
Town of Arlington Planning Commission Meeting



January 17, 2017
6:30 P.M.

Town of Arlington

P.O. Box 507 • 5854 Airline Road • Arlington, TN 38002-0507
(901) 867-2620 • Fax: (901) 867-2638 • www.townofarlington.org



AGENDA
Planning Commission Meeting
Tuesday, January 17, 2017
6:30 p.m.

- I. Invocation
- II. Call to Order & Establishment of a Quorum
- III. Approval of the December 19, 2016 Meeting Minutes
- IV. Comments from Citizens
- V. Old Business
 - A. Other as Properly Presented
- VII. New Business
 - A. A-Town CrossFit - South side of Highway 70, East of Trustmark Bank- Site Plan
 - B. Faith Baptist Arlington - North of Donelson Farms Parkway, 1735' West of Airline Road - Site Plan
 - C. Other as properly presented
- VIII. Adjourn



TOWN OF ARLINGTON, TENNESSEE PLANNING COMMISSION

DEVELOPMENT STAFF REPORT

A-Town Crossfit SITE PLAN APPLICATION REVIEW

DATE: January 17, 2017

STAFF: Angela Reeder, AICP, Town Planner
Steve Hill, P.E., Town Engineer

SUBJECT: Site Plan Review for new commercial gym with upstairs residence

APPLICANT: A-Town Crossfit; Representative: Ty and Kelly Babb, owners

**DESIGN PROF./
CONSULTANT:** Renaissance Group; Representative: Wesley Wooldridge

SITE LOCATION: South side of Highway 70, east of Greenlee St. and beside Trustmark Bank

SITE ACREAGE: 0.967 acres

ZONING: B-3: Downtown Business District

Mr. Wesley Wooldridge, representing A-Town Crossfit, is requesting Planning Commission approval of a site plan for a new commercial gym with a residential unit above it. The project property is located on the south side of Highway 70, east of Greenlee Street, between Trustmark Bank and Quick Market. Brendalay Restaurant is to the south. The undeveloped site is located in the B-3: Downtown Business zone and also the Depot Square Master Plan.

Proposal: The applicant proposes to construct a two-story building on the 0.967 acre parcel, with 6,000 square feet of space for their commercial gym on the first floor, and an approximately 3,000 square foot residence above. The lot is challenging due to its odd "L" shape, resulting in a long, narrow building plan. The building faces Hwy 70, with a small parking lot for customers in the front. The second floor residence is proposed above the rear half of the building, pushing it away from Hwy 70. The entrance to the residence will be at the rear of the building, separate from the gym entrance at the front. The rear of the lot will be fenced, with a proposed pool and future volleyball court.

Access and Loading: Access to the site will be through a driveway on Highway 70. The driveway will connect to a small parking lot in front of the building for customers. It will also extend (one-way) alongside the building to access three (3) covered parking spaces for the

residence. Additional internal connections are proposed from the customer parking lot to Quick Market to the east, and through the one-way driveway to Brendalay to the south. Access connections to Trustmark Bank are restricted due to the large ditch along the west property line. Access easements will be required for each of the two connections planned.

For pedestrian access, a walkway is proposed from the front sidewalk to the front of the building.

Road Improvements: Highway 70 will be widened slightly (approximately 6 feet) to its full width with the development of this new site, including curb, gutter and sidewalk.

Parking: The site plan provides a total of 20 parking spaces, 17 for the business and 3 covered spaces for the residence. This is within Zoning Ordinance requirements for a use in the Depot Square Master Plan, which call for 12 business spaces (1:500 sf) if public parking is nearby, and 20 business spaces (1:300 sf) otherwise. While not a public "lot", there are public parking spaces striped along Quintard for the Depot Square area. There is also the opportunity for shared parking agreements with adjacent uses, should the applicant find the Town's parking requirements are not adequate in the future.

