



Agenda: Design Review Committee
108 South Main Street Eagleville City Hall
April 3, 2017 5:00 p.m.

1. **WELCOME** – Nick Duke, Chairman

2. **APPROVAL OF MINUTES** - March 6, 2017

3. **SAMPLE DESIGN REVIEW DOCUMENTS**
 - Landscaping
 - Lighting (if time allows)
 - Fencing (if time allows)

4. **OPEN DISCUSSION / QUESTIONS**

5. **NEXT STEPS**
 - a. Feature / element to focus on for next meeting
 - b. Next meeting May 1st at 5:00

6. **ADJOURNMENT**

**Minutes of the
Design Review Committee
Eagleville City Hall, Eagleville, TN
Thursday, March 6, 2017 – 5:00 PM**

COMMITTEE MEMBERS

Nick Duke	P
Chris Hendrix	P
Phillip Poyner	A
Dr. Rena Cron	P
Dan Decker	A

STAFF

Andrew Ellard, City Manager	P
Phillip Dye, City Recorder	P
Will Owen, Griggs & Maloney	P
Kevin Chastine, Griggs & Maloney	P

GUESTS

None

CITIZENS INPUT

None

CALL TO ORDER

The meeting was called to order by Chairman Nick Duke at 5:05 p.m.

ADOPTION OF THE AGENDA

Motion to Approve: Chris Hendrix
Seconded by: Dr. Rena Cron
Motion Passed: 3-0

OLD BUSINESS

None

NEW BUSINESS

Open Discussion

Corridors/areas with different characteristics may need to be considered separately for design criteria if/when the zoning ordinance does not address design concerns based on zone differences.

The committee identified the Downtown Corridor, which is generally book-ended by the McCord house on the North and the Williams (Ball) house on the South. This Downtown Corridor could arguably extend down Allisona Road to Clark Street as there are several commercially zoned properties there already. It could arguably extend down Old Hwy 99 for some nominal distance as well.

The committee identified all other areas – particularly north and south of the Downtown Corridor and New Salem Highway – as fitting for a different character than downtown. Discussion indicated that these areas (other than residential areas) were more fit for C-2 type zoning and use, and to some extent industrial zones/uses.

As the committee works through various elements of a design criteria, it will work toward general design criteria, but will take into consideration instances where criteria should differ based on location in the city. In such instances, topics may be tabled temporarily until the group can consider criteria elements of each geographic area separately.

Below are excerpts from different sample Design Criteria Manuals that the committee favored (or didn't) with some emphasis added for certain specifics that were important. The main focus in this meeting was **Building Materials** and **Parking**:

Likes and/or dislikes of reviewed documents from Smyrna & Chapel Hill.

From Chapel Hill:

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New buildings should be compatible with their neighbors, assuming that neighboring structures are a credit to the community. That *does not imply uniformity of architectural style*; rather a *sympathetic response* to the height, scale, materials, color, site location, and other aspects of nearby structures.

Utilitarian elements such as electrical equipment, waste storage areas, loading docks, air conditioning equipment, and the like should be screened from *public view*.

There was discussion about screening, and the focus was on screening from PUBLIC VIEW – not to require screening in absolutely every way.

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Orient service areas to limit their impact on the public realm, on the development, and on any neighboring developments or uses.

Coordinate the location and design of service areas with public access to buildings from parking areas.

In general, the amount of frontage occupied by parking should be minimized.

The number and width of curb cuts should be the minimum necessary for effective on- and off-site traffic circulation. Whenever possible, curb cuts should be combined with adjacent entrances.

All parking areas should be designed as an integral character defining feature of the development to contribute to the quality of the image of the Town.

To reduce the scale of parking lots in excess of 25 parking stalls, they should be divided into modules, or multiple smaller lots. Use techniques such as the natural topography, logically placed landscaped pedestrian paths to destinations, and linear aisles of plantings to separate parking areas.

Portions of the parking should be located to the rear and sides of buildings whenever possible, limiting the amount of parking between the street and principal buildings oriented to the street.

