

The regular meeting of the Design Review Commission was held on September 8, 2022, at 5:00 pm in the Board Chambers of Town Hall, 500 Poplar View Parkway.

The following staff members were present: Development Director, Mr. Jay Cravens; Town Planner, Mr. Jaime Groce; Planner, Ms. Donquetta Singleton; Planner, Mr. Josh Hankins; and Administrative Specialist Sr., Angela Gizzarelli.

Chairman Doss made announcement to the audience for public comment procedures

ROLL CALL:

Stamps	Donhardt	Hepner	Peeler	Lawrimore	Lawhon	Doss
Present	Present	Present	Present	Present	Present	Present

Quorum present.

APPROVAL OF MINUTES

Chairman Doss asked if there were any corrections to the August 11, 2022, minutes.

Hearing none, Chairman Doss called for a motion to approve the minutes from the August 11, 2022.

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

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

ROLL CALL:

Stamps	Donhardt	Lawrimore	Hepner	Peeler	Lawhon	Doss
Yes	Yes	Yes	Yes	Yes	Yes	Yes

Motion Approved.

APPROVAL OF AGENDA:

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

Mr. Jaime Groce stated the published agenda. 6a was published as Preliminary subdivision plat, it is a Final Subdivision Plat.

Chairman Doss asked for a motion to approve the agenda.

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

Chairman Doss asked for a roll call.

ROLL CALL:

Hepner	Peeler	Stamps	Lawrimore	Donhardt	Lawhon	Doss
Yes	Yes	Yes	Yes	Yes	Yes	Yes

Motion Approved

FORMAL AGENDA:

Commissioner Donhardt recused herself at 5:02pm

6.a. Case #220103 – Oakmont PD, Ph 4A – Request a waiver of the front yard buffer requirement for a Preliminary Subdivision Plat comprised of 8.43 acres located east of Market Boulevard near the intersection of Civic Center Drive.

Mr. Jaime Groce reviewed the Staff report, which is included in the record as an exhibit. He provided the history of the PD from the 1990s to the recorded plans and the 10' buffer established at that time. Current standards are a 40' buffer, the applicant is asking for a waiver for a 20' buffer. The neighboring business in this area have a wide variety of buffers, from 5' to 100' as some businesses have a retention pond in the front yard. The Town Attorney has stated that there is specific language on the record that the applicant has the right to use the old standard, the applicant is willing to do better than 10' buffer and have a 20' buffer.

Chairman Doss asked if there were any questions for staff.

Discussion ensued why the buffer varies so much on Market Blvd, due to the developments happening over a long period of time, that some development predates current design guidelines.

Hearing no further questions, Chairman Doss asked the applicant to come forward.

Mike Lightman, JR, 5100 Poplar Ave Suite 2602, Memphis, TN could not confirm what will be going in the development. He is keeping options open. The reason for the 20' buffer is to not have wasted space with what could be developed and they don't want to have limitations.

Chairman Doss asked if there were any questions for the applicant.

Hearing no further discussion, Chairman Doss called for a motion.

Commissioner Stamps recused from discussion.

Discussion ensued about that the Design Review Commission is voting to move forward to Board of Mayor/Alderman and commissioners will vote accordingly

Motion by Commissioner Peeler, and seconded, to recommend a waiver to allow of a reduction of the 40-foot front yard buffer requirement along Market Boulevard by 20 feet.

Chairman Doss asked if there was any further discussion.

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

ROLL CALL:

EXHIBITS

The staff report and the following:

1. Applicant's cover letter to DRC (8/29/22)
2. Oakmont PD, Phase 4 Final Subdivision Plat with 1994 Outline Plan Conditions Listed (1997)
3. Design Guidelines Excerpt (2018)
4. Staff Analysis of Waiver Request (9/2/22)
5. Kwik Cleaners Site Plan (1998)
6. Oakmont PD, Phase 4A, Final Subdivision Plat (August 2022)
7. Excerpts from Subdivision Infrastructure Construction Plans for Oakmont PD, Phase 4A (August 2022)

Peeler	Lawrimore	Hepner	Donhardt	Stamps	Lawhon	Doss
Yes	Yes	Yes	recused	recused	Yes	Yes

Motion Approved.

