

The regular meeting of the Design Review Commission was held on April 12, 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; Assistant Town Planner, Ms. Nancy Boatwright; Planner, Donquetta Singleton; Planner, Scott Henninger; and Administrative Specialist Sr., Mrs. Gina Salvatore; Administrative Specialist Sr., Lynette Denzer.

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**ROLL CALL:**

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

**Quorum present. (\* Member joined meeting after roll call)**

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**APPROVAL OF MINUTES**

Chairman Doss asked if there were any corrections or additions to the minutes from the March 10, 2022 meeting.

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

*Motion by Commissioner Lawhon, and seconded, to approve the minutes.*

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

**ROLL CALL:**

**Peeler - Yes, Lawhon - Yes, Lawrimore - Yes, Stamps - Abstain, Doss – Abstain.**

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**Motion Approved.**

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**Hepner Arrived 5:01**

**APPROVAL OF AGENDA:**

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

Ms. Nancy Boatwright stated there are no changes to the published agenda.

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

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

Chairman Doss asked for a roll call.

**ROLL CALL:**

**Hepner - Yes, Peeler - Yes, Lawhon - Yes, Lawrimore - Yes, Stamps - Yes, Donhardt - Yes, Doss – Yes.**

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**Motion Approved.**

**Donhardt Arrived at 5:34**

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**Other Business:**

**7.a Review and Discuss a potential Preliminary Site Plan application for the Ashby Springs Apartments**

Ms. Donquetta Singleton described a potential site plan application for the Ashby Spring Apartments. The site plan contains elevations for 20 unit, 24 unit, and 28 unit buildings; as well as, garage buildings, a clubhouse, and a maintenance building. The project is in the conceptual phase. A preliminary site plan has not yet been submitted.

Mr. John McCarty, 198 Progress Rd., Collierville, the applicant's representative came forward. He stated the primary goal today was to get feedback from the Board regarding the Site's layout and design before finalizing plans that will be presented to the Boards. The Site will have a Clubhouse, swimming pool, dog parks, common open space, walking trail, and controlled access. There will be units with attached garages as well as buildings containing unattached garages. The Applicant intends to request a small reduction from the 50% to 40% requirement of garage units as they feel the market doesn't bear interest in the product at 50%. The Board discussed layout, setbacks, fencing requirements, and landscaping options.

Ms. Gwen Wheeler, Continental Properties, Menomonee Falls, Wisconsin, applicant's representative came forward. Ms. Wheeler discussed the facades, architectural detail, balconies, different color palettes and different building types throughout the property. The proposed building exterior walls are majority fiber cement siding.

The Board discussed the minimum 75% masonry requirements which are stated in both the Design Guidelines and Zoning Ordinance. The Board also advised the applicant to review code requirements for lighting for the garages.

**7.b Review and Discuss Case #220139, a pending Preliminary Subdivision Plat for The Villages at Shelby Station Townhouses.**

Mr. Scott Henninger explained the common open space and architectural plans for The Villages at Shelby Station Townhouses. He stated the plans currently present two different elevations and likely meets the 75% masonry requirements applicable to townhouses.

Mr. Josh Burnett, applicant's representative, 198 Progress Rd. Collierville; Mr. Joel Parker, Landscape Architect, Kersey-White & Associate's, 5050 Poplar Ave Ste 1503 Memphis; Mr. John Porter, Developer/Builder, 9695 Poplar Ave, Germantown were all present.

A discussion ensued regarding unclear guidance from the project's PD, which predates the Design Guidelines for attached dwellings in regards to landscaping and fencing in relation to the street. A legal interpretation will be required. However, the Design Guidelines were discussed as how to best satisfy fencing's 50% opaque requirements of the Design Guidelines and the required access of the Fire Department.

The entrance monument will be sized proportionally to the fence and surrounding area rather than 12 feet as in the proposed plans.

There are currently 2 different elevations with 4 different brick and paint schemes that have been presented. A discussion ensued about how the applicant should submit at least 3 different elevations along with renderings of

all brick and paint variations with each elevation to the Board for this size of community.

Chairman Doss asked if there was any other business.

Ms. Boatwright stated there was no further business.

The meeting was adjourned at 6:50 pm.

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Gina Salvatore, Administrative Specialist Sr.