Drainage / Grading: The project consists of a combination of overland flow, as well as an underground drainage network. The overland flow will flow to the existing ditch along the applicant's west property line. The existing ditch was once a uniform concrete swale but is now broken and no longer functioning as originally intended. The concrete swale will be reconstructed as a part of this project. The underground drainage network ultimately discharges to the concrete swale on the west line, then north under Highway 70. This underground network is being installed in conjunction with the widening of Highway 70. The widening of Highway 70 will also require the extension of an existing 10' x 3' concrete box culvert.

The requirement for detention has been waived for this site. This decision was made based on the proximity of the site to the Loosahatchie River and being on the downstream end of the drainage basin. This detention waiver was approved by the Town Engineer.

Landscaping and Tree Ordinance: The site is an undeveloped lot with a few trees near the rear of the lot, including two over 8" proposed to be removed. Landscaping will be required along the roadway frontages and elsewhere on-site to meet the Code required 20 tree density units for this site.

Open space of 36% is proposed, primarily along the rear of the site. This meets the Town's 30% requirement for most commercial lots, even though the B-3 zone provides more flexibility for Depot Square properties. The Design Review Committee will review the final landscaping plans.

Next Steps: If approved, the applicant will next be required to receive approval for site improvements from the Design Review Commission, receive a Development Agreement from the BMA, and have a Pre-Construction meeting with staff prior to beginning work.

RECOMMENDATION:

Staff recommends approval of the applicant's request, subject to the following conditions, in addition to any other conditions levied by the Planning Commission.

STANDARD CONDITIONS:

- S-1. It is found that the application as presented, with plans dated January 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. 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. All signage design and location is subject to the review and approval of the Design Review Committee.
- S-6. The project shall meet the Town adopted 2012 International Fire Code, including all referenced appendices.
- 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. Sidewalk paths across any driveway shall be ADA compliant.
- P-2. Record joint access easements with Shelby County and provide copies to Town Hall.
- P-3. Install Highway 70 road improvements, along with the box culvert extension. Said improvements shall be constructed to meet TDOT Standard Specifications for Road and Bridge Construction, latest edition, including any changes, modifications, or supplements.
- P-4. 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.



A-Town CrossFit



Town of Arlington

Planning Commission Site Plan Application

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

Development Name: A-Town CrossFit Zoned: B-E
 Location: _____
 Owner of Record: Phiphuong Nguyen Babb
 Owner Address: 165 Cedar Trace Drive Arlington TN 38002
 Daytime Phone: 901-628-1786 Fax Number: N/A
 E-mail Address: Kellynguyen79@aol.com

Developer Contact: Lee Upchurch
 Company Name: Du2 Homes, Inc
 Mailing Address: 11289 Millington - Arlington Rd TN 38002
 Daytime Phone: 901-870-7785 Fax Number: _____
 E-mail Address: Du2homes@gmail.com

Engineer/Designer Contact: WESLEY WOOLDRIDGE
 Company Name: RENAISSANCE GROUP
 Mailing Address: 9700 VILLAGE CIRCLE, LAKELAND TN 38002
 Daytime Phone: (901)332-5533 Fax Number: (901)332-5534
 E-mail Address: wwouldridge@rgroup.biz

Instructions for Submitting an Application:

- Fee Schedule: Less than 5 acres - \$800.00
Over 5 acres - \$1,000.00

Make checks payable to the Town of Arlington

- Attached is a Site Plan Checklist of required items. *All items must be addressed or the application may be deemed incomplete and returned to the applicant.*
- A preliminary meeting with Staff for review prior to submittal deadline date is suggested. Staff meets the first and third Monday of each month. Call the Planning Department to schedule.
- When the Planning Commission approves a site plan, it shall lapse unless a building permit is issued thereon, is issued within one (1) year from the date of such approval unless an extension of time is applied for and granted by the appropriate approving body.

OFFICE USE ONLY	
Date Received:	<u>12/5/16</u>
Amount:	<u>800.00</u>
Fee Receipt #:	<u>059318</u>

RECEIVED
DEC 05 2016

Planning Commission Site Plan Application

It is understood that:

1. The applicant and owner bear the responsibility to submit a complete application package by the submittal deadline.
2. If all required materials/documents are not submitted to and received by the Planning Department by the deadline, the application will NOT be accepted or posted on the Planning Commission Agenda.
3. In cases where the applicant is not the property owner, it is also hereby acknowledged by the property owner that he or she is in full agreement with the content of this application.
4. By signing this document, the applicant and owner accept the above conditions.

