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  
Ron Colin  
Jennifer Walls  
Josh Holtgrewe

Absent
Phillip Fung - Excused  
Daniel Davidson - Excused  
Susan Payne - Excused

Others Present
Angela Reeder, Town Planner

III. Approval of Minutes from March 14, 2017 Meeting:

Motion: Ron Colin made a motion to approve the minutes of the March 14, 2017 meeting. Josh Holtgrewe seconded the motion.

Vote on Motion: The motion carried unanimously.

V. Old Business:

A. Other as Properly Presented

There was no old business to come before the Committee.

VI. New Business:

A. Wilson’s Crossing PD, Phase 3 & 4 – North side of Forrest Street, West of Forrest Lake PD – Common Open space

Chairman Thompson recognized Angela Reeder, Town Planner, who provided an analysis (on file) and explained that Keith Grant is requesting DRC approval of the Common Open Space plan for phases 3 and 4 of Wilson’s Crossing PD. Construction plans for Phase 2 were approved on December 21, 2015 by the Planning Commission.

No architectural elements are proposed in this portion of the subdivision. Benches are proposed in Common Open Space A; one at the end of Burren Way Cove and one at the trailhead on Rutherford Drive. A detail was not included; however, the plan calls for 6-foot ornamental metal benches which are generally acceptable. Staff supports the benches, but recommends they be relocated away from the trail heads and side yards of those homes, and instead be back along the greenway trail.
An irrigation plan is typically required to be submitted and approved by staff prior to work beginning on the site; however, the applicant asked for a waiver of that condition given the location of the landscaping being around the two lakes and somewhat scattered. Their letter explained their request and belief that providing separate meters, controllers, etc. at the various trailheads would be a financial burden on the HOA. Staff supported the request.

Typical residential streets are found throughout the development, including a minimum 4.5-foot landscape strip and 5 foot concrete sidewalks. In addition, a minimum of one tree is required to be planted on each lot’s front yard before the homes are occupied, per the Zoning Code.

Phases 3 and 4 include two common open space lots. The largest is approximately 21-acres and includes two lakes at the north end of the development. While one lake is existing, the other will be created. The developer will be installing a portion of greenbelt walking trail cross this site and between the lakes, which will connect the trail on Forrest Lake to the east to Rutherford Drive. From the Rutherford connection, walkers can then use a short section of sidewalk out to Milton Wilson and will be able to cross over to the next section of the greenbelt running behind Maple Grove.

In addition, the applicant proposes to improve the lot with sod around the lake, a white 2-rail fence along the end of Burren Way Cove and at the Rutheford Drive connection, and various oaks and Blackgum trees. The white fence is intended to give a visual end to the road, clearly distinguish it as common open space, and guide pedestrian and bicycle users to the trailhead for access. In addition, the trailheads will include other plantings to highlight them, similar to Phase 2.

No Subdivision entrance signage or open space lighting is proposed with these plans.

Staff recommended approval of the application subject to recommended conditions.

**Main Motion:** Ron Colin made a motion to approve the Common Open Space Plan application for Wilson’s Crossing PD, Phase 3 & 4 subject to Staff conditions. Jennifer Walls seconded the motion.

**Discussion:**

Chairman Thompson asked if there were benches in the previous two phases of Wilson’s Crossing. Ms. Reeder verified with the project Engineer Robert Reeves that there were not benches in the other phases. Chairman Thompson made a note that if lighting is eventually proposed then plans need to be turned in. Ms. Reeder mentioned that the applicant did request to have a waiver for the irrigation system at this time. Staff felt the request was justified and that harder plants have been proposed and the plants are going to be hard watered until established. Jennifer Walls asked if there would be a fountain or if any fish would be in the pond? Cory Brady representing the applicant, stated that there are no plans to stock the pond but it would likely happen naturally. Ron Colin asked if there was any reason why the trail doesn’t line up with the Maple Grove trail. Ms. Reeder answered that it would connect at the existing crosswalk, but it would include use of a portion of the proposed sidewalk. She noted the slope behind the lots on the northwest corner of the development did not leave enough flat space for the trail to run behind those few homes.

**Vote on Main Motion:** The motion to approve the Common Open Space Plans with staff conditions carried unanimously.

**CONDITIONS OF APPROVAL:**

1. It is found that the application as presented on April 3, 2017, and 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. 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.

