Design Review Committee
October 8, 2019
6:30 P.M.
Meeting Minutes

I. Call to Order and Roll:

Present:
Josh Holtgrew, Chairman
Jeremy Biggs, Secretary
Deadrick Turner
Tommy Reyes
Ronald Colin
Daniel Davison

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

Absent:
Jeanne Myers

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

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

Motion: Jeremy Biggs made a motion to approve minutes from September 10, 2019. Deadrick Turner seconded.

Vote on Motion: The motion carried.

III. Old Business:
A. Other as Properly Presented
No other business was presented.

IV. New Business:

A. Sherwin Williams – Site Plan - Site plan for Sherwin Williams located at 5405 Airline Road; west side of Airline Rd., north of RedMed.

Chairman Holtgrew recognized Cathy Durant, Town Administrator, who presented the staff report for Sherwin Williams (on file).

Ms. Durant said the proposed retail store is approximately .84 acres in size and zoned SC: Shopping Center. She said the Planning Commission approved a Site Plan layout on May 15, 2017 and at that time, it was considered in a joint application with RedMed and was originally intended for Champion Orthopedics.
She explained the building is a rectangular 4,000 square foot structure to house a Sherwin Williams paint store. She said it faces Airline Road, with parking in the front and on the south side and a trash enclosure at the rear of the building.

The exterior is proposed of simulated wood siding in a soft tan color with a cultured ledge stone wainscot. Accents include a stone sill at just over 14 feet and trim in a dark tan (Sherwin Williams, Dapper Tan). The roofline will include a parapet wall with metal cap flashing in dark bronze, which steps up in the center of the side elevations.

The metal canopies over each of the entrances in a dark bronze; downspouts, gutters, and the window and door framing will match the awning color, the proposed colors and materials should nicely complement the RedMed facility next door.

Ms. Durant stated the project meets open space requirements and will exceed the required 16.8 tree density units. The site is landscaped with a variety of trees, shrubs, groundcover, including sod, a large lawn on the north side of the building will allow for a future expansion of the building, if desired.

The streetscape plantings include alternating Pin Oak and Crepe Myrtle, a row of boxwood is proposed between the parking lot and street trees with clusters of other smaller shrubs and groundcover. Additional plantings and seasonal plants are proposed around the front monument sign and the 3 islands around the store.

Ms. Durant described two stamped concrete crosswalks are proposed, which will mimic the other 2 sites within the commercial subdivision.

The exterior lighting and photometric plan show no pole lights proposed within the parking lot, only building mounted lights, bronze LED wallpack fixtures are proposed along the north and rear of the buildings and decorative white and bronze LED sconces along the front and south side of the building.

Ms. Durant stated there is adequate lighting coverage of the entrances and sidewalks alongside the building, but the parking area and driveways are not illuminated with the current plan. However, a revised photometric that includes the existing pole lights next door into account could show it is adequate. Previous site plans included only one other pole on this site. A revised photometric with that pole included should be provided to show full site coverage.

A trash enclosure at the northwest corner will be finished to match the building with the same siding and stone wainscot with a dark bronze metal panel door.

The rooftop units will be screened by the parapet on three sides, she explained units on the rear (west) side of the building are visible and are screened by a metal screen to match the roof, which is not consistent with Design Guidelines.

She finished by explaining any ground mounted equipment or meters must be screened.

Chairman Holtgrew called for a motion.

**Main Motion:** Ron Colin made a motion to approve Sherwin Williams Site Plan Application. Jeremy Biggs seconded the motion.

**Discussion:** Mr. Colin asked Ms. Edye Conkerton, applicants’ architect, what type of siding will be used. Ms. Conkerton replied Hardie Plank with a full 7-inch reveal. Mr. Colin asked if it was traditional Lap Siding. Ms. Conkerton said yes.
Mr. Colin asked if the dapper tan color was on the trim board. Ms. Conkerton said yes, it is a standard 12". He asked if there would be casing around the doors and windows. Ms. Conkerton said it would be a 4" standard trim and will match the siding.

Mr. Colin inquired if the bumpouts on the side were vertical siding. Ms. Conkerton said it was Ship Lap. Mr. Colin said he would also like to see on the north and south wall a brown vertical trim board to break up the long wall. Others agreed. Ms. Conkerton agreed that could certainly be included.

