

The regular meeting of the **Design Review Commission** was held on February 11, 2016, at 5:00 pm in the Board Chambers of Town Hall, 500 Poplar View Parkway.

The following staff members were present: Interim Development Director, Mr. Josh Suddath; Town Planner, Mr. Jaime Groce; Assistant Town Planner, Mrs. Nancy Boatwright; and Administrative Specialist, Sr., Mrs. Shari Michael.

ROLL CALL:

Patton – absent, Donhardt – present, Lesnick –present, Sadler- present, Lawhon – absent, McCarty – present, Doss – present.

Quorum present.

APPROVAL OF MINUTES

Chairman Doss asked if there were any changes or additions to the January 14, 2016 minutes.

Commissioner Donhardt mentioned that she had spoken with Mrs. Michael earlier in the week as she had found a typographical error on page 5 in the statement she had made regarding the development plan. The word “long” was used in error of “low” impact.

Mrs. Michael stated that she has made this correction.

Chairman Doss called for a motion to approve the minutes as amended.

Motion by Vice-Chairman McCarty, and seconded, to approve the January 14, 2016, minutes as amended.

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

ROLL CALL:

Lesnick – yes, McCarty – yes, Sadler – yes, Donhardt – yes, Doss - yes.

Motion Approved.

APPROVAL OF AGENDA:

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

Mr. Groce stated there were none.

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

Motion by Vice-Chairman McCarty, and seconded to approve the agenda as presented.

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

ROLL CALL:

Lesnick – yes, McCarty – yes, Sadler – yes, Donhardt – yes, Doss - yes.

Motion Approved.

Consent Agenda

DRC16-01- 469 South Rowlett Street– Request approval of front yard fencing on a 0.644-acre lot zoned R-2: Medium Density Residential.

Chairman Doss asked if there was anyone in the audience or a commissioner that wished to have this item heard.

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| EXHIBITS |
| 1. Cover Letter (2/1/16) |
| 2. Site Plan (1/26/16) |
| 3. Fencing Photos (1/26/16) |

Hearing no questions or discussion, Chairman Doss asked for a motion.

Motion by Vice-Chairman McCarty, and seconded, to approve the request for front yard fencing at 469 S. Rowlett Street as shown on Exhibit 1 subject to the following conditions:

1. The fence shall be painted or stained in conformance with the Design Guidelines.
2. Any additions or deviations from the approved plans shall require the approval of the DRC and/or staff.

ROLL CALL:

Lesnick – yes, McCarty – yes, Sadler – yes, Donhardt – yes, Doss - yes.

Motion Approved

Formal Agenda

DRC15-12 - Bailey Station PD, Ph. 10 (Chadwick Subdivision) - Request approval of landscaping, lighting, fencing and entry features related to the common open space for a 33 lot, single family dwelling neighborhood on 7.839 acres located at NE corner of Bailey Station Road and Winchester Road.

Mrs. Boatwright gave the staff presentation. She explained that there are two key questions to consider this evening and they are, “Does the Common Open Space meet the usable open space requirement?; and “Does the Winchester Boulevard streetscape comply with the Bailey Station PD?” There are seven total common open spaces (COS) in the subdivision, totaling 47,373 square feet. COS#1 and 2 make up the streetscape and the landscape is the equivalent of Plate F in the Bailey Station PD. COS#1 goes along Bailey Station Road in front of Winchester Road then picks up again on the east side of the entry at COS#2. In COS#1 there are magnolia trees as mitigation trees, with a variety of street trees, evergreen trees, ornamental grasses, and evergreen shrubs. The entry feature is in COS#1 and #2, with the entry median in COS#7. A call box and gate mechanism is located in COS#7. The detention area is located in

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| EXHIBITS |
| 1. Applicant’s cover letter (rec’d 1/12/16) |
| 2. Applicant’s request for reduction of usable open space (rec’d 1/5/16) |
| 3. Preliminary Subdivision Plat (1/27/16) |
| 4. Landscape Plans, Landscape Details, and Lighting Plans (1/27/16) |
| 5. Tree Protection Plan (1/27/16) |
| 6. Bailey Station PD Plate F |
| 7. Shelby County Assessor aerial photo of site |

