

DESIGN REVIEW MANUAL



***CITY OF DICKSON,
TENNESSEE***

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ORDINANCE NO. 1353

**AN ORDINANCE TO ADOPT A DESIGN REVIEW MANUAL, CITY OF DICKSON,
TENNESSEE, GUIDELINES FOR THE EXTERIOR APPEARANCE OF NEW
DEVELOPMENTS AND REDEVELOPMENTS ALONG THE MAJOR CORRIDORS
WITHIN THE CORPORATE LIMITS**

Whereas, in pursuance of authority granted by Section 6-54-133 of the *Tennessee Code* to permit a municipality to create a design review commission to develop guidelines for the exterior appearance of nonresidential and multifamily residential properties within a municipality's jurisdiction;

Whereas, the City Council of Dickson, Tennessee recognizes a need for supplementation of the adopted land use controls for general regulation of development within the municipality and has duly created a Design Review Manual for guidelines for exterior appearance of development occurring on lands zoned B-3 and located on identified thoroughfares;

Whereas, the Planning Commission has reviewed such design review guidelines and recommended to the City Council that the 'Design Review Manual, City of Dickson, Tennessee' be adopted by Ordinance as hereinafter described; and

Whereas, the City Council has reviewed such recommendation and have conducted a public hearing thereon.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
DICKSON, TENNESSEE:**

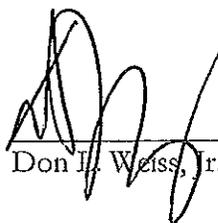
That this Design Review Manual is hereby adopted as follows:

(see Attachment '*Design Review Manual, City of Dickson, Tennessee*')

This ordinance shall take affect from and after its final passage, the public welfare requiring it.

Date of First Reading: April 6, 2015

Date of Second Reading: May 4, 2015



Don J. Weiss, Jr., Mayor

ATTEST:



Dianne E. Shelton, CMC, Recorder

1. INTRODUCTION

The City of Dickson has attracted residents, businesses and employment opportunities for over 150 years. Beginning with the building of the railroad in the 1860s, the building of the “Broadway of America,” now known as Highway 70, the construction of Interstate 40, and Highway 46, all of which pass through the southern portion of the county, have done much to shape the commercial environment of the community. Therefore, this environment sets a demanding standard which provides an unparalleled setting for places to live, shop and work. While the population of the City of Dickson has been robust in the last 20 years, its close proximity to Nashville and the availability of sanitary sewer has invited the opportunity for large-scale and more diverse commercial development.

This Design Review Manual (hereafter referred to as Manual) is to promulgate a set of design standards for new development along the major corridors in the City, aimed at ensuring that Dickson lives up to its residents' aspirations.

1.1 PURPOSE

The purpose of this Manual is to conserve property values within the City of Dickson along its major corridors by establishing design review standards for the review of new development henceforth erected, reconstructed or altered, and thereby:

- (A) To promote qualities in the environment that sustains the community's economic well-being.
- (B) To foster the community's attractiveness and functional utility as a place to live and to work.
- (C) To preserve the community's heritage by maintaining the integrity of any area(s) enjoying a discernible character contributing to this heritage.
- (D) To safeguard public investment within the community.
- (E) To raise the level of citizen expectations favoring the quality of the community's visual environment.

1.2 BASIS FOR THE DESIGN REVIEW STANDARDS

6-54-133 of *The Tennessee Code* gives the City of Dickson, Tennessee the authority to develop general guidelines for the exterior appearance of nonresidential property, multiple family residential property, and any entrance to a nonresidential development. The basis for these design review standards are as follows:

- (A) Enhancing the character and stability of residential, business, commercial, and industrial areas, and promoting the orderly and beneficial

development of such areas;

- (B) Preventing overcrowding of land;
- (C) Conserving the value of land and buildings;
- (D) Minimizing traffic hazards and congestion;
- (E) Preventing undue concentration of population;
- (F) Providing for adequate light, air, privacy, and sanitation;
- (G) Reducing hazards from fire, flood, and other dangers;
- (H) Assisting in the economic provision, utilization, and expansion of all services provided by the public, including but not limited to roads, water and sewer services, recreation, schools, and emergency services;
- (I) Encouraging the most appropriate uses of land; and
- (J) Enhancing the natural, man-made and historical amenities of Dickson, Tennessee.