4. If no irrigation is required, all plants must be hardy, drought tolerant and hand watered until established.

5. Prior to the commencement of construction, the following information shall be provided or revised:

   a. Should the applicant determine that lighting is desired in the common open space lots, a lighting plan along with cut sheets of the proposed fixtures is to be submitted to staff and/or the Design Review Committee.
b. Revise the location of the two proposed benches to place them away farther from the streets and further back along the greenway.

B. Arlington Climate Controlled Storage - 6001 Airline Rd - Site Plan

Chairman Thompson recognized Angela Reeder, Town Planner, who provided an analysis (on file) and explained that the applicant is requesting DRC approval for a site plan to convert an existing manufacturing site on 5.33 acres into commercial uses. The property is the previous location of Grisham Bros. Corporation, on the west side of Airline Road and is zoned M-1: Light Industrial. Chem-Tainer Industries is adjacent to the north, and Exhibit A Inc. is adjacent to the south. The Planning Commission approved the Site Plan for this site on March 20, 2017.

The proposal would convert the large existing building and a proposed 3,000 sf addition into two primary uses: climate controlled, indoor storage and indoor athletic/fitness.

The proposed building is an existing manufacturing building constructed primarily of metal siding, with one addition with a brick façade facing Airline Road. The applicant proposed to unify the buildings by creating a new office entrance along Airline Road, and through using a consistent color scheme on the remainder of the entire building.

The proposed color scheme included a darker taupe on the bottom 15 feet of the building, a dark green band around the middle, and a beige color on the top half of the building. The new office entrance will wrap around the front corner of the building by the front parking lot and includes a taller façade and parapet to give it added bulk and height. It will include brick along the base, a bank of new windows with the green band above it, and a metal awning at the entrance facing the parking. The color scheme is similar, but uses the darker taupe on the top and bottom to highlight the entrance, with only a stripe of lighter beige around the top where the building name will be located.

As a storage use, there are several roll up doors which all face north toward the parking lot. The proposal was to paint the doors in green to match the banding and paint any man doors to match the adjacent wall. While this would highlight the doors, she noted they are not facing the street, almost all are behind a 6-foot tall wrought iron fence, and the green could complement the overall design on this rather large building.

The site is an existing industrial site, with landscaping consisting of a row of trees along Airline Road, some lawn areas, and a few scattered trees beyond the rear parking. The landscape plan shows that the site will meet the required 106 tree density units by providing 66 new tdu and retaining one large, 40” oak at southeast corner of the site.

The applicant is removing the existing trees along Airline, which have been topped over the years due to their location under MLGW lines, and upgrading the front landscape area. It includes alternating Nuttal Oaks and Red Buds, to mimic the streetscape plate for Airline Road, with a line of Dwarf Bufford Holly behind the trees. While the Red Buds are accepted replacements for Crepe Myrtles, the six Nuttal along the road must be replaced with Pin Oaks. Planter beds along the building face include a nice variety of shrubs, as well as a ring of Holly around a new flag pole.

Ms. Reeder explained that Committee member Daniel Davidson submitted comments prior to the meeting, since he would not be able to attend. His notes proposed that the sizing be clarified for all plantings being used as well as adding a few small additional boxwoods upfront on the east elevation under the office windows.

Throughout the site there are several Bald Cypress in the parking lot islands and around the detention basin, and a few additional Nuttal Oaks around the parking, both of which encouraged species.

Sidewalks will be installed along the street frontages as well as a walkway extending from Airline Road to the sidewalk at the front of the building for pedestrian access.

The lighting plan shows six 30-foot tall pole lights within the parking lot, each with bronze poles and slim-profile LED heads. The lights are within the maximum height permitted, based on the site location, and the bronze fixtures will complement the awnings and colors on the building.

Bronze wallpack lights are proposed throughout, downlights are proposed at the entrance and under a loading dock canopy, and lighting is proposed on the flag pole at the entrance.
Two dumpster enclosures are proposed to serve the site, one within the fenced warehouse area and one at the rear of the site. The trash enclosures were proposed in a masonry block painted gray, with solid metal gates on metal frames. A condition of approval noted that the enclosures should be painted Moth Wing to match the lower half of the buildings instead and that the applicant shall identify a complimentary door color proposal.

HVAC units are proposed in a narrow area between the primary storage building and the smaller brick storage building, and will therefore be well screened. Some existing meters are located on the south side of the building and should be screened from the street by the new plantings along Airline Road.

No application for signage has been submitted at this time. The applicant showed a black metal sign above the front entrance in their renderings, and a ground sign on the landscape plans however, a separate sign application must be presented to staff for full consideration and final approval of any signs.

