Town of Arlington  
5854 Airline Road, Arlington TN 38002

Board of Mayor and Aldermen  
June 3, 2019  
6:30 P.M.

MEETING MINUTES

I. Call to Order and Roll Call.
Present  
Mike Wissman, Mayor  
Larry Harmon, Alderman  
Jeff McKee, Alderman  
Oscar Brooks, Alderman  
Harry McKee, Vice Mayor  
Jeremy Biggs, Alderman  
Cheryl Pardue, Alderman

Others Present  
Catherine Durant, Town Administrator  
Brittney Owens, Town Recorder/ Treasurer  
Gerald Lawson, Town Attorney  
See List

Mayor Wissman called the meeting to order and advised that a quorum was established.

II. Opening Prayer.

Opening prayer was led by Jeremy Biggs, Alderman

III. Pledge to the Flag.

The Pledge of Allegiance was led by Hugh Lamar

IV. Approval of the minutes from May 6, 2019

Motion:  Alderman Pardue made a motion to approve the Board of Mayor and Aldermen minutes from May 6, 2019. Alderman Biggs seconded the motion.

Alderman Biggs stated that he wasn’t able to run into the right people this past Friday at Town Hall before the Board meeting. He agreed that statements in the minutes should be summarized but on the 5th page, regarding the liquor store, the statement he stated after the initial statement in the minutes were not present. Alderman Biggs noted that they can be heard on the audio file around the 27-minute point. Catherine Durant clarified that the statement is on page 6 not 5. Alderman Biggs wanted the statement added into the May minutes. Mayor Wissman asked Alderman Biggs to clarify what the statement was about and Alderman Biggs replied that he couldn’t word for word state it, but it was regarding
why the wait with the Board regarding the liquor store changes and that they should make a
decision and move forward.

Mayor Wissman noted that the minutes will reflect the statement if there is no objection
from the Board. Seeing no objection from the Board, Mayor Wissman made a motion to
add the statement.

The motion carried unanimously.

V. Grievances and Comments from Citizens:

Nothing was presented, Mayor Wissman closed public comments.

VI. Communication from the Mayor.

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

Mayor Wissman recognized Lt. Natalie Hillman. Lt. Hillman noted that Lt. Crowder who
usually gives the monthly report has been reassigned. Lt. Hillman noted there were a total of
30 reports taken. There were some issues and complaints about some dirt bikes, citations
have been handed out to those that were causing the issue. Lt. Hillman stated that there were
several thefts from vehicles in which those vehicles were unlocked. Lt. Hillman reminded
that unlocked doors is an invitation for those that want to steal.

Mayor Wissman thanked Lt. Hillman for her time.

Full Report is on file at Town Hall.

B. Arlington Fire Department Report for the Month of May.

Mayor Wissman recognized James Harvill, Fire Chief. Chief Harvill stated that there was a
total of 90 responses, with 33 EMS responses and 57 Fire responses. There were 18 calls
south of I-40 and 8 calls on I-40.

Chief Harvill noted the department completed the hiring process for three new firefighters in
place of those that have left. The three firefighters are scheduled to start June 24th with a
swearing in ceremony on June 27th. All three department inspectors participated in a 3-day
inspector conference to obtain CEUs for their renewal. The department also implemented
Target Solutions, a computer-based training and record management system.

Mayor Wissman thanked him for his time.

Full Report is on file at Town Hall.

C. Other as properly presented.
1. Mayor Wissman recognized the Wastewater Department for their dedication and hard work for the last 6 weeks. Mayor Wissman introduced Terry Perkins, Public Works Director, who explained there was a malfunction at the plant which required staff to be there around the clock to make sure the sewer system ran correctly for the Town.

2. Mayor Wissman noted there will not be a July BMA meeting. There will be a Special Called meeting on June 27th in reference to wrapping up the end of the fiscal year. Also, the swearing in ceremony for the new firefighters will be done prior to the meeting at 4:30 pm in the Board room.

3. Fireworks show will be on June 29th. Rain date will be the next day. Vice Mayor McKee noted that everything is going according to schedule.

4. Mayor Wissman declared the Town has acquired the right of way for Airline Rd, and it has been certified by the state. Next steps will be bidding for the project.

5. The Highway 70 project is underway. Citizens should see more progress over the next few weeks. This project runs from McDonald’s to Highway 385.