The standards, which follow, translate these purposes into guidelines for design. This Manual also outlines the process which applicants must follow to seek approval of their projects by the design review committee which has been designated as the Dickson Municipal Planning Commission (hereafter referred to as Planning Commission.)

1.3 ROLE OF THE PLANNING COMMISSION

The Planning Commission shall administer the provisions of this Manual including, without limitation:

- (A) Certification that proposed development comports with the design standards set forth herein.
- (B) Recommendation of amendments, as necessary, to the Design Review Manual for approval by the City Council of Dickson, Tennessee (hereafter referred to as City Council).
- (C) Design-based recommendations for rezoning requests to the City Council, whenever future developments are proposed that will eventually be reviewed based on the provisions in this Manual.
- (D) Consultation with municipal and other appropriate agencies on matters addressed in this Manual.

1.4 AMENDMENTS TO THE MANUAL

Amendments to this Manual shall be made by ordinance approved by a majority of the entire membership of the City Council, with appropriate input from the Planning Commission.

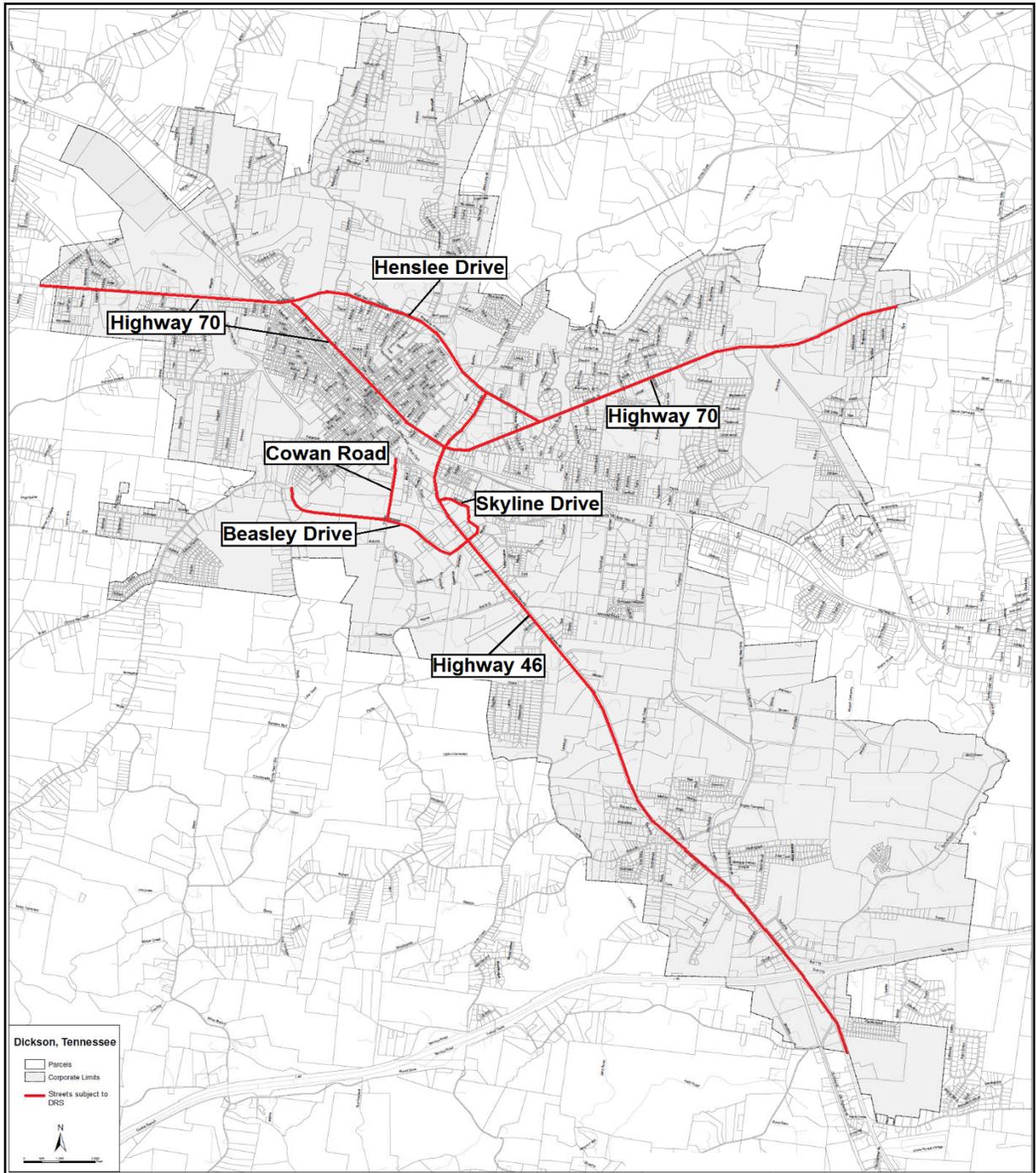
1.5 INTERPRETATION AND CONFLICT WITH OTHER REGULATIONS

This Manual explains the goals and standards which the Planning Commission will apply in reviewing proposals. It does not reproduce all of the specific requirements stated in the Zoning Ordinance, Subdivision Regulations, or other applicable development standards and regulations. Applicants are advised to consult all such documents prior to preparing plans. The Manual is intended to complement these ordinances and regulations and explain graphically what is intended. In the event that there appear to be differences between the Manual and the Municipal Code or other standards adopted by the Planning Commission or the City of Dickson, the more stringent standards shall apply.

