Town of Arlington
Design Review Committee
Meeting

May 8, 2018
6:30 P.M.
AGENDA
Design Review Committee
Tuesday, May 8, 2018
6:30 p.m.

I. Call to Order & Establishment of a Quorum

II. Approval of the March 13, 2018 Meeting Minutes

III. Old Business
   A. Other as Properly Presented

IV. New Business
   A. Beauty Lawn Spray, Inc. – Site Plan – 5890 Jetway Drive
   B. Other as Properly Presented

V. Adjourn
I. Call to Order and Roll:

Secretary Fung called the meeting to order and advised that a quorum was established.

Present: Phillip Fung, Secretary, Jeremy Biggs, Alderman, Ron Colin, Daniel Davidson, Tommy Reyes, Jennifer Walls

Others Present: Angela Reeder, Town Planner, Mary Helen Carmack, Planning Clerk

Absent: Josh Holtgrewe, Chairman – Excused

II. Approval of Minutes from February 13, 2018 Meeting:

Secretary Fung called for a motion to approve the February 13, 2018 meeting minutes.

Motion: Daniel Davidson made the motion. Alderman 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. Arlington Pet Hospital Expansion – Site Plan – 11065 Hwy 70

Secretary Fung recognized Angela Reeder, Town Planner, who provided an analysis (on file) explaining that the applicant is seeking DRC approval of a site plan to allow the expansion of Arlington Pet Hospital. The use is not changing, therefore remaining a permitted use in the site’s B-2 zoning designation.

Ms. Reeder said the applicant proposes to add almost 3,800 square feet to the rear (east) of the building, as well as extend the parking lot. The existing trash enclosure will be expanded and relocated to the back of the site and the fenced, outside exercise spaces will be expanded and shifted with the site expansion.

She said the Planning Commission approved the new associated plans for this site on February 20, 2018.
The same materials and color scheme that make up the existing building will be utilized on the expansion including a brown brick base with beige stucco above, brown stone accents, wood timbers, and brown asphalt shingles. The current fence is stained brown to match the trim work and the additional fencing will be stained as well.

The landscape plan shows the site will well exceed the required 50 tree density units, by providing a total of 135.8 tdu across the site. Ms. Reeder noted there is a good number of trees on site most will be retained. The existing site is landscaped with a variety of trees, shrubs, and groundcover all around the perimeter. The planter beds in the expansion area will mimic that. Two additional trees are proposed along the streetscape replacing the original ones having died. A row of twelve (12) red cedar are proposed to provide additional screening of the rear parking lot in the corner that comes closest to adjacent residential areas. The Nellie R. Stevens that are now around the trash enclosure will be transplanted and used around the new enclosure with one added. A variety of smaller foundation plantings are also proposed around the building including Loropetalum, switchgrass.

Ms. Reeder pointed out the existing fence and stated it is to be expanded with another added. These wood privacy fences are for the boarded animals to be able to be outside. The new fencing will match the existing fence. One will be 6 feet tall and one 8 feet tall to provide separate areas for large and small animals. The area will be finished with artificial turf. They do board some animals at this time but this expansion will allow them to grow that portion of their business.

The applicant will provide a walkway from the front sidewalk to the building meeting Town’s requirement to have pedestrian access from the right-of-way to the building.

The lighting plan shows two existing pole lights within the front parking lot and new lighting proposed around the building exterior, including several wall packs and gooseneck lighting. No additional parking lot lights are proposed at this time. Ms. Reeder said the applicant and architect both stated this was an oversight and they plan to have two pole lights in the new parking lot. They are working on a corrected Exterior Lighting and Photometric Plan but were unable to provide it in time for this meeting. A condition has been added requiring that applicant provide those to staff for review to ensure there is no bleeding of the light off-site and that the fixtures match the existing pole lights in the front. Ms. Reeder stated that staff can give those to the chair to review if the committee felt that was needed to go forward.

Ms. Reeder said the current trash enclosure will go away and be replaced with an enclosure that is double the size, behind the building. It will be finished in brick matching the building, with fencing that will match the fencing around the exercise areas on a metal frame.

Existing mechanical units are on the back side of the building and are screened by a 6-foot fence and plantings. No additional equipment areas are proposed with this plan; however, any additional ground mounted equipment or meters will have to be appropriately screened if added outside of the existing mechanical area.

No application for signage has been submitted at this time. However, the applicant has shown possible locations for directional signage around the rear entrances to the building which is allowed. A separate sign application must be presented to staff for consideration and approval of any signs.

Ms. Reeder said that staff recommends approval of the proposal subject to staff conditions in addition to any conditions recommended by the Design Review Committee.

Secretary Fung called for a motion to approve the Arlington Pet Hospital Expansion Site Plan subject to Staff and DRC conditions.
Main Motion: Jennifer Walls made the motion. Alderman Biggs seconded the motion.

Discussion: Secretary Fung asked if there are any areas of wear showing that would make the transition more noticeable. Ms. Reeder stated that the wooden beams would be the only area susceptible to that but noted that the owner has indicated that he has problems with Carpenter Bees that require sanding and painting each year which has the effect of keeping them looking like new.

