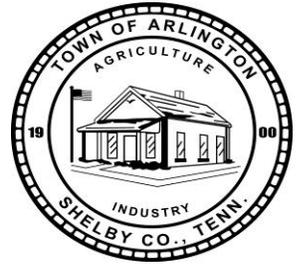


# Town of Arlington

5854 Airline Road, Arlington, TN 38002



**Planning Commission  
May 16, 2016  
6:30 P.M.  
Meeting Minutes**

## I. Invocation

The opening prayer was led by Russ 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  
Aldric Johnson  
Lee Mills  
Tommy White

### Others Present

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

### Absent

Don Hinkle - unexcused

## III. Approval of Minutes from the April 18, 2016 Meeting

**Motion:** Oscar Brooks made a motion to approve the minutes of the April 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. Arlington Animal Clinic – Southeast corner of Airline Road and Village Center Street – Site Plan

Chairman Campbell recognized Angela Reeder, Town Planner, who provided an analysis (on file) and stated this is a request for site plan approval for the Arlington Animal Clinic. The applicant, Dr. Monica Schoknect, and her engineer/representative, Mr. Kevin Ledford, are proposing to construct a single-story 7,200 square foot animal clinic fronting Airline Road with parking in the rear. Ingress/egress easements to serve this lot and the adjacent property are centered on the site's property lines on both

Airline Road and Village Center Drive. The applicant intends to access the site from a driveway on Village Center Drive, and has no intention of constructing a driveway from Airline Road. The applicant will pave a single lane along the east property line, which will provide a one-way exit from the parking lot for customers and emergency personnel. The current sidewalk along Airline Road will be extended from the corner down Village Center Drive to the driveway. There is an existing drainage “trunk-line” that terminates on the northwest corner of the applicant’s property. The trunk-line will be extended southeasterly to accommodate development as it continues south and east. The existing storm drain facility and proposed piping are designed to accommodate full build out. The site is currently vacant with no existing trees; the applicant has proposed open space and landscaping to equal 40%. Staff recommended approval of the request, subject to Staff conditions and any other conditions levied by the Planning Commission.

**Main Motion:** Tommy White made a motion to approve the site plan for the Arlington Animal Clinic, subject to Staff conditions and added conditions levied by the Planning Commission. Lee Mills seconded the motion.

Glen Bascom asked if the Airline Road easement would be vacated or if the applicant would have to pay for improvements at a future date, if development occurred on the adjacent property. Ms. Reeder noted the applicant was building a full driveway on Village Center Drive without assistance from the adjacent property owner and anticipated the adjacent owner would do the same on Airline, if a driveway was needed in the future. Mr. Allen noted the easement was platted with a prior subdivision, but the Town preferred to limit driveways onto Airline Road. Gerald Lawson clarified that as the easement was platted to the benefit of the adjacent property owner, it could not be abandoned by the Town. Mr. Bascom felt the easement should be addressed now, to avoid problems in the future with potential adjacent development, through either abandoning the easement or agreeing to a cost-sharing. Staff proposed language for a condition.

Tommy White asked if the area along the street front would be fenced, if it was intended for dogs, and what type of fence was proposed. The applicant responded that they were proposing a 48 inch tall fence that would likely be wrought iron with brick or stone columns. Ms. Reeder noted materials would be considered with the DRC Site Plan.

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

**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 May 4, 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. Prepare and submit to the State of Tennessee (with a copy to Arlington) a notice of intent and a Stormwater Pollution Prevention Plan for the site.
- S-5. Erosion control measures as approved by the Town Engineer shall be implemented in compliance with the applicant’s construction plans prior to any construction activity.
- S-6. All signage design and location is subject to the review and approval of the Design Review Committee.
- S-7. 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. The sidewalk path across the Village Center driveway shall be ADA compliant.
- P-2. Revise the Construction Plans to address comments as noted on the marked-up plan sheets provided by the Town Engineer.
- P-3. Revise the Construction Plans to show the three fire protection devices placed in the island across from the clinic entrance on the east side parking lot island, subject to the review and approval by the Fire Department.
- P-4. An off-site ingress/egress easement shall be obtained from the adjacent property owner for any construction outside of the site boundary.
- P-5. A shared ingress/egress easement shall be provided across the 15-foot roadway on the east property line for the benefit of the adjacent property. This ingress/egress easement shall be recorded with the Shelby County Register's Office.
- P-6. Prior to the pre-construction meeting, the applicant shall obtain an easement from the adjacent property owner(s) for any construction outside of the site boundary. The applicant shall also provide proof of an agreement with the adjacent property owner(s) to vacate the Airline Road driveway easement and/or share in the cost of a future driveway in the easement, subject to review and approval by staff.**

B. Other as Properly Presented

- 1. There was no new business to come before the Commission.

**VII. Adjourn**

Chairman Campbell called for a motion to adjourn.

**Motion:** Tommy White made a motion to adjourn. Oscar Brooks seconded the motion.

The motion carried unanimously.

Meeting adjourned at approximately 7:01 pm.

**Minutes approved. Signed minutes on file at Town Hall.**

\_\_\_\_\_  
Russ Campbell, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Glen Bascom, Secretary

\_\_\_\_\_  
Date

Submitted By: Hannah Taylor