DESIGN REVIEW COMMITTEE MEETING

October 13, 2026
6:30 P.M.

TOWN OF
ARLINGTON
ESTABLISHED 1900

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ARLINGTON
ESTABLISHED 1900

AGENDA

Design Review Committee

Tuesday, October 13, 2026
6:30 p.m.

I. Call to Order & Establishment of a Quorum

II. Approval of the August 11, 2026, Meeting Minutes

III. Comments or Concerns from Citizens

IV. Old Business

A. Other as Properly Presented

V. New Business

A. **DONELSON OAKS CHURCH OF CHRIST – SITE PLAN –** requesting approval of a site plan for a 12,000 SF church building on 15.045 acres located east of Airline Rd., approximately 820' south of Brooks River Dr.

B. **OTHER AS PROPERLY PRESENTED**

VI. Adjourn

TOWN OF ARLINGTON, TENNESSEE
DESIGN REVIEW COMMITTEE
DEVELOPMENT STAFF REPORT

DONELSON OAKS CHURCH
SITE PLAN REVIEW

DATE:	October 13, 2026
STAFF:	Jeremy Credeur, BS MArch, Town Planner
SUBJECT:	Site Plan Review
APPLICANT:	Donelson Oaks Church of Christ, Mark Pledge
DESIGN PROF/ CONSULTANT:	DT design studio, Michelle Ye
SITE LOCATION:	Airline Rd., 820' South of Brooks River Dr.
SITE ACREAGE:	15.045 acres
ZONING:	E : Estate Residential

BACKGROUND:

Churches and places of worship are conditional uses in E (Residential Estate) Zoning districts; as such, a conditional use permit (CUP) was required for this project. The BZA approved the CUP on the recommendation of the Planning Commission on January 13, 2026.



PROPOSAL:

The applicant is requesting Planning Commission approval of a site plan for a Church located on the East side of Airline Rd, approximately 820 ft south of Brooks Village Dr. The proposed

plan includes a new 12,000 S.F. building with a sanctuary seating capacity of 350, with space for future expansion.

The site is 15.045 acres and is currently undeveloped and mostly treed. The Planning Commission approved the site plan on September 21, 2026.

BUILDING ELEVATIONS: The rectangular building is situated with the longer side facing Airline Rd. and is set back approximately 300' from the curb. The applicant proposes a material palette that consists of white brick, a neutral beige manufactured stone veneer and white fiber cement board.

The front elevation is clad for the most part in brick with exception of the center entry section that is raised slightly and clad in stone with a low gable covered drop off area. Storefront and windows are black and gutters and downspouts are white. The rear elevation is similar to the front without the covered area.