Copy and use additional pages if necessary

APPLICANT:	OWNER: (if different from applicant - if same, note "same") <i>*Owner information is required</i>
If an Entity: <i>A-Town CrossFit</i>	If an Entity:
Name of Entity: <i>A-Town CrossFit</i>	Name of Entity:
By (Signature): <i>[Signature]</i>	By (Signature):
Print Name: <i>Phiphuang Nguyen Babb</i>	Print Name:
Title: <i>owner</i>	Title:
If an Individual(s):	If an Individual(s):
Print Name: <i>Phiphuang Nguyen Babb</i>	Print Name:
Signature: <i>[Signature]</i>	Signature:
Print Name:	Print Name:
Signature:	Signature:
Print Name:	Print Name:
Signature: <i>[Signature]</i>	Signature:

RECEIVED

DEC 05 2016

Town of Arlington

Disclosure Of Ownership Interests

Town of Arlington

In order to assist staff and appointed and elected officials of the Town of Arlington in complying with Ordinances of the Town relating to conflicts of interest, the following information is required to be furnished:

- 1. For Profit Entities: If the applicant submitting this Application ("Applicant") is a for-profit, e.g., general partnership, limited partnership, corporation, limited liability company, R.E.L.T., trust, or any other form of for-profit business entity, the authorized representative of the Applicant must list below the respective names and business or home addresses of all persons or entities which own 10% or more of the ownership interests in the Applicant. (If another business entity owns 10% or more of the ownership interests in the Applicant, all persons owning a 10% or more interest in such last mentioned entity must be identified by name and business or home address.) (If a trust owns a 10% or more interest in the Applicant, all beneficiaries of 10% or more of the trust assets must be identified by name and business or home address.) The amount of ownership interest does not have to be disclosed.

Applicant: A-T own CrossFit

Persons or Entities Owning 10% or More of the Ownership Interests of the Applicant:

Name

Business or Home Address

Phiphuong Nguyen Babb 165 Cedar Trace Dr Arlington VA 22202

- 2. For Profit Entities: If the owner and any lessee of the land which is the subject of this Application ("Owner and Lessee") is a for-profit entity, i.e., general partnership, limited partnership, corporation, limited liability company, R.E.L.T., a trust, or any other form of for-profit business entity, the authorized representative of the Owner and Lessee must list below the respective names and business or home addresses of all persons or entities which own 10% or more of the ownership interests in the Owner and Lessee. (If another business entity owns 10% or more of the ownership interests in the Owners and Lessee, all persons owning a 10% or more interest in such last mentioned entity must be identified by name and business or home address.) (If a trust owns a 10% or more interest in the Owner and Lessee, all beneficiaries of 10% or more of the trust assets must be identified by name and business or home address.) The amount of ownership interest does not have to be disclosed.

Owner and Lessee: _____

Persons or Entities Owning 10% or More of the Ownership Interests of the Owner and Lessee:

Name

Business or Home Address



TOWN OF ARLINGTON, TENNESSEE
PLANNING COMMISSION
DEVELOPMENT STAFF REPORT

Faith Baptist Arlington
SITE PLAN APPLICATION REVIEW

DATE: January 17, 2017

STAFF: Angela Reeder, AICP, Town Planner
Steve Hill, P.E., Town Engineer

SUBJECT: Site Plan Review

APPLICANT: Wells and Assoc.(for Faith Baptist Arlington); Representative: Tripp Wells

**DESIGN PROF./
CONSULTANT:** Ledford Engineering; Representative: Lance Lanier

SITE LOCATION: North side of Donelson Farms Parkway, west of Donelson Elementary School

SITE ACREAGE: 11.99 Acres

ZONING: E: Estate Residential district

Ledford Engineering, representing Faith Baptist Arlington, is requesting Planning Commission recommendation for a site plan for a church to be located on Donelson Farms Parkway beside Donelson Elementary School.