Commissioner Donhardt returned 5:19pm

6.b. Case #221841 – Wingo Subdivision, Lot 2 (The Springs at Ashby) – Request approval of a Preliminary Site Plan for a 196 units multifamily development located on 23.47 acres on the east side of Maynard Way and north of the Collierville Funeral Home.

Ms. Donquetta Singleton reviewed the Staff Report, which is included in the record as an exhibit. She noted that there are some buildings which do not meet the new masonry guidelines. She noted that the development is not meeting parking garage guidelines; however, overall parking is being met with development guidelines. Noted open space and useable open space exceeds the minimum requirement, which include; retention pond, pool, dog park, personal enclosed yards for some units. Noted the fence proposed on Maynard Way is currently not meeting guidelines with a 5’ fence and a 1’ berm.

Chairman Doss asked if there were any questions for staff.

EXHIBITS

The staff report and the following:

1. PC Conditions of Approval (8/26/22)
2. DRC Conditions of Approval (8/26/22)
3. Applicant’s Cover Letter (7/26/22)
4. Existing & Future Stand-Alone Apartment Development Map (8/26/22)
5. Traffic Impact Study Executive Summary (6/1/22)
6. Storm Water Drainage Summary (6/1/22)
7. Preliminary Site Plan Package (7/26/22)
8. Color Conceptual Elevations & Material Board (8/22/22)
9. Color Preliminary Landscape Plan (7/26/22)
10. Color Preliminary Parking Plan (6/1/22)

Discussion ensued that the applicant is asking for a waiver to allow the front yard buffer fence to be 5’ with 1’ berm.

Discussion ensued about conditions of approval 15, which is asking for a waiver to allow 40% garages instead of 50% garages for all dwelling units.

Hearing no further questions, Chairman Doss asked the applicant to come forward.

Gwyn Wheeler, W134 N8675 Executive Pkwy, Menomonee Falls, WI stated there is an awareness of what the Town looks for with design for developments and feels Continental has lots of metro development and the brand brings a lot of what residents look for with luxury rental properties. The applicant highlighted the tree preservation area as well as the buffer landscape noted on the preliminary site plan. She spoke to the high level of amenities provided to the residents; pool, 24-hour fitness center, dedicated dog park, some units providing private fenced yard space, valet trash, the additional storage options. There is a mix of materials throughout all the units. The masonry requirement isn’t being met for each side of each building, but are being met on average (75%) for the total of the project. The detailing of the detached garage, changing roof line with copulas, will provide accent materials to break up the masonry. She would rather put the funds towards making the changes to the detached garages vs building more garages to meet the guidelines of 50%, as the applicant is looking to avoid garages turning into storage spaces. That garages are not that high in demand. The buildings with attached garages have the 8’ doors and it would be difficult for those buildings to be pushed out an additional foot to meet the requirement. Some of the detached garages are shy a couple inches of the 20’ depth. Applicant stated that it was

understood that it was acceptable to use the 1' berm for the fence height. The roof line has enough articulation, and the roof guidelines are being met and should not warrant a change.

Chairman Doss asked if there were any questions for the applicant.

Discussion ensued about Condition 2 regarding the 75% masonry requirement and that the applicant is requesting to accept the project as is. Doors and windows do not count towards the requirement. The guidelines stipulate that each façade needs to be 75% masonry, that most façades meet the guidelines, the consideration to take the project on a total average for the 75% masonry requirement.

Discussion ensued about Condition 4 that an 8' door is not realistic. That a 9' garage door shouldn't be a problem for a 10' interior, stated that a 9' door takes away any structure and framing and then the garage is forced to get bigger for each garage unit.

