

The regular meeting of the Design Review Commission was held on March 10, 2022 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, Donquetta Singleton; and Administrative Specialist Sr., Mrs. Gina Salvatore.

ROLL CALL:

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

Quorum present.

APPROVAL OF MINUTES

Vice-Chairman Lawhon asked if there were any corrections or additions to the minutes from the February 10, 2022 meeting.

Hearing none, Vice-Chairman Lawhon called for a motion to approve the minutes from the February 10, 2022 meeting as presented.

Motion by Commissioner Lawrimore, and seconded, to approve the minutes.

Hearing no further discussion, Vice-Chairman Lawhon asked for a roll call.

ROLL CALL:

Hepner - Yes, Peeler - Yes, Lawrimore – Yes, Lawhon – Yes.

Motion Approved.

APPROVAL OF AGENDA:

Vice-Chairman Lawhon asked if there were any changes or additions to the agenda.

Mr. Groce stated there are no changes to the published agenda.

Vice-Chairman Lawhon asked for a motion to approve the agenda as published.

Motion by Commissioner Peeler, and seconded, to approve the agenda..

Vice-Chairman Lawhon asked for a roll call.

ROLL CALL:

Peeler - Yes, Lawrimore – Yes, Hepner - Yes, Lawhon – Yes.

Motion Approved.

FORMAL AGENDA:

6.a Case #218759 – Urgent Team Immediate Family Care – 397 New Byhalia Road – Appeal of a Staff Decision Related to the Exterior of a Building.

Ms. Donquetta Singleton reviewed the Staff report, which is included in the record as an exhibit.

Vice-Chairman Lawhon asked if there were any questions for staff.

Ms. Singleton stated the sign background is comprised of brick and Option D, provided by the applicant to address staff's original concerns, will have cornice detailing.

Hearing no further questions, Vice-Chairman Lawhon asked the applicant to come forward.

Mr. Matthew Kramer, 507A Heather Place, Nashville, came forward. He stated the intent is to match the existing brick as closely as possible. While there will be a visual difference between the brick columns from above and below the dental work, it will be minimized due to the majority of the brick on top being covered by signage. The cornice and trim work will also wrap the sign extension.

Hearing no further discussion, Vice-Chairman Lawhon called for a motion.

Motion by Commissioner Hepner, and seconded, to approve overruling Staff's decisions related to the exterior of 397 New Byhalia Road (Urgent Team Immediate Family Care) and approve the proposed front entry roof form subject to the conditions in Exhibit 1 and with an additional condition regarding option D.

CONDITIONS OF APPROVAL:

1. Add dental trim detailing on the EIFS fascia below the sign band area.
2. Provide revisions of the elevations for the Site Plan Modification for review.
3. Signage is not reviewed or approved with the Design Review Commission appeal or Site Plan Modification. Submit sign permits for review for any proposed signage before it is installed.
4. "Option D Revised" shall be used for the front elevation.

Vice-Chairman Lawhon asked if there was any discussion.

Hearing no further discussion, Vice-Chairman Lawhon asked for a roll call.

ROLL CALL:

Peeler - Yes, Lawrimore – Yes, Hepner - Yes, Lawhon – Yes.

Motion Approved.

Other Business:

Ms. Donquetta Singleton presented the revised site layout for Case #219161 – Car Wash USA Express

<p style="text-align: center;">EXHIBITS</p> <p style="text-align: center;">The Staff Report and the Following:</p> <ol style="list-style-type: none">1. Conditions of Approval (3/4/22)2. Applicant's Cover Letter (2/15/22)3. Excerpts from Applicant's Addressed Comments (1/26/22)4. Proposed Elevations (2/15/22)5. Existing Site Photos (2/15/22)6. Proposed Site Layout (2/8/22)7. Elevation Options (3/4/22)

Subdivision, Lot 3 (People First Urgent Care & Tenant Space Preliminary Site Plan).

Mr. John McCarty, 198 Progress Rd., Collierville, applicant's representative came forward. He stated the applicant is looking for feedback from the board on the new site layout before finalizing the redesign. The new design is a new building shape pulled all the way up to the street intersection with parking to the rear. The 20-foot landscape buffer against the residential area will be commiserate with requirements and landscape package will be similar to the Car Wash next door. The set back from the street is based on number lanes and meets requirements.

A discussion ensued regarding the new plan to place the building closer to the street with the parking in the back and how that is consistent with the Design Guidelines and policies in the 2010 Downtown Small Area Plan.

Mr. Jaime Groce stated that there has been some residential neighbor concerns about lights from the businesses being disruptive to the privacy of their homes and yards.

Vice-Chairman Lawhon asked if there was any other business.

Mr. Groce apprised the Board on the status of other applications

The Civic Center Office Park is on way its way to the BMA.

Winston Gipson has been through staff review and is waiting on revisions before going to the BMA.

The Amecca, a Mexican Cantina, on Houston Levee and Winchester, may be coming back.

The Villages at Shelby Station Townhouses, has been through a staff review, and they may be appealing to the DRC.

CCL is currently in the middle of an expansion and may request waivers related to exterior building materials.

Petsmart may also appeal staff decisions related to an exterior wall.

Hearing no further business, the meeting was adjourned at 5:34 pm.

Gina Salvatore, Administrative Specialist Sr.