6. Mayor Wissman noted that a Land Use Development Plan Subcommittee has been created. Members are Russ Campbell, Brian Thompson, Alderman Brooks, Josh Holtgrew, and Tonia Howell, with Angela Reeder as Planning staff. The committee will begin meeting on June 10th, with three following meetings, then they will hold a public meeting for information and input.

7. The Playground of Dreams equipment is being delivered tonight, June 3rd. The time frame for completion has advanced. The finished project should be close to the end of the month.

8. Tonia Howell, Arlington Chamber of Commerce Director, noted there will be a Chamber luncheon on June 12th. There is also a Bi-Centennial Celebration to celebrate Shelby County on November 24th at Shelby Farms. All municipalities are invited to go, Arlington will be there in their own 30x40 tent highlighting the past, present and future of Arlington with the help of the APTA.

9. Mayor Wissman recognized Elizabeth Equi for all her hard work at the Senior Center

VII. Committee Reports

Mayor Wissman advised the Planning Commission, Health and Safety Committee, Parks and Recreation Advisory Board, Design and Review Committee, and Arlington Community School Board met during the month of May

The Treasurer’s report for the month of May and the financial reports had been given to the Board.

Treasurer report for the month of May was read aloud by Oscar Brooks for recording purposes. Full report is on file at Town Hall.

VIII. Consent Agenda

A. Resolution 2019-25 to authorize Mike Wissman, in his capacity as Mayor of the Town of Arlington, Tennessee to authorize a land disturbance permit for
approximately 10 acres located on the north side of Bragg Road at 12580 Bragg Road.

B. Resolution 2019-26 of the Town of Arlington, Tennessee Board of Mayor and Aldermen to enter into a development agreement with Blue Sky Communities, LLC for the construction of Myer's Park PD Phase 1, located on the northeast corner of Memphis-Arlington Road and Gerber Road.

C. Resolution 2019-27 of the Town of Arlington, Tennessee, Board of Mayor and Aldermen, to enter into a development agreement with Arlington Investors Group, LLC for the construction of Villages at White Oak 1st addition PD Phase 5, located east of Milton Wilson, south of Kensington and between Phase 2 and Windsor Place.

Mayor Wissman called for a motion.

Main Motion: Alderman Pardue made a motion to approve the Consent Agenda which consist of Resolution 2019-25, Resolution 2019-26, Resolution 2019-27. Alderman McKee seconded the motion.

Mayor Wissman called for discussion or questions. Hearing no further comments, Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously

IX. Old Business

A. Second and Final reading of Ordinance 2019-04 to amend the Town of Arlington Zoning Map by Rezoning two lots totaling roughly 4.35 acres of property located on the West Side of Airline Road across from Brooks River Drive from E: Estate Residential to SC: Shopping Center Commercial (PUBLIC HEARING)

Mayor Wissman recognizes Angela Reeder, Town Planner

Ms. Reeder stated that this is the second and final reading to amend the zoning map. The proposal is to take both parcels and rezone them from the existing E: Estate to SC: Shopping Center. Ms. Reeder noted that whenever there is a consideration to change a portion of the map several factors need to be considered, including the Town’s future land use map and what the parcels around the site are zoned. The request to change the two parcels into SC would be consistent with the surrounding areas already established for similar uses and zoning. Ms. Reeder noted the future land use plan calls for it to be commercial and rezoning these parcels would be consistent with the long-term goal of the area. The Town must also consider whether municipal services can serve the area in question; Ms. Reeder stated services are accessible to the site accept for sewer. However,
a public sewer line will be installed along the west side of the site in the future with an adjacent project.

Lastly Mrs. Reeder stated the Town has specific findings to support any amendments regarding changes to the zoning map and listed them. She stated staff feels the proposal meets all those findings. The Planning Commission reviewed the change on April 15, 2019 and recommended approval, and staff also recommends approval.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Pardue made a motion to approve Second and Final reading of Ordinance 2019-04. Alderman McKee seconded the motion.

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

**Motion:** Vice Mayor McKee made a motion to suspend the meeting and open the public hearing. Alderman Brooks seconded the motion.

**Public Hearing:** Second and Final reading of Ordinance 2019-04 to amend the Town of Arlington Zoning Map by Rezoning two lots totaling roughly 4.35 acres of property located on the West Side of Airline Road across from Brooks River Drive form E:Estate Residential to SC: Shopping Center Commercial.