Daniel Davidson asked about the fencing material. Ms. Reeder said it will be a 6 and 8-foot cedar fence. Mr. Davidson asked if it would be painted. Doug Baker, Landscape Architect, ETI Corporation, 1755 Lynnfield Road, Suite 100, Memphis, TN 38119, said the fence will be painted the same as the wooden beams on the building. Mr. Davidson asked if they would transplant the Nellie R. Stevens and asked for confirmation the architect had a plan for them during construction. Mr. Baker said they are going to transplant as soon as possible but plans to heel them at the rear of the property in the meantime.

Secretary Fung stated that, while the lights will match, without the updated photometric plan there is not much discussion that can be had at this point. He asked Ms. Reeder if Chairman Holtgrew could review those plans when they are available. Ms. Reeder said that with the Committee’s approval that could be done. Secretary Fung stated that Chairman Holtgrew, who is an electrical engineer, could see to the details of the additional light poles, etc.

Secretary Fung asked with such a large addition would there be additional mechanical units and is there sufficient room for those available. Steve Hooper, ETI Corporation, 1755 Lynnfield Road, Suite 100, Memphis, TN 38119, stated there is room for additional mechanical units; however, the plan is to utilize the existing units. Alderman Biggs asked if they originally built the building with the intention to expand. Mr. Hooper said they did and there are several units onsite already.

Secretary Fung asked if future signage would be in the same font as the existing. Ms. Reeder pointed out that the directional signage on the rendering does maintain that same look, so that is what is to be expected.

Jennifer Walls asked why such a large portion of the middle of the addition has no windows on the north side. Mr. Hooper said that area has some of the indoor mechanical components and the wash bays for the animals.

Tommy Reyes asked if the current exterior lights are on during the night and if so, do they dim and then come up when someone enters the area. Mr. Hooper said that they are on at night and that the owner, Dr. Davis, is aware of the safety reasons to have them on. Ms. Reeder said that if the Committee is interested we can see about dimming lights in the new photometric plans.

Hearing no further discussion offered, Secretary Fung called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

CONDITIONS OF APPROVAL:
1. It is found that the DRC application and plans dated February 1, 2018, 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. Provide revised lighting plan and photometrics to include additional pole lights in the rear parking lot to meet minimum lighting and safety standards. Lights should be consistent with existing pole lights on-site.
   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 on plans 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.

B. Other as properly presented.

Alderman Biggs asked how the Design Guidelines could be updated. Ms. Reeder said that if there is any issue that the Committee wanted to look into changing they could direct her to research it and bring back some viable options. He expressed concerns over exterior masonry products that have been used lately and whether we want to permit them. She responded that she would bring back information at the next meeting.

V. Adjournment:

Secretary Fung called for a motion to adjourn.

Motion: Alderman Biggs made the motion. Ronald Colin seconded it.

Josh Holtgrewe, Chairman Date

Phillip Fung, Secretary Date

Submitted By: Mary Helen Carmack, Planning Clerk
TOWN OF ARLINGTON, TENNESSEE
DESIGN REVIEW COMMITTEE
DEVELOPMENT STAFF REPORT

Beauty Lawn Spray Addition
SITE PLAN APPLICATION REVIEW

DATE: May 8, 2018

STAFF: Angela Reeder, AICP, Town Planner

SUBJECT: Site Plan Review

APPLICANT: Larry Shields, BeautyLawn Spray, Inc.

DESIGN PROF./CONSULTANTS: Professional Design Resources, Representative: Roy L. Scobey
Ledford Engineering; Representative: Lance Lanier

SITE LOCATION: 5890 Jetway Drive

SITE ACREAGE: 3.0 Acres

ZONING: M-1: Light Industrial district

PROPOSAL: The applicant is requesting DRC approval of a detached garage for BeautyLawn Spray, an existing lawn care business at 5890 Jetway Drive. The business, which has been in the area for years, is outgrowing its current building and looking to add a storage building for equipment. As the use is not changing, the proposal remains a permitted use in the site’s M-1 (Light Industrial) zoning designation. Surrounding uses include a cell tower, self-storage lot, and Verizon switching center.

The applicant proposes to add a 3,780 square foot storage building at the rear of the site. The new garage is proposed in-line with the existing building on site, roughly 65 feet off the rear property line and over 400 feet back from Jetway Drive. The applicant states many of their vehicles carry tanks with fluids that need to be stored indoors to avoid weather impacts and it will also help screen their fleet.

The Planning Commission approved the Site Plan for this site on February 20, 2018.

Building Elevations: The applicant proposes to use the same materials and color scheme as the existing building for the new garage. The proposal includes the same putty/cream color metal siding as
the front building, with matching dark green doors. Brick wainscoting to match the front building is proposed on the south elevation, facing Jetway. Downspouts and bollards would match the wall color. Staff recommends green bollards, matching the doors so that they are visible. The roof is identified as a galvanized metal roof only, no color noted. If the roof were a darker shade than the wall, such as a shade of brown or bronze, it could add some interest to the front elevation and complement the brick wainscoting.