Staff recommended approval of the proposed Arlington Climate Controlled Storage Site Plan, subject to the recommended conditions and any additional recommended by the Design Review Committee.

**Main Motion:** Ron Colin made a motion to approve the Site Plan application for the Arlington Climate Controlled Storage subject to Staff conditions and added DRC conditions. Josh Holtgrewe seconded the motion.

**Discussion:**

Brian Thompson stated that he thinks it would be a step back to allow the metal siding on the small addition, so brick should be carried along the east elevation of the new portion. Ron Colin asked for some clarification about what material would be used on the new entrance above the brick. The project architect Mr. Scobey stated that it will be a flush hardy panel material. Jennifer Walls asked if all the roll up doors would be green. Mr. Powell answered yes. Chairman Thompson asked if everyone was ok with Daniel Davidson’s comments to add a few small boxwoods in front of the windows and with the request made by the applicant to remove all the trees that have had to be trimmed by MLGW and restart with new trees. Everyone was in accordance. Chairman Thompson then asked if the gate giving access to renters would be automated. Mr. Powell stated that tenants would have a key card to get in the gate. Chairman Thompson asked if any tonnage would need to be added to the HVAC system. Mr. Powell answered yes, they would need to add a lot to the HVAC system but there is plenty of room where the current unit is and so it would remain screened. Jennifer Walls asked what color the coping cap would be on the building. Mr. Scobey answered that it would be charcoal to match the entrance awning.

**Vote on Main Motion:** The motion to approve the Site Plan Application with the added staff and committee conditions carried unanimously.

**CONDITIONS OF APPROVAL:**

1. It is found that the DRC application and plans dated April 3, 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. Streetscape plantings consistent with the remainder of the site must be installed along the northern 135 feet of Airline Road within one year of this approval unless a separate development approval has been granted by the Town for that portion of the site, or prior to that portion of the lot changing ownership.

7. Acceptable Fire Department access into the fenced storage area must be coordinated with the Arlington Fire Department prior to occupancy of the buildings.

8. 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. 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. Any roof-mounted equipment must be fully screened by the building parapet.
   c. Revise the trash enclosures detail to note the block will be painted Moth Wing to match the lower half of the buildings and to propose a complimentary door color.
   d. Construct at least the east and north elevations of the small building addition with a brick façade, as a continuance of the adjacent existing brick facade.
   e. Revise the landscaping plan as follows: clarify planting sizes on the Plant Schedule consistent with Committee proposal (attached), add additional green velvet boxwoods to the east elevation under the office windows (total of 11), and replace the Nutal Oaks along Airline Road with Pin Oaks.
   f. Clarify plans to note the hardi plank material on the new entrance is a flush panel siding and the coping cap will be charcoal in color to match the awning.

C. Ortho One – Southwest corner of Airline Road and Will Harris 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 a new medical building to be located at the southwest corner of Airline Road and Will Harris Drive.

The applicant proposed to construct a single-story, 5,200 square foot Ortho One office on the 1.26-acre lot. The building is proposed in the center of the lot facing the Airline and Will Harris intersection, with parking on three sides, a detention basin on the southwest corner, and open space along the west side of the lot.

The proposed building is constructed of clay brick in a dark gray color, a light gray stone veneer, a black wood-look exterior composite cladding, and black metal canopies. Windows around the building include black aluminum framing, consistent with the metal canopies. The majority of the building is brick, with a soldier/rowlock/soldier course along the roofline, and soldier course above each window.

The stone veneer is used at the building entrance feature on the northeast corner of the building. The entry feature extends four feet taller than the majority of the building height and has a large metal canopy drop-off area facing the intersection. Lastly, the black wood-look cladding is used in several areas, including on either side of the entrance and are paired with metal eyebrow canopies.

