

The regular meeting of the **Design Review Commission** was held on June 9, 2016, at 5:00 pm in the Board Chambers of Town Hall, 500 Poplar View Parkway.

The following staff members were present: Town Administrator, Mr. James Lewellen; Town Planner, Mr. Jaime Groce, Planners, Mr. Scott Henninger; and Administrative Specialist, Mrs. Shari Michael.

ROLL CALL:

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

Quorum present.

In the absence of Chairman Doss, Vice-Chairman McCarty presided over the meeting.

APPROVAL OF MINUTES

Vice-Chairman McCarty asked if there were any changes or additions to the May 12, 2016 minutes.

Hearing none, he called for a motion to approve the minutes as presented.

Motion by Commissioner Donhardt, and seconded, to approve the May 12, 2016, minutes as amended.

Hearing no further discussion, Vice-Chairman McCarty asked for a roll call.

ROLL CALL:

Donhardt – yes, Lesnick – yes, Sadler - yes, Lawhon – yes, McCarty – yes, Patton – abstain.

Motion Approved.

APPROVAL OF AGENDA:

Vice-Chairman McCarty asked if there were any changes or additions to the agenda.

Mr. Jaime Groce stated there were none.

Vice-Chairman McCarty asked for a motion to approve the agenda as presented.

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

Hearing no further discussion, Vice-Chairman McCarty asked for a roll call.

ROLL CALL:

Donhardt – yes, Lesnick – yes, Sadler - yes, Lawhon – yes, McCarty – yes, Patton – yes.

Motion Approved.

Formal Agenda

DRC16-10 - Resolution 2016-22 – A Resolution to amend Appendix III (Recommended Plant List) of the Design Guidelines related to appropriate plant materials.

Mr. Jaime Groce gave the staff presentation. He explained that this item is an amendment to the Design Guidelines related to the plant list that was initiated at the DRC's request. The BMA will make the final decision to approve this change. This amendment should reflect discussions from earlier this year and over discussions going back to 2014. There are certain plant types that have been added to the list and there is added language that speaks to what plants are appropriate as substitutions.

EXHIBITS

1. Resolution 2016-22, with Attachment A (May 5, 2016)
2. Current version of Appendix III (Recommended Plant List), April 2014
3. DRC Minutes Related to Plant List Update, 2016

Mr. Scott Henninger gave an overview of the trees that would be removed from the list per the discussions that were held at the May DRC meeting and after consulting with Urban Foresters and Arborist, Mr. Wes Hopper, Mr. Eric Bridges, and Mr. Sean Posey. The Seedless Ash was removed from the plant list and the European Hornbeam, which is a columnar species, was added to the list. The Japanese Alcova and Yoshino Cherry trees were added as acceptable columnar trees as well. The Pin Oak will be removed as it is susceptible to Bacterial Leaf Scorch, and to use the Nuttall Oak in its place. The flowering dogwood in this area is susceptible to disease when stressed so they suggested the Kousa Dogwood would be a good alternative. Other plants can be considered even though they are not listed on the list as long as they are not invasive.

He showed slides of various trees and shrubs that are acceptable and are now included on the new plant list. Oak trees, Emerald Green Arborvitae, Magnolia trees, Sycamore trees, Compacta Holly, Dwarf Burford Holly, Yoshino Cherry trees, Crepe Myrtle, Azaleas and Dwarf Burning Bushes are all fine examples of what can be used.

Mr. Groce explained that if you recommend this tonight, the changes will then go before the BMA. This amendment is only isolated to the plant list, but there may be some other amendments in the future, specifically addressing "stand-alone" apartments and the materials that are being used to construct them currently around town. The BMA has expressed concerns that they would like to see these structures constructed using brick and built with larger setbacks from the street; however, new construction at and around the Square perhaps should be viewed differently. Staff will be working on this and hopes to bring it to you at your next meeting. There is a non-residential area right off the Square that is outside of the Historic District, and there may be some minimal setbacks and limited buffers that might not make sense to the DRC as it needs to be looked at in the "Downtown context". It will be a good test case to see if the Design Guidelines work well for downtown infill development or if we need to make some tweaks to better implement the Downtown Plan. There may be some other amendments to look out throughout 2016, but this concludes the staff presentation.

Vice-Chairman McCarty asked if there were any questions of staff.

Commissioner Lawhon stated that he really liked the changes to the plant list and feels it is a great place to start.

Hearing no questions or discussion, Vice-Chairman McCarty asked for a motion.

Motion by Commissioner Donhardt, and seconded, to recommend that the BMA adopt Resolution 2016-22 (Exhibit 1).

Hearing no further discussion, Vice-Chairman McCarty asked Mrs. Michael to call the roll.

ROLL CALL:

Donhardt – yes, Lesnick – yes, Sadler - yes, Lawhon – yes, Patton – yes, McCarty – yes.

Motion Approved

Other Business:

Vice-Chairman McCarty asked if there was any other business.

Mr. Groce presented Commissioner Sadler with a five year service certificate, thanking her for her service to the Town and its' citizens for the past five years.

Mr. Groce explained that staff could like to hold upcoming PC/DRC work session on July 14, 2016 from 4:30 pm to 5:30 pm, with the regular meeting to follow, to discuss three minor site plans pending, which are Starbucks/Mattress Firm, Discount Tires, and an addition to the Chapel at Magnolia Cemetery.

The commissioners agreed that this would be appropriate.

Mr. Groce gave an overview of the recently submitted applications. He explained that on Monday night the BMA will consider The Farms at Bailey Station, which will have the large assisted living facility next to Lifetime Fitness. The homes will look like single family, but they won't be in a conventional sense as they will all be on one large lot. The Orgill Corporate Headquarters did submit an application and this will be a little over 100,000 square feet of new office space to be located on Houston Levee Road.

Commissioner Lawhon asked about the old Fleming house located across from Gus's Chicken. He saw on the website that the Bank of Fayette County has submitted an application to have it demolished, including all of the other structures on that lot. He has deep concerns as these are historic places for Collierville and losing them can create a significant change to the Square.

Mr. Groce stated that the HDC will review this application at its June 23, 2016 meeting. There will be a related training session with staff, the HDC, PC and the BMA on Wednesday, June 15, 2016 at 3:30 pm in the Chambers of Town Hall if the DRC would like to attend. They will hear information from a state representative from the Historic Preservation office that will provide training on demolition requests of this kind. This particular building is listed individually on the National Register. This area is a gateway to the Square and the Town is investing a lot of money in the Center Connect streetscape project in that area.

Hearing no further business, the meeting was adjourned at 5:17 pm.

Cindy Sadler, Secretary