FRONT ELEVATION



REAR ELEVATION

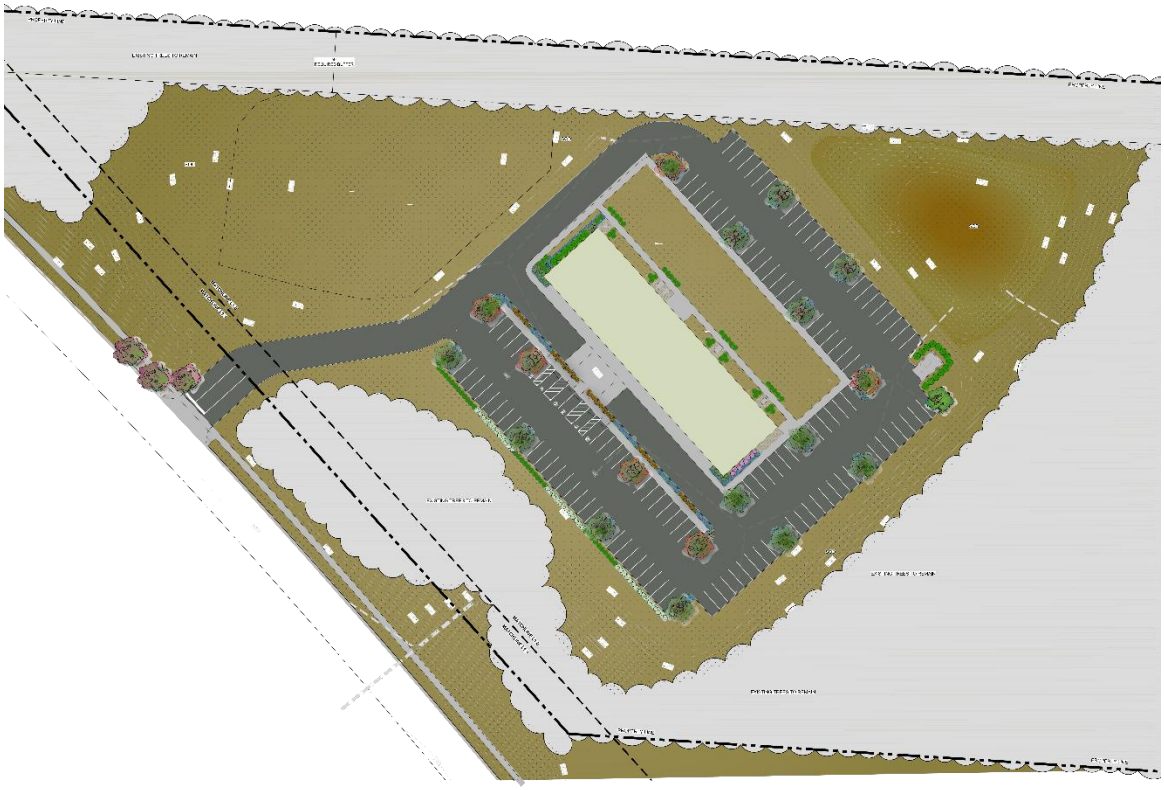


The northwestern side of the building is a gable end clad in brick with a round window with a decorative trim. The center section is clad in the secondary stone veneer. The gable end of the raised roof section is also clad in the manufactured stone veneer product. Soffit and fascia is white throughout though a material is not indicated typically if fiber cement siding is used the same material is used in this application as well.



The southeast elevation is completely clad in brick with a black metal stair leading to a second level storage area. The applicant states that this area will not be accessible to the public as such, no accessibility issues are present.

LANDSCAPING AND TREE ORDINANCE: The proposed landscaping consists of several species of trees, shrubs, and groundcovers. The landscape islands and the streetscape meet TOA requirements in terms of species and size. The overall landscape scheme provides adequate visual decoration and screening meeting Design Guideline requirements. The proposed plan indicates 9 acres of trees will be retained circling the developed area. This includes a 50' buffer on the northern border between the developed area and Brooks Branch Subdivision. This plus nearly 100' from the buffer to the nearest building corner provides ample clearance from neighboring residential development.



EXTERIOR LIGHTING AND PHOTOMETRICS: Parking lot lighting is proposed as 18 pole mounted fixtures distributed along the outer edge of the parking area. Plans indicate a 21'-6" pole height. TOA Design guidelines allow for 30' maximum height for properties in excess of 100' from a residential area OR in proportion to the building. All lighting is in excess of 100' from residential development as such the indicated height of the poles is acceptable.

Building lighting will be accomplished with wedge wall packs distributed around the building. Photometrics indicate that lighting levels meet TOA requirements.

GARBAGE COLLECTION AREAS: A dumpster enclosure is indicated on the northeast corner of the site. The enclosure is to be clad in brick to match the building. The doors are indicated as being painted dark bronze. Enclosure doors are indicated as manufactured metal doors meeting TOA requirements.

MECHANICAL EQUIPMENT SCREENING: All mechanical units will be located to the rear of the building. Vegetative screening is indicated meeting TOA requirements.

SIGNAGE: Any signage depicted is for representation only. A separate sign application is required, and all signage must meet TOA requirements.

NEXT STEPS:

If approved, the applicant must complete all conditions of approval and finalize construction plans for review and signatures by the Town Engineer and Town Planner. A development agreement approved by the Board of Mayor and Alderman is required since there are public improvements included.

RECOMMENDATION:

Staff recommends approval, subject to the following conditions, in addition to any others levied by the Design Review Committee.

