

Town of Arlington

5854 Airline Road, Arlington, TN 38002



**Planning Commission
January 20, 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
Glen Bascom, Alderman
Larry Harmon
Don Hinkle
Angela Reeder

Others Present

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

Absent

Tommy White, Secretary - excused

III. Approval of Minutes from the December 15, 2014 Meeting

Motion: Glen Bascom made a motion to approve the minutes of the December 15, 2014 meeting.
Harry McKee 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. Windsor Place, 1st Addition, South of Forrest Street, West of Windsor Place – Final Plat Approval

Chairman Campbell recognized Heather Sparkes, Town Planner, who provided an analysis (on file) and advised that this is a request for the final plat for Windsor Place, 1st Addition, located on the south side of Forrest Street, west of Windsor Place Planned Development, Phase 1. The 20.99-acre site will consist of 32 single-family residential lots. The Planning Commission previously approved both the preliminary plat and

the construction plans; the final plat is consistent with the construction plans that were presented last month. She informed the committee that if the final plat were approved, the next step would be to go before the Board of Mayor and Aldermen for a contract, and then, move forward to construction.

Main Motion: Glen Bascom made a motion to approve the final plat for Windsor Place, 1st Addition. Don Hinkle seconded the motion.

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

Vote on Main 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 shall be satisfied by the applicant.

B. Forrest Lake Planned Development, North side of Forrest Street between Cambridge Manor PD and Wilson’s Crossing PD – Master Development Plan

Chairman Campbell recognized Heather Sparkes, Town Planner, who provided an analysis (on file) and advised that this is a request for a Master Development Plan for the Forrest Lake Planned Development, formerly known as Cambridge Lakes PD. The property is zoned RS-22: Low Density Residential with a PD overlay (Cambridge Manor PD), but approval of this new development would remove the property from the Cambridge Manor PD. The applicant, Mr. Barry Duke, is proposing that the 49.122-acre development be built in two (2) phases and contain 72 single-family residential lots. Lots will be a minimum of 10,000 square feet (ft²) with a width of at least 80 feet. The development will have a density of 1.46 dwelling units per acre (DUA) and have 23.72-acres (48.2%) of common open space. The open space will consist of a large lake on the north side of the property, an existing ditch that lies between the proposed development and Cambridge Manor Phases 1 and 2, a street with a landscaped median, two small pocket parks, and a traffic circle. A walking trail will be provided on the south side of the lake that will join the walking trail at Cambridge Manor PD. Examples of the proposed pavilion area, benches, and an arbor were also provided, but will have to be approved by the Design Review Committee. Forrest Lake PD will provide an entrance from Forrest Street and connections to Cambridge Manor, Phase 1 and Wilson’s Crossing PD via existing stub streets. She also informed the committee that the existing connection from Cambridge Manor, Phase 2 (Anglia Valley Drive) will be closed, and, in order to meet fire department and engineering regulations, a cul-de-sac would have to be constructed at the end of the street. The developer would have to provide improvements to Forrest Street, e.g. a 50-foot right-of-way, in order to be consistent with the existing portions of Forrest Street. The property is surrounded by the CSX Railroad to the north, Cambridge Manor Phases 1 & 2 to the east, Wilson’s Crossing PD to the west, and single-family residential and agriculture zoned E: Estate Residential to the south. Ms. Sparkes informed the committee that Mr. Barry Duke, applicant and representative from Creekside Homes, was present.

Main Motion: Glen Bascom made a motion to approve the Master Development Plan for Forrest Lake PD as presented and subject to compliance with Staff conditions. Don Hinkle seconded the motion.

