

The regular meeting of the **Design Review Commission** was held on May 13, 2021 at 5:00 pm in the Board Chambers of Town Hall, 500 Poplar View Parkway.

The following staff members were present: Development Director, Jay Cravens; Town Planner, Mr. Jaime Groce; Planner, Scott Henninger; and Administrative Specialist Sr., Mrs. Sheryl Jones.

ROLL CALL:

Stamps-Absent, Donhardt-Present, Hepner-Present, Peeler-Present, Lawhon-Present, Lawrimore-Absent, Doss-Present

Quorum present.

APPROVAL OF MINUTES

Chairman Doss asked if there were any corrections or additions to the minutes from the April 8, 2021 meeting.

Hearing none, Chairman Doss called for a motion to approve the minutes from the April 8, 2021 meeting as presented.

Motion by Commissioner Lawhon, and seconded, to approve the minutes from the April 8, 2021, meeting as presented.

Hearing no further discussion, Chairman Doss asked for a roll call.

ROLL CALL:

Lawhon-Yes, Peeler-Yes, Hepner-Yes, Donhardt-Yes, Doss-Yes

Motion Approved.

APPROVAL OF AGENDA:

Chairman Doss asked if there were any changes or additions to the agenda.

Mr. Groce said there were none.

Chairman Doss asked for a motion to approve the agenda as presented.

Motion by Commissioner Donhardt, and seconded, to approve the agenda as presented.

Hearing no further discussion, Chairman Doss asked for a roll call.

ROLL CALL:

Peeler-Yes, Donhardt-Yes, Lawhon-Yes, Hepner-Yes, Doss-Yes

Motion Approved.

APPROVAL OF THE CONSENT AGENDA:

There were no items on the Consent Agenda.

FORMAL AGENDA:

6a. Case #DD19-62 – Oak Hill Subdivision, Phases 2 & 3 – Appeal of a staff decision related to common open space improvements for a 70-lot, single-family, detached residential neighborhood on 38.83 acres on the south side of Shelton Road, west of Collierville-Arlington Road.

Mr. Groce gave the Staff presentation. The zoning is R-2. In December 2020 a site plan modification was presented to add a pool house. There was concern about changing landscaping. Staff issued a comment to the Applicant to keep the landscaping requested by DRC. Plans submitted for construction did have landscaping but the Applicant planned to appeal. Houses will face or back up to the common open space F. The staff comments were to plant 56 giant Arborvitae green at 2 ½ inch caliper around the perimeter of COS F and make sure the plants were put back that were approved in 2019. This is not a planned development. COS F is usable open space. The guidelines do not require landscaping on single family houses. The guidelines do include a buffer that could be interpreted. The 6 ft. fence may be enough screening but they may need the evergreen trees also. The question to DRC is if they need the additional landscaping at the back?

- | EXHIBITS | |
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| 1. | Applicant's Cover Letter, with highlighted planting plan (3/23/21) |
| 2. | 10/10/19 DRC Minutes |
| 3. | 1/14/21 DRC Minutes |
| 4. | Staff Comment Letter (1/12/21 with 1/25/21 revision) |
| 5. | Originally Approved Landscape Plans (1/27/19) |
| 6. | Pool House Site Plan Modification (3/8/21) |

Commissioner Lawhon - How close are the Arborvitaes?

Chairman Doss – Perhaps 10 to 12 feet on center.

Commissioner Donhardt – Were they drawn in so they could appeal it later? Mr. Groce stated applicant was trying to put it on the plans so it could be approved and they could start construction.

Chairman Doss – Is there a house on the corner?

Mr. Groce – No houses have been built at this time, but it is a buildable lot.

Chairman Doss – Are there current plans to run a fence around the back of the houses to separate the pool house and the open space?

Mr. Groce – Yes. There is a fence detail applicant must go by to build the fence.

Chairman Doss asked if there were any other questions of comments.