Background: The purpose of this application is to provide an advisory recommendation to the Board of Zoning Appeals (BZA) for a conditional use permit request to locate a place of worship in a residential zoning district. The Zoning Ordinance (Section 4.9.2.3) states a preliminary site plan shall first be submitted to the Planning Commission who will issue an advisory opinion to the BZA regarding proposed site improvements taking into account the conditions required for such a use as well as any other pertinent factors.

Site: The subject property is currently undeveloped and is located in the E: Estate Residential zoning district. Donelson Elementary School is located immediately adjacent to the east and is the only improved lot adjacent to the site. The site includes approximately 12 acres, which meets the Conditional Use Permit five (5) acre requirement.

Proposal: The applicant proposes to construct a 30,500 square foot building, which includes a 5,075 square foot sanctuary to accommodate Faith Baptist Arlington. The building will be situated in the center of the lot, approximately 310 feet back from Donelson Farms Parkway. The primary parking for the church is located behind the building on the north side of the lot. The building entrance will also be on the north side, facing their primary parking area. A dumpster enclosure is proposed at the rear of the site, in the northwest corner of the parking lot.

The applicant proposes to leave the front portion of the lot open to allow for future expansion and construction. If that occurs, a new Site Plan and CUP would be required, as no phases or expansion plans are included with this application.

Access, Parking and Loading: Access to the site will be available through a driveway on Donelson Farms Parkway. The driveway runs through the center of the property, along the west side of the building, back to the parking lot at the rear of the site. The drive extends around the building to a cul-de-sac on the east side, which meets the requirement to allow Town fire apparatus to turn around and exit.

The site plan provides a total of 103 parking spaces, including 5 handicap stalls. This is within Zoning Ordinance requirements, which call for a minimum of 102 spaces (1:125 sf) and a maximum of 128 spaces (1:50 sf) for church uses. Spaces are provided primarily in the rear parking lot, but also include a few along the east and west sides of the building.

For pedestrian access, a walkway is proposed along the driveway from the sidewalk on Donelson Farms to the building.

Public Improvements: Roadway improvements will be required along the site's street frontage, as Donelson Farms Pkwy is currently unimproved, with only a temporary turnaround at the east corner of the property. Curb, gutter and sidewalk will be required. Donelson Farms Pkwy is proposed to ultimately have a 90' right-of-way, consisting of 4 travel lanes, a center turn lane, bike lanes and sidewalks in this area. As such, the developer will be required to dedicate the full 90' right-of-way and construct those proposed improvements on the north half of Donelson Farms Pkwy. The developer is proposing to install approximately 400' of the Donelson Farms Pkwy improvements. This will not extend the full width of the applicant's street frontage. However, the developer will provide a payment in lieu of improvements to Donelson Farms Pkwy for the remaining street frontage. The developer will also be required to install the associated road drainage improvements with the Donelson Farms Pkwy improvements.

Public Sanitary Sewer service will also have to be extended to the site approximately 1,300ft up Donelson Farms to serve the site. This property will be one of the two last remaining properties to be served by this gravity sanitary sewer line.

Drainage / Grading: The site generally consists of overland flow to an existing detention basin on the west side of the property. Any future expansions or addition of impervious areas will require the detention pond to be reassessed at that time. The facility provided with this Site Plan provides the stormwater detention as required by Town ordinances.

There is an existing storm pipe crossing the site from east to west from the Donelson Elementary School site. This drainage pipe will be private; no public drainage easement will be shown for this pipe.

Landscaping and Tree Ordinance: The site is currently undeveloped and has been largely cleared, with a stand of existing trees located on the northwest corner of the site. Most of those trees will remain, as there are no improvements proposed in that area of the site. Existing trees combined with landscaping along the street and in a proposed landscape buffer along the school property line will be used to meet the Code requirement of 240 tree density units.

Open space of 78% will far exceed the Town's 30% requirement. The Design Review Committee will review the final landscaping plans.

Next Steps: If approved, the applicant will next be required to receive Conditional Use Permit approval for the use from the Board of Zoning Appeals, then site improvement approval from the Design Review Commission, receive a Development Agreement from BMA for public improvements, and have a Pre-Construction meeting with staff prior to beginning work.