Statement was made about Condition 5 and how the inside of the buildings is hard for the Design Review Commission to review.

Discussion ensued about Conditions 6 and 14, for all residential building that the façade is articulated but the roof is not. The large line of roof could be better and needs to be articulated.

Discussion ensued about Condition 8 and why the fence can't be extended to include 6', that the decision was made based on previous feedback. The fencing could have the masonry extended to 6'. It was at the informal DRC meeting that the 1' berm was suggested. The fencing would be up to the applicant and could find including berm might be more difficult. There is already a significant set back from the road to the fence, that the berm would be adding to help buffer further the structure and possibly create a better visual vs a full masonry fence.

John McCarty 198 Progress Road, Collierville, TN spoke to the zoning ordinance definition of fence height and that is how the applicant came to use one foot of berm included with the fencing.

Discussion ensued about Condition 15, that the guidelines of 50% garage is to aid in breaking up common apartment design of large open parking spaces. The site plan was designed in mind to develop a community with upscale and variety of amenities. The 50% garage requirement would impact the amount of open space and natural features with more tree removal and impervious surface. The applicant states based on company data and guidelines, this development is considered over parked, that there is less likely for a studio or one bedroom unit to have two vehicles. Currently this design does meet the parking ordinance of two parking spaces per unit. The applicant does have concerns should the 50% garage parking guideline be enforced, those units could be used more for storage than vehicles.

Hearing no further discussion, Chairman Doss called for a motion.

Motion by Commissioner Lawhon and seconded, to recommend

MOTION To recommend that the BMA approve the request for a Preliminary Site Plan for Wingo Subdivision, Lot 2 (The Springs at Ashby) subject to the conditions in Exhibit 2.

1. *This development is subject to all applicable standard conditions of approval as adopted by the Board of Mayor and Aldermen, Resolution 2006-54.*
2. *Each elevation shall be at least seventy-five percent (75%) masonry. Revise the elevations on building type G28, B20, and the Clubhouse to meet the minimum requirement for exterior materials.*
3. *Call out the meters on the garage buildings.*
4. *Individual vehicular garage doors shall be at least nine (9) feet wide.*
5. *The inside of garages shall be at least ten (10) feet wide by twenty (20) feet deep per vehicle.*
6. *Incorporate design features such as overhangs/structures flanking garage doors such as portico treatments, pergolas, columns, arbors, or trellis; windows and/or dormers; roof line changes and/or eaves with exposed rafters when using garage doors.*
7. *Front yard buffer fences for attached dwellings in Conventional Areas shall have brick columns spaced no further than fifty (50) feet on center.*
8. *A minimum fifty percent (50%) opaque masonry (brick or stone) wall or berm at a minimum of six (6) feet in height shall be provided for the front yard buffer fence.*
9. *Show that the trees are placed fifty (50) feet apart in the Tree Mitigation Summary table on the Overall Landscape Plan.*
10. *Backflow preventers and other meters shall be screened on all sides with evergreen landscape plantings.*
11. *All meters and vents on the building shall be screened with landscaping. If unable to screen, then they must be painted to match the building.*
12. *Provide details/cut sheets for the security gate, benches, firepit, bike racks, and other amenities on a separate hardscape plan at the time the Final Site Plan is submitted.*
13. *Streetscape elements (e.g., benches, trash receptacles, light fixtures, bollards, fountains, bicycle racks, etc.) shall be compatible with the architectural features of the structures and shall help to establish a unifying theme throughout the site.*
14. *Provide additional roof articulation on all buildings through knee walls and changes in roof planes and heights.*
15. *The garage ratio requirement shall be reduced from fifty percent (50%) of all dwelling units to forty percent (40%) of all dwelling units.*

Chairman Doss asked if there was any further discussion.

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

ROLL CALL:

Lawrimore	Hepner	Donhardt	Stamps	Lawhon	Doss	Peeler
Yes	Yes	Yes	Abstain	Yes	Yes	Yes

Motion Approved.

