

The regular meeting of the Design Review Commission was held on February 9, 2023, at 5:00 pm in the Board Chambers of Town Hall, 500 Poplar View Parkway.

The following staff members were present; Assistant Town Administrator, Mr. Adam Hamric; Town Planner, Mr. Jaime Groce; Planner, Mr. Josh Hankins; and Administrative Specialist Sr., Angela Gizzarelli.

ROLL CALL:

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

Quorum present.

APPROVAL OF MINUTES

Chairman Doss asked if there were any corrections to the January 12, 2023, minutes. Commissioner Lawrimore stated that the minutes have the incorrect name for Vice-Chair. The correct Vice-Chair is Commissioner Lawhon.

Chairman Doss called for a motion to approve the minutes from the January 12, 2023 with changes.

Motion by Commissioner Hepner and seconded, to approve the minutes with changes.

Chairman Doss asked for a roll call.

ROLL CALL:

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

Motion Approved.

APPROVAL OF AGENDA:

Chairman Doss asked if there were any changes and updates to the agenda.

Mr. Jaime Groce stated the applicant for Case #22416, Full House Furniture has a correction. Mr. Shouman is no longer part owner of Full House Furniture.

Chairman Doss asked for a motion to approve the agenda as noted with changes.

Motion by Commissioner Donhart and seconded, to approve the agenda with changes.

Chairman Doss asked for a roll call.

ROLL CALL:

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

Motion Approved

FORMAL AGENDA:

7.a. Case #224161 – Price Farms Planned Development, Phase 4 (Full House Furniture) – Consideration of a permanent sign for 10303 E. Shelby Drive in the Carriage Crossing Marketplace shopping center.

Mr. Jaime Groce reviewed the Staff report, which is included in the record as an exhibit. Mr. Groce stated the applicant has applied for a permanent sign that does not meet the sign policy for the Carriage Crossing Marketplace shopping center, however the sign does meet Collierville Design Guidelines. Mr. Groce stated that the Jim Wilson and Associates has signed off on the permit and is aware that the individual channel letters of the sign do not meet the Carriage Crossing Marketplace sign policy. Mr. Groce stated that in the past, Jim Wilson and Associates has approved signs for other businesses that have not meet the sign policy for Carriage Crossing Marketplace shopping center. Mr. Groce stated Full House Furniture has installed the sign before receiving their permit.

EXHIBITS
The staff report and the following:
1. Staff Correspondence (1/23/23)
2. Landlord Approval (1/23/23)
3. Carriage Crossing Marketplace Signage Criteria Book (2008)
4. Sign Permit Application Exhibit (12/2/22)
5. Marketplace Signage Photos (2/2/23)

Chairman Doss asked if there were any questions for staff.

Discussion ensued about why the business owner wanted this type of sign or if there was a misinterpretation of the sign policy. Mr. Groce stated that there was nothing on file or record by the business owner to indicate why this type of sign was selected.

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

Motion by Commissioner Peeler, and seconded, to approve the permanent wall sign permit for Full House Furniture in the Carriage Crossing Marketplace shopping center, with channel letters with white translucent faces.

Chairman Doss asked if there was any further discussion.

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

ROLL CALL:

Peeler	Lawrimore	Hepner	Donhardt	Stamps	Lawhon	Doss
Yes	Yes	No	Yes	Absent	Absent	Yes

Motion Approved.

Other Business:

Mr. Groce stated that Assistant Town Administrator, Adam Hamric is the interim Development Director until the Town is able to fill that open position. The March 9th meeting currently has no voting items, the deadline is next week, and this meeting might be cancelled. The work session date for the BMA, PC and DRC is still being discussed. The Small Cell Ordinance amendments are pending, the amendments being made will be emailed for your review and ask that the DRC provide comments by February 21st.

The following are items staff would like DRC to provide feedback.

70 Mt. Pleasant Road, Mr. Josh Hankins stated the applicant is asking for an opinion on two potential waivers; to reduce the front façade zone of the southern building from 30' to 15' to 30' to 10' and reduce the landscape buffer on Mt. Pleasant Road from 20' to 10'. Mr. Hankins stated the applicant is available for questions.

John McCarty, 198 Progress Road, Collierville TN, stated that during the civil design for the project it was made evident that the face of Mt. Pleasant will reduce the landscaping buffer and the façade zone from the curving of Mt. Pleasant and the right-away.

Discussion ensued about the area and that this potential waiver request is within the aesthetics of the surrounding area as well as the overall downtown area.

768 Chaney Drive, Mr. Groce stated that the building has been painted blue with no application for site plan modification. Staff is asking if this site plan modification, of this shade and amount of blue paint is passable for the Design Guidelines, or will the owner need to apply for a waiver? Discussion ensued that the paint color has been approved but not in that quantity, it was approved for accent not entire building. DRC advised staff to contact owner that they need to adhere to the Design Guidelines or apply for a waiver and come before the DRC for a vote.

Slim Chickens, Mr. Groce stated that Slim Chickens has asked for a release of credit. However, they have not met the Design Guidelines because the color of the doors does not match the approved color red as well as the doors are not painted rather, they are vinyl wrapped, like a vehicle would be. The concern is how would this age over time as this is a west facing door. The wrapping is not installed well, you can see the red paint in some areas that the wrap is not covering. Staff would like to have advice for response to the owner. DRC discussed that the doors need to meet the Design Guidelines and advise to keep the letter of credit until the doors do meet Design Guidelines.

US Hwy 72-State Farm door and shutters, Mr. Groce stated that the business painted the shutters a color red that is not approved. Staff had discussion with the owner with the approved colors of red. However, after the repaint the color red continues to not meet Design Guidelines. DRC stated that they need to use approved paint colors or come before the DRC for a waiver and a vote.

Residential Single-Family Home on Houston Levee Rd front yard fence and gate, Mr. Groce stated this residential property is asking for the gate to be a solid metal or steel, that Design Guidelines do not have support about gate materials or heights.

Discussion ensued if staff inquired with the fire department, that solid gates could be an issue for emergency responders not being able to see what is on the other side of the gate. DRC discussed that there isn't anything in the Design Guidelines for gates, that the first responders and codes should be included in the question about the gate and its design.

390 New Byhalia Road, Mr. Groce stated that the building owner started painting without an application. They have stopped work and are currently working with staff for approved paint colors.

Chairman Doss asked about the Urgent Care on New Byhalia Road and the purple on the sign. Mr. Groce stated that the sign does meet Design Guidelines because the sign does not glow.

The meeting was adjourned at 5:51 pm.

Angela Gizzarelli, Administrative Specialist Sr.

APPROVED