

**MINUTES FOR THE REGULAR MEETING OF THE
DESIGN REVIEW ADVISORY COMMITTEE FOR JUNE 27, 2024**

CALL TO ORDER

The Olive Branch Design Review Advisory Committee meeting was called to order by Mr. Tony Jones, Chairman, on Thursday, June 27, 2024, located in the Planning/Engineering Conference Room #143, 9200 Pigeon Roost Road, Olive Branch, Mississippi, at 4:00 p.m.

ROLL CALL

Tony Jones asked for the roll call. Alvin Lunz, Tony Jones, Henry Wilson, and Joey Scola were present and a quorum was established. Marc Naylor was absent. Jason Gambone, Director of Planning and Development, Jeremiah McCroskey, Associate Planner, and Heather James, Planning Technician were present from the Planning and Development Department.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JANUARY 25, 2024

Mr. Lunz made a motion to approve the minutes of the January 25, 2024 meeting as submitted. The motion was seconded by Mr. Scola, and approved as follows:

Tony Jones	YES	Marc Naylor	Absent	Joey Scola	YES
Henry Wilson	YES	Alvin Lunz	YES		

Jason Gambone announced and introduced Joey Scola as the new member of the Design Review Advisory Committee.

OLD BUSINESS

NEW BUSINESS

1. Design Review Application for United Quality Plumbing to install a 60,000 sq. ft. metal building on the property, submitted by Taylor Webb, Rockfield Engineering on behalf of property owner United Quality Plumbing, Alex Gomez, President. The 4.37+/- acre subject property is zoned M-2, Heavy Industrial District and is located just east of the intersection of Metro Dr and High Point Rd, Lot 19B of Metro Industrial Park Subdivision. (File #DR24-0004).

- **APPLICATION SUMMARY**

The Board of Aldermen approved a Final Plat for 9.05+/- acre Lot 19 of the Metro Industrial Park, Phase 2, Section B on August 20, 2002. The applicant requests design review approval for a metal building to be built on the subject property. The property is zoned M-2, Heavy Industrial District. The building will be used for wholesale merchandising with retail sales and offices. These uses are permitted by right in the M-2 District.

The civil plan set has been reviewed by staff and conditionally approved, with one of the conditions that buildings using metal as a key design element would require DRAC review and approval.

- **STAFF PRESENTATION**

Associate Planner Jeremiah McCroskey presented the staff report, which is included herein by reference (File DR24-0004).

- **DESIGN REVIEW ADVISORY COMMITTEE INQUIRY AND STAFF RESPONSE**
 - Mr. Jones asked what determined the sign size- Mr. Gambone advised that the zoning code would determine what the signage requirements are.

- **PUBLIC MEETING**

Mr. Jones opened the public hearing.

- **Proponents:**
 - Taylor Webb, Rockfield Engineering, 1355 Lynnfield, Memphis, TN 38119
- **Opponents:**
 - None

There being no further members of the public to speak, the Chairperson closed the public meeting.

- **DESIGN REVIEW ADVISORY COMMITTEE DISCUSSION**

- None

- **MOTION**

Mr. Wilson made a motion, upon finding that the proposed design aligns with the general design of buildings along High Point Rd and is compatible with the character of the area, to approve the application, as submitted subject to the following conditions:

1. All building elevations must be constructed as submitted in the application package and hereby approved.
2. The civil site and landscape plans are subject to administrative review and approval.
3. Applicant shall obtain a building a permit before commencing construction.
4. Free standing signs shall be monument style and no higher than 12ft.
5. The development shall comply with all other applicable land development regulations of the City of Olive Branch.

Mr. Lunz made the second and the **motion was approved as follows:**

Tony Jones YES
Henry Wilson YES

Marc Naylor Absent
Alvin Lunz YES

Joey Scola YES

2. Design Review Application for Temple Baptist Church to install a 600 sq. ft. metal storage building on the property, submitted by Calvin Green, Building and Grounds Committee, on behalf of property owner Temple Baptist Church. The 10.49+/- acre subject property is zoned A-R, Agricultural-Residential District, and is located at the southeast corner of Plantation Rd and Germantown Rd, known as 8432 Germantown Rd. (File # DR24-0005).

- **APPLICATION SUMMARY**

Calvin Green, Building and Grounds Committee member for Temple Baptist Church, requests design review approval for an accessory metal building to be located behind the church building. The property is zoned A-R, Agricultural-Residential. The building will be used for seasonal displays and church maintenance supplies. The general character of the area is residential. The use of metal as a key design element is the reason this application is being

brought before the DRAC for approval. A conceptual site plan and building elevations for the proposed development were submitted as part of the application.

- **STAFF PRESENTATION**

Associate Planner Jeremiah McCroskey presented the staff report, which is included herein by reference (File #DR24-0005).

- **DESIGN REVIEW ADVISORY COMMITTEE INQUIRY AND STAFF RESPONSE**

- Mr. Wilson asked if there were plans for an alarm system. There were no plans for that.

- **PUBLIC MEETING**

Mr. Jones opened the public hearing.

- **Proponents:**

- Calvin Green, 5823 Snowden Run Cove, Southaven, MS 38672- he had questions about the plat; He stated he was talking to Fischer & Arnold and wanted to know how long he had to meet that requirement. He also said there would be a 36" steel door with keyed locks and an overhead door that would be locked. Staff advised that condition was recommended, not required.

- **Opponents:**

- None

There being no further members of the public to speak, the Chairperson closed the public meeting.

- **DESIGN REVIEW ADVISORY COMMITTEE DISCUSSION**

- Mr. Jones & Mr. Scola discussed how this is completely hidden by distance and trees.

- **MOTION**

Mr. Wilson made a motion, upon finding that the proposed accessory building meets the requirements of accessory buildings in A-R District and that the proposed location of the building at the rear of the property would not cause the metal elevations to become the defining character of the area, to approve the application, subject to the following conditions:

1. It is recommended that the applicant submit a separate subdivision plat application to the Planning Commission for consideration and for subsequent approval by the Board of Aldermen before obtaining a building permit.
2. All building elevations must be constructed as submitted in the application package and hereby approved.
3. The accessory building shall be located no closer than 10ft. to the principal structure on the property and at least 10ft for the rear lot line. A site plan shall be submitted to staff for administrative approval to this effect.
4. Applicant shall obtain a building a permit before commencing construction.
5. The development shall comply with all other applicable land development regulations of the City of Olive Branch.

Mr. Scola made the second and the **motion was approved as follows:**

Tony Jones YES
Henry Wilson YES

Marc Naylor Absent
Alvin Lunz YES

Joey Scola YES

OTHER BUSINESS

Jeremiah presented updates to Turbocharges, a project recently approved by the Design Review Advisory Committee and discussed hangars at the airport.

ADJOURNMENT

There being no further business to conduct, Tony Jones, Chairman, entertained a motion by Mr. Wilson to adjourn. Mr. Lunz made the second and the meeting was adjourned at 4:29 p.m.

Tony Jones YES
Henry Wilson YES

Marc Naylor Absent
Alvin Lunz YES

Joey Scola YES