

A regular scheduled meeting of the **Design Review Commission** was held on Thursday, May 11, 2023, at 5:00 p.m., in the James H. Lewellen Board Chambers of Town Hall.

Staff members present were: Town Planner, Mr. Jaime Groce; Planner, Mr. Josh Hankins; and Administrative Specialist, Sr., Ms. Angela Gizzarelli

Roll Call to establish a Quorum

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

Quorum Present.

Approval of Minutes

Chairman Doss asked if there were any changes or corrections to the minutes from the April 13, 2023, meeting.

Hearing none, Chairman Doss called for a motion.

Motion by Commissioner Lawhon, and seconded, to approve the minutes from the April 13, 2023, meeting.

Hearing no discussion, Chairman Doss asked to call the roll.

Roll call:

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

Motion Approved.

Approval of Agenda

Chairman Doss asked if there were any additions or deletions to the Agenda.

Mr. Groce stated there are no additions or changes to the published Agenda, there is only one nonvoting item for discussion only.

Chairman Doss called for a motion to approve the Agenda.

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

Chairman Doss asked to call the roll.

Roll call:

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

Motion Approved.

Other Business:

7.a Case # 223254 – Byhalia Commons PD, Areas 3B & 3C (The Towne at Byhalia Commons) – Review and discuss possible changes to the common open space and landscaping for this three-phase area of the PD.

Mr. Josh Hankins presented the memo which is included in the record. Mr. Hankins stated the applicant is asking for this open discussion for a possible amendment for the Byhalia Commons PD, Areas 3B and 3C for the landscaping along Collierville Road. Mr. Hankins provided several examples of townhome developments brought to the Town over the past few years and how they were buffered from the perimeter street compared to Areas of 3B & 3C in The Towne at Byhalia Commons.

Chairman Doss asked if there were any questions for Staff.

Hearing none, Chairman Doss asked for the applicant to come forward.

Steven Williams, 3035 Centre Oak Way Ste 101, Germantown, TN, stated that the approved plan concept will limit the visibility of the two-unit townhomes due to the heavy landscape buffer and fencing. The design concept we are requesting feedback for is the fencing being stopped on a sightline at the alley where the fence will still serve its purpose and then reduce the landscaping and rid the fence from the one building with four unit and the two buildings with two units each.

Chairman Doss asked if there were any questions for applicant.

Discussion ensued about the 200-foot setback “rule”. The lowest setback starts at approximately 100-feet and then slowly increases from the corner of the first building with four units. Design Guidelines for townhomes are such to screen them as much as possible, that is why there is a 200-foot setback, landscaping buffers and fencing requirements. Discussion ensued about how the street scape will look for Collierville Road. Suggestion was made to extend the same opaque fencing and landscaping that is existing and have it run parallel to Collierville Road towards the end of the property, creating a perceived larger front yard property for the one building with four units and the two buildings with two units. Other, more open fencing types have been used in the area, such as Cypress Grove, and they could be requested. Suggestion was made to have a landscape architect look at the design concept and design a solution for a cohesive change from existing landscape preserve and surrounding area.

Discussion ensued about the applicant coming to the BMA for a work session prior to submitting new concepts for fencing and landscaping. The applicant would need to continue to work with staff prior to coming before the BMA for a PD Amendment.

Hearing no further discussion, Chairman Doss asked if there was any other business.

Mr. Jaime Groce stated the upcoming June meeting will be the Springs at Ashby Apartments, the BMA had denied their case last month. There are upcoming training opportunities that are optional, the DRC does not have required training hours. These training opportunities will be this summer, one will be about traffic studies and how to use them to make decisions, the other is about Historic Preservation best practices. Both will be recorded if you are unable to attend in person. Mr. Groce introduced Ms. Nabanita Nira, the newly hired Planner.

Hearing no further business, Chairman Doss adjourned the meeting at 5:49 pm.

Angela Gizzarelli, Administrative Specialist, Sr.

APPROVED