Applicant – Grayson Vaughan - 1115 Halle Park Circle – Provided pictures of other pool houses in town. They show not much landscaping up against the back fence. The guidelines are not cut and dry on if landscaping is needed or not. If landscaping is provided up against the fence, it would be a gravel drive and landscaping around the pool and pool house itself. Sec. 3 7e-refer to multi-family and single family residential. Sec F refers to screen between land uses. Also privacy screen may be required for multi-family and single family sights to separate individual yards. Owner decided he wanted to put a pool and pool house with more landscaping. We agreed to put it on the drawings and then appeal it. No houses have been built yet but the pool

house is built. Neighbors backing up to it will know what they are buying.

Commissioner Lawhon – since it was approved earlier, any other reason other than cost to not go through with it?

Applicant – The 56 trees and the cost. You will have flowers, shrubs and bushes on the eastern side of the house. Once you get up close to the Village Applicant - Sometimes the buffer would help to enhance.

Commissioner Donhardt – Is that a fence in the upper left hand side?

Applicant – yes

Chairman Doss – We can change what is required or leave it all. In the past we requested landscaping. We can make it be more than the minimum.

Commissioner Donhardt - Are the columns going to be brick-fence?

Commissioner Lawhon – Not as many trees but at least a few along the perimeter, in the back.

Commissioner Hepner – He agrees a few to have some privacy but not as many.

Mr. Kevin Vaughan-1115 Halle Park Circle. The fence is going to be wooden. It is a maintenance issue which drives up homeowner dues. Maybe they could put a grouping along the property lines, that would be a reduction in maintenance and the cost. Suggestion to agree to work with the staff to produce something.

Chairman Doss – would not like to lose the opportunity to have some trees, some tree groups could function as a noise barrier, but that might be too many but not remove them all. It is like a PD as it has open space. They should submit a different landscape, there are 7 lots that touch the fence so they should use 3, 4, 5 or 7 groups of plants to break up.

Commissioner Peeler – agrees that some type of landscaping to shield the fence is needed but not all the trees.

Hearing no further discussion Chairman Doss called for a motion.

Motion made by Commissioner Donhardt, and seconded to approve the removal of the evergreen screening, COS F as currently designed and supplement that with a landscape design that the Applicant works with staff to create groups of trees that would accomplish the same purpose and allow for lower maintenance cost and create a more aesthetically pleasing environment.

ROLL CALL:

Lawhon –Yes, Peeler - Yes, Donhardt – Yes, Hepner – Yes, Doss - Yes

Motion Approved.

Other Business:

7a. Case #215719 – Review and discuss the pending Civic Center and Market Retail Project (Applicant: John McCarty).
David Haley - 681 Bray Station

John McCarty of 198 Progress Road, Bob Dalhoff and David Halle of 681 Bray Station asked for feedback from the DRC regarding the pending Civic Center and Market Retail Project. A discussion ensued about portions of the site plan application that may not comply with the current Design Guidelines, such as providing a 20' front yard along Civic Center Drive, having two rows of parking on Market Blvd, and being able to have EIFS on building as trim and accept to match the building to the north. The parapet wall design for the rooftop HVAC units was also discussed. It was noted that some of the properties in the area do not comply with the current Design Guidelines and the applicants want the DRC to consider the context of the area. A conceptual site plan was approved years ago for this property that showed a narrow buffer yard along Civic Center Drive. Staff cannot administratively approve a site plan that does not comply with the Design Guidelines.

Mr. Groce and you may see this again. There was no staff analysis tonight. It would have to come to DRC first before going forward. A full site plan will be presented if the DRC sees this again.

UPDATE:

Mr. Groce explained that staff have been reviewing changes to the Crews townhouse project. Mr. Grayson Vaughan is present to answer questions representing the Towne of Byhalia Commons. Any time changes are made to façade other than the three versions that were approved are presented, staff will share the changes with the DRC. Staff requested a new layout that will be shown to you.

Mr. Groce noted that for Glenn Farms the DRC approved some elevations some time ago and they would like to make some changes to this Progress Road and Shelby Drive site.

A discussion ensued about the colors proposed for the building. The color of blue should match what the DRC has previously approved, such as the Mercedes site plan.

Mr. Scott Woodard - P. O. Box 1497, said the majority of build is light gray, Sherman Williams – silver light building. There will be no second floor.

Hearing no further business, the meeting was adjourned at 6:41pm.

Sheryl Jones, Administrative Specialist Sr.