1.6 ACTIONS SUBJECT TO DESIGN REVIEW

All new development, redevelopment, physical improvements, expansions, or changes to land zoned B-3 (Highway Commercial) as identified according to the Official Zoning Map for Dickson, Tennessee, and located along Highways 46 and 70, Henslee Drive, Beasley Drive to its intersection with Highway 48, Skyline Drive, and the portion of Cowan Road north of its intersection with Beasley Drive, is subject to these design review standards if the development is subject to:

- (A) Site plan approval under Article VIII, Section 8.030 (D) of the Zoning Ordinance for all new buildings and activities unless otherwise specified;
- (B) Site plan approval for any uses permitted by special exception under Article VIII, Section 8.070 of the Zoning Ordinance involving either a new structure, or addition or expansion to an existing structure as specified below. Special Exceptions are subject to review by the Board of Zoning Appeals prior to final review by the Planning Commission;
- (C) Any development involving an addition or expansion to an existing structure totaling 50% or more of the ground floor area;
- (D) Any change in use, as described in Article VI, Section 6.021 of the Zoning Ordinance; and
- (E) Any rezoning request that involves a rezoning to B-3 (Highway Commercial) to permit a use regulated in this Manual, the planning commission has the discretion to utilize this Manual for advisory purposes in review of such request, whether or not a conceptual plan for development is provided or otherwise required.



