

Town of Arlington

5854 Airline Road, Arlington, TN 38002



**Planning Commission
August 15, 2016
6:30 P.M.
Meeting Minutes**

I. Invocation

The opening prayer was led by Chairman Campbell.

II. Call to Order and Roll Call

Chairman Russ Campbell called the meeting to order and noted that a quorum was present.

Present

Russ Campbell, Chairman
Glen Bascom, Secretary
Oscar Brooks, Alderman
Lee Mills
Don Hinkle - late

Others Present

Angela Reeder, Town Planner
Gerald Lawson, Town Attorney
Jason Allen, Engineer
Cathy Durant, Town Administrator
See list

Absent

Al Johnson – excused
Tommy White - excused

III. Approval of Minutes from the July 18, 2016 Meeting

Motion: Oscar Brooks made a motion to approve the minutes of the July 18, 2016 meeting.
Lee Mills seconded the motion.

Vote on Motion: The motion carried unanimously.

IV. Comments from Citizens

Chairman Campbell invited anyone wishing to address the Commission to please come forward and state his/her name and address for the record.

There were no comments.

V. Old Business

A. Other as Properly Presented

There was no old business to come before the Commission.

VI. New Business

A. Mid-South Septic Service, LLC – 11284 Gulf Stream Road – Site Plan

Chairman Campbell recognized Angela Reeder, Town Planner, who provided an analysis (on file) and advised that this is a request for the approval of a Site Plan to expand the parking on site. Ms. Reeder explained that the site currently has an office building, customer parking spaces, and a rear fenced parking area, but intend to expand their existing parking/vehicle storage area on the one-acre of undeveloped land adjacent to their site.

The applicant has one existing driveway from Gulf Stream Road, and proposes a second curb cut 135 feet to the west, which would access the expanded parking area. The site currently contains 14 parking spaces in front of the existing building, but three (3) spaces will be removed to allow for access to the new lot. The existing site is landscaped with Crepe Myrtles along Gulf Stream and the west fence line, as well as more dense trees to the east abutting the SR-385 ROW. The proposal simply mimics the existing site by continuing Crepe Myrtles along the street and the west side of the parking lot. Drainage from the site flows north toward Highway 70. The existing retention pond at the rear of the site will accommodate the stormwater detention for the added parking lot. Staff recommended approval of the request, subject to Staff conditions and any other conditions levied by the Planning Commission.

Main Motion: Oscar Brooks made a motion to approve the site plan for a parking expansion for Mid-South Septic, subject to Staff conditions and added conditions levied by the Planning Commission. Glen Bascom seconded the motion.

Chairman Campbell asked Mr. Grant if the common open space areas presented equaled twenty percent (20%) for each phase as required. Mr. Grant stated that both Phase 1 and Phase 2 did not meet the 20% requirement because most of the open space would be located in later phases. He also questioned whether the required stub street on the west side of Milton Wilson would also be a temporary turnaround, and Mr. Grant explained that it was shorter than the distance that requires a turnaround. Ms. Catherine Durant, Town Administrator, explained to the committee and the applicant that the property owner to the west requested that a stub street be added, and it is his right to have access through that stub street to his property. Chairman Campbell then clarified with Mr. Grant and Staff that the 15-foot urban greenway was not considered in his COS calculations. Mr. Grant also explained to the committee that not all of the homes have a side load garage, but, in order to have a side load garage, lots would need to be at least 90 feet wide.

The committee and Staff began by addressing comments made by citizens during the public hearing. Chairman Campbell asked Mr. Grant to explain whether the area in question by a couple of citizens was age-restricted or age-targeted. Mr. Grant stated that as of now it is labeled as age-targeted, but did not want to elaborate on the issue since it was not a part of the proposed master plan. Glen Bascom asked if the width of all driveways were a standard size or if homes with side load garages had more narrow driveways. Mr. Grant explained that the size of the driveway is typically up to the builder, and as far as he knows there is no standard width of a driveway.

Chairman Campbell called for further discussion, and hearing none, he called for a vote on the main motion.

Vote on Motion: The motion carried unanimously.