Chairman Doss stated the application was recommended for approval and suggested that they clean up the drawings before the next step to the Board of Mayor/Alderman.

Other Business:

7.a Case #222452 – 70 Mt. Pleasant Road – Sledd Property – Review and discuss a potential

Preliminary Site Plan application for 24 Attached Residential Dwellings (Multiple Family) on 1.43 acres located on the east side of Mt. Pleasant Road and south of Washington Street.

Mr. Josh Hankins stated last week PC recommended approval for the rezoning for 70 Mt. Pleasant. Today's discussion is nonvoting. Staff report with exhibits. Mr. Hankins asked the DRC to provide feedback relate to screening/buffering, open space, setbacks and architecture.

Chairman Doss asked if there were any questions for staff.

Hearing no further questions, Chairman Doss asked the applicant to come forward.

John McCarty of 198 Progress Road, Collierville, TN, spoke to the design of the three buildings and the courtyard. That this development has been coming together for about three years to bring an upscale design and creating a new product for the downtown area. Made note that the distance from the Railroad can't be changed but are doing what we can for buffers.

Kyle Sledd of 10460 Heartwill Ridge Drive, Collierville, TN introduced himself as the developer.

Discussion ensued about the Downtown Plan and if three story buildings are appropriate. That there was an idea to reset the downtown area, and this a foot forward with that idea for the Traditional Neighborhood Zoning.

Discussion about the right-of-way of the railroad and the buffer to the development ensued. There is a 100-foot right-of-way for the railroad, there is no building setback off of that, the railroad owns right up to the curb. Currently there is no allowance for any buffer on the right of way. All buffer is designed on the property line of design. There may be the opportunity if the railroad allows for more buffering on that side of their right of way, that will be discussed further into the project.

Discussion ensued about parking, that each unit will have a garage, and there will be extra spaces for guest parking.

Clarification was made that the units will be for sale, condos not rental apartments.

Discussion ensued further towards screening and buffering, to consider asking the neighboring business to add some screening on the backside of their building to allow a better view for the occupant. The business has been contacted and was only concerned about any landscaping that might impact semi-trucks for deliveries, which has been put into consideration for the development.

Discussion ensued about grade change, that there will be a slope towards the right of away, there will be a retaining wall. There will be some sections of retaining wall for a public sidewalk and private sidewalk for the units. There was a concern with the grading and the current trees and being able to keep some of them. That this is all just preliminary with some study made for grading now that the CUP has been approved and after this feedback the team will be able to go back and make further grading calculations. The buildings won't be at the same elevation and the southwest corner will not be at the 15' façade zone, currently designed at a 10' façade but the average will be there for the project. Statement made about any concern of safety to the 10' façade zone and vehicles exiting onto Mt. Pleasant, there isn't much concern to safety as the speed limit set at 20 and limited amount of traffic from the development, additionally the entrance/exit areas are not heavily landscaped.

Discussion ensued about any feedback from the Fire Department to gain access to all units, currently meeting all regulations.

Discussion ensued about some the design features, and clarification about some material being used. The type of design of the units, and how it is collaborations of few different types of inspirations and use of different colors and tones.

Discussion ensued about the development being a good fit for the downtown area and would be appealing to retirees.

Chairman Doss asked if there were any questions for applicant.

Chairman Doss spoke to Jay Cravens retirement, thanked him for his efforts and time spent with Town of Collierville as Development Director.

Mr. Groce gave an update on status of staffing. We remain two team members short. There will now be professional services for on-call plan review. We are trying to hire Nancy Boatwright and a few other professionals.

The October 13, 2022, meeting could have The Max Dental (Bailey Station PD) for a Preliminary Site Plan as well TownePlace Suites at Marriot in Schilling Farms with a Preliminary Site Plan.

The meeting was adjourned at 7:01 pm.

Angela Gizzarelli, Administrative Specialist Sr.