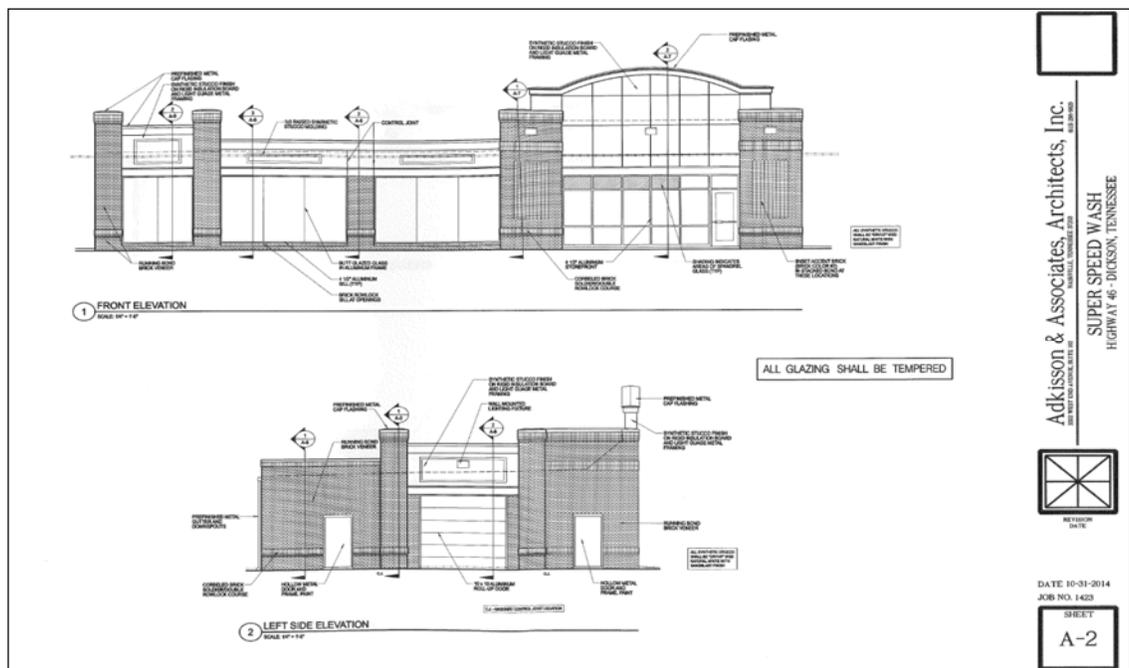
1.7 DEVELOPMENT EXEMPT FROM DESIGN REVIEW

Reconstruction or repairs required for immediate public health or safety reasons, as determined by the Zoning Administrator, are expressly exempted from the requirements of this Manual. Also exempt are any legal nonconforming uses of land, including expansion of use, as described in Article VI, Section 6.021 of the Zoning Ordinance.

1.8 DESIGN REVIEW APPLICATIONS AND PROCESSING

Submission to Planning Staff and Initial Review

Applicants for design review certification shall submit to the Planning Staff the photographs, conceptual building designs, and other necessary details referenced in Section 2.1, of the Manual. All applications shall be submitted at least fifteen (15) calendar days prior to the Planning Commission meeting. The Planning Staff will review all submittals and submit to the Planning Commission for their review, however, the Planning Staff is reserved the right to reject any application that is incomplete. Written comments from the planning staff will be made available to applicants at least one (1) calendar week prior to the Planning Commission meeting, in which their project will be heard after Planning Staff determination that the application comports with the requirements of Section 2.1. Planning Staff shall transmit the application with all written staff comments and recommendations to the Planning Commission. Viewpoints expressed by the Planning Staff shall be advisory only; no legally enforceable rights or expectations of any kind shall vest until the applicant's formal application for certification has been processed in accordance with all the provisions of this Manual.



Super Speed Wash, Martin Luther King Blvd at Hwy 46 South

Review by Planning Commission

The Planning Commission shall approve, approve with conditions, or disapprove an application for design review certification within thirty (30) days of the application's initial review by the Planning Commission, Failure of the Planning Commission to complete its review and make its decision and recommendation within 60 days after a formal application with all the required materials is received shall be deemed a recommended approval of the application unless the Planning

Commission and the applicant agree to a greater time period. All decisions by the Planning Commission shall be deemed final. The Planning Commission's proceedings and reasons for its decisions on all applications shall be clearly stated in the official Minutes of the Planning Commission meeting. An approved application and its supporting exhibits shall be endorsed as approved by the Planning Commission.

Design review certification shall not constitute site plan approval and receipt of building permit as provided in ART VIII, Section 8.030 (C) of the Zoning Ordinance. Certification of the design review application shall be as a separate action by the Planning Commission from site plan approval.

Appeal of Planning Commission Actions

Any person aggrieved by a decision made by the Planning Commission under this Manual may appeal the action, per 6-54-133 of The Tennessee Code, to the City Council within thirty (30) days in writing. Such appeal shall set forth the grounds with which the person filing the appeal takes exception to the decision made by the Planning Commission on an application. Appeals shall be decided within sixty (60) days of their filing unless the applicant and the City Council agree to extend this period. In reviewing the appeal, the City Council shall not invalidate the Planning Commission's action, unless approved by majority of the entire membership. The reason for the decision of the City Council determination shall be clearly reflected in the Council's official minutes.