A landscape plan shows the site will exceed the required 25 tree density units, providing 60 tdu overall. The site is landscaped with a variety of trees, shrubs and groundcover which are all recommended in our Design Guidelines. Streetscapes include alternating Parsley Hawthorns and Magnolias along Will Harris, and Red Buds and Yoshino Cherries along Airline Road. Ms. Reeder noted that the Airline Road landscape plate requires Pin Oaks and Crepe Myrtles, and the Red Buds may replace the Crepe but the Pin Oaks will be required. In addition, due to overhead utility lines on Airline, the applicant pulled the trees back from the road and the MLGW tree trimming limits as much as possible. The shrubs and groundcover selection around the building foundation provide for a variety of heights; however, they seem to include more evergreen than color. Staff recommends the five American holly around the building be replaced by accent trees with color.
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Ms. Reeder explained that Committee member Daniel Davidson submitted comments prior to the meeting on this item as well, since he would not be able to attend. His notes proposed replacing the boxwoods in front of the entrance windows with a shorter planting as well as pushing the boxwoods along the streetscape into a line at the parking curb line to keep them out of the detention basin. Revise the plantings at the drop off to screen and highlight the canopy columns as provided by the Committee, and ensuring the emerald green screening the trash enclosure are tall enough to ensure the transformer is properly screened.

Sidewalks will be installed along both street frontages, as well as a walkway extending from Will Harris to the front of the building. A condition of approval states these crosswalks must be identified with some type of decorative paving mechanism, such as pavers, scored or stained concrete.

The lighting plan shows four 25-foot tall pole lights within the parking lot, each with square black poles and slim-profile LED heads. The lights are within the maximum height permitted, based on the site location, and the black fixtures will complement the awnings and materials on the building. Black cylinder lights are proposed on either side of the entrance and flood lights are proposed in the north, east and south planters for façade lighting.

The trash enclosure on the southeast corner of the building is proposed to be finished in brick matching the building, with matching doors on steel frames. A transformer pad is planned at the northeast side of the site, and the landscape plan identifies a ring of boxwoods to screen it.

Staff recommended approval of the proposed Ortho One Site Plan, subject to the recommended conditions and any additional recommended by the Design Review Committee.

**Main Motion:** Ron Colin made a motion to approve the Site Plan application for Ortho One subject to Staff conditions and added DRC conditions. Jennifer Walls seconded the motion.

**Discussion:**

Chairman Thompson stated the canopy columns look are a little thin. Ms. Reeder stated Daniel Davidson made the comment that some plantings around them could help to add bulk. Kevin Ledford made the comment that he is happy that the DRC is allowing substitutions to the Crape Myrtle requirement because so many of them are diseased. He also made the suggestion that wherever MLGW lines are placed, a substitution to Pin Oaks be offered because they get large and end up having to be trimmed back. Ms. Reeder said she would consider his suggestion. Chairman Thompson asked if the lighting was adequate for the site. Josh Hootgrew said that this was a challenging site because of the how close the drive is to the property to the south, but they were able to make up for it by using light bollards. A final condition was added to clarify that the color of the dumpster enclosure would be black to match the cladding on the building.

**Vote on Main Motion:** The motion to approve the Site Plan Application with the added staff and committee conditions carried unanimously.

**CONDITIONS OF APPROVAL:**

1. It is found that the DRC application and plans dated April 3, 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. 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.
   c. Identify the paving mechanism proposed for the crosswalks on the north sides of the site and whether it will be stamped concrete to match the adjacent walkway.
   d. Provide drive-up aisle markings or signage on-site to clearly identify the direction for traffic using the drop-off area at the building entrance.
   e. Replace the five American holly around the building with an accent tree with more color, such as the Yoshino Cherry proposed elsewhere on site.
   f. Revise the plantings along Airline to include Pin Oaks instead of Yoshino Cherry, to be consistent with the Airline landscape plate and add one more Pin Oak on the southeast corner of the lot to complete the streetscape. The Town has allowed for variations on Crepe Myrtles, such as the Red Buds proposed, due to regional blight.
   g. Revise Landscape plan as follows: replace the boxwoods in front of the entrance windows with a low height planting such as monkey grass, replace the remaining five boxwood at the building face with Japanese Cleyera, push the boxwoods along the streetscape into a line at the parking curb line to keep them out of the detention basin, revise the plantings at the drop off to screen and highlight the canopy columns as provided by the Committee, ensure the emerald green screening the trash enclosure are 6-8’ tall or replace them with Nellie R. Stevens of that height, and ensure the transformer is properly screened.
   h. Revise the trash enclosure plan to include black doors to match the black cladding on the building.

D. Other as properly presented.

There was no new business to come before the Committee

VII. Adjournment:

Chairman Thompson called for a motion to adjourn.

Motion: Josh Holtgrewe made a motion to adjourn. Ron Colin seconded the motion.

\[Signature\]  \[Signature\]

Brian Thompson, Chairman  Phillip Fung, Secretary

5/6/2017  6/13/17
Submitted By: Alex Barthol, Planning Clerk