COS#1 at the northwest corner of the property and it includes Cypress trees and evergreen trees, ornamental grasses and evergreen shrubs. The gate details shows how the gate motors need the space behind the wall for the arms to operate. There was discussion in the staff report about how the motors need to be screened from public view, but because the gates open in the direction that doesn't allow much room for screening, the issues of screening of the gate motors has been removed. There is a brick wall and call box which will be screened and the signs will be in the brick sections on both sides of the entry with iron gates between the brick walls. The sign panels will be set in the brick wall. The light fixtures will be similar to the ones shown on the screen. COS#3 is a natural area on the north side of the development and will contain mature pine trees. It also extends across the northeast corner and down the eastside where there will be some magnolia trees. Those will fill the gaps in some existing trees between this development and the adjacent property. There will be a gate for access in COS#3, and COS#4 will have a landscape island with two oak trees in the cul de sac. COS#6 will be inside the gate and will provide access to Lot 1 and will have one oak tree. COS#5 includes 15 trees to be saved and 9 willow oaks to be added around the perimeter. The total open space is 47,373 square feet and the Design Guidelines require that 9% of the total area of the subdivision be designed as usable open space. The plan is currently showing 3.9% usable open space. The applicant is asking that they not have to be required to have 9% because the PD was approved before the changes were made to the Design Guideline. COS#5 will need some site elements to qualify as a formally planted area. There is a condition of approval to cover this issue. Enclosure is another requirement and the new trees they are adding will give them the enclosure. Pole lighting will be pole mounted lanterns on the perimeter on COS#5. The fencing includes cedar fencing with brick columns along Winchester Blvd. and Bailey Station Road. The columns should be placed 30 feet on center and the applicant has agreed to do this. Lots 13 thru 17 will have fencing with columns just at the corners. The Plate F doesn't require this, but the applicant wishes to do this. All other perimeter fencing will be all cedar with no columns. Their photometric plan does meet the lighting regulations. The lenses will be frosted and there may be conflicts with the street trees and the light poles. The poles are only 8 feet tall so once the trees mature, this might not be a problem. She reviewed the next steps for the applicant and explained the example motion and conditions of approval that are contained in the staff report. She does not have a condition requiring the 9% usable open space. That will be at the decision of the DRC tonight.

Chairman Doss asked if there were any questions of staff.

There was a brief discussion regarding the north side where the existing electric line is located. Mrs. Boatwright stated that she would let the applicant explain what they will be moving.

Hearing no further questions of staff, Chairman Doss called the applicant to the podium.

Mr. Mike Hammond, design professional for the applicant, addressed the commissioners. He explained that staff has done an excellent job on the presentation and he doesn't have anything to add but is available for questions. They agree with all of the conditions listed in the staff report.

Vice-Chairman McCarty asked about the electric line located at the north side of the property where there are also existing trees.

Mr. Hammond explained that the line is existing and the trees there now are on the north side within an easement. The trees will be kept and they are crepe myrtles and are under the height limit.

Vice-Chairman McCarty asked about the 9% required usable open space. He explained that the PD was just updated and it was changed from SCC to R3-A. He asked why they wouldn't ask them to meet the requirements of the 9% usable open space. He realizes that they have plenty of common open space on

the internal plan, but what would it take for you to make it useable open space in order to make your percentage higher.

Mr. Hammond stated that they have 13.5% that is permeable open/green space with only 3.9% usable. There are other areas that they could put some benches in around the site, but they feel that the center COS is plenty of space to be counted towards the 9% requirement.

Mrs. Boatwright explained that according to the zoning the way it was, if it had been planned commercial, they would have only been required to provide 3%.

Chairman Doss asked if there is anything the DRC can consider such as there being any concession given related to the acreage, shape or configuration of this property.

Mr. Groce explained that this parcel of land was set up for a commercial lot on a corner at a major intersection of two major roads. It is rectangular, which was set up for a shopping center to be located on. This is a hard piece of land to place a subdivision on. Now this piece of property will be a 33 lot subdivision and its location and configuration is atypical as some other areas around town. The larger subdivisions around town have much larger acreage and they are able to configure them with the 9% open space. There are limited curb cuts and it lends toward a tight fit on this type of layout.

Chairman Doss stated that they are exceeding what was originally planned.

Mrs. Boatwright stated that is correct.

Commissioner Donhardt asked how much more it would take visually to meet the percentage. She asked if they would have to take out an entire lot.

Mr. Hammond stated that it would be significant and explained that in order for the project to make sense economically, we have to have the lots we are asking for, and therefore they could not take out a lot just to make more usable open space.

Mrs. Boatwright explained that in order to meet the 9% they would have to more than double what is there. There are many other features that can be considered as usable open space. They could add some seating areas along the streetscape surrounding the development, place gazebos, gardens, etc., but they do have the large COS#5 in the center, which could be considered a private park. Sidewalks will be placed around the development eventually, but they are not there now. They could place benches around the development on cement pads for now.