Jeremy Biggs expressed concern regarding the amount of hardi siding, he noted that on the sides the stone wall should come up higher. He feels this building complements RedMed's stone and brick except for the siding. Ms. Durant said the applicant’s noted it was important to have a showcase for the paint being it’s a paint store.

Mr. Colin said by introducing a vertical or two on the north and south elevation, it would help break up the siding. Mr. Biggs expressed concern with landscaping covering up the stone. Mr. Turner asked how high the stone was on RedMed. Ms. Durant said it was higher in the front. Mr. Turner said the site plans looks nice as is and he was in favor.

Mr. Reyes said he would like to see stone carried up to the inset piece on the doors. He asked if they could stone the vertical columns. Ms. Conkerton said the inset could be changed and would not conflict with signage.

Matt Connelly, contractor, said he was not opposed putting stone at a higher elevation but going above the canopy would create an issue with anchoring it on the wall. Mr. Colin said on the north elevation the stone goes all the way across. Mr. Connelly said he can take the stone up to the transom. It was agreed to require that change.

Mr. Reyes ask about the type of material and percentages allowed by DRC regulations. Ms. Durant, DRC allows 80% primary material, 20% secondary material. Both hardiplank and stone are primary materials.

Daniel Davidson provided comments on the landscape plan and proposed some minor changes to add variety and screen the dumpster enclosure.

Ms. Durant concluded by reading back the additional conditions that were discussed regarding the side elevations and landscaping (see Conditions of Approval).

Chairman Holtgrewe called for a motion.

**Motion to Amend:** Daniel Davison made a motion to approve the Sherwin Williams Site Plan with added conditions. Jeremy Biggs seconded the motion.

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

**CONDITION OF APPROVAL:**

1. It is found that the DRC application and plans dated September 26, 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. 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 roof-mounted equipment must be fully screened from public right-of-way and adjacent properties with an integrated screening system to blend with the architecture of the building, such as an extension of the parapet on the rear of the building. Provide a revised elevation for staff review and approval prior to issuance of a building permit. If upon inspection it is found to be visible, additional screening measures must be installed.
   c. A revised photometric plan shall be provided to Town Staff for review and approval prior to issuance of a building permit. The revised plan shall incorporate existing light poles next door to ensure consistent lighting and adequate coverage for customers using the site. A minimum of one pole light matching those on the adjacent site shall be installed, consistent with the Town-approved Site Plan, if it is supported by the revised photometric.
   d. Note that all ground mounted equipment or meters must be screened by landscaping, fencing or other approved measures to the satisfaction of staff, unless the equipment is required to maintain visibility and access. Wall mounted equipment may be painted to match the adjacent wall, if an option.
   e. Revise the bumpout on the north elevation so that the stone height matches the stone height on the south elevation bumpout and front elevation. Add a vertical trim board on the north and south elevations to break up siding.
   f. Revise landscape plans as follows: replace Needle Point Holly with Japanese Clevena, add 6’ Nellie R. Steven’s Holly around dumpster at 5’ centers, and replace three (3) Boxwoods at ends of east side with Ruby Loropetalums.

B. Arlington Falls PD, Phase 1, Lot 3 – Site Plan – located on the southwest corner of Airline Road and Milton Wilson Boulevard.

Chairman Holtgrew recognized Cathy Durant, Town Administrator, who presented the staff report for Arlington Falls PD, Phase 1, Lot 3 (on file). Ron Colin recused himself prior to discussion, as he noted he works for the design firm on the project.

Ms. Durant said the applicant is requesting consideration of a Site Plan for a new shopping center in Phase 1 of Arlington Falls PD. She said the PD (originally named
Palmetto) was approved, including three lots in Phase 1, on July 5, 2017, but each lot requires individual Site Plan approvals.

She mentioned the Planning Commission approved a Site Plan layout on September 16, 2019. Ms. Durant said the proposal is a single-story, 18,000 square foot shopping center with 15 bays, the lot is just under 3 acres and zoned SC: Shopping Center.

Ms. Durant described the building as a long, multi-bay center with the entrances facing Airline Rd. A 10-12-foot-wide sidewalk is proposed in front of the building, alongside a double-loaded aisle of parking with additional parking on the north along Milton Wilson.

