

FARRAGUT VISUAL RESOURCES REVIEW BOARD – Minutes

The Farragut Visual Resources Review Board met on Tuesday, January 22, 2019 in the Board Room at the Farragut Town Hall. Marty Layman presided. Members in attendance were Marty Layman, Jeanie Stow, Brittany Moore, Cindy Hollyfield, Randy Armstrong, David Freeman, and Kaivon Kiumarsi. Youth Representative Alex Butler was absent.

Chairman Layman called the meeting to order at 7:00 pm.

1. Minutes:

A motion was made by Hollyfield to approve the November 27, 2018 minutes as submitted. The motion was seconded by Stow and the motion passed unanimously.

2. Ground Mounted Sign Applications:

a) IRM Insurance (Tenant Panel) – 11002 Kingston Pike

Tenant panel for IRM Insurance located at 11002 Kingston Pike.

IRM Insurance requested approval of a tenant panel for their new office located at 11002 Kingston Pike in the Concord Square Development. The staff noted that the panel appeared to be legible and similar to the other panels on the sign. Staff recommended approval.

The Board discussed the application and questioned the materials and look of the panel relative to the other existing panels on the ground sign. The questions arose from the description of the materials and color on the depiction of the proposed sign. Of concern was whether the sign was being mounted on white or gray background material. A motion was made by Layman to approve the tenant panel subject to the lettering being mounted on a white background for consistency with the other panels. The motion was seconded by Kiumarsi and it passed unanimously. The staff indicated that he would follow-up with the sign company to clarify the color of the backing material and appearance of the panel.

b) MK Tax Services (Tenant Panel) – 11002 Kingston Pike

Tenant panel for MK Tax Services located at 11002 Kingston Pike.

MK Tax Services requested approval of a tenant panel for their new office located at 11002 Kingston Pike in the Concord Square Development. The staff noted that the panel appeared to be legible and similar to the other panels on the sign. Staff recommended approval.

A motion was made by Moore to approve the panel. The motion was seconded by Armstrong and it passed unanimously.



c) Brass Lantern Subdivision (Permanent Entrance Sign) – 801 McFee Road

Permanent Subdivision Entrance Sign located at 801 McFee Road.

The staff reviewed the item noting that the applicants had been working to address the staff's initial comments on the plan. The most significant of these comments involved a sign setback violation and changes from the previously approved preliminary subdivision plat and landscaping plan that were depicted on the signage plan. The staff explained that the applicants now planned to alter the property line between lot 30 and the open space lot on the final plat to accommodate the sign and eliminate the setback issue.

The staff recommended approval subject to:

1. The final subdivision plat and landscaping plan being updated to include the lot line revisions and other related changes shown on the sign plan;
2. Adding a setback dimension for the southernmost post of the sign structure on the plan; and
3. The proposed lighting being field verified for compliance by staff.

It was also noted that the changes to the subdivision plat would have to be approved by the Planning Commission and that the revised landscaping plan would need to be reviewed by the VRRB.

A motion was made by Armstrong to approve the sign subject to staff's recommendations and comments. The motion was seconded by Hollyfield and it passed unanimously.

d) Brookmere Subdivision (Permanent Entrance Sign) – 430 Virtue Road

Permanent Subdivision Entrance Sign located at 430 Virtue Road.

Staff reviewed the item noting that the sign and entranceway structure were located within a median island in the planned entrance road to the subdivision. This location was within the road right-of-way and has been approved, as required, by the Board of Mayor and Aldermen. The staff recommended approval subject to:

1. Clearly documenting that the sign does not exceed the Town's 6-foot maximum height requirement;
2. The inclusion of all light fixture cut-sheet details on the applicable plan sheets and ensuring that each fixture is keyed and clearly located on the plan;
3. Field verification, by staff, that the lighting plan conforms with Town standards; and
4. The installed location and height of the sign being field verified by a surveyor.

A motion was made by Stow to approve the sign subject to staff's recommendation. The motion was seconded by Hollyfield and it passed with Freeman voting against.

3. **Landscape Plans**

a) **Brookmere Subdivision Clubhouse & Entrance – 430 Virtue Road**

The submitted landscape plan included the planned clubhouse and entrance area at Brookmere Subdivision, a large new subdivision being developed off Virtue Road. The plan also included the landscaping for the permanent subdivision entrance sign. Staff reviewed the item noting that the plan includes extensive landscaping for the covered areas. Staff recommended approval subject to listing all plant material sizes in accordance with the Town's landscaping requirements on the plan's plant schedule

A motion was made by Moore to approve the landscape plan subject to the staffs' recommendation. The motion was seconded by Hollyfield and the motion passed unanimously.

Meeting adjourned at 7:55 p.m.