Vice-Chairman McCarty stated that he would feel better if they added seating around the exterior to come up with a higher percentage of open space, so that it meets the Design Guideline's requirement.

Mr. Hammond explained that they would be happy to add two benches along Bailey Station Road to meet the extra percentage.

There was a brief discussion about making a motion and adding the language for the 20th condition of approval.

Hearing no questions or discussion, Chairman Doss asked for a motion.

Motion by Vice-Chairman McCarty, and seconded, to recommend approval to the Board of Mayor and Aldermen, the landscaping, lighting, fencing and entry features related to the common open space for Chadwick Subdivision (Bailey Station PD, Phase 10) located at northeast corner of Bailey Station Road and Winchester Road subject to the amended following conditions:

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. Show the sight triangles at the entrance to the development on the Landscape Plan (Sheet L1.0). Include any existing median plantings.
3. Provide a gate at the north end of the cul-de-sac to allow access to COS #3 for maintenance of the natural area and the magnolias on the east side of the property outside of the fence.
4. A note shall be included on the Final Subdivision Plat that no trees greater than 8 inches at breast height can be removed from COS #3 or COS #5 without approval by Planning staff.
5. Include the acreage and square footage of the common open space in the Subdivision Data Chart on Sheet 1 of the plat. Include what portion is usable common open space.
6. Label COS #5 as usable on the plat.
7. Remove the reference to Lot 34 from the plat notes on Sheet 3 of 4 on the plat.
8. Include “perimeter fencing” in the list of what the HOA has full maintenance responsibility for in plat note #11 on Sheet 3 of 4 on the plat.
9. Correct plat note #15 to read as follows: “Lot #1 will be accessed by a drive off Chadwick Farms Lane ***beyond*** the entrance gate. A 12 ft. median cut will be constructed for egress across the ***median*** in Chadwick Farms Lane.”
10. Include the same note on the plat that is on the landscape plan: “One 2-inch caliper street tree per 40 feet of frontage will be installed by the homebuilder prior to final inspection and receipt of a certificate of occupancy for residence construction on each lot. Trees shall be at least 10 feet from any pole light.”
11. Brick columns shall be spaced 30 feet on center as shown in Plate F of the Bailey Station PD.
12. Classify COS #5 as Formally Planned with at least two seating areas as site elements.
13. Clarify the discrepancy on the landscape plan (Sheet L1.0) that notes 10 Hightower Willow Oaks in COS #5 when only 9 are shown.
14. Resolve any conflicts between the perimeter trees and the light poles in COS #5. Given that the pole lights are only 8 feet in height, leave a minimum of 10 feet between trees and fixtures.
15. Correct the total mitigation trees planted on the plant schedule from 74 to 71.
16. Remove the lantern detail from Sheet L2.1 (Hardscape Details) as it conflicts with the information on the lighting plan.
17. Provide a landscape detail for the call box base and gate motor to ensure screening.
18. Specify the color of the gate call box on Sheet L2.2 (Hardscape Details).
19. All light fixtures shall have frosted lenses to fully shield the light source.
20. ***Coordinate the final design to add two seating areas along Bailey Station Road within COS#1 to meet the usable open space requirement.***

ROLL CALL:

Lesnick – yes, McCarty – yes, Sadler – yes, Donhardt – yes, Doss - yes.

Motion Approved

Other Business:

Chairman Doss asked if there was any other business.

Mr. Groce explained that the Development Activity Report was completed and distributed to each

commissioner tonight and he is available for questions if there are any. Starbucks and Mattress Firm have submitted a plan that staff is reviewing and they will be located on the out parcel in the parking lot adjacent to Perkins Restaurant on Poplar Avenue. Discount Tire will be submitting construction plans to build their new building at the corner of Abbington Road and Poplar Avenue. The Arches Subdivision is moving through the approval process and they will have some common open space which will be coming to the DRC in the future. The AddieGreen Subdivision will be a residential neighborhood on Poplar Avenue next to the west of the hospital, and will coming to the DRC in the near future with a possible work session for input on the landscaping and such.

There was a brief discussion about the new building in progress near the corner of Poplar Avenue and Highway 72. Mr. Groce explained that it will be the new O'Reilly's Auto Parts store.

Mrs. Boatwright explained that the developers of Carrington II wish to change the facade color on the apartment buildings along Winchester Blvd. In lieu of white, which was approved, they would like to use a "dove grey" color and she showed picture samples of the color on the building.

The commissioners stated that they agree with the new color of dove grey.

Hearing no further business, the meeting was adjourned at 5:45 pm.

Cindy Sadler, Secretary