

Town of Arlington

5854 Airline Road, Arlington, TN 38002



**Planning Commission
October 19, 2015
6:30 P.M.
Meeting Minutes**

I. Invocation

The opening prayer was led by Harry McKee.

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
Harry McKee, Vice Mayor
Tommy White, Secretary
Larry Harmon, Alderman
Glen Bascom
Don Hinkle
Angela Reeder

Others Present

Heather Sparkes, Town Planner
Hannah Taylor, Planning Clerk
Jason Allen, Town Engineer
Steve Hill, Town Engineer
Gerald Lawson, Town Attorney
See list

III. Approval of Minutes from the September 21, 2015 Meeting

Motion: Don Hinkle made a motion to approve the minutes of the September 21, 2015 meeting.
Tommy White 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 Collection, Phase 4 – South side of Highway 70, East of Airline Road – Request for Extension of Site Plan

Chairman Campbell recognized Heather Sparkes, Town Planner, who provided an analysis (on file) and advised that this is a request to extend the site plan for Arlington Collection, Phase 4, previously approved November 2014. The owner of the property, Bill Powell, wrote a letter requesting the extension, explaining the reasoning, and informing the committee that construction will start April 2016 at the earliest. The approved phase consists of one (1) building consisting of a restaurant and a small tenant bay on 1.7 acres.

Chairman Campbell called for a motion.

Main Motion: Harry McKee made a motion to approve the extension of the site plan for Arlington Collection, Phase 4. Don Hinkle seconded the motion.

Harry McKee confirmed with Mr. Powell that no changes have been or are being made with the plans that were approved previously. Chairman Campbell called for further discussion and hearing no reply, he called for a vote on the motion as amended.

Vote on Motion: The motion carried unanimously.

B. Belmont PD, Phase 1 – North of Forrest Street, West of the Fayette County Line – Construction Plans

Chairman Campbell recognized Heather Sparkes, Town Planner, who provided an analysis (on file) and advised that this is a request for the construction plans for Belmont PD, Phase 1, which spans 19.76 acres and will consist of 37 single-family residential homes. The PD was approved by the Board of Mayor & Aldermen on February 2, 2015 as Resolution 2015-01. The site will be accessible from a single access point to Forrest Street, which aligns with the entrance to Windsor Place PD. The first phase contains of 2.65 acres (13%) of common space that includes a streetscape, a tree preservation area along the west boundary, and two (2) open space areas internal to the development. Jason Allen, Town Engineer, explained to the committee that two (2) detention basins are proposed throughout the entire development, one in Arlington and one in Fayette County, which makes this development unique. Gerald Lawson, Town Attorney, explained that an easement will be required for the portion of land in Fayette County to ensure that the detention pond will not be terminated from the development at a later date. Staff recommended approval as presented and with the attached standard and project specific conditions.

Chairman Campbell called for a motion.

Main Motion: Larry Harmon made a motion to approve the construction plans for Belmont PD, Phase 1. Don Hinkle seconded the motion.

Harry McKee took a moment to offer his sympathies to the applicant, David Goodwin, on the loss of his friend and partner, Dale Lawrence.

Chairman Campbell called for further discussion or comments and hearing no reply, he called for a vote on the motion as amended.

Vote on Motion: The motion carried unanimously.

Conditions of Approval:

Standard Conditions:

- S-1. It is found that the application is presented and with the conditions of approval meets the provisions of the Town of Arlington Subdivision Regulations, the Town of Arlington Zoning Ordinance and any other applicable regulations, and the project shall be constructed in accordance with those regulations.
- S-2. Engineering and Construction Plans shall conform to all requirements of the Town of Arlington Subdivision Regulations.
- S-3. Any approval of this Engineering Plat shall expire within one (1) year from the date of such approval unless a Final Plan based thereon is submitted and/or an extension of time is requested by the application and approved by the Planning Commission.
- S-4. All construction and improvements within the development shall be in compliance with the Town of Arlington Subdivision Regulations and Technical Specifications, and as directed and approved by the Town Engineer.
- S-5. This project must comply with the Tennessee Department of Environment and Conservation NPDES Regulations governing stormwater discharge during construction activity.
- S-6. 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-7. Erosion control measures as approved by the Town Engineer shall be implemented in compliance with the applicant's filed Notice of Intent and approved Notice of Coverage prior to any permitted earth disturbance activity.
- S-8. Standard Development Contract, including all applicable development fees, shall be required per the Town of Arlington Subdivision Regulations.
- S-9. The Design Review Commission shall review and approve all proposed improvements (i.e. common landscape areas, streetscapes/screening, site lighting, signage, etc.) for which it is authorized to review.