If the City Council invalidates the Planning Commission's action, it may, in its discretion, either exercise the powers of the Planning Commission or remand the matter, along with its statement of reasons, to the Planning Commission for further action not inconsistent with these reasons, which the Planning Commission shall conduct another review.

1.9 WAIVER OF DESIGN REVIEW REQUIREMENTS

The Planning Commission, in its judgment, may waive any of the requirements of this Manual that it believes are unnecessary. It may also require such other information or exhibits, including samples of proposed building materials, as may be considered necessary to reach an informed decision on the acceptability of the project. Applicants may also request a waiver to any provision herein this Manual. If the planning commission finds that, in its judgment, a waiver of any such requirement does not nullify the general intent and purpose of this Manual, then it shall have the prerogative to approve it.

1.10 APPLICATION; VESTED RIGHTS

The provisions of this Manual shall not be applicable to any property owner whose actions prior to the Manual's effective date have created a vested right to develop under applicable state or federal law. All other development or proposed development after adoption of this Manual shall be subject to the Manual's

provision.

1.11 PROHIBITIONS

No building permit, license, certificate, or other approval or entitlement shall be issued or given by the City with respect to any development subject to design review, until the development has been approved pursuant to this Manual. No certificate of use or occupancy, whether temporary or permanent in form, shall be given for any such development until the Zoning Administrator has certified that the development has been completed in accordance with the design approved by the Planning Commission; provided, however, that the Zoning Administrator, in his discretion, may elect to grant a Temporary Use and Occupancy Permit subject to a reasonable bond guaranteeing that the applicant will complete the development in accordance with the approved design within a time certain.

Failure to comply with the requirements of this Manual, after a notice has been issued by the Zoning Administrator with a stated time frame for compliance, shall be deemed a violation and shall be subject to a stop work order ceasing further activity, including construction and/or occupancy of the development until the violation has been remedied.

2. DESIGN REVIEW STANDARDS

2.1 SITE LAYOUT

Design review occurs in the context of review of the required Site Plan as required by Article VIII, Section 8.030 (D) of the Zoning Ordinance. To demonstrate how the architectural character relates to the overall development of the site, a conceptual plan depicting the proposed development is required to be submitted, and drawn to scale no smaller than 1" = 100' to show clearly:

- The dimensions, orientation and acreage of each lot to be built upon
- The layout of the entire project and its relationship to adjacent properties
- The location and dimensions of present and proposed streets and highways
- The location of points of entry and exit for vehicles and internal circulation patterns
- The location and layout of all paved areas including off-street parking and loading facilities
- All existing and proposed topography, with contours at intervals of no more than 2-feet in areas that are disturbed
- The size, shape and location of existing and proposed construction with uses noted
- The seal of a civil engineer or surveyor licensed in the State of Tennessee
- Building façade and overall building's architectural character

A plan providing all requirements as indicated for site plan review per Article III, Section 3.130 of the Zoning Ordinance may be utilized provided the above details are included.

2.2 ARCHITECTURAL CHARACTER

(A) Compatibility with Surroundings and Facades, Massings and Roofs for Building

Buildings shall avoid long, uninterrupted façade planes. The maximum permitted width of an uninterrupted façade plane shall be 50 ft.

Buildings shall have a defined base and cap.

Window and door openings shall have a vertical orientation and shall be vertically aligned between floors.

Rear and side facades, if visible from public streets, shall be similar to the primary façade in their architectural treatment.

Blank walls facing streets shall be avoided.

Where a clearly established development character and scale exists, new infill development should include: a) window and door openings with area ratios and proportions similar to those on adjoining buildings, b) key design elements of surrounding buildings with respect to windows, door, and rhythm of bays, detailing, roof forms, materials and colors.

Roof forms shall be appropriate to a building's design and scale. Flat roofs or low-pitched roofs with parapet walls are encouraged for larger buildings. Alternative roof forms may be used if appropriate for a particular acceptable architectural style.

A particular roof form shall be applied to the entire roof, rather than terminating at less visible points, such as the building's rear.