Glen Bascom asked staff if a sidewalk would also connect to the existing trail at Wilson's Crossing PD. David Bray, design professional and representative for the Bray-Davis Firm, LLC, stepped forward and, along with Ms. Sparkes, advised the committee that it would all connect. Chairman Campbell asked for clarity on whether a pedestrian footbridge would be built over the ditch between Cambridge Manor Phase 2 and the proposed development. Ms. Sparkes stated that connectivity would be provided and would be discussed in more detail on the construction plans. Harry McKee asked Steve Hill, Town Engineer, if the utilities from Wilson's Crossing were being discussed by developers and builders. Mr. Hill stated that he was unsure if developers discussed those things, but utilities, e.g. sewer systems, were all connected. Mr. Bray stated that he was aware of the connections and that all of it would be worked out later in the design phase. Mr. McKee then asked staff if sprinklers were required in medians; Ms. Sparkes informed Mr. McKee that they are required and the Design Review Committee would take care of those details. Angela Reeder asked Mr. Bray if access could be provided around the lake, instead of just on the south side. Mr. Bray and the developers felt that, since the lake was so large, a trail surrounding it was a potential safety issue, but the lake would be owned and maintained by the Homeowners Association and could be extended at a later time. Larry Harmon was concerned about the width of the road from the landscaped median to the curb; he was worried that, by it only being sixteen (16) feet, fire trucks may unintentionally break off or damage limbs that are over the road. Ms. Sparkes advised Mr. Harmon that the Homeowner's Association would have to prune and maintain the trees. Mr. Harmon also asked staff if a stop sign be required at the street connecting to Wilson's Crossing PD. He felt that a stop sign could possibly help control the speed of cars on such a long straight street. Mr. Hill stated that a study could be done in order to show the traffic flow in the area, but would doubtfully be justified from an engineering point since traffic would more than likely be very low. He did agree that it is usually an issue when there is such a long straight stretch of road because people tend to get in a hurry, but, if a stop sign is placed at the intersection, eventually people will realize they can ignore it and drive right on through. Chairman Campbell asked if another roundabout be added at the junction instead of a stop sign. Mr. Bray stated that he would have to look at the plans to determine whether there is enough room for a roundabout, but he was willing to add one to the plans if space was available.

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

Vote on Motion: The motion carried unanimously.

Chairman Campbell noted that the public hearing was published in the Commercial Appeal on January 6, 2015. He asked anyone wishing to speak for or against the request to stand and be recognized by stating his/her name and address.

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

Motion: Russ Campbell made a motion to close the Public Hearing and resume the Planning Commission Meeting. Angela Reeder seconded the motion.

Vote on Motion: The motion carried unanimously.

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

Vote on Main Motion: The motion passed unanimously.

Conditions of Approval:

1. Upon approval of the Board of Mayor and Aldermen, the Planned Development shall be recorded with the Shelby County Register of Deeds.

2. The developer will be required to construct a cul-de-sac at the end of Anglia Valley Drive during the construction of the first phase of this Planned Development.
3. A landscape plan shall be submitted to the Design Review Committee at the time the Construction Plans are reviewed.
4. A Homeowners Association will be required for the ownership and maintenance of all common open space areas.

C. Other as Properly Presented

1. Chairman Campbell recognized Ms. Sparkes who reminded the committee that the February Planning Commission would be held on Tuesday, February 17 at 6:30 P.M. because of the Presidents' Day holiday.
2. Chairman Campbell asked Ms. Sparkes if any training courses were scheduled for the next few months; Ms. Sparkes replied yes and stated that she would be in contact with members regarding that issue.
3. There was no other new business to come before the Commission.

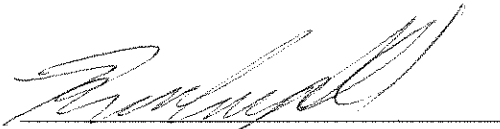
VII. Adjourn

Chairman Campbell called for a motion to adjourn.

Motion: Harry McKee made a motion to adjourn. Don Hinkle seconded the motion.

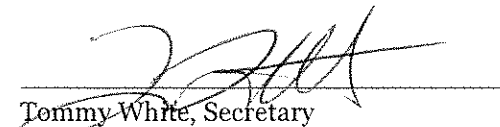
The motion carried unanimously.

Meeting adjourned.



Russ Campbell, Chairman

3 - 16 - 2015
Date



Tommy White, Secretary

3 - 16 - 2015
Date

Submitted By: Hannah Taylor