The building includes a 20’x 30’ outdoor patio area on the north end and a drive-through lane at the southern end. The exterior has various wall heights and color combinations, with parapet wall heights ranges from 18’6” to 24’ tall around the perimeter of the building, with height variations on all four sides.

Ms. Durant explained the exterior consists primarily of brick in various colors, and includes cultured ledge stone wainscoting, EIFS, standing-seam metal awnings, flat metal canopies, wood lintels and awning brackets. She stated the building includes over 80% primary materials (brick and stone) and almost 20% secondary materials (EIFS).

Metal canopies and awnings are proposed over each of the entrances (front and sides), the window and door framing is proposed in clear anodized, matching the metal coping along the roofline.

She stated the project meets open space requirements and will exceed the required 60 tree density units: providing 91.5 tdu. Much of the open space is along the west side of the site and acts as a buffer between the rear of the site and future adjacent development in the next phase.

Landscaping will have a wide variety of trees, shrubs, groundcover, and sod, a small lawn area is proposed on the north side of the building, adjacent to the patio. Ms. Durant said the streetscape plantings on Milton Wilson include alternating Nuttal Oak and Yoshino Cherry with a row of Dwarf Burford Holly between the parking and street trees.

Crosswalks within the site are proposed as painted stripes; this would set the standard throughout the remainder of Arlington Falls PD. She advised no details are provided for site furniture or fixtures, such as patio railing, benches, trash cans, or bicycle racks.

The lighting plan shows ten 20-foot tall pole lights within the parking lot, single and double heads, with dark bronze poles and slim-profile LED heads. Ms. Durant said a variety of building lights, including black goose-neck fixtures, LED wall sconces, slim LED wallpacks, and several linear fixtures proposed under the awnings.

Ms. Durant closed by stating two trash enclosures are proposed on the west side of the site, behind the building, and will be finished to match the building. She said ground mounted mechanical units on the back of the building will be behind brick screen walls.

Chairman Holtgrewe called for a motion.

Main Motion: Deadrick Turner made a motion to approve Arlington Falls PD, Ph. 1, Lot 3 Site Plan. Jeremy Biggs seconded the motion.

Discussion: Mr. Reyes asked if signs, on the east elevation, were a consistent background color. Chris Speltz, Renaissance Group, said the signs are space holders to give an idea
of where the signage will be placed. Ms. Durant noted a comprehensive sign package must be submitted at a later date and will come back to DRC for approval.

Mr. Reyes asked if the wood lentil above the end suite would be cedar. Mr. Speltz said yes; it would match the rustic appeal with Cedar brackets.

Mr. Reyes inquired if the south elevation was a drive through. Mr. Speltz said yes. Ms. Durant said the patio is on the north elevation. Mr. Reyes said he felt like the patio by the drive through would need fencing. Mr. Speltz said the person who rents that space may not have outdoor seating; however, if a patio is there a fence will be installed.

Jeremy Biggs said window and door frames are encouraged as brown, black and bronze. He said he could not support clear anodized windows and doors. Mr. Speltz said they are using several different bricks and the clear anodized would complement best. Mr. Speltz said awnings are black, silver, champagne, medium and dark bronze. The committee discussed using different colors based on the brick of each suite.

Ms. Durant noted the 20% EIFS is located primarily on the back elevation and will be heavily landscaped. Mr. Biggs expressed concern about the amount of EIFS, he said it needs to be broken up. Mr. Turner suggested adding lighting and canopies over the rear doors. Mr. Reyes said this part will only be seen when coming out of the high school and landscaping will take away focus. Mr. Speltz said there are 15 office buildings planned to the rear and he felt adding light fixtures to the rear would draw attention to that façade. Mr. Davison suggested adding more plantings to the street plantings to block the view.

Mr. Holtgrew said he doesn’t agree with mixing and matching colors on each bay for window and doors. He would like to agree on one color. Mr. Biggs reiterated that he was not happy about the back elevation.

Mr. Reyes asked the color of the back doors. Mr. Speltz said the color will match the adjacent brick or siding.