Mayor Wissman stated that a notice of a public hearing was published in The Commercial Appeal on May 17, 2019. He further stated anyone wishing to speak for or against this request to please stand and be recognized.

Denita Carmichael, 4770 Brooks Branch Road. Mrs. Carmichael’s concern is the impact of traffic with the development of the site, especially regarding school traffic, etc.

Hearing no further discussion Mayor Wissman called for a motion to close the public hearing.

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

Mayor Wissman asked if Ms. Reeder could answer Mrs. Carmichael’s question regarding how traffic may be impacted due to the development of the site. Ms. Reeder answered it is the Town’s intent for that specific area is to be commercial and Airline should handle the limited development expected on a site this size. She noted TDOT does have plans to widen this area of Airline Rd, however there are no specifics right as to when. The widening will add a turn lane to be able to assist with traffic. Mayor Wissman noted there
has been money set aside for a traffic signal north of the site, if it is warranted for the area after development of nearby project.

Alderman Harmon understands and it has been a topic of discussion about getting an engineering study for this area and if there is going to be a need for a traffic light there, it needs to be installed now. He said we don’t want to have to wait like we did down on Airline Road, traffic is already bad.

Ms. Reeder stated the road that will be impacted by a signal is the one coming out of Arlington Trails, not at this site.

Catherine Durant, Town Administrator, noted there have already been two traffic studies by separate engineers done of this area. The studies have not warranted a light at this time; however, the previous applicant set aside money for light if it is warranted in the future. The Town understands during peak hours, like school, it is congested but there are alternative routes. Once the hotel development is in place and there is an increase of traffic, another study will be conducted to see if the traffic light will be warranted then.

Alderman Harmon responded there is not much faith in those studies. Vice Mayor McKee again backed up the statement that the contribution of a light has been set aside by the other applicant and they are fully aware of when it will be needed. Alderman Pardue appreciates the current applicant wants to go with a more restrictive zoning, SC not B-2. And as long as there aren’t any future plans for mixed use for the area, Alderman Pardue is in agreement with the change.

Mayor Wissman called for discussion or questions. Hearing no further questions Mayor Wissman called for a vote on the motion.

**Vote on Main Motion:** The motion carried unanimously.

**B. Second and Final Reading of Ordinance 2019-05 to further amend the Town of Arlington, Tennessee, Budget for Fiscal Year ending June 30, 2019. (PUBLIC HEARING).**

Mayor Mike Wissman recognized Catherine Durant, Town Administrator. Mrs. Durant states that this is the third set of budget amendments. Staff continues to amend the budget throughout the year due to the need for grants or line item changes for incoming revenue. There has been a change between first and second reading due the purchase of security cameras for our parks due to recent vandalism. Staff recommends approval.

Mayor Wissman called for a motion to approve recommendation

**Main Motion:** Vice Mayor McKee motioned to approve Second and Final Reading of Ordinance 2019-05. Alderman Brooks seconded the motion.
Mayor Wissman called for a motion to suspend the Board of Mayor and Aldermen meeting for Public Hearing

Motion: Vice Mayor McKee made a motion to suspend meeting. Alderman Brooks seconded the motion.


Mayor Wissman stated that the public hearing was published in The Commercial Appeal May 17, 2019. He further stated that anyone wishing to speak please state your name and address for the record.

Hearing no comments, Mayor Wissman called for a motion to close the Public Hearing and resume the Board of Mayor and Aldermen meeting.

Motion: Vice Mayor McKee motioned to close the Public Hearing and resume the Board of Mayor and Aldermen meeting. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion or questions. Hearing no further questions Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

C. Second and Final Reading of Ordinance 2019-06 adopting the Annual Budget, Board Compensation, and Tax Levy for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020 (PUBLIC HEARING)

Mayor Wissman recognized Catherine Durant, Town Administrator. Mrs. Durant stated that this is the second and final reading for adopting the annual budget. Mrs. Durant noted that the only change from the presentation last month was the incorporation of the school’s budget. The amended budget also includes the 14 new hires with 12 of those new hires being firefighters for the second fire station. The budget also includes the necessary $.22 cent tax increase. Staff recommends approval.

Mayor Wissman called for motion on the recommendation

Main Motion: Alderman Pardue motioned to approve second and final reading of Ordinance 2019-06. Alderman McKee seconded the motion.

Mayor Wissman called for a motion to suspend the Board of Mayor and Aldermen meeting for Public Hearing

Motion: Vice Mayor McKee made a motion to suspend meeting. Alderman Brooks seconded the motion.

Mayor Wissman stated that the public hearing was published in The Commercial Appeal May 17, 2019. He further stated that anyone wishing to speak please state your name and address for the record.

Hearing no comments, Mayor Wissman called for a motion to close the Public Hearing and resume the Board of Mayor and Aldermen meeting.

Motion: Vice Mayor McKee motioned to close the Public Hearing and resume the Board of Mayor and Aldermen meeting. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion or questions.

Alderman Brooks noted that the Board has spent a lot of time going over the budget and it is not something that is taken lightly.

Hearing no further questions Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

X. New Business

A. First Reading of Ordinance 2019-07 to further amend the Town of Arlington, Tennessee, Budget for Fiscal Year ending June 30, 2019 by the 4th and Final set of Amendments.

Mayor Wissman recognized Catherine Durant, Town Administrator. Mrs. Durant states this is the 4th and final set of budget amendments; it is a general cleanup of line items. The second and final reading will be held on June 27th at 6:00 pm at a special called meeting. Staff recommends approval.

Mayor Wissman called for a motion.

Main Motion: Alderman Brooks made a motion to approve Ordinance 2019-07. Alderman Harmon seconded the motion.

Mayor Wissman called for discussion or questions.

Hearing no further discussion, Mayor Wissman called for a vote on the main motion.
B. Resolution 2019-28 to acknowledge and authorize an emergency purchase for automatic screen repair, replacement, temporary screen and installation at the Wastewater Treatment Plant with Duperon Corporation and Landmark Construction.

Mayor Wissman recognized Catherine Durant, Town Administrator. Mrs. Durant explained that the Wastewater Treatment plant located at 11950 Highway 70 experienced a failure in the mechanical screen that separates non-flushable materials from the inflow into the plant, causing an emergency whereas employees were required to manually remove debris around the clock. All attempts to repair the existing screen failed, causing the Town to seek other alternative solutions, a temporary screen was available through the manufacturer while a new screen was rushed to design and manufacturing. The Board and Alderman were informed of the entire process. This authorization is a two-part approval. First approving the 3-month Lease Temporary Screen of $9,100.00 and second approval for the purchase for a new screen of $192,000.00. Staff recommends strong approval.

Mayor Wissman called for a motion to approve.

Main Motion: Alderman Brooks made a motion to approve Resolution 2019-28. Alderman Pardue seconded the motion.

Mayor Wissman called for discussion and questions.

Mayor Wissman on behalf of the Board thanked all the employees for their time and hard work during this period.

Hearing no further discussion Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

C. Resolution 2019-29 to approve the Arlington Community Schools board of Education 2019-2020 Operating Budget.

Mayor Wissman recognized Tamara Mason, School Board Superintendent. Ms. Mason explained the highlights of the budget. The budget is $48,500,000 for the school year 2019-2020. This budget includes the General Purpose Fund, which is a primary operating fund for the school system. Projected enrollment for the school year is 4,696, which is an increase from last year. The majority of revenue for the General Purpose fund consists of State of Tennessee Basic Education Program (BEP), Shelby County Government and the Town of Arlington. Expenditures that are included in the 2019-2020 budget are to improve student achievement, maximize employee capacity and improve organization
efficiency and effectiveness. For student achievement the school will be adding a JROTC program. As well as adding a second position of a social transition specialist and a teacher and assistant for the STEP program. For maximizing employee capacity, a bonus has been added to the budget for all full-time employees, a 2% cost of living adjustment, a rate increase for the retirement program from 10.46% to 10.63%, an increase to fund the Health Benefits Plan and contribute to Other Post-Employment Benefits. The improvement for Efficiency and Effectiveness will include several school Safety officers added to the elementary schools, an accountability department supervisor will be added, a food management contract will be voted on to manage the school cafeterias, utilize the Fund Balance for Capital Improvement projects and technology costs for software for separate departments.

Ms. Mason introduced Miracle Roberts, the Chief Financial Officer. Ms. Roberts presented a slideshow with an overview of the budget consisting of the General Fund Revenue, Federal Funds, Nutritional Funds and Other Funds. General Fund is driven by the BEP, Shelby County Property and Sales Taxes. Federal Fund is mainly generated by Title One as well as the special educational programs. Ms. Roberts pointed out the comparison between the 2017 budget and the 2019-2020 budget. The Nutrition fund is driven by lunches whether it is paid or reduced. The proposed budget is 1.1 million. Ms. Roberts went over the other funds which included Federal Projects, School Nutrition, Discretionary Grants, Education Capital Project and Private Purpose Trust Funds.