Screen parking lots from streets, parks, pedestrian spaces, and from adjoining developments using low fences or walls, and/or evergreen plantings.

Provide landscaping within parking areas. Refer to the parking Lot Landscape Guidelines, page 11, for specific guidelines.

Parking areas and drive aisles should be constructed of asphalt or concrete (or approved alternative hard, dustless surface). Additionally the boundaries of parking areas and drive aisles should be concrete curbed.

Accommodate pedestrian needs within parking areas. Provide clear pedestrian paths and crossings from parking spaces to main entrances and to the street.

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The use of materials and colors compatible with buildings adjacent to a site is encouraged.

Color is an integral element of the overall design. Brick, stone, and concrete have an inherent color created by nature or during the manufacturing process. Other surfaces will get their color from applied materials such as paint.

Choose materials that are high in quality and durable and that offer texture - avoid monotonous surfaces.

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Use material and texture changes to help reduce mass and provide visual interest and variety.

Preferred materials include brick, stone, and wood, and new synthetic materials that approximate the look and dimension of these materials, such as cementitious siding, artificial slate, and some artificial stone products. Use of these quality materials is required on all front building facades and is strongly recommended for all other building facades visible from the public right-of-way for commercial, office, and multifamily residential buildings.

Use of exposed or painted metal siding, painted concrete block, vinyl siding, and corrugated metal siding must not exceed 25% of the non-glass area of the front building facade.

“Use consistent or compatible materials on all sides of a building.” (The committee understands the intent of this statement, but wants to be sure that if included in our criteria, it is more clearly stated so as not to promote monotonous design.)

Screen all rooftop mechanical and communications equipment from public view from adjacent streets and adjoining developments. *Exceptions may be allowable* when topography or other unchangeable conditions, such as elevated roadways, do not permit services to not be visible.

Rooftop screening shall be *integrated into the architecture* of the building in terms of massing, materials, and details. Ideally, the screening for rooftop equipment shall be part of the *roof form*. Rooftop utilities should not be visible from adjacent streets and shall be avoided adjacent to residential and parking areas.

From Smyrna

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In most cases, buildings are not viewed in isolation, but rather in the context of other buildings. While architectural style may vary, buildings of a proposed development shall be compatible with surrounding buildings with regard to massing, scale, proportion of openings, roof types, types of glazed openings, and degree of detail.

The use of materials and colors compatible with buildings adjacent to a site is required.

The use of materials and colors on buildings and structures, which are along arterial streets, are to create a unified appearance. The elevation of the buildings and structures visible from the arterial street shall not include standard block, metal siding and vinyl.

The following are acceptable as exterior materials: brick, limestone, tile, plaster, stucco, glass and glazing, EIFS architectural pre-cast. Ground face masonry may be used as an accent only.

Metal siding may be allowed in Industrial Zones that are not visible from an arterial street.

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Adapting Prototypical Designs to Particular Sites

National "standard" designs should be adapted to reflect the context, by careful siting, use of compatible materials, and landscaping of the site so that it blends with its surroundings.

Buildings shall be oriented such that their main entrances are visible from streets, unless the characteristics of the site and/or surrounding structures cause this to be an unnecessary hardship.

Mechanical equipment on roofs or sides of buildings shall be adequately screened.

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Retention of existing trees located in parking areas is strongly encouraged.

Runoff from parking areas shall not sheet onto public streets or sidewalks.

There was also some discussion, which should be carried over into future conversations about landscaping and whether or not there is any desire to require landscaping at the front elevation of buildings, or if it is appropriate to allow a sidewalk immediately in front of a building, being the only “buffer” between parking and the front wall of a building. See Eagleville Dollar General as an example where there is no such landscaping. There was some limited discussion on the issue, and development cost was raised as a concern.

NEXT STEPS

Committee will reconvene on April 3, 2017 at 7:00p.m.

ADJOURNMENT

Meeting adjourned at 6:16 p.m.

Approval by:

Chairman, Nick Duke

Phillip Dye, City Recorder

Date minutes were approved: _____