Doug Burris asked to address the meters and gas lines in the rear elevation. He said the mechanical units will be painted to match the brick color. Mr. Burris said they are open to including more hardi plank siding in lieu of EIFS. Mr. Biggs said he supported replacing the EIFS on the ends with hardi plank.

Mr. Reyes asked to add a handicap crosswalk to the far southern end of the building. Mr. Burris said the site already included 2 crosswalks from sidewalks to the building and it would remove landscaping to add another. He also felt it would not be used in that location. Mr. Holtgrew asked if the crosswalks were painted stripes. Mr. Biggs suggested what Ms. Reeder proposed with pavers, similar to the previous project. Mr. Burris said pavers would increase cost significantly, and being in a wheelchair himself, he knows firsthand that textured crosswalks are difficult and slows the handicap.

Mr. Reyes stated he likes stamped concrete or pavers. Mr. Fischer said pavers need to be reset periodically; he preferred paint as it is less future maintenance. Ms. Durant said the Town uses thick thermo plastic which lasts longer. Mr. Fischer said thermo plastic would be preferred. Mr. Holtgrew suggested the applicant work with Ms. Reeder on crosswalk design and color.

Mr. Davison said he would like screen at the dumpsters to be changed and suggested 11 items to adjust. Mr. Burris said he felt it was not appropriate to change the plant types;
noting their design met the criteria of the Town. Mr. Davison said his changes will make the plans consistent with Town requirements for tree size, ultimately save the development money by using trees that thrive here and provided variety.

Mr. Holtgrewe closed by saying he felt the photometrics were appropriate. He requested the applicant take a look at the lighting overall especially in the corners to ensure consistent lighting once installed.

Chairman Holtgrewe called for a motion.

**Motion to Amend:** Deadrick Turner made a motion to approve the Arlington Falls PD, Phase 1, Lot 3 Site plan with added conditions agreed upon during discussion. Daniel Davison seconded the motion.

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

**CONDITION OF APPROVAL:**

1. It is found that the DRC application and plans dated September 26, 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. Note that all ground mounted equipment or meters must be screened by landscaping, fencing or other approved measures to the satisfaction of staff, unless the equipment is required to maintain visibility and access. Wall mounted equipment may be painted to match the adjacent wall, if an option.

6. The Palmetto PD Master Plan document (now Arlington Falls PD) with any required changes from the original conditions of approval shall be provided to the Town for review and approval, then recorded with the Shelby County Register of Deeds prior to the start of construction on Lot 3.

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 a PreCon meeting.

   b. Provide details of exterior furniture or fixtures (i.e. fencing, benches, trash cans, bicycle storage), prior to approval of any building permits for the site, to allow review of the quality and consistency with site improvements.
c. Provide a standard detail for crosswalks to be used within this site and the remainder of the PD for review and approval prior to a PreConstruction meeting.

d. **Fencing comparable to the north side of the site will be required around the southern patio area if it is ever used as a seating area, to reduce pedestrian conflicts with drive-through traffic.**

e. Provide details and clarification to Town Planner regarding the off-sets proposed on the front elevation, to ensure they provide adequate wall plane variation and delineation.

f. Replace EIFS on the north and south elevations with Hardi board 7” lap siding.

g. Propose details to staff for review and approval of a decorative crosswalk design to be used throughout the PD, as conditioned in the Master Plan approval.

h. Revise landscape plans as follows: add landscaping to northwest corner of the site at western driveway to provide added screening of the rear of the building in exchange for building changes; street trees, periphery and screening trees shall all be a minimum 2.5” caliper per Design Guidelines (i.e. Magnolias, Yoshino Cherry, Redbuds); ensure Crape Myrtles are 10-12ft at installation; and consider removing 4 Hydrangeas on north end of building and extending line of Variegated Liriope instead and removing fountain grass and extending Suzanne Loropetalum (or moving taller fountain grass behind the Loropetalum).

C. **Other as Properly Presented.**

No other business was presented.

V. **Adjournment:**

Daniel Davison called for a motion to adjourn.

**Motion:** Deadrick Turner made the motion. Tommy Reyes seconded it.

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

![Signature]

Josh Holtgrewe, Chairman

![Signature]

Jeremy Biggs, Secretary

11/12/19

11/14/19

Submitted By: Lynette Kirk, Planning Administrative Assistant