

The work session meeting of the Design Review Commission was held on May 10, 2024, at 1:00 pm in the Administration Conference room of Town Hall, 500 Poplar View Parkway.

The following staff members were present; Town Administrator, Ms. Molly Mehner; Assistant Town Administrator, Mr. Adam Hamric; Town Planner, Mr. Jaime Groce; Assistant Town Planner, Ms. Donquetta Singleton; Planner, Ms. Nabanita Nira; Planner, Ms. Maria De Mesa; Development Technician, Mr. Manny Reis; Development Technician, Ms. Elaine Wright; and Administrative Specialist Sr., Angela Gizzarelli

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**Roll Call to establish a Quorum.**

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

**Quorum Present.**

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**APPROVAL OF AGENDA:**

Chairman Doss called for a motion to approve the agenda.

*Motion by Commissioner Lawrimore and seconded, to approve the agenda as presented.*

Chairman Doss asked for a roll call.

**Roll call:**

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

**Motion Approved.**

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**CITIZEN COMMENTS:**

Chairman Doss called for citizen comments.

Hearing none, Chairman Doss moved forward with the meeting.

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**OTHER BUSINESS:**

***5.a Review and Discuss Potential Amendments to the Comprehensive Signage Plan (CSP) for Area 2 of the Price Farm Planned Development (PD) (Carriage Crossing).***

Mr. Groce stated this is a nonvoting work session, the meeting is being recorded for the public record.

Mr. Groce and Ms. Singleton jointly reviewed topics raised in a memo released to the DRC on May 3, 2024, and explained the applicable Design Guidelines for the Town of Collierville as well as those for the Price Farm PD. Staff provided historical information for Price Farms PD.

Hearing no questions for staff, Chairman Doss called for the applicant's presentation.

Mr. Gadiel and Mr. Ramsy provided a presentation for the Carriage Crossing’s signage planned changes, which included renderings showing material and color changes, the size of signage compared to existing signs and the possible use of digital signage. Mr. Gadiel stated the current signage is outdated and in need of repair. The goal for Carriage Crossing signage is to bring continuity to all the signage in and around the shopping center. They want to show names of tenants inside the center at the entrances.

Chairman Doss called for questions and discussion for the applicant.

Discussion ensued about the appropriateness of digital signage.

Commissioners provided suggestions, which included altering sign renderings to include what is taking the place of the existing brick, any landscape changes/enhancements, to provide a more accurate example for tenant signage, and provide a rendering what the signage will look light at night. A suggestion was made to consider limits on the use of digital signs, such as the duration the images are shown and brightness.

Hearing no more discussion, Chairman Doss called for next business item.

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***5.b Review and Discuss Resolution 2024-08, A Resolution to amend the Collierville Design Guidelines in the following ways: Chapter I.H.5 related to the Traditional/Conventional Areas Map; Chapter III.B.1 related to Pavement Markings; Chapter III.E.2.b related to Tree Removal and Protection Standards; Chapter III.E.7 related to Fencing; Chapter III.F.1 and Appendix I related to Lighting; Chapter III.G.6 related to Reserved Parking Signage; Chapter III.H.1 related to Cluster Mailboxes; Chapter IV.C.6.b related to Awnings; and, Appendix II related to Buffer Plates.***

Mr. Groce stated staff received feedback from BMA about the DRC’s suggested amendments from April for the new reserved parking signage regulations. The BMA was supportive of all changes but one. They feel silver is an appropriate pole color since the poles will need to be decorative and won’t be “u-channel” posts.

Discussion ensued about using ‘anodized’ along with the color “silver”.

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Chairman Doss asked if there was any further business.

Hearing none, the meeting was adjourned at 2:10 pm.

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Angela Gizzarelli, Administrative Specialist Sr.