The full report can be found at Town Hall

Mayor Wissman thanked them and called for a motion.

**Main Motion:** Alderman Pardue made a motion to approve Resolution 2019-29. Alderman McKee seconded the motion.

Mayor Wissman called for discussion or questions.

Mayor Wissman asked Ms. Mason to explain the outsourcing for the cafeteria. Ms. Mason replied that their Board is looking to outsource the cafeteria services. Collierville and Germantown outsource theirs. Staff has done their research over a 6-month period including talking to students that receive the services at schools in those locations. A study showed that there was an increase of students eating in the cafeteria. There were three vendors to choose from and the one that will be contracted will be up for approval at June’s meeting. This program is has revolved into more of a dining experience and has shown to prove that when kids have a better experience they will perform better in school.

Alderman Pardue asked what makes their performance increase, is it the quality of the food or the atmosphere of the area. Ms. Mason replied all the above. With the research done by staff the programs involved include a grab and go lunch, a variety of foods that are different from the considered cafeteria food. Vice Mayor McKee asked how current staffing is going to be affected by this program. Ms. Mason replied the Board didn’t want
this program to negatively impact the staff, so the proposals includes that current employees will still be with the schools until either they retire or leave, and the vendor will hire a few to support the new service. Any new employees will be absorbed and carried on by the vendor. Vice Mayor also referenced page 9 in the presentation regarding Federal Government, increase from $15,000.00 to $45,000.00. Ms. Roberts explained that the money that passes through that fund as an indirect cost, it is based on the dollar amount based on the grant projects, takes care of the overhead. It is just a pass-through account to General Fund.

Alderman McKee asked if the food was prepared on location or off site and if it was fresh. Ms. Mason replied all food is prepared on site and is fresh. The vendor also will work with other local vendors for produce. The vendor recommended will also engage with students for cooking competitions. The schools will also have their own assigned Chef and will allow the students to have input on the menus.

Alderman Biggs noticed that in the career ladder, it has its own section but what about the national board certification. He asked where that fell. Ms. Roberts explained that it is there, but it is a separate line item, it is included with the teachers’ pay line item. Alderman Biggs understood that it was $2000.00, Ms. Roberts replied it is $3000.00 now.

Alderman McKee wanted to know about the payment of $333,000.00 was it 10 years? Ms. Mason said it is a 12 year and they are on payment 6 of 12.

Alderman Brooks stated the School Board is doing a great job initiating the improvements and the schools are looking good. Ms. Mason noted that a new roof is getting put on Arlington Elementary and they are working on getting the new floors installed at the middle school gym. Ms. Mason also stated the Capital Budget does not include any revenue from the County because it is unreliable.

Hearing no further discussion, Mayor Wissman called for the vote on the main motion

Vote on Main Motion: The motion carried unanimously.

D. Resolution 2019-24 to approve a Master Development Plan for the Wilson Lake PD, a residential Planned Development on a 38.39-acre site north of Forrest Street, between Forrest St Park and Maple Grove (PUBLIC HEARING)

Mayor Wissman recognized Angela Reeder, Town Planner. Ms. Reeder informed the Board the application was a Residential Planned Development and Master Plan for roughly 38-acres zoned RS-15. The site was considered by the Planning Commission in 2017 but was pulled by the applicant to allow him to address comments provided at the meeting. Since then, the applicant has held a joint work session last October and went before the PC at a public hearing in February 2019. The location of the site is the north side of Forrest Street, between Forrest Street Park and Maple Grove. The site abuts the railroad on the north, streams on the east and west, and the nine (9) homes of Shady Oaks
Estate to the south. It has access to Forrest Street through what was lot 10 of Shady Oaks Estate.

The project proposes 60 single-family lots on the 38.39-acre site, for a total density of 1.56 dwelling units per acre. Homes must provide a minimum of 2,800 square feet heated square footage, not including garages or patios. All garages must be side load, a change from the PC meeting. Courtyard garages were initially proposed, but it was agreed they were not consistent with the home styles proposed. Driveways will be at least 16 ft wide and a drawing demonstrated off-street parking available on each. Staff and the PC had concerns about a lack of architectural details and added a condition to require a pattern book with specific details on architectural styles be submitted prior to recording the Plat or any permits being issued. The applicant instead decided to provide that information now for BMA review.

The plan now states homes will have either a Craftsman or Farmhouse design. Craftsman houses will be 60-70% brick, have front porches with tapered columns, and options of metal window awnings, decorative brackets in the gables, and shutters. The Farmhouse will have brick wainscoting along the base, with siding of horizontal lap, board and batten, and some cedar shake. They will all have large covered front porches with cedar or painted square columns. The applicant stated he has 10 floorplans for each, along with a large variety of accent and color choices to ensure the homes provide variety. Staff encouraged the applicant to maintain minimum porch dimensions, eave overhangs and offer exposed rafters.

The site is currently subject to the RS-15 zoning regulations. The proposed density is about half what is otherwise allowed; driven largely by site constraints. The 17.11 acres of open space or 44% well exceeds the Towns 20% requirement. Ms. Reeder stated the applicant agreed to a total 25 ft combined side setback at the meeting but has noted several house styles are now proposed with wider layouts. This results in narrower side yards, but larger backyards. Plans now note not all lots would have the minimum 5’ side setbacks and that the developer will make an effort to limit 5-foot side yards adjacent to one another.

The primary access for the development will still be on Forrest Street. There will also be a connection in the northeast corner to Bevan Road in Maple Grove. Minor public road improvements are required along Forrest Street at the primary entrance. These improvements would align and time with Maples Grove’s improvements on the north side of Forrest St. There are two existing box culverts crossing Forrest Street. Each one shall be extended to accommodate the widening of Forrest Street. The residential roadways within the development will all have a minimum right-of-way width of 50 feet, with a curb to curb width of 30 feet.

This site is consistent with surrounding zoning and uses. Open Space includes the Forrest Street entrance, a buffer along the streams on the east and west sides, the central lake and open space on the north side of the site. An 8-foot-wide greenway section is proposed on
the northern side of the site and will complete a trail system from Fayette County to Forrest Street Park. A large 6-acre lake is proposed with on fountain in the center. A trail was originally proposed around the lake, but the applicant was encouraged to remove it. A walkway on the southern side of the lake is proposed for residents and emergency personnel to access the lake from that side. Amenities along the north side of the site include a pavilion with BBQ grills, benches, half basketball court, and a fenced dog park with waste receptacles. No lighting is proposed around these amenities, to discourage night use. A cedar fence with brick columns will be placed on the property line between this site and the existing 1-acre lots to the south. The fence will be (8) eight feet tall to compensate for elevation differences and the columns will be placed at the property corners of the large lots.

Ms. Reeder noted this site plan is in one of the last infill lots near the downtown area and is therefore already served by municipal services and utilities; however, there are challenges associated. As proposed this plan would provide amenities not found in a traditional subdivision and preserve natural tree growth along the east and west edges. This completes a connected network of streets and infrastructure by connecting to an existing stub street in Maple Grove, and results in a final portion of our greenway trail to Depot Square being constructed.

Staff noted the revised proposal meets Town requirements for a PD and recommends any consideration of the Master Plan be subject to the stated conditions, in addition to any other conditions levied by the Board.

Mayor Wissman called for a motion to approve.

**Main Motion:** Alderman Pardue made a motion to approve Resolution 2019-14. Alderman Brooks seconded the motion.

Mayor Wissman called for a motion to suspend the Board of Mayor and Aldermen meeting for Public Hearing

**Motion:** Vice Mayor McKee made a motion to suspend meeting. Alderman Brooks seconded the motion.

**Public Hearing:** Resolution 2019-14 to approve a Mater Development Plan for the Wilson Lake PD, a residential Planned Development on a 38.39-acre site North of Forrest Street, between Forrest Street Park and Maple Grove.

Mayor Wissman stated that the public hearing was published in The Commercial Appeal May 17, 2019. He further stated that anyone wishing to speak please state your name and address for the record.

Hearing no comments, Mayor Wissman called for a motion to close the Public Hearing and resume the Board of Mayor and Aldermen meeting.
Motion: Vice Mayor McKee motioned to close the Public Hearing and resume the Board of Mayor and Aldermen meeting. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion or questions.

Alderman Brooks noted there was a discussion previously about the lots backing up to the lake should only be allowed to use see through wrought iron fencing. Mrs. Reeder informed the Board a condition requires that and that it be 5ft tall, minimum, to allow residents to have pools.

**Vice Mayor McKee disclosed to the Board he is a property owner of two adjacent properties; but he has spoken with the attorney and does not have to recuse himself.

Mayor Wissman stated one of the pictures presented 60-71% brick or stone for the Craftsman style house. Ms. Reeder confirmed it will mostly be brick; however, the Farmhouse homes will not have as much brick and be mainly siding.

Mayor Wissman asked about the lighting not being part of the plan, noting there will be lighting on the Town’s portion of the walking trails into Deport Square. Alderman McKee suggested maybe some lighting should be added in the common areas for simple fact that people will hang out at night and there are chances of vandalism happening. Mayor agreed that maybe a few accent lights would be beneficial.

Alderman Pardue inquired about the side setbacks. She asked with the side setbacks that are 5ft, if there were only certain plans that needed that. From a safety or logistical standpoint such as fire safety, she questioned what sorts of plans were in place to prevent issues with these small setbacks. Barry Duke, applicant with Creekside Homes, 12665 Coleman Rd, answered that most of the plans will not be that wide to require the 5ft setback and said he does not plan side by side 5ft setbacks. There may be only two or 3 plans that will have the 5ft setbacks, but most lots may have 5ft on one side but the other side setback will be larger. Alderman Pardue did note she appreciates the 16ft driveways. As far as the sidewalk on the south end towards Forrest, will the sidewalk line up with what is currently there. Ms. Reeder said it will connect with existing, clarifying the sidewalks will take you all the way into the development on both north and south ends. Alderman Pardue also noted she is not a huge fan of the dog park and would prefer to see a main common green space instead. She stated she doesn’t feel the development requires a dog park and was concerned about noise and odor. Lastly, she commented on the 1-acre lots that back up to the south, noting she would prefer to see one less lot there so it would align better with the whole project.

Alderman Biggs stated with the proposal of large porches, what’s your large isn’t my large. He wanted to see a minimum of 8ft porches to accommodate a swing, because is it really a porch if you can’t put a swing on it. Alderman Biggs questioned the number of lots that have the 5ft side setbacks. He said he would prefer to not allow any lots have the
5ft side setbacks next to each other. Mayor Wissman asked if there was a minimum of 5ft on one side, could we require 10 on the other side of the lots. His biggest concern was most lots will have more than 5ft, and he would prefer to not to see two lots with 5ft setbacks back to back. Ms. Reeder stated the guidelines require the combination of the two sides of the lot to total a minimum number. If setbacks depended on a neighbor lot, then Planning would run into permit issues having to continuously pull the lots next door to see their setbacks, and whoever built first would have the benefit of a smaller setback and others wouldn’t. Alderman Biggs stated the simple way to do it was just apply a minimum between homes of 15ft, so do 5ft and 10ft but don’t put 5ft and 5ft next to each other, have the 5ft align with side that is larger of the other lot. Mayor asked if Alderman Biggs wanted to make a motion to suggest 7.5ft minimum instead of 5ft. Mr. Duke said that he prefers 5ft but could make 7.5ft work if necessary. Alderman Harmon stated it is easier just to agree we don’t want to have a 5ft side by side. Alderman Pardue asked Chief Harvill if he has any opinion about how firefighters would access the back yard with the 5ft setbacks. Chief Harvill stated its always difficult but would like to see as much space as possible.

Amendment to the Main Motion: Alderman Biggs motioned to add a condition that the minimum side setback be set to 7.5ft, with a minimum of 15ft between homes. Alderman Brooks seconded the motion.

Mayor called for discussion on motion

Alderman Brooks confirmed the condition motioned will require side setbacks to be 15ft total on every lot. Alderman Biggs replied it could be 20 if they wanted. Ms. Reeder stated there needs to be space for side loading garage, which was our preference. She said all side yards with these type garages will already be at least 24ft to allow space for people to exit their garages. Alderman Biggs stated he can appreciate that, but original thought was not to put two 5ft side by side to each other and it was stated that is hard to manage for the planning department. Mrs. Durant said it is hard on staff, not the developer. Vice Mayor McKee asked Mr. Duke if the Board decides not to allow two 5ft setbacks side by side, could he accommodate it. Mr. Duke replied yes, this would be the simplest solution thing rather than changing the setbacks all together. Alderman Biggs asked Mr. Duke if he would agree to not put two 5ft by 5ft next to each other, Mr. Duke replies yes.

Alderman Biggs stated if Mr. Duke can agree to not putting the 5ft by 5ft together, he rescinds his amendment motion.

Amendment to the Main Motion: Alderman Biggs motioned to add a condition to not allow two 5ft setbacks next to each other. Alderman Brooks seconded the motion.

Mayor Wissman called for the vote on the main motion. Motion carried
Alderman Biggs stated he still had comments. He agreed with Alderman Pardue referencing that the he is not in favor of the dog park; he also prefers the area to be common space with open area preferred. He stated this development is more in line with his vision of what a development should look like, and although it is connected to Maple Grove it will feel like its own development. He said this is the best use of green space especially with the lake being in the middle and he liked the farm style homes. I think the lot sizes are 12 thousand, a little bigger than Maple Grove, but overall, I do like the overall plan. He said the porch size is a concern with the minimum depth present. Mr. Duke, applicant, stated the porches are wide on all plans, but when you get into depth it is an expense. The porches make the houses look nice, but they are keeping the depth affordable. Mr. Duke’s said in his opinion this what the market is looking for right now. He noted the porches will range from 4-8 feet deep.

Alderman McKee politely disagreed about the depth not being important and would rather have a deeper porch. Alderman McKee appreciated the details on all the house plans, and was okay with the dog park being removed. Per a discussion during PC, Alderman McKee said he noted the brick columns on the fencing and wanted to confirm there is going to be 40ft in between columns. Ms. Reeder said plans show them proposed at the corners of the 1-acre lots, with 2 columns in between each of those, which would roughly be 40 feet. Lastly Alderman McKee repeated he would prefer to see 8ft minimum front porches.

Alderman Brooks agreed the front porches should be 8ft, simply for utilization purposes.

Alderman Harmon stated overall the subdivision is laid out well, but he did wish we could drop one lot in the back as mentioned prior.

Alderman McKee asked if a 6ft porch could be a minimum. Mr. Duke stated designs have already been made and each design will be offset and will not be the same depth all the way across the front. Alderman Biggs stated that was fine as long one part of the porch was 8 feet. Mr. Duke confirmed that statement. Alderman Biggs stated he didn’t like the term large and wants to see a minimum size for the porch.

Alderman McKee noted the lighting along the walking path could make sense but did not want streetlights, just accent lights. He recommended the discussion be brought to DRC for approval.

Hearing no further discussion, Mayor Wissman called for a vote on the main motion with added condition.

**Vote on Main Motion as Amended:** The motion carried unanimously.

**F. Other as properly presented**
A. Resolution 2019-30 was inadvertently left off the agenda.

**Resolution 2019-30 to authorize award of bid to Madden Phillips Construction, Inc., for the site grading and utilities for the second Fire Station to be located on the Northwest corner of Airline Rd and Donelson Rd, to be known as Arlington Fire Station NO. 2, in Arlington, Tennessee.**

Mayor Wissman recognized Catherine Durant, Town Administrator. An advertisement for bids was published in The Commercial Appeal, Shelby County, Tennessee, on May 8, 2019. The Town received bids on May 30, 2019 at 2:00 pm at which time the bids were opened publicly and read aloud. There was a total of six (6) bids received with the lowest responsive bidder being Madden Phillips Construction, Inc. The bid was for site work and utilities for the second Fire Station at the corner of Airline Rd and Donelson Rd. Staff has reviewed all bids and recommends the award to Madden Phillips Construction Inc.

Mayor Wissman called for a motion

**Main Motion:** Alderman Brooks made a motion to approve Resolution 2019-30. Alderman McKee seconded the motion.

Mayor called for discussion and questions.

Hearing no further discussion Mayor Wissman called for a vote on the main motion.

**Vote on Main Motion:** The motion carried unanimously.

B. Captain Robert Elliot introduced himself. He is in the new executive officer for the SCSO daily patrol. He wanted to let the Town know if anything is needed to please contact him.

X. **Approval of the bills for payment**

Mayor Wissman called for a motion to approve.

**Main Motion:** Alderman McKee made a motion to approve the 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:**
Main Motion: Alderman McKee made a motion to adjourn. Alderman Harmon seconded the motion.

Meeting Adjourned.

Mike Wissman, Mayor

Brittney Owens, Recorder

Date: 8/5/19