

Town of Arlington

5854 Airline Road, Arlington, TN 38002



**Planning Commission
April 20, 2015
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, Alderman
Tommy White, Secretary
Larry Harmon
Don Hinkle

Others Present

Heather Sparkes, Town Planner
Steve Hill, Town Engineer
Gerald Lawson, Town Attorney
See list

Absent

Harry McKee, Vice Mayor – excused
Angela Reeder - excused

III. Approval of Minutes from the March 16, 2015 Meeting

Motion: Don Hinkle made a motion to approve the minutes of the March 16, 2015 meeting.
Glen Bascom 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. Forrest Lake PD, North side of Forrest Street between Cambridge Manor PD and Wilson's Crossing PD, Phase 1 – Construction Plans

Chairman Campbell recognized Heather Sparkes, Town Planner, who provided an analysis (on file) and advised that this is a request for construction plan approval for the Forrest Lake PD, Phase 1. The site consists of 34 single-family residential lots on 18.16 acres. She informed the committee that the Board of

Mayor and Aldermen approved the PD overlay at their March 3, 2015 meeting, and the presented plans were consistent with what was previously approved. An access from Forrest Street will be provided on the south side of the property, and the existing stub street in Cambridge Manor, Phase 1 will be extended. The developer will be required to close the stub street at the northwest end of Cambridge Manor, Phase 2, near the COS area; Project Specific condition P-10 reflects this obligation. The entire development includes more than 5 acres of common open space, with the largest portion, being incorporated in Phase 2.

Ms. Sparkes then recognized Mr. Steve Hill, Town Engineer, who presented an analysis (on file) regarding the grading and drainage plan for Forrest Lake PD. Mr. Hill compared the presented grading and drainage plan to that of the Cambridge Manor PD and Wilson's Crossing PD with an excavated lake to the north that provides all of the detention for the entire development. A storm drain will extend the length of the PD to the lake, which will discharge from the lake to property by the CSX Railroad. Mr. Hill asked to committee to approve one extra condition:

P-12. The developer will be required to clear and snag the existing stream through the development as required to provide flow capacity for the 100-year storm without flooding adjacent lots. In addition, any existing culverts in the stream shall be removed. Any permits required by TDEC for this work shall be secured.

According to Mr. Hill, the presented plans comply with Town and State requirements.

Ms. Sparkes informed the committee that Mr. David Bray, engineer and representative for Forrest Lake PD, was present to answer any questions.

Main Motion: Glen Bascom made a motion to approve the construction plans as presented and subject to compliance with Staff conditions for Forrest Lake PD, Phase 1. Tommy White seconded the motion.

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

Vote on Motion as Amended: 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. 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 applicant 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.** All previous conditions imposed by the Planning Commission and Mayor and Board of Aldermen, as part of the approved Planned Development Master Plan shall be satisfied by the applicant.
- P-2.** The conditions of the approved Planned Development shall be added to the plat, including the Resolution number and approval date by the Board of Mayor and Aldermen and the typical sections showing the landscape median and pedestrian/utility easements along Creekside Lake Drive.
- P-3.** 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-4.** Decorative street sign posts, as required by BMA 2007-11 and 2008-10, are required to be installed prior to recording the plat.
- 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.** 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.
- P-7.** Design Review Committee review and approval of all landscaping, amenities and common open space improvements is required prior to approval of the development agreement.
- P-8.** A Homeowners Association (HOA) shall be established prior to recording the plat, and common open space areas transferred to the HOA at the time the plat is recorded. The HOA shall be responsible for the maintenance of all common open space areas.
- P-9.** Aquatic Resource Alteration Permits (ARAP) will be obtained from TDEC to cover all work within the stream bordering the south and east sides of the development, including street crossings, drainage discharge structures and utility crossings.
- P-10.** The existing end of the street in Cambridge Manor Phase 2 shall be converted to a permanent cul-de-sac as a part of this phase of development. Construction drawings for this work shall be included in the plans for this phase of development. The Developer shall be responsible for all utility adjustments required to accomplish this work, and for any plat modifications required to dedicate the required right of way. (This closure shall be accomplished by construction of a permanent cul-de-sac in accordance with the Town's requirements; a "hammer-head" or other alternate turn-around is not acceptable.)
- P-11.** Revise the construction plans to address comments as noted on the marked-up review set of plans provided by the Town Engineer. Resubmit corrected plans along with the marked-up set for review and approval.
- P-12.** **The developer will be required to clear and snag the existing stream through the development as required to provide flow capacity for the 100-year storm without flooding adjacent lots. In addition, any existing culverts in the stream shall be removed. Any permits required by TDEC for this work shall be secured.**

B. Forrest Lake PD, North side of Forrest Street between Cambridge Manor PD and Wilson's Crossing PD, Phase 1 – Final Plat

Chairman Campbell recognized Heather Sparkes, Town Planner, who provided an analysis (on file) and advised that this is a request for final plat approval for the Forrest Lake PD, Phase 1. It is also consistent with what was approved by the Board of Mayor and Aldermen on March 3, 2015. The plat outlines lot dimensions, right-of-way (ROW) widths, building setbacks, etc. The Project Specific conditions specify to the developer that he has to meet all other conditions previously laid forth and approved.

Chairman Campbell called for a motion.

Main Motion: Larry Harmon made a motion to approve the final plat as presented and subject to compliance with Staff conditions for Forrest Lake PD, Phase 1. Tommy White seconded the motion.

Chairman Campbell called for discussion and hearing no reply, he called for a vote on the 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 plane coordinate system with NAD – 27 or NAD – 83 datum 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 mark-ups prior to recording the Final Plat.

Project Specific Conditions:

- P-1.** All previous conditions imposed by the Planning Commission and Mayor and Board of Aldermen, as part of the approved Planned Development Master Plan and Construction Plan approval shall be satisfied by the applicant.
- P-2.** Approval of the Final Plat is contingent upon approval of the Construction Plans.
- P-3.** All conditions of the Planned Development Overlay, Construction Plan approval and Final Plat approval shall be added to the plat.

C. Other as Properly Presented

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

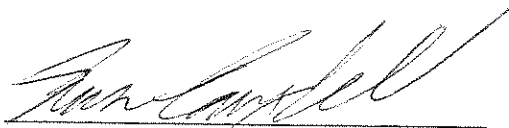
VII. Adjourn

Chairman Campbell called for a motion to adjourn.

Motion: Don Hinkle made a motion to adjourn. Chairman Campbell seconded the motion.

The motion carried unanimously.

Meeting adjourned.



Russ Campbell, Chairman



Tommy White, Secretary

5-18-2015
Date

5/18/15
Date

Submitted By: Hannah Taylor