Roofs that are visible from the road shall be finished with colors and features consistent with the architecture of the façade.

Building forms should be tailored to fit within the existing topography and site features as much as possible.

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 not required. However, if the City has a basic development pattern, theme, or vision for a particular area, then such compatible design shall be required.



Dickson Orthopedics & Sports Medicine, 196 Hillview Street at Henslee Drive

All exterior walls, other than windows and doors, shall be comprised primarily of one material. Complementary secondary materials are recommended to provide detail and scale. The architectural treatment shall be required only on the front of the building, with exception to situations where the building is situated on a street intersection, then such side or rear face would be included. Sides and rear of buildings, as well as any accessory structures pertinent to the primary use, may be accentuated with similar materials as required above. The primary material shall extend over a minimum of fifty (50) percent of the exterior wall.

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 or vinyl.

The following are acceptable as exterior materials: brick (may be required as an accent only), limestone, tile, plaster, stucco, glass and glazing, or other materials deemed acceptable by the planning commission. Ground face masonry may be used as an accent only.

Rooftop units shall be screened from all views and shall be compatible in

color and material with the overall building material palette.

Primary façade materials shall not change at outside corners. Material changes shall happen along a horizontal line or where two forms meet. It is acceptable, however, for a change of materials as accents around windows, doors, cornice lines, at building corners, or in a repetitive pattern.

Exterior colors will be earth tones and compatible with adjacent properties. Subdued, muted colors are permitted; bright colors are acceptable on a limited basis as accent or contrast.

Prototype or franchise designs shall be designed to reflect these design standards.

Chain-link fencing provided in an area shall be vinyl coated and of a black or dark green color.

(B) Adapting Prototypical Designs to Particular Sites

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



Zaxby's, 102 Lowe's Road

(C) Relationship to Streets

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.



Verizon Wireless, 100 Lowe's Road

"Stage-set" facades on the street are not allowed. The materials and colors of the street face shall continue on the sides and rear of structures if the property is located at a street intersection.

Building service areas or loading areas shall be located away from streets and/or be adequately screened. Screening shall meet criteria identified in Section 2.7.3 of this Manual. Mechanical equipment on roofs or sides of buildings shall be adequately screened.



Crestview Park Medical Center, Crestview Park Drive at Hwy 46 South

2.3 PARKING CONFIGURATIONS

All off-street parking requirements, including off-street loading and unloading requirements for the site will be subject to the standards provided in Article IV, Section 4.010 thru 4.020. Handicap-accessible parking will be subject to the

standards provided in the latest ADA Standards.

2.4 LANDSCAPE AND BUFFERING

All landscaping and buffer strip requirements for the site will be subject to the standards provided in Article III, Section 3.110 of the Zoning Ordinance.

2.5 SCREENING

All fences, walls, and screening proposed for the site will be subject to requirements per Article III, Section 3.111 of the Zoning Ordinance. Screening for waste receptacles are subject to the standards provided in Article IV, Section 4.021 of the Zoning Ordinance.

2.6 LIGHTING

Any proposed exterior lighting to be incorporated with the architectural character of the building should be included in the overall design of the site with regards to glare, traffic, safety, economic effect, and compatibility and harmony with other properties in the B-3 district.

2.7 SIGNAGE

The Dickson Sign Ordinance establishes in detail the signs that are permitted in the B-3 zoning district and those that are not permitted. The Sign Ordinance covers both temporary and permanent signs and should be consulted for specific requirements. This information will be reviewed as part of the Design Review Process and overall Site Plan Review.

2.8 CONTINUING MAINTENANCE

Following the construction or modification of any development, the design of which is approved pursuant to this Manual, the development shall be maintained in accordance with the following standards:

- (A) Buildings and appurtenances, including signs and awnings, shall be cleaned and painted or repaired as required to maintain an attractive appearance.
- (B) Illuminated elements of buildings and signs shall be replaced as required to maintain the effect for which designed.
- (C) Vacant property shall be kept free of refuse and debris, and shall have the vegetation cut periodically during the growing season as referenced in Dickson Municipal Code.