STANDARD CONDITIONS:

S-1. It is found that the application received August 25, 2026, and subsequent revisions, along with the conditions of approval, meets the provisions of the Town of Arlington Zoning Ordinance and Design Guidelines Manual. The project shall be constructed in accordance with those regulations as per plans signed by the Town Engineer and Town Planner.

S-2. Any approval shall be contingent upon the applicant satisfying all requirements and conditions of Site Plan approval levied by the Planning Commission or Board of Mayor and Aldermen.

S-3. All plans submitted to Shelby County for the issuance of a building permit shall be consistent with the plans approved by the Planning Commission and Design

Review Committee. Any plan changes require prior approval by Town of Arlington staff and/or the appropriate Committee.

S-4. The site shall be maintained in accordance with the approved plans for the life of the project. Any revisions to the site or building will require prior approval from the appropriate Board, Commission, or their designee.

S-5. All ground mounted equipment or meters must be screened by landscaping, fencing or other approved measures to the satisfaction of staff, unless equipment is required to maintain visibility and access. Wall mounted equipment may be painted to match the adjacent wall if an option

S-6. Any exterior signage depicted is for representation only. A separate sign application is required, and all signage must meet TOA requirements.

S-7. All directional signage to be on black decorative posts.

Town of Arlington

Design Review Committee
SITE PLAN APPLICATION

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

Project Name: Donelson Oaks Church of Christ Zoned: _____

Project Address: Airline Road, south of Brooks River Drive

Developer Contact: Donelson Oaks Church of Christ

Company Name (if applicable): _____

Company Address: 2995 Clay Pond Drive | Oakland, TN 38060

Daytime Phone: 901-301-3299 Fax Number: _____

E-mail Address: markpledge@gmail.com

Architect Contact: Michelle Ye

Company Name: DT design studio

Mailing Address: 1350 Concourse Ave, Ste 447 | Memphis, TN 38104

Daytime Phone: 901.646.5077 Fax Number: _____

E-mail Address: michelle@dt-designstudio.com

Engineer Contact: Roy Lamica

Company Name: EFI Global, Inc.

Mailing Address: 7975 Stage Hills Blvd, Ste 1 | Memphis, TN 38133

Daytime Phone: 901.729.1304 Fax Number: _____

E-mail Address: Roy.Lamica@efiglobal.com

Name of Property Owner: Same as developer info listed above

Mailing Address: _____

Daytime Phone: _____ Fax Number: _____

E-mail Address: _____

Town of Arlington
AUG 25 2020
Received

Instructions for Submitting an Application:

☒ Fee Schedule: $400.00

*Make checks payable to the ***Town of Arlington****

☒ Attached is a Site Plan Checklist of required items. *All items must be addressed or the application may be deemed incomplete and returned to the applicant.*

OFFICE USE ONLY

Date Received: _____

Amount: _____

Fee Receipt #: _____

5854 Airline Road • P.O. Box 507 • Arlington, TN 38002-0507
Telephone (901) 867-2620 • Fax (901) 867-2638

Design Review Committee
Site Plan Application

It is understood that:

1. The applicant and owner bear the responsibility to submit a complete application package by the submittal deadline.
2. If all required materials/documents are not submitted to and received by the Planning Department by the deadline, the application will NOT be accepted or posted on the Design Review Committee Agenda.
3. In cases where the applicant is not the property owner, it is also hereby acknowledged by the property owner that he or she is in full agreement with the content of this application.
4. By signing this document, the applicant and owner accept the above conditions.

Copy and use additional pages if necessary

APPLICANT:	**OWNER:**(if different from applicant) **Owner information is required*
If an Entity:	**If an Entity:**
Name of Entity: Donelson Oaks Church of Christ	Name of Entity:
By (Signature): Michael Barker	By (Signature):
Print Name: Michael Barker	Print Name:
Title: Director Elder	Title:
If an Individual(s):	**If an Individual(s):**
Print Name:	Print Name:
Signature:	Signature:
Print Name:	Print Name:
Signature:	Signature:
Print Name:	Print Name:
Signature:	Signature: