

Town of Arlington

5854 Airline Road, Arlington TN 38002



Town of Arlington
Board of Mayor and Aldermen
February 6, 2017
6:30 P.M.

MEETING MINUTES

I. Call to Order and Roll Call.

Present

Mike Wissman, Mayor
Larry Harmon, Alderman
Hugh Lamar, Alderman
Oscar Brooks, Alderman
Harry McKee, Vice Mayor
Brian Thompson, Alderman
Jeff McKee, Alderman

Others Present

Gerald Lawson, Attorney
Angela Reeder, Planner
Catherine Durant, Town Administrator
Brittney Owens, Recorder

Mayor Wissman called the meeting to order and advised that a quorum was established. All members are present.

II. Opening Prayer.

Opening prayer was led by Jeff McKee, Alderman.

III. Pledge to the Flag.

The Pledge of Allegiance was led by Mr. Gene Hinders.

IV. Approval of the minutes from January 3, 2017.

Motion: Alderman McKee made a motion to approve the Board of Mayor and Aldermen minutes of January 3, 2017. Alderman Lamar seconded the motion.

The motion carried unanimously.

V. Grievances and Comments from Citizens.

Mayor Wissman asked if any citizen wished to address the Board to please come to the podium, state your name and address for the record. He stated that this was not a Question and Answer session.

Ms. Laurie Boyd of 12535 Harrell Road spoke of her concerns regarding citizens not cleaning up after their animals. She stated that specifically in the Harrell's Ridge and White Oak Subdivision pet owners are either not cleaning up or are

leaving the trash on homeowner's property. Ms. Boyd requested that the Town and Homeowner's Association help monitor this issue to resolve it.

There were no further comments.

VI. Communication from the Mayor.

A. Shelby County Sheriff's Department Incident Report for the Month of January.

Mayor Wissman recognized Sergeant Reed with the Sheriff's Office. Sgt. Reed discussed the various crimes that occurred during the month of January, which included three (3) motor vehicle thefts and one (1) robbery. All three were due to being unlocked. Mayor Wissman thanked Sergeant Reed for his time and reminded everyone that the full report is on file at Town Hall.

B. Presentation of David Lenoir, Shelby County Trustee.

Mayor Wissman recognized David Lenoir, Shelby County Trustee. He started his presentation by pointing out that the economy for Shelby County continues to improve and that the main sources of revenue – real estate volume, real estate prices, and sales tax – are up. This is important as the County is heading into reappraisal year. The real estate tax collections for Shelby County are currently at 98% and Arlington is at 99%, and sales tax has increased. Alderman Lamar inquired about the blight issue in both Shelby County and in the Town of Arlington. Mr. Lenoir explained, Arlington has very little blight, but the County on the other hand has significantly more. Around ten thousand properties in the Memphis area would be considered either blight or an eyesore; however the City of Memphis Administration is working on cleaning up those areas. Mayor Wissman thanked Mr. Lenoir and his staff for being so detailed and thorough on their reports and thanked him for his time.

The full report is on file at Town Hall.

C. Arlington Fire Department Report for the Month of January.

Mayor Wissman recognized David Franks, Fire Chief, who stated for the month of January, there were a total of seventy-two (72) calls. Forty-one (41) were EMS and thirty-one (31) were fire and motor vehicle calls. Chief Franks informed the Board that the Fire Department responded to a hazardous material chemical truck fire in the White Oak Subdivision with no injuries. Chief Franks also stated that Brendalay Grill was heavily damaged by fire and will be closed for the unforeseeable future. Mayor Wissman thanked Chief Franks for his time and report. The full report is on file at Town Hall.

D. Other as Properly Presented.

1. Mayor Wissman informed the audience that the multiple poster boards placed throughout the Board Room, were products of the University of Memphis Architecture and Interior Design Students projects regarding the Sam T. Wilson Library. Mayor Wissman called on Ms. Jeanne Meyers to give more insight on the projects. Ms. Meyers explained that she has been a resident of Arlington for thirteen (13) years and that her family visits the library on a weekly basis. Ms. Meyers, along with staff, discussed the idea of what a 21st century library would look like and presented the project to her students. Those students then took inspiration from historical buildings in the town as well as the community itself. Ms. Meyers thanked the Board for allowing her and her students to present their projects and encouraged everyone to ask questions and make comments. Mayor Wissman thanked both Ms. Meyers and the students.
2. Mayor Wissman reminded everyone that The Chamber of Commerce Lunch will be held on Wednesday February 8 at noon. The Mayor and Department Heads will give insight concerning what the different department responsibilities consist of and about things going on in the Town.
3. Mayor Wissman reminded everyone that reappraisals will be mailed out soon.
4. Mayor Wissman recognized Ms. Brittney Owens, Town Recorder, who talked about a community wide service day on Saturday March 25th. She noted that we are still in the preliminary stages, but it will be a time for the community to come together to pick up trash, clean up parks, flower beds, etc. Businesses, residents, and neighborhoods have the opportunity to be involved along with Town staff. She stated that the Town will see staff conducting their own clean-up day on Friday, February 17. Anyone is welcome to join and be a part of it. All information will be on the Town Website and Facebook page. Anyone interested should contact Town Hall.
5. Mayor Wissman reminded everyone that this year is an election year. Petitions can be picked up at the Shelby County Election Commission from March 17th through June 15th. Early voting will be available at Town Hall this year from September 1 – 21.
6. On Thursday March 30, Channel 5 news will be doing a Storm Chaser event at the Arlington Safe Room for both the five (5) and six (6) o'clock news broadcasts. This will be a big event and News Channel 5 is requesting a large community turnout. More details will be posted on the Town Website and Facebook page.

VII. Committee Reports

Mayor Wissman advised that the Planning Commission, Finance Committee, and Arlington Community School Board met during the month of January. The reports are on file at Town Hall and have been provided to the Board.

The Treasurer's report for the month of January and the financial reports are on file and have been given to the Board. Alderman Thompson read the Treasurer's Report into the record (on file). He stated that the next Finance Committee will be on Thursday February 16. Alderman McKee praised the department heads on all the material they prepare for the Finance Committee meetings every month.

VIII. Old Business

- A. Second and Final Reading of Ordinance 2017-01 to amend the Town of Arlington Zoning Ordinance, Chapters 2 (Definitions), 4 (Zoning Districts, Bulk Regulations, and Uses), 5(Regulations for Planned Development Overlay Districts), 6(Development Standards), 7(Regulations Governing Signs), 8(Parking and Loading Regulations) and 10 (Administration and Enforcement) to correct typos, add clarification and correct oversight.

Mayor Wissman recognized Angela Reeder, Town Planner. Ms. Reeder explained this amendment to the Zoning Ordinance changes fifteen (15) sections to correct typos, provide clarification or ensure regulations are in line with the Town's goals. The amendments have not changed since the first reading with the exception of two items. The first item requires residential driveways be paved. The change since the first reading, it now also states that all driveways of single family residential lots of five (5) acres or more shall provide a paved driveway to the primary structure, or for two hundred (200) feet from the edge of the pavement, whichever is less. The intent is to provide some relief to large lot owners, give them a clear guide when designing their lot/house and not discriminate against homeowners in Town with lots less than five (5) acres. In addition to that item, language regarding hotels was modified as well. She stated that the language now proposes the average guest room size shall be three hundred twenty-five (325) square feet. In addition, to help assure quality development, staff added a few additional items to the Hotel regulations that complement our goals and/or further define them. Ms. Reeder provided a detail summary of all changes regarding the two items, which is on file at Town Hall. She advised that staff recommends approval.

Main Motion: Alderman Brooks made a motion to approve Second and Final Reading of Ordinance 2017-01. Alderman Thompson seconded the motion.

Mayor Wissman called for a motion to suspend the Board of Mayor and Aldermen Meeting and open a Public Hearing.

Motion: Alderman Thompson made a motion to suspend the Board of Mayor and Aldermen Meeting and open the Public Hearing. Alderman Brooks seconded the motion.

PUBLIC HEARING: Second and Final Reading of Ordinance 2017-01 to amend the Town of Arlington Zoning Ordinance, chapters 2 (Definitions), 4 (Zoning Districts, Bulk Regulations, and Uses), 5(Regulations for Planned Development Overlay Districts), 6(Development Standards), 7(Regulations Governing Signs), 8(Parking and Loading Regulations) and 10 (Administration and Enforcement) to correct typos, add clarification and correct oversight.

Mayor Wissman stated that the notice of public hearing was published in The Commercial Appeal on January 6, 2017. He asked that anyone wishing to speak for or against the request to stand and be recognized by stating their name and address for the record. There were no comments.

Mayor Wissman called for a motion to close the Public Hearing and resume the Board of Mayor and Aldermen Meeting.

Motion: Alderman Thompson made a motion to close the Public Hearing and resume the Board of Mayor and Aldermen. Vice Mayor McKee seconded the motion.

Mayor Wissman called for discussion. Aldermen Lamar and Thompson thanked Ms. Reeder and her staff for doing such detailed research and presentation for the Board. Alderman Lamar and Vice Mayor McKee wanted to ensure a first-class hotel would accommodate the extra visitors the West Tennessee Veterans Home will eventually bring in. Alderman Thompson noted a hotel “average” makes more sense than “minimum”, but he and Alderman Harmon requested more information regarding the forty (40) guest maximum for meeting rooms. Ms. Reeder stated this was the capacity per room without partitions previously set, anything larger than that would have to go through the Board of Zoning Appeals. Alderman Thompson also questioned if language should clarify courtyards by definition. Ms. Reeder stated courtyards would not be enclosed from the sky, but fully enclosed from view by the building or landscaping. Alderman McKee asked if a pool enclosed by a glass dome would be considered an indoor pool or courtyard. Both Ms. Reeder and Alderman Thompson stated Design Review Committee guidelines would restrict something of that nature, requiring it be made from materials the Town allows. Alderman Harmon disagreed with the Hotel Proposal and felt the word “minimum” should be used rather than “average”. He also asked Staff if there was a maximum number of stories hotels would be

allowed. Ms. Reeder stated they are limited by height in the zoning district in which they are proposed. Alderman Harmon also stated that since there is no language to define a “boutique” hotel, a smaller hotel could call itself a boutique in order build in the Town. Ms. Reeder stated any business wanting to operate as hotel of any kind would have to meet all the minimum requirements within our ordinances. Alderman Harmon stated that not only should the language require one staff member to be present at all times, but also require 24-hour security. Gerald Lawson, Town Attorney, stated the Town cannot add that language to an approval, since it would change how the business operates. Alderman Thompson and Vice Mayor McKee both noted they agreed with the new language regarding driveways and setbacks, that it was the most reasonable way to handle.

Mayor Wissman called for any additional discussion. Hearing none, he called for a vote on the main motion.

Vote on Main Motion: The motion passed with six (6) yes and one (1) no votes.

B. Other as Properly Presented.

There was no further business brought before the Board.

IX. New Business

Mayor Wissman called for a vote to combine items A-D onto a consent agenda.

Motion: Vice Mayor McKee made a motion to combine items A-D onto a consent agenda. Alderman Brooks seconded the motion. Mayor Wissman called for a vote on the main motion.

Vote on Motion: The motion carried unanimously.

Consent Agenda

Mayor Wissman stated items to be combined onto the Consent Agenda.

- A. **Resolution 2017-01 to authorize Mike Wissman in his capacity as Mayor to enter into an Arlington Athletic Facility Provider Agreement with Arlington Arsenal Baseball.**
- B. **Resolution 2017-02 to authorize Mike Wissman in his capacity as Mayor to enter into an Arlington Athletic Facility Provider Agreement with Arlington Recreational Soccer.**
- C. **Resolution 2017-03 to authorize Mike Wissman in his capacity as Mayor to enter into an Arlington Athletic Facility Provider Agreement with**

Arlington Lacrosse.

D. Resolution 2017-04 to authorize Mike Wissman in his capacity as Mayor to enter into an Arlington Athletic Facility Provider Agreement with Arlington Youth Little League.

Mayor Wissman called for a motion.

Main Motion: Vice Mayor McKee made a motion to approve items A-D on the consent agenda. Alderman Brooks seconded the motion.

Mayor Wissman called for a vote on the main motion

Vote on Main Motion: The motion carried unanimously.

E. Other as Properly Presented.

Resolution 2017-05 to amend the Master Development Plan for property located on the North side of Memphis-Arlington Road, West side of Airline Road, for the Seasons Square Planned Development, previously known as High Pointe.

Mayor Wissman recognized Angela Reeder, Town Planner, who described the two (2) phases Seasons Square Planned Development approved in 2015. Included in that PD was a tree preservation plan that showed a large oak tree on the northwest corner being preserved during and after the development of the property. She stated that according to the developer, he can no longer preserve the tree as proposed and is requesting to amend the master development plan to remove the oak tree. She noted that a landscape plan would have to be reviewed and approved as part of the phase two (2) site plan from the Planning Commission and Design Review Committee. Ms. Reeder noted that along with staff's summary, the applicant provided reports from their engineer and landscapers to support his request.

Mayor Wissman called for questions or comments for staff or the applicant, A. I. Guron. Mr. Guron, 5925 Airline Road explained that since the development started on the property, he has tried to preserve the tree; however due to the detention requirements, grading requirements, driveway location alignment and other factors, the tree would not survive. Alderman Harmon asked the applicant if the removal of the tree was his preference or was it necessary. Arborists and landscapers have assessed the condition of the tree and don't feel anything could be done to save it. Ms. Catherine Durant, Town Administrator, pointed out that the site plan for Phase 2 has yet to go before the Planning Commission and Design Review Committee. Mr. Guron pointed out that he already has equipment on site to finish site grading, so he would be very appreciative if a decision could be made as soon as possible. Vice Mayor

McKee and Alderman Thompson asked Mr. Guron if he or his engineers had collaborated with the Town Engineer to verify if removing the tree was necessary. Mr. Guron said his plan was based on Town requirements for driveway location and Fire Department access. Alderman Thompson questioned if there were any other options regarding the design, such as relocating the driveway, so that the tree could be preserved. Ms. Durant stated it could be looked into, but Mr. Guron mentioned that he would begin planting more suitable trees as soon as grading on the site was complete. Alderman Lamar indicated that if the tree was dying and there was nothing to do, it would be best to remove it. Ms. Reeder confirmed that if the tree is allowed to be removed, Mr. Guron would be required to increase the tree density for the development to compensate for its removal. Alderman Thompson stated phase two (2) should go before the Planning Commission and Design Review Committee before replacing the tree.

Vote on Main Motion: The motion passed with six (6) yes and one (1) no votes.

There was no further business brought before the Board.

X. Approval of the bills for payment.

Mayor Wissman called for a motion.

Main Motion: Alderman Thompson made a motion to approve bills for payment.
Alderman Brooks seconded the motion.


Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

XI. Adjournment

Motion: Alderman McKee made a motion to adjourn.
Alderman Brooks seconded the motion.

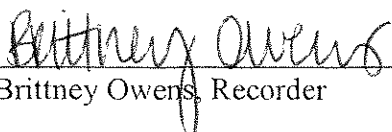
Meeting adjourned.



Mike Wissman, Mayor

3/6/17

Date



Brittney Owens, Recorder

3/6/17

Date