I. Call to Order and Roll:

Present:
Josh Holtgrewe, Chairman
Deadrick Turner
Rick Eavenson
Ronald Colin, recused
Daniel Davison
Jeff McKee
Jeanne Myers

Others Present:
Cathy Durant, Town Administrator
Lynette Kirk, Planning Assistant

II. Approval of Minutes from December 10, 2019 Meeting:

Chairman Holtgrewe called for a motion to approve the December 10, 2019 meeting minutes as submitted.

Motion: Jeff McKee made a motion to approve minutes from December 10, 2019. Daniel Davidson seconded.

Vote on Motion: The motion carried.

III. Old Business:
A. Other as Properly Presented

No other business was presented.

IV. New Business:

A. Arlington Physical Therapy Center – Site Plan – Application for Arlington Physical Therapy Lot 5A of the Center at Hayes Crossing PD, located on the southeast corner of Cranston Drive and Airline Road.

Chairman Holtgrewe recognized Cathy Durant, Town Administrator, who presented the staff report for Arlington Physical Therapy Center (on file).

Ms. Durant said Arlington Physical Therapy Center is a new 3-bay office/retail building on approximately 0.73-acres zoned B-1 and located on the southeast corner of Airline and Cranston Drive.
Ms. Durant noted the Planning Commission approved the Site Plan on December 16, 2019. She explained the applicant proposes a 5,288 square foot 3-bay building on the east side of the lot facing Airline Road.

She said the proposed exterior is primarily clay brick, stone veneer, fiber cement siding, and hardi-board panels. Other details include brick and stone headers over the doors and windows, metal louvers, and decorative light fixtures. The north elevation will face Cranston Drive showing brick with stone veneer, pilasters, and three windows with gooseneck lighting.

The landscaped has a variety of trees, shrubs, groundcover, and sod. Streetscape plantings include 3 Red Maples on Cranston and alternating Redbud and Nuttal Oak on Airline. The parking islands include one tree, daylilies, fountain grass, and sod.

Ms. Durant referenced an email from the Applicant’s landscape architect, with concerns regarding streetscape trees and requesting use of a Nuttal Oak instead of a Pin Oak. She said she believed Mr. Davidson had agreed with the concerns.

Ms. Durant explained the front parking lot lighting plan shows 3 LED 20’ tall pole lights at 4000K temperature. Gooseneck and decorative wall fixtures are proposed along the front and north sides of the building with wallpacks over exit doors along the rear of the building.

Chairman Holtgrewe called for a motion.

**Motion:** Deadrick Turner made a motion to discuss Arlington Physical Therapy Center Site Plan. Jeff McKee seconded the motion.

**Discussion:** Mr. Holtgrewe disclosed he worked as the Electrical Engineer on this project and reminded the Committee he is part owner of an adjacent property. Ron Colin disclosed he is the Architect for this project, recused himself, and stepped down to represent the Applicant.

Deadrick Turner said he liked the building design but expressed concern it would not match Pediatrics East. Ron Colin, Renaissance Group, explained the objective was not to fully match adjacent buildings; the objective is instead to achieve a retail center look with its own identity that compliments adjacent buildings. He felt the proposed siding and brick does complement the Peds East building.

Mr. McKee requested lighting be placed over the window on the south end to match those on the north end of the building. He said the front left elevation felt visually heavy and questioned if replacing the right end posts with cedar and stone at the bottom would balance the building. Mr. McKee reminded the Committee they were trying to move toward bronze on the windows as opposed to clear anodized. Ms. Myers said the overall color pallet is light and the darker bronze would not look as good as the clear anodized. Mr. McKee and Mr. Colin agreed.

Mr. McKee asked the Committee their thoughts on south end appearing visually heavy. Ms. Myers agreed it appeared to look heavy. Mr. Colin explained it was designed to give individuality to each bay and agreed the brick give a heavy appearance. Mr. Holtgrewe reminded the Committee that augmenting the look would make it difficult for the project to meet PD requirements for building material percentage.
Mr. Matt McConnell, applicant, said he is not a fan of stone, but had tried to ensure his building complimented others. For example, he said the roofline meets the height and appearance of Peds East from Cranston, with a pitched roof. Mr. Connell stated he also did not want an identical building to Peds East; these are 2 of 6 buildings which will all have similar materials and complimenting colors.

Ms. Myers expressed concern with the size of the small second floor window and suggested coordinating with Staff to enlarge it. Mr. Colin agreed to enlarge the window. Ms. Myers asked if the second floor is usable. Mr. Colin said no. Mr. McKee suggested adding a second window next to the existing window could also work; Ms. Myers agreed.

Mr. McKee expressed concern regarding landscaping on the rear elevation facing Peds East. Mr. Davidson noted there will be Azaleas on the left and Boxwood in the center creating multiple blooms at varies times of the season, as well as evergreen trees.

Mr. Turner asked why there was not an additional island in the parking lot. Mr. Colin explained the project meets the minimum parking space requirement and has met parking island requirements. Ms. Myers asked if employees would park in the lot as well as customers. Mr. Colin said yes. Mr. Colin added that shared parking with Peds East is also likely.

Daniel Davidson asked the height of the transformer. Mr. Holgtewwe said they are typically 5 feet tall. Mr. Davidson requested to add 7-gallon Skip Laurels with 4’ centers around the electrical transformer for screening. He also noted the landscape plans shows all plants at a 6’ center and should be 3’ center. Mr. Davidson recommended removing boxwoods on the south to be replaced with rows of Azaleas to match the north elevation. Others agreed.

Mr. Holgtewwe said lighting should match Peds East regarding height and temperature. Ms. Myers agreed. He closed by saying the lighting and temperature along Airline are all close and comparable.

Chairman Holgtewwe called for a motion.

**Motion:** Jeanne Myers made motion to approve Arlington Physical Therapy Center Site Plan with existing and added conditions regarding the upstairs window, added light on the south elevation, and landscaping changes. Jeff McKee seconded the motion.

**Vote on Main Motion:** The motion carried.

**CONDITION OF APPROVAL:**

1. It is found that the application as presented, with plans dated December 18, 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. All ground mounted equipment or meters must be screened by landscaping, fencing or other approved measures to the satisfaction of staff, unless equipment is required to maintain visibility and access. Wall mounted equipment may be painted to match the adjacent wall, if an option.

6. Any exterior signage on plans is conceptual only and will require submittal of a Town Sign Permit application for staff review and approval.

7. 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. Coordinate with staff to enlarge the upstairs window on the front elevation of the northern suite (bay 3) and/or provide a second window beside it.
   c. Add a light over the window on the south elevation to match the north elevation lighting.
   d. Revise the landscape plan as follow: to add 7-gallon Skip Laurels with 4’ centers around electrical transformer for screening, to confirm the plan matches the provided plant schedule, and to remove the boxwoods on the south elevation and replace them with rows of Azaleas as on the north elevation.

C. Other as Properly Presented.

   No other business was presented.

VI. Adjournment:
Chairman Holtgrewe called for a motion to adjourn.

Motion: Jeff McKee made the motion. Deadrick Turner seconded it.

Vote on Motion: The motion carried.

[Signatures and dates]

Submitted By: Lynette Kirk, Planning Assistant