin asked for clarification that the dark brown on the addition is what is planned to be carried around the entire building, and that it would include louvers, downspouts, window framing, doors, etc. Ms. Reeder confirmed that was the color and all accessory features would be painted to match. Mr. Colin asked if the metal would be prepped to take new paint. The applicant, Frank Coscia, confirmed that was the case. Mr. Fung asked if a new frame would be added around the door after the vestibule was removed. The architect, Stevie Wilbanks, said that it would. Mr. Thompson asked if gray brick was the proposed color for the trash enclosure, to which the architect noted that it would likely be a brown to match the building.

Mr. Davidson said he did not have any concerns with the proposed landscaping and Ms. Payne noted that it would be a nice improvement to the site. Mr. Coscia, noted they were a little concerned about the height of the proposed tulip poplars once they mature and the possibility of them falling toward the building. Mr. Davidson noted most of our landscape trees will get tall, other than crepe myrtles, but noted that tulip poplars are fast growing trees. He noted a Nuttal Oak, willow, or Sioux Crepe could be an alternate tree, but said the tulip poplar is the state tree and he encourages them here in town. The committee noted they would encourage the current plan, but if there was still a concern after additional review, then the applicant can come back to discuss with staff on a revision. Mr. Thompson noted the site lighting is consistent with other projects around town. He asked if there was any ground mounted equipment. Mr. Coscia noted there is a transformer planned along the front of the building and they would try to shift it farther back and screen it, as required by a note on the plans. Mr. Thompson noted the gas meter on the building already, and the applicant noted they could paint that meter to match the building if allowed.

**Vote on Main Motion:** The motion to approve the Site Plan with staff and added DRC conditions carried unanimously.
CONDITONS OF APPROVAL:

1. It is found that the DRC application and plans dated July 5, 2017, 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 and shall conform to the requirements of the Arlington Zoning Ordinance.

6. Prior to the issuance of a building permit, 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. If necessary, provide revised landscape plan for staff review to note how ground mounted equipment or meters will be screened by landscaping or other approved measures, unless the equipment is required to maintain visibility and access.

   c. Provide a color sample for the brick on the trash enclosure that complements the building for review and approval by staff.

   d. The applicant is encouraged to paint the gas meter on the street facade of the building to match the adjacent wall, if allowable, and to have a future discussion with staff on the proposed tulip poplars along Commander Drive if there is still a concern.

B. Other as properly presented.

There was no new business to come before the Committee. It was noted that the September meeting would be at 7pm due to early voting which is being held in the Board Chambers.

V. Adjournment:

Chairman Thompson called for a motion to adjourn.

Motion: Daniel Davidson made a motion to adjourn. Ron Colin seconded the motion.

Brian Thompson, Chairman

Phillip Fung, Secretary

Submitted By: Angela Reeder, Town Planner