RECOMMENDATION:

Staff recommends approval of the applicant's request, subject to the following conditions, in addition to any other conditions levied by the Planning Commission.

STANDARD CONDITIONS:

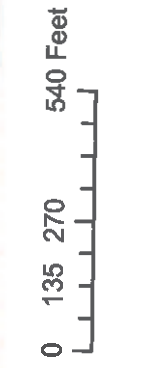
- S-1. It is found that the application as presented, with plans dated January 4, 2017, and with the conditions of approval meets the provisions of the Town of Arlington Zoning Ordinance and any other applicable regulations, and the project shall be constructed in accordance with those regulations.
- 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 filed Notice of Intent, and approved Notice of Coverage prior to any earth disturbance 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.** This Site Plan review and approval is contingent upon approval of a Conditional Use Permit from the Arlington Board of Zoning Appeals for the proposed use.
- P-2.** Landscaping, lighting, building elevations and signage shall be reviewed and approved by the Design Review Committee in accordance with the Town of Arlington Design Review Manual.
- P-3.** Any sidewalk path across a driveway shall be ADA compliant.
- P-4.** 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-5.** Donelson Farms Pkwy widening improvements shall be built in accordance with the most current TDOT Standard Specifications for Road and Bridge Construction, including any changes, modifications, or addenda.
- P-6.** The sanitary sewer line extension shall be built to allow for future expansion to the proposed development on the south side of Donelson Farms Pkwy. This project will be responsible for coordinating the details of the proposed sewer extension, subject to the approval of the Town.
- P-7.** The project shall meet the Town adopted 2012 International Fire Code, including all referenced appendices.
- P-8.** Any future phases of construction or expansion will require separate review and approval by the BZA, Planning Commission and Design Review Committee.



Faith Arlington





Town of Arlington

Planning Commission Site Plan Application

Refer to Meeting and Submittal Dates Calendar for Application Deadlines

Development Name:	FAITH BAPTIST-ARLINGTON	Zoned:	E
Location:	NORTH OF DONELSON FARMS PARKWAY, 1735' WEST OF AIRLINE INTERSECTION		
Owner of Record:	FAITH BAPTIST CHURCH		
Owner Address:	5959 AIRLINE ROAD, ARLINGTON TN 38002		
Daytime Phone:	901-867-9111	Fax Number:	
E-mail Address:			

Developer Contact:	TRIPP WELLS		
Company Name:	WELLS AND ASSOCIATES PLLC		
Mailing Address:	4722 MALONE ROAD, OLIVE BRANCH, MS 38654		
Daytime Phone:	901-299-7401	Fax Number:	
E-mail Address:	TWELLS@WELLSPLLC.COM		

Engineer/Designer Contact:	LANCE LANIER, EI FOR KEVIN LEDFORD, PE		
Company Name:	LEDFORD ENGINEERING, PLANNING, AND ARCHITECTURE, LLC		
Mailing Address:	5567 COMMANDER DRIVE, SUITE 105, ARLINGTON, TN 38002		
Daytime Phone:	901-867-5220	Fax Number:	901-867-5331
E-mail Address:	LANCE@LEDFORDEP.COM; KDLEDFORD@LEDFORDEP.COM		

Instructions for Submitting an Application:

- Fee Schedule: Less than 5 acres – \$800.00
Over 5 acres – \$1,000.00

Make checks payable to the Town of Arlington

- Attached is a Site Plan Checklist of required items. *All items must be addressed or the application may be deemed incomplete and returned to the applicant.*
- A preliminary meeting with Staff for review prior to submittal deadline date is suggested. Staff meets the first and third Monday of each month. Call the Planning Department to schedule.
- When the Planning Commission approves a site plan, it shall lapse unless a building permit, based thereon, is issued within one (1) year from the date of such approval unless an extension of time is applied for and granted by the appropriate approving body.

OFFICE USE ONLY
Date Received: <u>12/6/16</u>
Amount: <u>1,000</u>
Fee Receipt #: <u>034321</u>