Project Specific Conditions:

- P-1. Decorative street sign posts, as required by BMA 2007-11 and 2008-10, are required to be installed prior to recording the plat.
- P-2. Signage shall be provided by the developer at stub streets, in accordance with the subdivision regulations, which states, "Street to be extended by the authority of the Town of Arlington." This signage shall be installed prior to recording the plat. The sign shall be of high-intensity reflectivity, measuring 3' x 2'.
- P-3. The following note is to be added to the plat regarding the tree preservation area within each parcel: A 25-foot tree preservation area shall be located along the rear of the first 10 lots on the west side of the development, from Forrest Street. The Homeowners Association shall regulate any tree removal in this area and shall require any tree 8" dbh or larger that are removed shall be replaced with a tree that is a minimum of 3" dbh.
- P-4. The required street light fixture for residential streets, as required by the Subdivision Regulations, is the MLGW White Post Top Fixture. Street light design shall be designed by MLGW using this fixture and paid for by the developer.
- P-5. All landscaping and common open space improvements shall be installed and approved by the Town of Arlington prior to recording the plat.
- P-6. There are two sheds and a fence shown within the tree preservation area/drainage. These are to be removed during construction and are to be noted on the plans to be removed.
- P-7. The tree preservation plan shall be revised to note the trees that are proposed to be removed during construction.
- P-8. A temporary turnaround shall be added at the end of each of the two stub streets.
- P-9. The plat shows names of streets in the adjacent subdivision. Change the names to reflect the correct street names.
- P-10. All red-line markups by the Engineer on the construction plans shall be addressed prior to final approval.

C. Belmont PD, Phase 1 – North of Forrest Street, West of the Fayette County Line – Final Plat

Chairman Campbell recognized Heather Sparkes, Town Planner, who provided an analysis (on file) and advised that this is a request for the approval of the final plat for Belmont PD, Phase 1. The final plat is also consistent with the development approved on February 2, 2015 by the Board of Mayor & Aldermen. Staff recommended approval with the presented conditions.

Main Motion: Angela Reeder made a motion to approve the final plat for Belmont PD. Larry Harmon seconded the motion.

Chairman Campbell called for discussion and hearing no reply, 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 and with the conditions of approval meets the provisions of the Town of Arlington Subdivision Regulations, the Town of Arlington Zoning Ordinance and any other applicable regulations, and the project shall be constructed in accordance with those regulations.
- S-2. The Final Plat shall conform to all requirements of the Town of Arlington Subdivision Regulations.
- S-3. The developer shall provide the Town with a copy of the Final Plat using state plan coordinate system with NAD – 27 or NAD – 83 on disk or CD in a generally accepted format at the time the Final Plat is presented for recording.

S-4. The applicant's design professional shall address all Final Plat markups prior to recording the Final Plat.

Project Specific Conditions:

- P-1. Approval of the Final Plat is contingent upon approval of the Construction Plans.
- P-2. All conditions of the Planned Development Overlay, Construction Plan approval, and Final Plat approval shall be added to the plat.
- P-3. Indicate the acreage of the common open space area.
- P-4. Change the 100-year flood elevation to 274.50', sheets 1-4.
- P-5. Note 1 on Page 1, 10' front utility easement is required, not 5' front.
- P-6. Temporary cul-de-sac required at the north end of Longmire Loop W.
- P-7. Developer shall dedicate to the Town sewer easement on Page 2 with Phase 1 development.

D. Appoint Nominating Committee for November Election of Officers

Main Motion: Chairman Campbell made a motion to defer the election of officers until the November Planning Commission meeting. Harry McKee seconded the motion.

Chairman Campbell explained to the committee that it seems as though there are going to be some changes who will be appointed to the Planning Commission starting in November. He suggested deferring the election of officers until the November meeting to ensure that all members have an opportunity to choose who their officers will be. Mr. McKee suggested changing the language of the motion to 'at a later date' instead of 'at the November meeting' because it is unknown if everything will be resolved at that time.

Main Motion as Amended: The motion as amended passed unanimously.

E. Other as Properly Presented

1. Chairman Campbell took a moment to thank Ms. Heather Sparkes, Town Planner, for everything she has done for the Town and for the Planning Commission over the past eight (8) years.
2. There was no new business to come before the Commission.

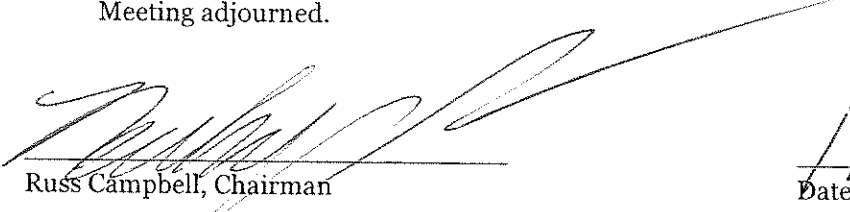
VII. Adjourn

Chairman Campbell called for a motion to adjourn.

Motion: Harry McKee made a motion to adjourn. Chairman Campbell seconded the motion.

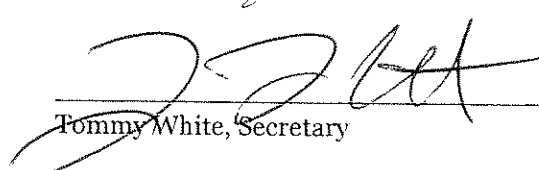
The motion carried unanimously.

Meeting adjourned.



Russ Campbell, Chairman

11-16-15
Date



Tommy White, Secretary

11/16/15
Date

Submitted By: Hannah Taylor