Conditions of Approval:

Standard Conditions:

- S-1. It is found that the application as presented, with plans dated August 8, 2016, and with the conditions of approval meets the provisions of the Town of Arlington Zoning Ordinance and any other applicable regulations, and the project shall be constructed in accordance with those regulations.
- S-2. All construction improvements within the development shall be in compliance with the Town of Arlington Zoning Ordinance, Subdivision Regulations, and Technical Specifications, as directed and approved by the Town Engineer, unless otherwise noted on the Site Plan.
- S-3. This project must comply with the Tennessee Department of Environment and Conservation NPDES Regulations governing stormwater discharge during construction activity
- S-4. Erosion control measures as approved by the Town Engineer shall be implemented in compliance with the applicant's approved plans prior to any earth disturbance activity.
- S-5. The applicant is required to have a pre-construction meeting with the Town of Arlington staff prior to commencing improvements.

Project Specific Conditions:

- P-1. Revise the Construction Plans to address comments as noted on the marked-up plan sheets provided by the Town Engineer and provide for Town review and approval.

P-2. Plans shall note a minimum of 2.5" caliper trees along the side perimeter, consistent with Town guidelines.

B. Resolution 2016-01: To Amend and Re-Adopt the Town of Arlington Subdivision Regulations regarding Public Street Light Requirements

Chairman Campbell recognized Angela Reeder, Town Planner, who provided an analysis (on file) and advised that this is a request for the approval of the Preliminary Plats for Phases 1 and 2 of the Villages at White Oak PD, 1st Addition. Phase 1 is a 32-lot plat, and Phase 2 is a 36-lot plat. The proposed projects are 31.6 acres in size and are the first two phases of the 1st Addition PD project. In addition, the subdivision will create 4 common open space areas and 68 single-family residential lots ranging in size from 8,700 to 28,635 square feet. The proposed lot layout is generally consistent with the approved PD with lots meeting minimum lot size, dimension, and access requirements. Staff recommended approval of the request, subject to Staff conditions and any other conditions levied by the Planning Commission.

Main Motion: Don Hinkle made a motion to approve the Preliminary Plats for Phases 1 and 2 of the Villages at White Oak PD, 1st Addition, subject to Staff conditions and added conditions levied by the Planning Commission. Glen Bascom seconded the motion.

The committee first asked Mr. Grant if he could elaborate on the common open space areas and possible amenities in each. Mr. Grant explained that both phases would have a white picket fence around the areas to the east of Milton Wilson and would be heavily landscaped. Phase 2 could potentially have a monument, pavilion, and park benches just to name a few.

The committee and Mr. Grant both questioned the portion of condition P-4 regarding lot 61. They felt that the condition should only apply if the General Development Plan stated otherwise. If lot 61 was found to be a standard lot, as Mr. Grant assumed, then it would only be required to meet the 8,125 square feet lot size requirement. Staff and the committee both agreed, and Ms. Reeder informed both parties that she would look further into the matter.

Chairman Campbell called for further discussion, but the committee agreed they would rather hear public comments first.

Motion: Oscar Brooks made a motion to suspend the Planning Commission Meeting and open the Public Hearing. Glen Bascom seconded the motion.

Vote on Motion: The motion carried unanimously.

Chairman Campbell noted that the public hearing was published in the Commercial Appeal on July 15, 2016. He asked anyone wishing to speak for or against the request to stand and be recognized by stating his/her name and address.

Keith Grant of 177 Crescent Drive, Collierville stepped forward to explain his point-of-view and issues with the current system not only used in Arlington, but throughout Shelby County. As a developer, he budgeted approximately \$600 per lot per light pole between 2008 and 2016. Earlier this year, he was stunned when he received his bill and the real cost was \$2,500 per lot per pole.

Hearing no further response, Chairman Campbell called for a motion to close the Public Hearing and resume the Planning Commission Meeting.

Motion: Oscar Brooks made a motion to close the Public Hearing and resume the Planning Commission Meeting. Glen Bascom seconded the motion.

Vote on Motion: The motion carried unanimously.

Tommy White asked Mr. Grant about the drainage structures on the south side of Phase 2 and how it could affect the homeowners in the Villages at White Oak, Phase 1. Michael Rogers, representative with Fisher and

Arnold, explained that pipes and inlets would be underground and the committee should be seeing construction plans within the next couple of months.

Chairman Campbell called for further discussion, and hearing none, he called for a vote on the main motion as amended.

Vote on Motion: The motion carried unanimously.

C. Other as Properly Presented

There was no new business to come before the Commission.

VII. Adjourn

Chairman Campbell called for a motion to adjourn.

Motion: Don Hinkle made a motion to adjourn. Lee Mills seconded the motion.

The motion carried unanimously.

Meeting adjourned.

Minutes approved on August 15, 2016. Signed minutes on file at Town Hall.

Russ Campbell, Chairman

Date

Glen Bascom, Secretary

Date

Submitted By: Hannah Taylor