As an industrially zoned property, Town Design Guidelines allow for use of metal facades on the sides and rear of a building that does not abut a residentially zoned property, or generally visible from a public row. As the garage will be screened behind the existing building, and given the distance from the street, they have proposed the wainscoting and not a full brick face on the south side.

In consideration of materials, this property is in the heart of our older industrial area, with many older metal buildings, and staff is not convinced the front elevation of the accessory building will be visible behind the existing building. The north elevation will likely be the most visible due to the adjacent unimproved lot. While wrapping the wainscoting on this elevation could be proposed, the distance from the street would make a 2' wainscot difficult to see, and it would be well screened by the proposed added landscaping.

**Landscaping and Tree Ordinance:** The existing site is landscaped with a variety of trees and shrubs along the front and sides of the front lawn and south side of the property. The rear of the site is primarily lawn, with a large willow in the detention area.

With the proposed addition, all of the existing trees and landscaping on site will be maintained. In addition, four (4) new oak trees and eleven (11) crepe myrtles are proposed on the north and south sides of the new garage. The new trees will provide screening of the rear area, as required by the Code No sizes are identified on the plans for the new trees; however, staff would require a minimum 2.5" caliper and 6' height when planted, per Design Guidelines.

An irrigation plan for the new trees shall be submitted to staff prior to the issuance of a building permit.

**Exterior Lighting and Photometric Plan:** The lighting plan shows three wallpacks proposed on each of the east and west sides of the building, above the garage doors. No additional parking lot lights are proposed. As required, photometric plans do not identify any light cast beyond the site property lines.

The fixtures are typical of what is proposed throughout town. While the finish has not been identified, several colors are available, including sandstone which could match the building or bronze like the existing building on site.

**Garbage Collection Areas:** The site will continue to utilize the existing trash enclosure.
Mechanical Units and Meters, Transformers, Rooftop Units: No ground mounted equipment is identified on the plans; however, any equipment that is added will have to be appropriately screened. In addition, any building mounted meters will have to be appropriately screened or painted to match the building, as typically required.

Signage: No additional signage is proposed or anticipated, as the new garage will only serve the business and its equipment.

Next Steps: If approved, the applicant must next complete all conditions of approval and have a pre-construction meeting with staff before starting work.

RECOMMENDATION:
Staff recommends any approval of the proposed Beauty Lawn Addition Site Plan be subject to the following conditions and any additional conditions recommended by the Design Review Committee:

CONDITIONS OF APPROVAL:

1. It is found that the DRC application and plans dated April 30, 2018, 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. Trees around the new addition shall be a minimum of 2.5” caliper and 6’ height at time of planting, per Design Guideline requirements.

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

   c. Revise the roof color to a complementary shade that is darker than the cream/putty wall color. Provide a sample to staff for review and approval.

   d. Plans shall note 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 wall mounted equipment must be screened or painted to match the adjacent building.
# Town of Arlington

## Design Review Committee

### Site Plan Application

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

| Project Name: | Beauty Lawn Spray Addition  
Zoned: M1 |
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<td>Project Address:</td>
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**Developer Contact:**

| Company Name (if applicable): |  
| Company Address: |  
| Daytime Phone: |  
| Fax Number: |  
| E-mail Address: | beautylawnspray.com |

**Architect Contact:**

| Company Name: | Roy L. Scoeby  
Profession Design Resources |
| Mailing Address: | P.O. Box 34398 Partlett, TN. 38184 |
| Daytime Phone: |  
| Fax Number: |  
| E-mail Address: | rlscoeby@aol.com |

**Engineer Contact:**

| Company Name: | Leford Engineering  
5567 Commander Dr $105 |
| Mailing Address: |  
| Daytime Phone: |  
| Fax Number: |  

**Name of Property Owner**

| Mailing Address: |  
| Daytime Phone: |  
| Fax Number: |  
| E-mail Address: |  

### Instructions for Submitting an Application:

- Fee Schedule: $400.00
- Make checks payable to the Town of Arlington*
- Attached is a Site Plan Checklist of required items. All items must be addressed or the application may be deemed incomplete and returned to the applicant.

**Office Use Only**

- Date Received: 3-7-18
- Amount: 400
- Fee Receipt #: 001393

**RECEIVED**

MAR 07 2018

Town of Arlington
Design Review Committee  
Site Plan Application

It is understood that:

1. The applicant and owner bear the responsibility to submit a complete application package by the submittal deadline.

2. If all required materials/documents are not submitted to and received by the Planning Department by the deadline, the application will NOT be accepted or posted on the Design Review Committee Agenda.

3. In cases where the applicant is not the property owner, it is also hereby acknowledged by the property owner that he or she is in full agreement with the content of this application.

4. By signing this document, the applicant and owner accept the above conditions.

*Copy and use additional pages if necessary*

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